

Presented by:
Presented:
Drafted by:

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-37

An Ordinance Appropriating up to \$500,000 to the Manager for a COVID-19 Business Safety Program; Funding provided by the CARES Act Special Revenue Fund.

WHEREAS, the Economic Stabilization Task Force Recommended that the Assembly consider reimbursing businesses for investments made in masks, personal protective equipment (PPE), and other infrastructure necessary to support continued business operations during the COVID-19 pandemic; and

WHEREAS, this grant program would facilitate and encourage businesses to implement or continue implementing safety measures to protect employees and customers due to COVID-19; and

WHEREAS, Alaska is experiencing a substantial increase in COVID-19 cases since June and especially during the first week of July (424 active cases on June 30 to 598 active cases on July 5); and

WHEREAS, the people in the City and Borough of Juneau have managed to avoid the substantial increase in COVID-19 cases; and

WHEREAS, businesses that have implemented COVID-19 safety measures like installing physical dividers, requiring use of face coverings, enhancing cleaning routines, and providing hand cleaning stations should be partially reimbursed for the assertive actions; and

WHEREAS, businesses that have not yet implemented the full suite of COVID-19 safety measures, including providing physical dividers or requiring use of face coverings when people are within six feet of each other, would benefit from a financial incentive to encourage such public health protections; and

WHEREAS, the Centers for Disease Control and the State of Alaska (Health Alert 10) recommend everyone to wear a cloth face covering when in a public setting where other social distancing measures are difficult to maintain, which can minimize asymptomatic individuals with COVID-19 from unknowingly spreading the disease; and

WHEREAS, the COVID-19 Business Safety Grant Program is necessary due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, the COVID-19 Business Safety Grant Program is being created by this ordinance and program expenses were not accounted for in the FY20 budget; and

WHEREAS, the COVID-19 Business Safety Grant Program expenses are incurred during the period that begins on March 1, 2020, and ends on December 31, 2020.

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

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of five-hundred thousand dollars (\$500,000.00) for a COVID-19 Business Safety Grant Program to be granted to the xxx (Grant Administrator) and used consistent with this ordinance.

Section 3. Source of Funds:

CARES Act Special Revenue Fund \$500,000.00

Section 4. COVID-19 Business Safety Grant Program Terms. The program is subject to the following terms and conditions:

- (a) **Administration.** The Manager is authorized to execute a grant agreement with the Grant Administrator for disbursement of COVID-19 Business Safety Grant Program funds. The Grant Administrator is responsible for assuring the program funds are disbursed only to eligible businesses. The Grant Administrator shall be provided a reasonable administration fee based on actual expenses. The Grant Administrator shall provide the Manager with program status reports at reasonable intervals. The Manager shall provide updates to the Finance Committee or Assembly. The Grant Administrator shall return all unencumbered monies existing on November 31, 2020, back to the City and Borough of Juneau.
- (b) **Program Dates.** This program terminates on October 31, 2020.
- (c) **Entity types.** The program is open to all qualifying businesses (including a nonprofit), regardless of whether they have applied for or have obtained any other state or federal COVID-19 related assistance if
 - (1) the business was registered in Alaska or held a similar license (i.e. commercial fishing vessel license or permit) before July 1, 2020;
 - (2) has a physical presence in Juneau, Alaska;
 - (3) continues to be open, including by appointment only; and
 - (4) seeks reimbursement for expenses incurred between March 1 and October 31, 2020.

- (d) **Grant application.** A business owner, managing member, or equivalent person may submit a grant application form in person or electronically to the Grant Administrator.
- (e) **Sales and property tax compliance.** A business with any sales or property tax delinquency as of March 1, 2020, is not eligible for a grant unless the business first executes a confession of judgment with the City and Borough of Juneau for all outstanding taxes. A business that is fully compliant with a confession of judgment payment plan is eligible.
- (f) **Exceptions.** The Grant Administrator, after receiving direction from the Manager or designee, has the authority to make reasonable exceptions that match the intent of this grant program.
- (g) **Allocations.** The Grant Administrator should initially set aside 75 percent for the Part A PPE Reimbursement Grant and set aside 25 percent for the Part B Face Covering Incentive Grant. The allocations may be adjusted at the direction of the Manager.
- (h) **Part A PPE Reimbursement Grant.** An eligible business may apply for one of the following grants:
 - (1) **Grants of \$200.00 and less.** Eligible businesses may be reimbursed for up to \$200 for providing PPE, physically retrofitting their business premises, and making technology-based adjustments to allow for proper social distancing and protection of their employees and customers. Businesses can also include the costs of providing face coverings for all employees and all customers. While no receipts are required, a business owner or manager must affirm the COVID-19 retrofitting, social distancing, and PPE related costs exceed the requested grant amount. Expenses cannot be for supplies intended for resale.
 - (2) **Grants between \$200.01 and \$5,000.00.** Eligible businesses may be reimbursed for any documented costs of providing PPE, physically retrofitting their business premises, and making technology-based adjustments to allow for proper social distancing and protection of their employees and customers. Businesses can also include the costs of providing face coverings for all employees and all customers. Total grant amount is 75 percent of actual costs incurred up to a maximum of \$5,000.00 per business. Expenses cannot be for supplies intended for resale.
- (i) **Part B: Face Covering Incentive Grant.** A business that requires use of face coverings by employees and customers on the date of application and promises to continue requiring use of a face covering for the next 30 days is eligible for a \$1,000.00 incentive grant.

- (1) **Priority for Part B.** During the first 15 days of this program, the Grant Administrator shall only accept and process applications from eligible businesses that did not receive any federal, state, or local grant or forgivable loan. On the 16th day of this program, the Grant Administrator shall accept and process applications from all eligible businesses in the order received. If an application is deemed incomplete, the applicant has a three-day grace period from notice of an incomplete application to cure to maintain the initial filing date. A Part B Face Covering Incentive Grant may be awarded at the same time, even during the first 15 days of the program, and in addition to a Part A Reimbursement Grant.

Section 5. Effective Date. This ordinance shall become effective upon adoption. However, Section 2 of this ordinance is conditioned upon the City and Borough of Juneau receiving CARES Act funding from the State of Alaska.

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk