



Economic Stabilization Task Force

Appointed by the City & Borough of Juneau's Mayor

Meeting Agenda

Monday, November 9, 2020

3:30 p.m.

Members of the public may listen in or watch by following one these options
Please click the link to join the meeting: <https://juneau.zoom.us/j/95054103105>,
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Send comments to Economic-Stabilization@juneau.org

Assembly Charge

The purpose of the task force is to review the economic landscape and make recommendations to the assembly. In particular, the task force should:

1. Examine federal and state government financial assistance programs and identify and prioritize any "gaps" that exist.
2. Identify and promote strategies that enable businesses to continue operations safely such as curbside pick-up, take-away, delivery, and other innovative services. Additionally, explore strategies that enable businesses and Juneau's economy to recover in the long term.
3. Act as Liaison with the Governor's Alaska Economic Stabilization Team

Time	Agenda Item	Presenter
3:00 p.m.	Call to Order	Mr. Mertz
3:01 p.m.	Approval of Agenda	Mr. Mertz
3:02 p.m.	Approval of Minutes	Open
3:05 p.m.	Impacts of COVID-19 on Children's Mental and Behavioral Health	Mr. Grigg
3:20 p.m.	Updated "Pie Chart" and Finance Discussion	Mr. Rogers
3:30 p.m.	November 10, 2020 Finance Committee Agenda Update and Draft Ordinances to be Presented/Task Force Members Q&A	Mr. Rogers
4:00 p.m.	Public Comment Matrix	Ms. MacVay
4:05 p.m.	Task Force Review	Ms. Bell
4:15 p.m.	Good of the Order	Open
4:20 p.m.	Adjourn	



Economic Stabilization Task Force

Appointed by the City & Borough of Juneau's Mayor
DRAFT Meeting Minutes from October 22, 2020

Call to Order

The Economic Stabilization Task Force meeting was called to order at 3:00 p.m. by Mr. Mertz.

Task Force Members Present: Linda Thomas, Max Mertz, Susan Bell, Theresa Belton, Bruce Botelho, Eric Forst, Ken Koelsch, Lauren MacVay, Laura Martinson, and Terra Peters

Task Force Members Absent: Ms. Bell

Staff Present: CBJ Deputy City Manager, Mila Cosgrove; CDD Administrative Officer, Brenwynne Grigg; and CBJ Finance Director, Jeff Rogers

CBJ Assembly Members Present: Mayor Beth Weldon and Loren Jones

Special Guest Speakers: Director of Shore Operations for Princess Cruises, Kirby Day; Executive Director of Juneau Arts and Humanities Council, Nancy DeCherney; Executive Director of Juneau Community Foundation, Amy Skilbred; Government Affairs Consultant for Cruise Lines International Association (CLIA) Alaska, Mike Tibbles; Executive Director of Catholic Community Services, Erin Walker-Tolles; and, Concerned Business Coalition Members Kristin Mabry and Leeann Thomas

Approval of Agenda

Mr. Mertz asked for any changes to the agenda, and hearing none, asked for a motion to approve the agenda.

MOTION: by Mr. Botelho to approve the agenda.

Hearing no objections, the motion was approved.

Approval of Minutes

MOTION: by Mr. Botelho to approve the Economic Stabilization Task Force meeting minutes from October 8, 2020. Mr. Forst seconded the motion.

Hearing no objections, the motion was approved.

CARES Act Funding – Pie Chart & Table

Mr. Rogers presented an updated pie chart and table, sharing an overview of programs that have received CARES Act funding and programs that are still pending. He stated that if all currently pending legislation is

approved, the CBJ will be overcommitted in CARES Act funding by a little less than \$1 million. Legislation that is pending includes:

- FY21 Eaglecrest COVID-19 Related Operations - \$73,100
- Southeast Alaska Food Bank Grant - \$79,300
- St. Vincent de Paul Grant - \$85 thousand
- Shepherd of the Valley Grant - \$70 thousand
- Family Promise Grant - \$300 thousand
- Supplemental Housing Assistance Grants - \$1 million
- Extreme Hardship Grants - \$2.3 million
- Economic Stimulus Grants - \$2 million

The pending legislation will be heard on Monday, October 26 at the Regular Assembly meeting.

Mr. Botelho asked for additional information on the Economic Stimulus Ordinance for \$2 million. Mr. Rogers explained that Assembly Member Hughes-Skandjis is bringing this before this Assembly as a supplement to the existing CBJ Housing Assistance program. The intention of this grant is to assist unemployed or underemployed individuals, where you may have many low-wage workers living together in a roommate situation, who may not qualify for traditional housing assistance. This program is meant to fill that gap and run parallel to the CBJ Housing Assistance Program.

Mr. Botelho thanked Mr. Rogers and asked if the Task Force might see a presentation on program at their next meeting.

2021 Cruise Ship Season Update

Mr. Mertz introduced Mr. Mike Tibbles, Government Affairs Consultant with Cruise Lines International Association (CLIA) Alaska, and Mr. Kirby Day, Director of Shore Operations for Princess Cruises.

Mr. Tibbles shared that CLIA recently announced two major initiatives on September 21, 2020. First, CLIA announced the adoption of core elements for a return to cruising, a program aimed at a limited initial restart of cruising in the Lower 48 of the United States. Components of the core elements includes 100% testing of all passengers and crew, social distancing, mask wearing, improved ventilation, and improved medical capabilities on board, among other things. These protocols are the basis of what may turn into new policies of the entire cruising industry.

Secondly, CLIA announced a plan for a safe return to service, based on 74 recommendations from the Healthy Sail Panel made up of medical professionals and scientists, in partnership with the Royal Caribbean Group and Norwegian Cruise Line. This was submitted to the CDC for approval, and is currently in the public comment period of the process. Timing for this complements the Canadian version of the No Sail Order, which expires at the end of the month.

CLIA addressed concern regarding language in the core elements, and recommendations from the Healthy Sail Panel, related to healthy shore excursions. Mr. Tibbles stated that CLIA has communicated with Mayors, City Managers, and business partners to clarify that the released plans are focused on an initial restart in a controlled environment to demonstrate to the CDC that the cruise industry can safely return to service. Many of the protocols are based on what is currently successful in Europe with their cruise industry, with some ports up to their tenth cruise ship visit, and based upon the recommendations of medical experts. This is preliminary; there may be test cruises out of Florida with CDC ride-a-long and no passengers. It is critical to initiate this restart in these controlled environments to building confidence with the regulators, communities, and potential passengers. Once CLIA receives feedback from the CDC, there will be discussions about expanding the safety net into the communities of port. The cruise industry wants to ensure that guests will have the same level of

protection throughout their entire trips from the moment they board their ship. This means ensuring there are no holes in the safety net at ports, with a solid plan for prevention and response. Globally, the board has adopted a 100% testing provision. There are plans to reach out to communities and work with their EOCs to discuss on-shore safety measures.

Mr. Day added that it is significantly important to ensure a collaborative effort between CLIA and Alaskan communities. Standard protocols and standard expectations of tour operators from the various cruise lines are critical to ensuring success. There have been discussions with Juneau's Tourism Best Management Practices (TBMP) group on a partnership with Travel Juneau's Safe City Initiative. This partnership would serve as a clearinghouse, with which businesses would agree to abide by specific protocols and procedures that incorporate cruise line and CLIA protocols. Mr. Day serves on an ATIA Committee called Return to Cruising with members of Southeast Alaskan, Vancouver, and Seattle communities to formulate ideas and standardize efforts. It is important that ports have standardized protocols for the passengers, but it is also important that the cruise lines have standardized protocols for the ports. Currently, there is no data to understand how the 2021 cruise season might look, but he believes it will be quite different from everything that was projected. Mr. Day encouraged businesses to focus on a financial plan that will get them to 2022. He added that he does not mean there will be no revenue in 2021, but that it may be greatly reduced.

Mr. Botelho asked if there is intent for a working group with representatives from CLIA and Juneau, since Juneau is the premier port on Alaskan cruises. He would like to see an effort to work toward having systems in place for businesses that are not tours to maximize opportunities to interact with tourists.

Mr. Day replied that he has been sending emails to the one hundred plus members of the TBMP businesses, encouraging them to begin exploring how to minimize touchpoints, increased sanitation protocols, and other mitigation measures.

Mr. Tibbles stated that Europe adopted a Healthy Gateways Plan, and that Caribbean countries adopted guidelines for Safe Return to Cruise Line Operations. The biggest unknown currently is the rules the CDC will require of the cruise lines. However, this should become clearer in the coming weeks. Currently, CLIA is tackling big picture processes such as what would happen if a ship needs to offload a COVID-19 positive patient.

Mr. Botelho stated that the sooner we know what level of funding Juneau will need to meet the cruise industries expectations the better, especially if we can know this prior to the expiration of CARES Act funds.

Mr. Mertz stated that thinking long-term, Juneau's strength is the ability for a cruise passengers to exit a ship and experience many different types of tours in and around Juneau. He expressed concern regarding the directed path many of these protocols will require, and their impact on the small tour operations that may be losers under this scenario. In four to five years, what can Juneau do to continue to compete and remain vibrant when large attractions, such as Icy Straight Point, are in a stronger position due to being a larger operation? What can we do to keep Juneau special?

Mr. Tibbles replied that guests love coming to Juneau; it ranks extremely high. He believes that Juneau is only limited by its infrastructure and is optimistic that the future for Juneau is bright because of the customer demand.

Mr. Day stated there are many tour operators in Juneau who are not part of a cruise line program, but have great product. Perhaps TBMP can provide a safety net for its independent tour operator members who show they can follow the same protocols released by CLIA.

Ms. Martinson emphasized the importance of discussing any hints of what is coming in terms of protocols so

that small businesses can be thinking about how to be ready and gathering resources. Mr. Day agreed, adding that through TBMP email distributions, he has highlighted topics businesses should be considering.

Mr. Botelho wondered if the Task Force should try to own this topic a little more, working with Mr. Tibbles and Mr. Kirby. Mr. Koelsch agreed, stating that it is imperative to not only think about the business community, but the community in general. We do not want to find ourselves in a situation where the general community feels inhospitable to tourists because they are unaware of the safety guidelines and precautions that are in place.

ACTION ITEM: Mr. Mertz asked Mr. Koelsch and Mr. Botelho to form a fact-finding group to research the summer tourism issue and bring information to the Task Force to inform future actions.

Mr. Day asked the Task Force to remember, during its fact finding, that Travel Juneau is working on a Safe City program for Juneau.

Artworks Grant Update

Mr. Mertz shared that the Juneau Arts and Humanities Council (JAHC) has released a Request for Proposal. There has been a question and answer session, and the JAHC has appointed a team for the proposals. Initial feedback from artists states that the deadline for the completion of the art is very short. There is a tremendous amount of interest, and the program is in good shape.

Ms. DeCherney shared there are 12 applicants so far. The deadline is at 5 p.m. on Monday, October 26. There are approximately \$105 thousand in requests. Overall, the artists seem happy and thankful.

Mr. Botelho asked if all applicants are based in Juneau. Ms. DeCherney answered that they are ensuring Juneau artists complete all aspects of the projects.

Ms. DeCherney shared the application process, which is quite simple. Artists apply online and answer ten questions. The proposals go before a panelist of seven individuals, who review the applications and score them on a scale of one to four.

Ms. Martinson asked if there is discussion of an online platform to purchase artwork that is normally sold at the Public Market, since that event has been canceled this year. Ms. DeCherney replied that the JAHC is already working on a solution for a virtual market. Vendors will log into a website that the JAHC manages, list their items, and ship out purchased items. The JAHC, in turn, distributes proceeds from the sales to the artists.

Juneau Lifeline: Funding for Businesses Substantially Harmed by Shutdown

Mr. Mertz stated that, since the Task Force's recommendation on the Juneau Lifeline program, a team of people have been developing an ordinance to bring before the Task Force. A revised ordinance will be introduced to the Assembly on Monday, October 26 at the Regular Assembly Meeting.

Mr. Rogers shared that the Extreme Hardship Business Grant Ordinance requires grantees to be a year-round business, meaning at least one employee was in Juneau last winter and spring. Additionally, grantees must have experienced a 50% drop in sales. Based on tax data, we anticipate 100-150 businesses will apply. The application period is fixed and awards are determined by a set calculation. The recommended calculation is:

Jeff's Recommendation

$$\text{Grant Award} = \frac{\text{Applicant Q3 2019 Taxable Sales} - \text{Applicant Q3 2020 Taxable Sales}}{\text{All Eligible Applicants' Q3 2019 Taxable Sales} - \text{All Eligible Applicants' Q3 2020 Taxable Sales}} \times \text{Appropriation}$$

Grant awards shall be adjusted accordingly such that no applicant is awarded a grant of more than \$50,000.00 or less than \$500.00

This calculation allows for the award to match the relative economic harm they have received. It is likely that tourism businesses will qualify if they have year-round operations.

Mr. Mertz likes the idea of basing the award on the decrement between 2019 and 2020. Therefore, someone with a greater proportional loss will receive a larger grant amount. He reiterated the need for this application process to stay simple.

Mr. Botelho noted the range of grant awards ranged from \$5 thousand to \$25 thousand under the old calculation, and \$500 to \$50 thousand under the new calculation. He asked how they arrived at those numbers.

Mr. Rogers stated that the \$500 is not a floor, but a minimum payment for administrative convenience. The ceiling is higher because we have received feedback citing devastating losses. If a business that has experienced a 50% loss in revenue usually collects \$1 million in revenue, then \$25 thousand will not go very far. We are aware of a few restaurants and bars that are in the \$1 – 4 million range in terms of size of revenue.

Mr. Botelho wonders if the formulation will skew awards in a different way than the direction in which the grant was originally intended.

Mr. Mertz answered the number of businesses at the higher revenue levels would be very small. The largest group is that in the middle. Those businesses will receive grant amounts in a similar size of the previous fixed grant amounts. This was discovered by reviewing anonymized sample tax data; he feels good about the distribution and the program's original intent.

MOTION: by Ms. Thomas to recommend to the Assembly the Extreme Hardship Business Grant Ordinance as drafted, with an emphasis on application ease and speed due to business needs for purposes of further discussion. Mr. Botelho seconded the motion.

Hearing no objections, the motion passed.

Non-Profit Grant Update

Ms. Skilbred shared the Juneau Community Foundation (JCF) has received 79 applications for the Nonprofit Sustainability Grant program, totaling \$2,068, 093.00. Since there was additional funding, the program was opened for a second round of applications, and received an additional \$667 thousand in requests. JCF is determining eligibility on those requests currently.

Ms. Thomas stated the JCF sent a notification to nonprofits, asking that any food and shelter programs or areas of services be presented to the Task Force. Draft ordinances are being prepared for the requests by Southeast Alaska Food Bank and Safe Space for Schooling. Additional nonprofits that submitted programs for consideration include the youth shelter by Tlingit Haida Regional Housing Authority (THRHA), and Family Promise. A draft ordinance is being prepared for Family Promise, and the CBJ is working on the youth shelter.

Mr. Rogers stated that the City Attorney is working on an ordinance for the October 26 Regular Assembly meeting to convey a parcel of land from Alaska Legacy Partners to the CBJ. There is a private deal where THRHA compensates Alaska Legacy Partners for its investment so far. Then, THRHA will lease the property from the CBJ.

Ms. Thomas added that the Juneau Coalition on Housing and Homelessness has added this youth shelter as its number one priority.

Ms. Skilbred emphasized that moving this project forward with support is important. THRHA plans to request CARES Act funding to furnish the facility. However, the conveyance of the property needs to happen first, and is scheduled to be official near November. The youth shelter needs to be furnished for access of use by December 25 to use the CARES Act funds.

Mr. Forst asked for clarification on whether THRHA is requesting CARES Act money or not. Ms. Skilbred confirmed they are, but not for the roof replacement. Instead, they are requesting it for furnishing the building for immediate use.

Mr. Mertz asked Mr. Rogers if he is satisfied that a program kicked off on December 25 meets the requirement for CARES grants. Mr. Rogers stated there is a measure of risk when spending money that is not clearly defined in the U.S. Treasury Guidance. The worst-case scenario is that the CBJ may have to spend from the general fund if this project is deemed ineligible sometime in the future.

Ms. Thomas added there are two remaining requests from nonprofits for CARES Act funds. St. Vincent de Paul has requested reimbursement for COVID-19 qualified expenses they have incurred. An ordinance for funding this is being drafted by the CBJ for consideration. The Glory Hall is also seeking health insurance for its employees. This reason does not qualify for CARES Act funds, but may be an opportunity to request retroactive expenses that are eligible and have already been incurred.

Ms. Skilbred noted that the amount requested by the Southeast Alaska Food Bank has increased to \$94,300 due to a miscalculation in the backpack program for students to have food over the weekend.

Housing Assistance Update

Ms. Erin Walker-Tolles said advertisements for the Housing Assistance program have started; applications will be accepted on October 27. She will be promoting the program on Juneau Afternoon on October 23 and Capital Chat on October 27. She is in the process of scheduling a Zoom meeting so people can ask questions and attain information. Posters are going up all over town. Libraries will print applications and bring them to the curb for people who do not have access to computers. Applicants may submit their application through a drop box in the parking lot at 1803 Glacier Highway if they choose not to email it.

Public Comment Matrix

Ms. MacVay stated they received one comment for the Extreme Hardship Business Grant and one for nonprofit initiatives in the packet.

Good of the Order

Ms. Martinson suggested that leftover CARES Act funds could be used to purchase rapid testing cartridges. Ms. MacVay reiterated the inquiry about testing, stating it would be a good topic to cover at a future meeting.

Mr. Koelsch asked if a strategy is being discussed for January, when funding is depleted and there may still be a large need. He suggested thinking about what the Task Force's recommendations might be to deal with the issue at that stage.

Mr. Mertz stated the Alaska Manufacturing Extension Partnership contacted the Task Force about helping to support online services for very small businesses. At this point, the Chairs do not feel they can make a recommendation. Ms. Thomas said that given the timing of the request, their program will not make the deadline for CARES Act eligibility. If there is an extension of funds and timelines, this may be reconsidered.

Adjourn

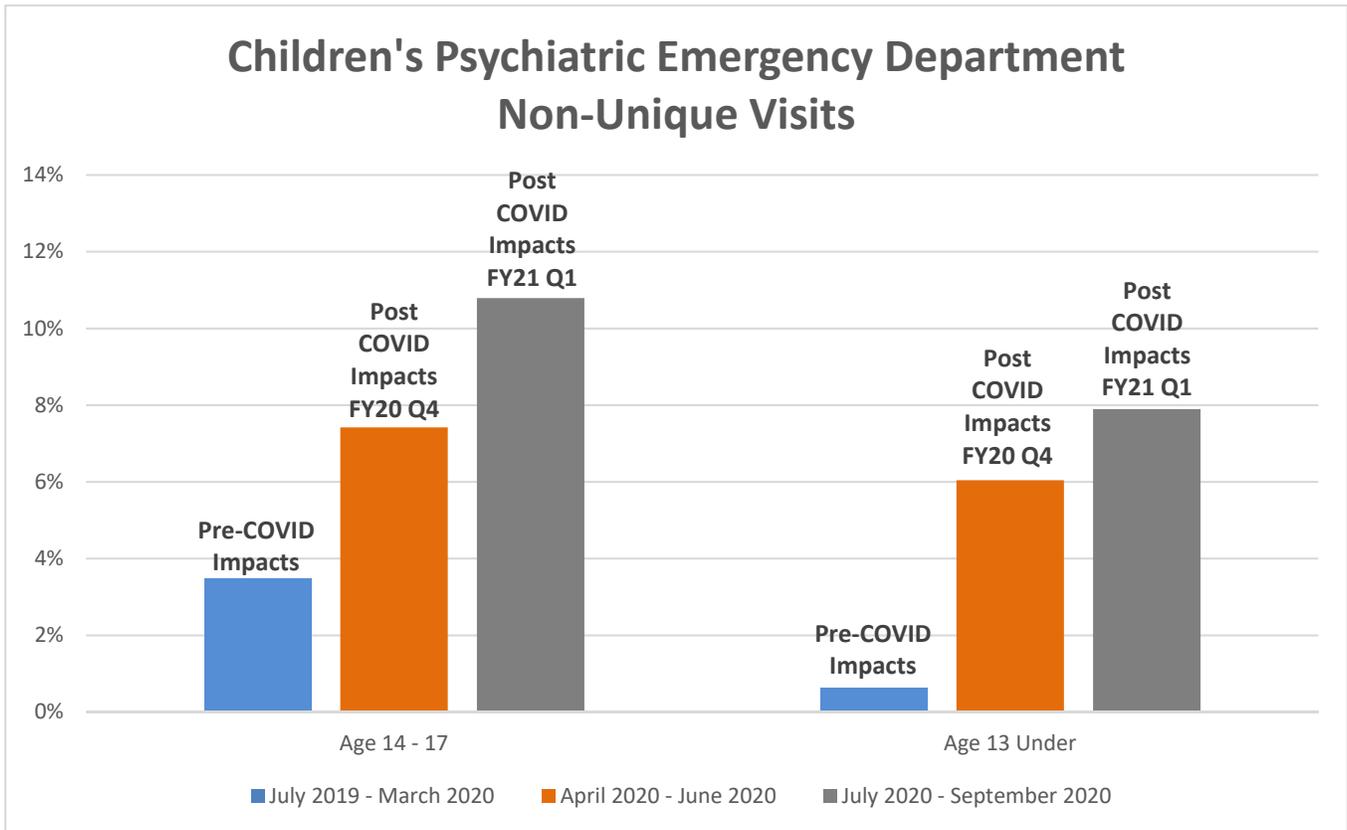
At 4:28 p.m. the meeting was adjourned.

Appointed Task Force Members

Max Mertz, Co-Chair • Linda Thomas, Co-Chair • Susan Bell • Theresa Belton • Bruce Botelho

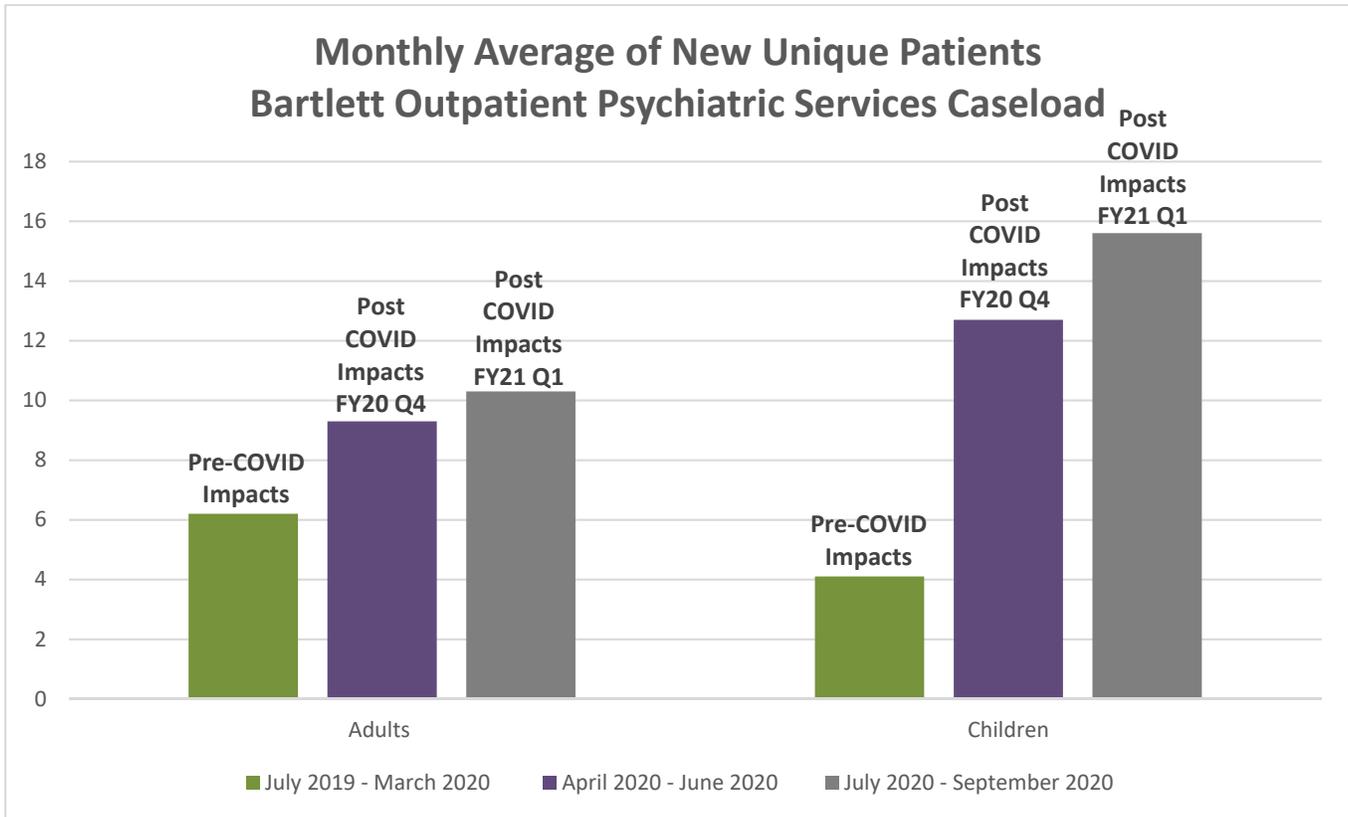
Eric Forst • Ken Koelsch • Lauren MacVay • Laura Martinson • Terra Peters

Impacts of COVID-19 on Children’s Mental and Behavioral Health Update 11.5.2020



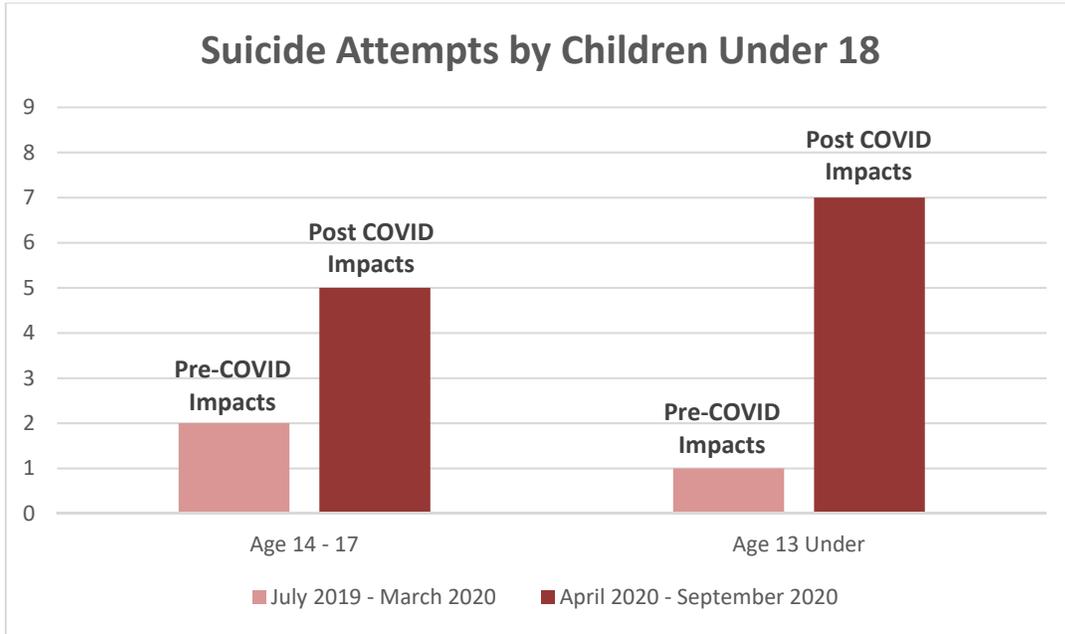
Age 13 and Younger	Number	Percentages	Monthly Average
July 2019 – March 2020 (3 Quarters)	6	1%	1
April 2020 – June 2020 (FY20 Q4)	22	6%	7
July 2020 – September 2020 (FY21 Q1)	30	8%	10
Age 14 – 17	Number	Percentages	Monthly Average
July 2019 – March 2020 (3 Quarters)	33	3%	4
April 2020 – June 2020 (FY20 Q4)	27	7%	9
July 2020 – September 2020 (FY21 Q1)	41	11%	14

- A majority of the children and adult patients assessed during the April 2020 – June 2020 period expressed this was their first time experiencing a Behavioral Health Crisis. Patients communicated a sharp increase in depression, anxiety, and substance misuse due to stressors around their employment, housing, and family, due to impacts of COVID-19 on their lives.
- Stressors communicated by youth included isolation from their social support networks, lack of sports, and struggles with school during the academic year.



Adults 18 and Older	Number of New Patients	Monthly Average
July 2019 – March 2020 (3 Quarters)	56	6.2
April 2020 – June 2020 (FY20 Q4)	28	9.3
July 2020 – September 2020 (FY21 Q1)	31	10.3
Children 17 and Younger	Number of New Patients	Monthly Average
July 2019 – March 2020 (3 Quarters)	37	4.1
April 2020 – June 2020 (FY20 Q4)	38	12.7
July 2020 – September 2020 (FY21 Q1)	47	15.6

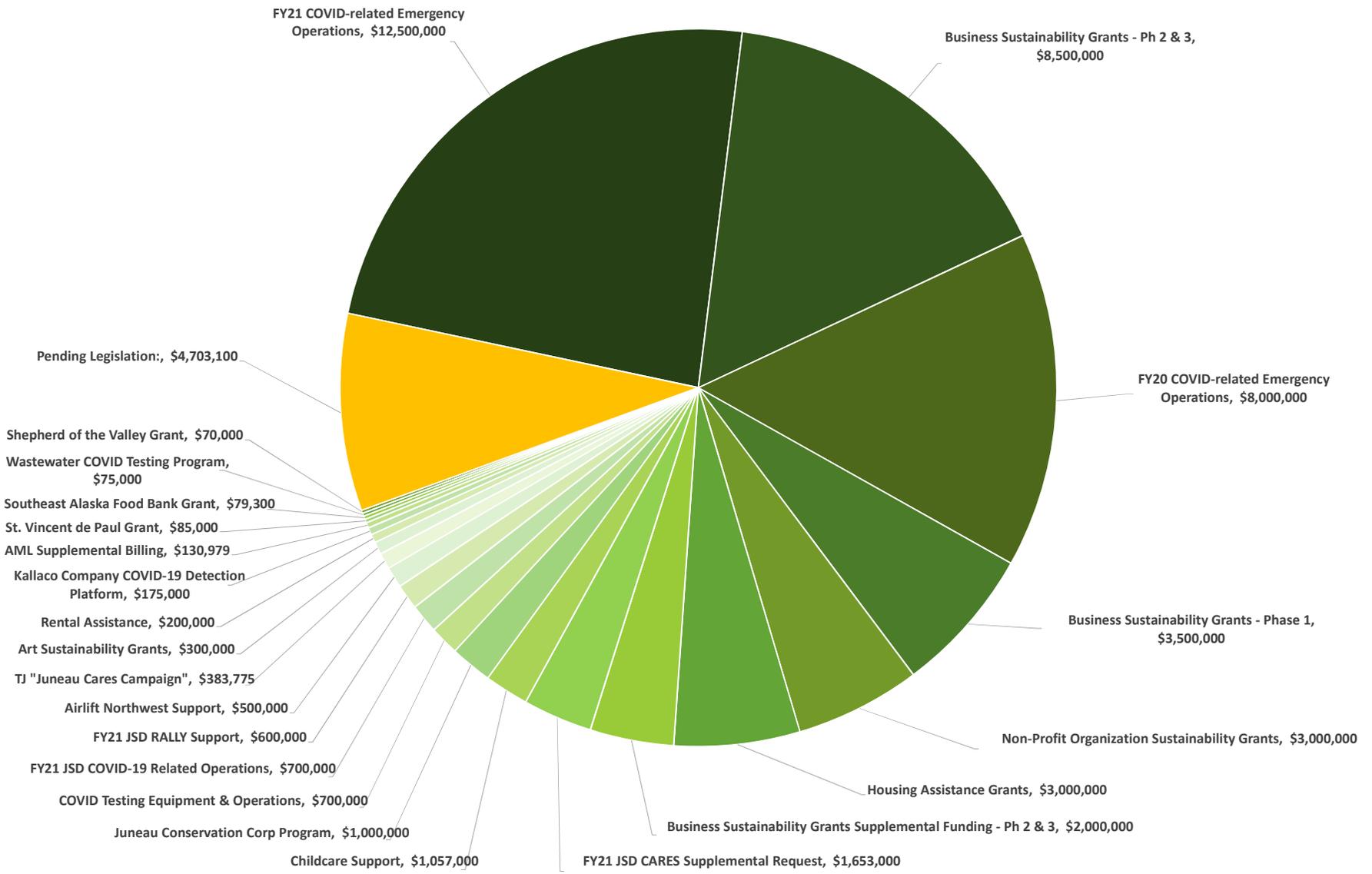
- During the July 2019 – March 2020 pre-COVID period, Bartlett Outpatient Psychiatric Services evidenced an average of 4 new child intakes per month (ages 17 and under).
- During the April 2020 – September 2020 post-COVID Impacts period, Bartlett Outpatient Psychiatric Services evidenced an average of nearly 13 new child intakes per month in FY20 Quarter 4, and nearly 16 new child intakes per month in FY21 Quarter 1. (ages 17 and under).
- Stressors communicated by youth included isolation from their social support networks, lack of sports, and struggles with school during the academic year.



Suicide Attempts in Children 17 & Younger	Age 14 – 17	Age 13 and Under
July 2019 – March 2020 (3 Quarters)	2	1
April 2020 – September 2020 (2 Quarters)	5	7

Data represents patients seen in the Bartlett Regional Hospital's Emergency Department and Bartlett Outpatient Psychiatric Services, and is not inclusive of other mental and behavioral health providers in Juneau. Data sourced from Bartlett Behavioral Health.

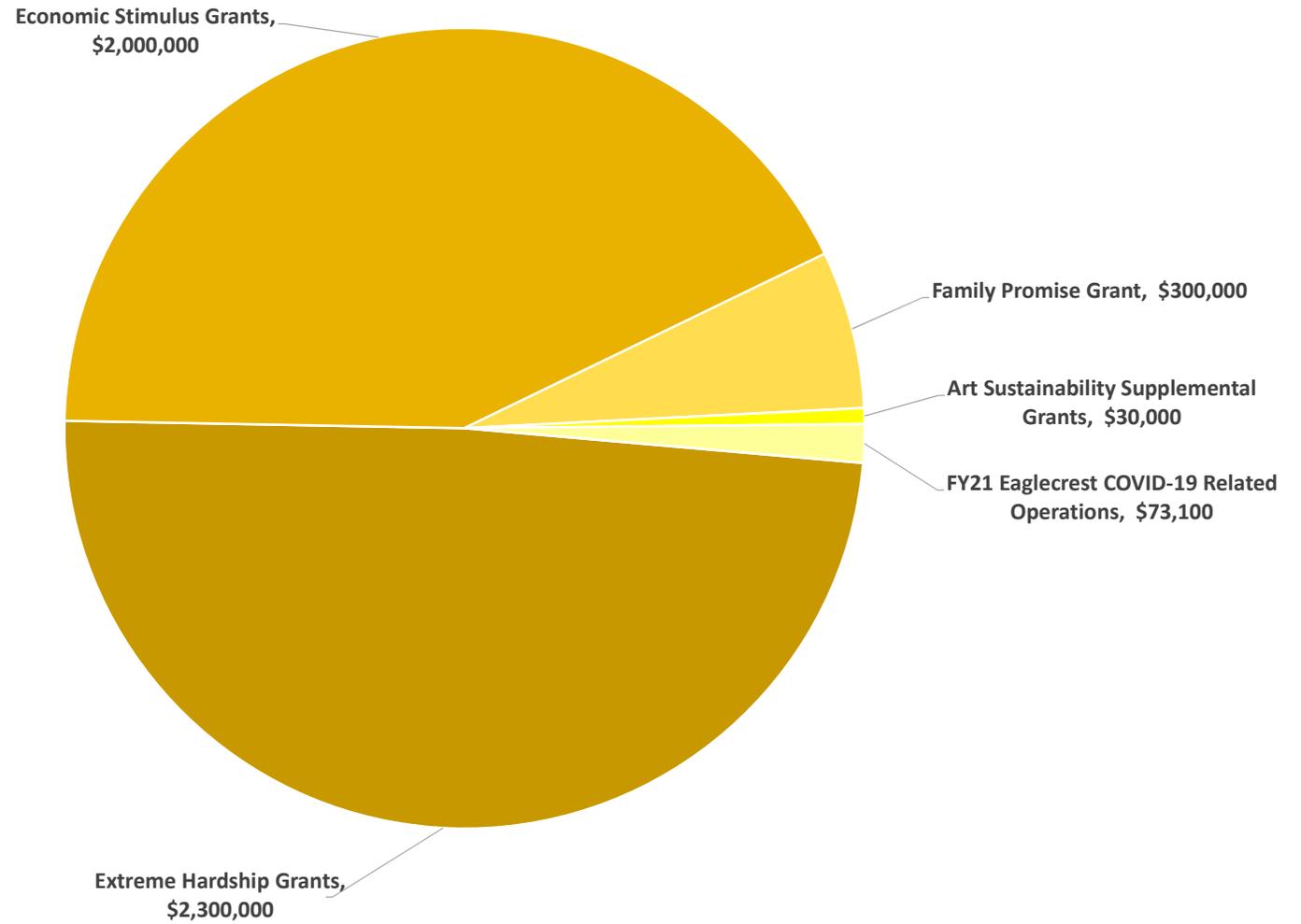
Potential CBJ Allocation of CARES Act Funds



Potential CBJ Allocation of CARES Act Funds

Appropriation	Amount	Running
Committed:		
FY21 COVID-related Emergency Operations	\$ 12,500,000	
Business Sustainability Grants - Ph 2 & 3	\$ 8,500,000	
FY20 COVID-related Emergency Operations	\$ 8,000,000	
Business Sustainability Grants - Phase 1	\$ 3,500,000	
Non-Profit Organization Sustainability Grants	\$ 3,000,000	
Housing Assistance Grants	\$ 3,000,000	
Business Sustainability Grants Supplemental Funding - Ph 2 & 3	\$ 2,000,000	
FY21 JSD CARES Supplemental Request	\$ 1,653,000	
Childcare Support	\$ 1,057,000	
Juneau Conservation Corp Program	\$ 1,000,000	
COVID Testing Equipment & Operations	\$ 700,000	
FY21 JSD COVID-19 Related Operations	\$ 700,000	
FY21 JSD RALLY Support	\$ 600,000	
Airlift Northwest Support	\$ 500,000	
TJ "Juneau Cares Campaign"	\$ 383,775	
Art Sustainability Grants	\$ 300,000	
Rental Assistance	\$ 200,000	
Kallaco Company COVID-19 Detection Platform	\$ 175,000	
AML Supplemental Billing	\$ 130,979	
St. Vincent de Paul Grant	\$ 85,000	
Southeast Alaska Food Bank Grant	\$ 79,300	
Wastewater COVID Testing Program	\$ 75,000	
Shepherd of the Valley Grant	\$ 70,000	\$ 48,209,054
Pending Legislation:	\$ 4,703,100	\$ 52,912,154
Uncommitted/(Over-committed)	\$ 298,788	
Total CARES Act Funding Available	\$ 53,210,942	

Potential CBJ Allocation of CARES Act Funds - Pending Legislation



Potential CBJ Allocation of CARES Act Funds - Pending Legislation

<u>Appropriation</u>	<u>Amount</u>	<u>Running</u>
Pending Legislation:		
Extreme Hardship Grants	\$ 2,300,000	
Economic Stimulus Grants	\$ 2,000,000	
Family Promise Grant	\$ 300,000	
Art Sustainability Supplemental Grants	\$ 30,000	
FY21 Eaglecrest COVID-19 Related Operations	\$ 73,100	\$ 4,703,100
Uncommitted/(Over-committed)	\$ 298,788	
Total CARES Act Funding Available	\$ 53,210,942	

**ASSEMBLY FINANCE COMMITTEE
THE CITY AND BOROUGH OF JUNEAU, ALASKA
Tuesday, November 10, 2020, 6:00 PM.
Zoom Webinar & FB Live Stream**

(webinar: <https://juneau.zoom.us/j/91964878774> or call: 1-346-248-7799 Webinar ID: 919 6487 8774)

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- a. **Wednesday, November 4, 2020**

IV. INFORMATION ITEMS

- a. **School District CARES Act Funding and RALLY Update**
- b. **Housing Assistance Grant Program Update**
- c. **Non-Profit Sustainability Grant Program Update**

V. ITEMS FOR ACTION

- a. **Extreme Hardship Grant - Ordinance 2020-09(U) - \$2,300,000 CARES Funds - Introduced 10/26 & Public Hearing 11/16**
- b. **Family Promise Grant - Ordinance 2020-09(W) - \$300,000 CARES Funds - Introduced 10/26 & Public Hearing 11/16**
- c. **Economic Stimulus Grant - Ordinance 2020-09(Y) - \$2,000,000 CARES Funds - Introduced 10/26 & Public Hearing 11/16 or 11/23**
- d. **ArtWorks Program Supplemental Grant - Emergency Appropriation Resolution 2919 - \$30,000 CARES Funds - Introduction & Public Hearing TBD**

VI. NEXT MEETING DATE

- a. **Wednesday, December 9, 2020**

VII. ADJOURNMENT

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

Presented by: Weldon
Presented: 10/26/2020
Drafted by: R. Palmer

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-09(U)

An Ordinance Appropriating up to \$2,300,000 to the Manager for a COVID-19 Extreme Hardship Business Grant Program; Funding Provided by the CARES Act Special Revenue Fund.

WHEREAS, the Economic Stabilization Task Force recommended that the Assembly consider financial support to businesses disproportionately impacted due to COVID-19; and

WHEREAS, on April 9, 2020, the Centers for Disease Control and Prevention (CDC) renewed the No Sail Order and Other Measures related to cruise ships to prohibit certain cruise ships from transporting passengers to ports in the United States; and

WHEREAS, since early March, 2020, the State of Alaska issued COVID-19 Health Mandates that reasonably restricted travel, gatherings, close personal interactions, schools, and medical and dental procedures; and

WHEREAS, since early March 2020, the Assembly issued COVID-19 directions regarding travel quarantines (Res. 2886), hunkering down (Res. 2885), and cloth face coverings (Res. 2890); and

WHEREAS, the public health mandates and directions protected the health of the people in the City and Borough of Juneau and nearby communities; and

WHEREAS, COVID-19 caused severe economic harm to businesses in the City and Borough of Juneau because people were encouraged to hunker down, businesses were mandated to close or severely limit operations, and nearly all of the forecasted cruise ship tourism has been canceled; and

WHEREAS, failing to support businesses that suffered severe loss of revenue would result in further adverse impacts to Juneau's economic and social service network; and

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

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

WHEREAS, the COVID-19 Extreme Hardship Business 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 noncode ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of two million and three hundred thousand dollars (\$2,300,000.00) for a COVID-19 Extreme Hardship Business Grant Program. This is an appropriation for the fiscal year beginning July 1, 2020, and ending June 30, 2021.

Section 3. Source of Funds:
CARES Act Special Revenue Fund \$2,300,000.00

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

- (a) **Intent.** The intent of this program is to provide support, in addition to the COVID-19 Business Sustainability Grant Program, to businesses that were disproportionately harmed by COVID-19 to offset the following expenses from November 1 through December 30, 2020: payroll, inventory, training, license fees, and fixed costs (lease/rent, utility, long-term debt).
- (b) **Administration.** The Manager is authorized to execute a grant agreement with the Juneau Economic Development Council (“Grant Administrator”) for disbursement of COVID-19 Extreme Hardship Business 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.
- (c) **Eligible Applicants.** 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 the following is satisfied:
 - (1) **Registered in Alaska.** The business was registered in Alaska on or before January 1, 2019;
 - (2) **Physical Presence.** The business had a physical presence in Juneau, Alaska in 2019;

- (3) **Year-round Operations.** The business must provide proof of operations in Juneau during Q4 2019 and Q1 2020, which can be verified with box 1 of IRS form 941 or sales tax return;
 - (4) **COVID-19 Extreme Hardship.** The business suffered at least a fifty percent loss in gross receipts during Q3 2020 as compared with Q3 2019;
 - (5) **Anticipated expenses.** The applicant must estimate and attest that the following expenses from November 1 through December 30, 2020 exceed the grant request amount: payroll, inventory, insurance, training, license fees, and fixed costs (lease/rent, utility, long-term debt);
 - (6) **Payroll Pledge.** The applicant must pledge to spend at least thirty percent of the grant proceeds on payroll, including employee benefits.
 - (7) **Additional information.** The Grant Administrator may request additional information from applicants when the application contains insufficient or contradictory information or the Grant Administrator may deem the application incomplete.
- (d) **Assertion of Need.** An applicant shall disclose if the business has applied for or received any other grant or forgivable loan. An applicant that has received any other grant or forgivable loan must attest that a grant from this program is still necessary to sustain business operations through December 30, 2020.
- (e) **Compliance**
- (1) **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. A business that executes a confession of judgment with the City and Borough of Juneau for all outstanding sales tax deficiencies can be eligible for this program. A business that is fully compliant with a confession of judgment payment plan can be eligible for this program.
 - (2) **Federal compliance.** No grant may be issued to an applicant that is engaged in business or conduct that violates federal law and any grant so issued must be immediately returned in full. For example, no grant may be issued to an applicant engaged in or conducting a marijuana related business at the same location as the residence.
- (f) **Grant amount.** The grant amount shall be determined by the following formula: grant amount equals (the difference in the applicant's Q3 2019 and Q3 2020 taxable sales divided by the difference in all eligible applicants' Q3 2019 and Q3 2020 taxable sales) multiplied by the appropriation in Section 2. However, no grant shall exceed \$50,000; the Grant Administrator shall either cap any presumptive grant exceeding \$50,000 at \$50,000 or the Grant Administrator may apply a reduction factor so no grant exceeds \$50,000.
- (g) **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.

(h) **Confidentiality.** Except as provided in this legislation, all application material submitted for this program and all information contained therein (Grant Data) shall be kept confidential except for inspection by:

- (1) Employees and agents of the City and Borough whose job responsibilities are directly related to such applications and information;
- (2) The business owner, managing member, or equivalent person supplying such application and information; and
- (3) Court order.

However, nothing in this ordinance shall be construed to provide confidentiality to the name of the applicant, address of the applicant, and the amount of grant award, if any.

(i) **Grant application period.** The grant application period shall be two weeks. The Grant Administrator shall review applications and notify applicants if the application is incomplete. An applicant with an incomplete application has five business days to cure to keep the original application filing date; otherwise the application must be resubmitted, if at all.

Section 5. Effective Date. This ordinance shall become effective upon adoption.

Adopted this ____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: October 26, 2020
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-09(W)

An Ordinance Appropriating \$300,000 to the Manager as a Grant to Family Promise of Juneau to Purchase a Building to Support Vulnerable Families During the COVID-19 Pandemic; Funding Provided by the CARES Act Special Revenue Fund.

WHEREAS, the COVID-19 Grant to Family Promise of Juneau is necessary due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, the COVID-19 Grant to Family Promise of Juneau is being initiated by this ordinance and the grant expense was not accounted for in the FY20 or FY21 budget; and

WHEREAS, the COVID-19 Grant to Family Promise of Juneau expense is incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

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

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

Section 2. Appropriation. There is appropriated to the Manager the sum of \$300,000 as funding for a grant to Family Promise of Juneau to purchase a building to support vulnerable families during the COVID-19 pandemic.

Section 3. Source of Funds

CARES Act Special Revenue Fund	\$300,000
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Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: Hughes-Skandijs
Presented: 10/26/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-09(Y)

An Ordinance Appropriating up to \$2,000,000 to the Manager for a COVID-19 Emergency Individual Assistance Program; Funding Provided by the CARES Act Special Revenue Fund.

WHEREAS, due to COVID-19, Southeast Alaska lost nearly 7,000 jobs or 17% of the workforce between April and July 2020, and the unemployment rate in the City and Borough of Juneau (“CBJ”) was 10.2%; and

WHEREAS, many residents in the CBJ rely upon the tourism industry for financial stability; and

WHEREAS, many CBJ residents were unable to be employed in the tourism and tourism dependent industries this year due to the widespread cancellation of cruises to Alaska; and

WHEREAS, Southeast Alaska is also experiencing one of the worst fishing seasons on record and reduced prices as the COVID-19 pandemic has limited global seafood demand; and

WHEREAS, many CBJ residents were unable to maintain stable employment in the food and beverage industry due to necessary COVID-19 mitigation measures; and

WHEREAS, the Assembly creates this COVID-19 Emergency Individual Assistance Program to mitigate the impacts of the COVID-19 pandemic on the health and financial stability of the residents in the CBJ; and

WHEREAS, the COVID-19 Emergency Individual Assistance Program costs are necessary due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, the COVID-19 Emergency Individual Assistance Program costs were not accounted for in the FY20 budget; and

WHEREAS, the COVID-19 Emergency Individual Assistance Program expenses are incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

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

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

Section 2. Appropriation. There is appropriated to the Manager the sum of two million dollars (\$2,000,000.00) for a COVID-19 Emergency Individual Assistance Program. This is an appropriation for the fiscal year beginning July 1, 2020, and ending June 30, 2021.

Section 3. Source of Funds:

CARES Act Special Revenue Fund \$ 2,000,000.00

Section 4. COVID-19 Emergency Individual Assistance Grant Program Purpose and Terms. The program is subject to the following terms and conditions:

- (a) **Intent.** The intent of this grant program is to provide a simple application for financial support to people residing in the City and Borough of Juneau who have been financially harmed by COVID-19 and need assistance paying for basic needs like food, healthcare, nondiscretionary transportation, utilities, and housing from March 1 through December 30, 2020.
- (b) **Administration.** The Grant Administrator is Catholic Community Services. The Manager is authorized to execute an agreement with the Grant Administrator for disbursement of program funds. The Grant Administrator is responsible for assuring the program funds are disbursed only to eligible applicants. The Grant Administrator shall be provided a reasonable administration fee based on actual expenses, which are anticipated to be around \$40,000.00. 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 review applications, make eligibility determinations, and request grant disbursement from the City and Borough of Juneau for the eligible recipients.
- (c) **Eligible Applicants.**
 - (1) **Individuals residing in the CBJ.** This program is only open to individuals and not businesses. An applicant must be eighteen years of age or older and reside in the CBJ. Residence in the CBJ may be established by voter registration in the CBJ, an Alaska driver's license with an address in the CBJ, or similar documentation.
 - (2) **COVID-19 financial hardship.** The applicant must describe how the applicant has been financially harmed by COVID-19.
 - (3) **Income and livability costs.** The applicant must provide sufficient proof of income and proof basic needs expenses, which may be self-attested.
 - (4) **Additional information.** The Grant Administrator may request additional information from applicants when the application contains insufficient or contradictory information or the Grant Administrator may deem the application incomplete. The Grant Administrator shall not keep a copy of any income verification. The Grant Administrator shall notify applicants of incomplete applications. Incomplete applications have five working days to cure to keep the original application filing date; otherwise the application is deemed complete on the date it is cured.

(d) Grants.

(1) **Amount.** The grant amount is determined by the following income levels:

Index	Income limit	Grant Amount
50% Area Median Income (AMI)	\$58,900	\$1000
40% AMI	\$47,120	\$1500
30% AMI	\$29,450	\$2000

(2) **Payment Process.** The Grant Administrator shall send, or instruct the City and Borough of Juneau to send, the grant payments to applicants.

(e) **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.

(f) **Confidentiality.** Except as provided in this ordinance, all application material submitted for this grant and all information contained therein shall be kept confidential except for inspection by:

- (1) Employees, auditors, and agents of the City and Borough, including the Grant Administrator, whose job responsibilities are directly related to such applications and information;
- (2) The applicant; and
- (3) Court order.

However, nothing in this ordinance shall be construed to provide confidentiality to summary information about program status and effectiveness. Upon balancing the public's right to know and privacy of disadvantaged individuals, this confidentiality provision is intended to provide the same level of confidentiality as provided in A.S. 47.05.020 and 7 AAC 37.030 (prohibition on disclosure of public assistance records).

(g) **Priority.** Applications are processed on a first-come, first-served basis. The Grant Administrator will continue to expend funds until funds are fully exhausted or until December 30, 2020, whichever occurs first.

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

Adopted this _____ day of _____, 2020.

Attest:

Beth A. Weldon, Mayor

Elizabeth J. McEwen, Municipal Clerk

Public Comment Summary

November 4, 2020

Topic	Subtopic	Number of Comments	Topic Reviewed by ESTF	ESTF workgroup formed	Presented to Assembly	Referred
+ Total		0	0	0	0	0
+ Arts Community Total		1	1	0	1	0
+ Business Assistance Total		55	53	15	35	2
+ Business Development Total		11	11	1	4	4
+ Climate Change Total		1	1	0	0	1
+ Cruise Industry Total		4	4	3	0	1
+ Housing Assistance Total		4	4	2	2	1
+ Infrastructure & Construction Total		8	8	8	1	1
+ Job Development Total		8	8	1	6	0
+ Nonprofit Businesses Total		3	3	0	3	0
+ Personal Protective Equipment Total		1	1	0	0	0
+ Public Health Total		1	1	0	0	0
+ Reduce Cost of Living in Juneau Total		7	7	0	0	0
+ Shop Local Total		1	1	1	0	0
+ Task Force General Total		12	11	2	4	1
Grand Total		117	114	33	56	11

New Comments since October 7th

Topic	Subtopic	Number of Comments	Topic Reviewed by ESTF	ESTF workgroup formed	Presented to Assembly	Referred
- Business Assistance	Extreme Econ Hardship Grant	2	0	0	2	0
Business Assistance Total		2	0	0	2	0
- Task Force General	CARES Act funding	1	0	0	1	0
Task Force General Total		1	0	0	1	0
Grand Total		3	0	0	3	0

New comments refer to previously discussed initiatives.