

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

August 3, 2020 7:00 PM

Zoom Webinar & FB Live Stream

Meeting No. 2020-39; webinar: <https://juneau.zoom.us/j/91276479786> or call: 1-346-248-7799
Webinar ID: 912 7647 9786

Submitted By:

Duncan Rorie Watt
City and Borough Manager

I. FLAG SALUTE

II. ROLL CALL

III. SPECIAL ORDER OF BUSINESS

A. Instruction for Public Participation

Anyone wishing to provide public comment during the meeting is asked to call the Municipal Clerk's public testimony request phone line at 586-0215 by 3 p.m. the day of the meeting or send an email to City.Clerk@juneau.org providing their name, email address, and phone number they will be calling from. Testimony time will be limited by the Mayor based on the number of participants. The public is encouraged to send comments in advance of the meeting to BoroughAssembly@juneau.org.

If you have not notified the Clerk's Office ahead of time you can still participate. When attending the zoom webinar [*login info listed at top of agenda*] to speak on an item up for public hearing or a non-agenda item please hit the 'raise hand' button if participating via a computer/tablet; if participating by phone press *9 on your phone, this will place a 'raised hand' icon next to your phone number and will add you to the queue.

B. Census Update

C. COVID-19 EOC Report

IV. APPROVAL OF MINUTES

A. April 1, 2020 Special Assembly Meeting #2020-14 DRAFT Minutes

B. **April 6, 2020 Regular Assembly Meeting #2020-16 DRAFT Minutes**

C. **April 13, 2020 Special Assembly Meeting #2020-17 DRAFT Minutes**

V. MANAGER'S REQUEST FOR AGENDA CHANGES

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VII. CONSENT AGENDA

A. Public Requests for Consent Agenda Changes, Other Than Ordinances for Introduction

B. Assembly Requests for Consent Agenda Changes

C. Assembly Action

1. Ordinances for Introduction

a. **Ordinance 2020-32(b): An Ordinance Establishing a Systemic Racism Review Committee.**

Ordinance 2020-32 was discussed by the Assembly Committee of the Whole on July 20, 2020. The Assembly referred it to the August 3 Assembly Human Resources Committee for further discussion, set it for introduction at the August 3 Regular Assembly meeting, and referred it to the August 10 Committee of the Whole for further discussion.

Version (b) of the ordinance reflects changes proposed by Assemblymember Edwardson since the July 20 meeting.

The City Manager recommends the Assembly introduce version (b) of this ordinance and refer it to the August 10, 2020, Assembly Committee of the Whole for further discussion.

b. **Ordinance 2020-42: An Ordinance Amending the Land Use Code Relating to Floodplain Maps and Regulations.**

The National Flood Insurance Program allows property owners in the CBJ to continue obtaining flood insurance. To participate in the National Flood Insurance Program, the CBJ must adopt updated floodplain maps, a flood insurance study, and enforce a floodplain management ordinance. The Federal Emergency Management Agency (FEMA) dictates much of the process and standards.

Based on the flood insurance study, the flood map revisions have gone through an extensive public review process beginning in April 2018. The Planning Commission reviewed this item multiple times, including most recently on June 23, 2020.

The Flood Insurance Rate Maps and the Flood Insurance Study (139 pages) are available online: <https://beta.juneau.org/community-development/special-projects/flood-map-revisions>

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

VIIIPUBLIC HEARING

A. Ordinance 2020-40(b) An Ordinance Authorizing the Issuance of General Obligation Bonds in the Principal Amount of Not to Exceed \$15,000,000 to Finance Capital Improvements to the Facilities of the City and Borough, and Submitting a Proposition or Propositions to the Voters at the Election to Be Held on October 6, 2020.

This ordinance would send a bond package to the voters to consider in the municipal election on October 6, 2020. As currently drafted, this ordinance would send one general obligation bond proposition of up to \$15 million for the following types of municipal infrastructure projects:

- Approximately \$5 million for critical repairs to schools, including roof replacements;
- Approximately \$5 million for repairs and capital improvements to municipal parks; and
- Approximately \$5 million for street infrastructure and building maintenance repair and energy efficiency projects.

The Assembly Finance Committee discussed this matter on July 8 and July 23, 2020. This ordinance was introduced at the July 20, 2020 Special Assembly meeting. Version (b) of this ordinance reflects the changes made by the Assembly Finance Committee.

The City Manager recommends the Assembly adopt version (b) of this ordinance.

B. Ordinance 2019-06(AG) An Ordinance Appropriating up to \$8,500,000 to the Manager for Phases 2 and 3 of a COVID-19 Business Sustainability Grant Program; Funding Provided by the CARES Act Special Revenue Fund.

The Economic Stabilization Task Force has been developing options for the Assembly to help the local economy recover from the harm caused by COVID-19. This ordinance would provide additional funding of \$8.5M for Phases 2 and 3 of the Business Sustainability Program. This topic was discussed by Assembly committees on May 20 (AFC), June 1 (COW), June 17 (AFC), July 8 (AFC), and July 20 (COW). The ordinance was introduced at the June 8, 2020 Regular Assembly meeting.

Version (c) of this ordinance reflects the changes recommended by the Committee of the Whole.

Since then, the Economic Stabilization Task Force, the Juneau Economic Development Council, and the Mayor reviewed the changes and recommend that version (d) be adopted.

The City Manager recommends the Assembly adopt version (d) of this ordinance.

C. Ordinance 2020-36: An Ordinance Appropriating up to \$3,000,000 to the Manager for a COVID-19 Nonprofit Sustainability Grant Program; Funding Provided by the CARES Act Special Revenue Fund.

This ordinance would create a program to assist nonprofits with the financial hardship resulting from the COVID-19 pandemic. It designates the Juneau Community Foundation as the grant administrator. The program is intended for nonprofits that provide services to the general public in the community and sets up a tiered approach for grants. Depending on annual revenue, a nonprofit can receive up to \$99,000 under this program.

This topic was discussed by the Assembly Finance Committee on July 8 and July 23, 2020, and by the Committee of the Whole on July 20, 2020. This ordinance was introduced at the July 20, 2020 Special Assembly meeting.

The City Manager recommends the Assembly adopt this ordinance.

D. Ordinance 2020-29 An Ordinance Authorizing the Manager to Lease a Fraction of U.S. Survey 1041, Located at 10020 Crazy Horse Drive, to Vertical Bridge Holdings LLC, for a Communications Tower and Facility.

This ordinance would authorize the manager to lease municipal property at the end of Crazy Horse Drive for a cell tower. On April 14, 2020, the Planning Commission approved the special use permit for this tower. On June 1, 2020, the Lands Committee passed a motion of support to lease this property to the applicant for fair market value. Fair market value has been determined by appraisal to be \$1,075 per month.

This cell tower lease is unrelated to the cell tower proposed at Merganser Road, which is the subject of the *Lee v. Planning Commission* appeal.

The City Manager recommends the Assembly adopt this ordinance.

E. Ordinance 2019-06(AK) An Ordinance Appropriating to the Manager the Sum of \$130,979 for the Alaska Municipal League's COVID-19 Response Supplemental Billing Request; Funding Provided by the CARES Act Special Revenue Fund.

These funds would be used to pay the Alaska Municipal League's (AML) COVID-19 supplemental billing request, which includes crisis communications, CARES Act counsel, bookkeeping and grant compliance, and increased member support. CBJ's supplemental payment to AML will ensure the organization can continue strengthening its support to members during the public health emergency.

This request was reviewed and advanced by the Assembly Finance Committee on June 17, 2020. This ordinance was introduced at the Regular Assembly meeting on July 13, 2020.

The City Manager recommends the Assembly adopt this ordinance.

F. Ordinance 2020-09(C) An Ordinance Appropriating up to \$500,000 to the Manager as a Grant to Airlift Northwest to Support Emergency Air Transport Services in Southeast Alaska; Funding Provided by the CARES Act Special Revenue Fund.

This ordinance would authorize a \$500,000 grant to Airlift Northwest to support emergency air transport services in Southeast Alaska through retaining the PC 12 Turboprop Plane. This plane is a critical component of Southeast Alaska's healthcare infrastructure, as it can land on shorter runways and therefore better support many smaller communities in Southeast. Airlift Northwest has experienced a 50-70% decrease in flight volume and operating revenue since April, 2020 over prior year. Airlift Northwest is an entity of University of Washington Medicine, and is therefore ineligible for most of the CARES Act funds available to for-profit businesses and traditional nonprofits.

The Assembly Finance Committee reviewed this request on July 8, 2020. This ordinance was introduced at the July 20, 2020 Special Assembly meeting.

The City Manager recommends the Assembly adopt this ordinance.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

A. Hardship and Senior Citizen/Disabled Veteran Late-Filed Real Property Tax Exemption Applications

There are 46 property owners that are requesting that the Assembly authorize the Assessor to consider a late-filed exemption request for their property assessment. The action required by the Assembly is to determine whether or not the late-filed exemption requests will be heard. Evidence on the assessment itself or the merit of the request is not relevant. The Assembly should consider each request separately and determine whether or not the property owner was unable to comply with the 30-day filing requirement.

The burden of proof is upon the property owner to show the inability to file a timely exemption request. In this context, the word "unable" does not include situations in which a property owner forgot about, or overlooked, the assessment notice, was out of town during the period for filing an exemption, or similar situations. Rather, it covers situations that are beyond the property owner's control and would prevent a property owner from recognizing what is at stake and dealing with it. Examples of

this would include physical or mental disability serious enough to prevent a person from dealing rationally with their private affairs. Disagreeing with the amount of the assessment does not constitute inability to submit a timely exemption request, nor does a notice of assessment being sent to a wrong address. The property owner is responsible for keeping a current, correct address on file with the assessor's office.

If the Assembly decides to accept one or more late-filed exemption requests, those applications will be referred to the Assessor for review and action.

The City Manager recommends the Assembly act on each of these applications individually.

XI. STAFF REPORTS

- A. **Torrey Pines Senior Development Update**
- B. **COVID-19 Incident Risk Matrix**

XII. ASSEMBLY REPORTS

- A. Mayor's Report
- B. Committee Reports, Liaison Reports, Assembly Comments and Questions
- C. Presiding Officer Reports
 - 1. **Lee v. CBJ Planning Commission (Mr. Jones)**

XIII. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XIV. EXECUTIVE SESSION

XV. SUPPLEMENTAL MATERIALS

- A. **RED FOLDER - EOC COVID-19 Update August 3, 2020**

XVI. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

Department of Health and Social Services

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THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

MEMO

To: Juneau City and Borough Assembly through Emergency Operations Center
From: Sarah Hargrave, RN, MS
 State of Alaska, SE Regional Public Health Nurse Manager
Date: July 31, 2020
RE: COVID-19 Response Questions

The Southeast Regional Public Health Nursing and Juneau Public Health Centers were recently requested to prepare answers to several questions regarding the status of the pandemic within the Juneau community. Thank you for your leadership and support to protecting the health and safety of our community. As always, we are happy to answer additional questions if needed.

- **What can someone expect when they test positive?**

When an individual tests positive, they most often will first be notified by their provider who took the sample (whether this is the CCFR team or a local clinic). On occasion, the first person to notify them will be the Public Health Nurse.

When the Public Health Nurse calls them, they will review what the positive result means and begin doing the investigation. The investigation includes detailed information as to why they were tested, any symptoms, past medical conditions, and basic demographic information. The demographic information is used to help Public Health understand how the disease is spreading in specific populations.

The Public Health Nurse will help the patient to understand when they were infectious, and then often ask the patient to notify their close contacts, as applicable, and let them know they should quarantine for 14 days. If the case details indicate, the Public Health Nurse will also individually call those close contacts to provide individualized education. In addition, the Public Health nurse may review the 14 days prior to the individual becoming sick or testing positive to try and pinpoint occasions where the individual may have been exposed.

The index case will then be called regularly by Public Health to see if symptoms are improving, answer questions, and help link the individual with any needed resources. Once the CDC criteria are met for release from isolation, the Public Health Nurse will provide clearance to the index case.

- **How long is it taking to contact a positive person?**

Once notified of a positive index case, the Section of Public Health Nursing will begin attempts to outreach the individual the same day. On occasion, if the case is brought to our attention later in the evening, and we will begin outreach attempts the next morning.

- **How long is it taking to contact identified close contacts?**

A typical interview with an index case can take anywhere from 2-4 hours. The time frame from notification of a contact name to outreach of that contact is dependent on correct contact information and the number of contacts associated with that index case. If an index case's social bubble during the time when they were infectious is 30 people, that takes much longer to reach everyone than if the index case's social bubble was 4 or 5 people during their infectious period.

We emphasize with index cases that it is helpful if they notify their contacts to that people who were potentially exposed know as soon as possible that they need to quarantine and monitor for symptoms.

- **What is your sense of how well people are complying with quarantine and isolation requirements?**

Most people are very willing to do whatever they can to stop the spread of the virus. The pandemic is taking its toll on all of us and as the pandemic rages on, we find an increasing number of people who refuse to comply, will not answer the phone, and/or become very angry. These folks, however, remain a small minority.

- **If more help is needed for contact tracing, when will that help be available to you?**

The Section of Public Health Nursing and the Division of Public Health are continually hiring people to become contact tracers. New contact tracers have been hired across the State throughout the pandemic. In addition, the University of Alaska has entered into a contract with the State of Alaska to provide hundreds of contact tracers. Several of the UAA supervisors recently completed training with the Public Health Nursing workforce and are preparing to stand up their own teams of contact tracers. In addition, the Department of Education has entered into a contract with the State and we are onboarding school nurses in several districts across the State. We are also fortunate to have National Guard support in several communities across the State to support the contact tracing efforts.

- **What trends are you seeing in Juneau related to disease acquisition?**

COVID-19 in Juneau is a mix of different situations. The majority of cases we have had in Juneau since the pandemic began are related to 2 moderate to large-sized congregate setting situations. The second

most common route at this time is secondary transmission (usually household contacts). The 3rd most common route of transmission is from travel-associated cases. General community spread has been seen in a minority of cases. We remain vigilant for other “pockets” or “clusters” of cases.

Since July 1, and as of July 29, we have had 41 resident cases: tentatively there are 24 that are secondary cases; 9 that are community spread; and, 8 that relate to travel.

- **What does the level of disease look like in the region that might impact Bartlett Regional Hospital?**

In SE, stretching from Valdez down to Ketchikan, there are currently over 80 active cases. Many of these communities would send critically ill patients further up north to Anchorage or south to Seattle. Of the communities that regularly medivac to Bartlett (Petersburg, Haines, Skagway, Wrangell, Hoonah, Angoon, etc.) approximately 6 cases are currently active.

It is important to note that hospitalization is a lagging indicator for community disease burden.

**SPECIAL ASSEMBLY MEETING
THE CITY AND BOROUGH OF JUNEAU, ALASKA
DRAFT Meeting Minutes – April 1, 2020**

Meeting No. 2020-14: The Special Assembly Meeting of the City and Borough of Juneau Assembly was held in the Assembly Chambers of the Municipal Building, was called to order at 5:30 p.m. by Mayor Beth Weldon.

I. CALL TO ORDER / ROLL CALL

Assemblymembers Present: Mayor Beth Weldon, Wade Bryson, Rob Edwardson, Maria Gladziszewski, Michelle Hale, Alicia Hughes-Skandijs, Loren Jones, Greg Smith, and Carole Triem.

Assemblymembers Absent: None

Staff Present: City Manager Rorie Watt, Municipal Attorney Robert Palmer, Deputy City Manager Mila Cosgrove, Municipal Clerk Beth McEwen, Finance Director Jeff Rogers, and Budget Analyst Adrien Speegle.

II. APPROVAL OF AGENDA

III. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

A. Telephonic Public Participation

IV. CONSENT AGENDA

A. Public Requests for Consent Agenda Changes, Other Than Ordinances for Introduction – None.

B. Assembly Requests for Consent Agenda Changes

MOTION by Mr. Jones for the Assembly to accept the Consent Agenda as proposed and asked for unanimous consent.

Hearing no objections, the Consent Agenda is passed with unanimous consent.

1. Ordinances for Introduction

a. Ordinance 2020-08 An Ordinance Establishing the Rate of Levy for Property Taxes for Calendar Year 2020 Based Upon the Proposed Budget for Fiscal Year 2021

This ordinance establishes the mill rates for property taxes for 2020, which funds a significant portion of the City and Borough of Juneau's FY21 operating budget. The Charter requires the Assembly to adopt, by ordinance, the tax levies necessary to fund the budget before June 15.

The mill levies presented in this ordinance support the Manager's FY21 Proposed Budget that will be reviewed by the Assembly Finance Committee. As part of the budget review process, the Assembly Finance Committee will review and recommend, to the Assembly, the final mill levies. The final mill levies must be adopted on or before June 15.

For FY21, the operating mill rate is set to increase by 1.00 mills in Service Areas from FY20, and the proposed debt service mill rate is set to remain unchanged. This ordinance proposes a total mill levy of 11.66; the components of which are:

<u>Operation Mill Rate by Service Area</u>	<u>Millage</u>	<u>Change from FY20 Adopted</u>
Roaded Service Area	2.45	0.00
Fire Service Area	0.31	0.00
<u>Areawide</u>	<u>7.70</u>	<u>1.00</u>
Operating Total	10.46	1.00
<u>Debt Service</u>	<u>1.20</u>	<u>0.00</u>
<u>Total</u>	<u>11.66</u>	<u>1.00</u>

The City Manager recommends the Assembly introduce this ordinance, refer it to the Assembly Finance Committee for further review, and set it for public hearing at the Special Assembly meeting scheduled for April 22, 2020.

b. Ordinance 2020-09 An Ordinance Appropriating Funds from the Treasury for FY21 City and Borough Operations

This ordinance appropriates \$423,944,500 in expenditure authority for the City and Borough of Juneau's FY21 operating budget, excluding the School District. It is necessary to appropriate all transfers between funds that support operations, debt service and capital projects as well as the associated expenditures within the funds themselves. These transfers account for \$121,919,800 of the FY21 operating budget. The total appropriated expenditure authorization, net of inter-fund transfers, is \$302,024,700 million.

This ordinance also recognizes \$385,351,500 of projected revenue and transfers-in and decreases fund balances, across all funds, by \$38,593,000. The revenue and fund balance draw are sufficient to fund the budgeted expenditures. During the weekly Finance Committee meetings in April and May we will walk through the components of the budget and explain the changes from the prior year.

The Charter requires that a public hearing be held on the FY21 operating budget by May 1, 2020, and adoption by June 15, 2020.

The City Manager recommends the Assembly introduce this ordinance, refer it to the Assembly Finance Committee for further review, and set it for public hearing at the Special Assembly Meeting scheduled for April 22, 2020.

c. Ordinance 2020-10 An Ordinance Appropriating Funds from the Treasury for FY21 School District Operations

This ordinance will appropriate to the School District an FY21 operating budget of \$87,337,400. This is an overall decrease in the budget of \$1,601,700 from the FY20 Amended Budget. The School District's operating budget is:

General Operations	\$71,122,400
Special Revenue (pupil transportation, food service, etc.)	\$16,215,000
Total Budget	\$87,337,400

The FY21 school budget is supported with a combination of funding sources including CBJ local funding of \$28,518,600. The local funding consists of: \$26,842,100 for general operations, and \$1,676,500 for programs and activities outside of the state funding cap. These programs and activities include: \$1,181,500 million for student activities, \$50,000 for pupil transportation, \$50,000 for food service, \$95,000 for Community Schools and \$300,000 for Kinder Ready. The general operations support is an increase of \$64,800 over FY20 Amended. The other program and activities funding is flat to FY20 Amended, for a net funding increase of \$64,800.

State statute requires the Assembly to determine the total amount of local educational funding support to be provided and provide notification of the support to the School Board within 30 days of the School District's budget submission. The district's budget was submitted March 27, 2020. To meet this timing provision, it is necessary for the Assembly to determine the amount of funding and provide notice in the month of April. This amount cannot subsequently be reduced, unless the amount exceeds the State funding CAP, but it can be increased. If the Assembly does not set the amount and furnish the School Board with notice within 30 days, the amount requested by the School District is automatically approved. By Charter, the Assembly is required to appropriate the School District's budget no later than May 31, 2020.

On April 22, 2020, a meeting is scheduled for the Assembly to state, by motion, the amount of local funding to be provided to the School District.

The City Manager recommends the Assembly introduce this ordinance, refer it to the Assembly Finance Committee for further review, and set it for public hearing at the Special Assembly Meeting scheduled for April 22, 2020.

2. Resolutions

a. Resolution 2877 A Resolution Adopting the City and Borough Capital Improvement Program for Fiscal Years 2021 through 2026, and Establishing the Capital Improvement Project Priorities for Fiscal Year 2021

This resolution would adopt the Capital Improvement Program (CIP) for Fiscal Years 2021 through 2026, as required by Charter Section 9.4, and lists the capital projects that will be initially appropriated by ordinance in FY21.

The Public Works and Facilities Committee (PWFC) reviewed the preliminary CIP resolution and its meeting on March 2, 2020, and forwarded the plan to the Assembly.

The City Manager recommends the Assembly introduce this resolution, refer it to the Assembly Finance Committee for further review, and set it for public hearing at the special Assembly meeting scheduled for April 22, 2020.

V. ITEMS FOR RECONSIDERATION

Emergency Resolution 2888: An Emergency Appropriation Resolution Appropriating \$3,000,000 to the Manager for Small Business Loans Administered by the Juneau Economic Development Council Related to COVID-19.

MOTION by Ms. Gladziszewski for the Assembly to take up Emergency Resolution 2888 for reconsideration and asked for unanimous consent. *Hearing no objections, the motion passed with unanimous consent.*

Ms. Gladziszewski said that she appreciated the additional time for review and that she emailed her proposed amendments, suggested by the Juneau Economic Development Council (JEDC) to the City Attorney and Clerk for distribution to the Assembly. She hoped all Assemblymembers received the emailed copies of her proposed amendments. She also noted that JEDC Executive Director Brian Holst was present and could answer questions or provide clarification on the amendments or the proposed loan program.

Amendment #1: Section 3(a).

This amendment would add a sentence at the end of Section 3(a) that states: “The absence of state or federal assistance does not absolve the business owner for the responsibility to repay the loan.” Ms. Gladziszewski stated that this addition is due to new state requirements that are different than they were last week when this was drafted.

Mr. Holst said that JEDC is not completely clear yet on whether or not the bridge loans can be used to pay for this but believes that this added line will help clarify the intent of the program.

MOTION by Ms. Gladziszewski to adopt Amendment #1 as noted above , and asked for unanimous consent.

Hearing no objections, Amendment #1 passed with unanimous consent.

Amendment #2: Section 3(c)(3).

MOTION by Ms. Gladziszewski to adopt Amendment #2 that would add an additional two sentences to Section 3(c)(3) that state: “Loans may be made in one or two disbursements. The second disbursement will be subject to basic assessment of borrower’s capacity to pay/financial need.”

Ms. Gladziszewski explained that this addition is an attempt to get money out quickly to businesses. Some amount could be disbursed quickly, and then have some time to further review the business viability and plans to pay it back.

Mr. Holst added that he also believes that these additional sentences meet the intent to move quickly, yet also ensuring that they do not disperse more money than a company needs or could handle and that it is trying to protect the city's resources.

Mr. Jones had concerns regarding the amendment. He stated that this amendment indicates that JEDC believes there could be money left over after the first round of applications, which is something Mr. Jones says he disagrees with. He does not think that there will be money left over, unless the loan committee restricts how much money is being given. Mr. Jones said that he will not support this amendment because he thinks that if a business applies for the full loan amount and has the justification for it, then that amount should be loaned out.

Mayor Weldon shared Mr. Jones' concerns and she had a similar question. She asked if a business applies for the full loan amount, what would be the amount they would receive in return?

Mr. Holst clarified that the loan amounts do not change. He said the intent of the amendment would be to create an expedited process in which companies met the basic requirements, JEDC would make a quick disbursement of a relatively low amount almost immediately. If businesses needed more assistance, JEDC would request for them to send additional documentation justifying their need, and then make another disbursement a few days later.

Mr. Bryson asked Mr. Holst if there was a reason why they would not receive all of the pertinent information in the initial loan application process to determine the required amounts. Mr. Bryson said that this process is a redundant waste of time, and subjects severely impacted businesses to unnecessary hoops to go through in this process. Mr. Bryson did not support this amendment, and stated that it causes more harm to the businesses that they are trying to help. He asked that they rescind this amendment.

Ms. Gladziszewski explained that loans are usually subject to some assessment of their borrower's ability to pay back the loan. This is an attempt to make this process easy to receive a smaller amount of money quickly, and then follow that with further due diligence at the disbursement of the second payment. She stated that this is not making businesses go through the process twice, but rather it is giving businesses an easier path to a smaller amount of money. She added that CBJ has limited resources and will receive a lot of financial demands and she sees this as an attempt to use these resources wisely.

Mr. Palmer told the Assembly that if Amendment #2 is adopted, then there will need to be an additional amendment to clarify how much money can be provided in the first loan amount.

Mr. Holst said that each business which applies for this program will need to submit a complete application, an application which will take some time to process and review. He explains that the intent behind this amendment is that immediately upon applying, businesses that meet the minimum requirements will receive a smaller payment. This gives JEDC time to analyze the applications, and businesses that need more than the initial, smaller loan disbursement will be able to receive more funds in the second disbursement. He clarified that it does not subject businesses to a slow or repetitive process.

Ms. Triem asked Mr. Holst to give specific numbers on the initial loan payment amounts. Mr. Holst responded that businesses with ten employees or less will receive \$7,500, and businesses with more than ten employees will receive a minimum of \$10,000. These payments would be received after meeting the basic requirements of the program. Ms. Triem expressed concern about the basic requirements, saying that it is not the responsibility of the JEDC to add requirements to the loan program that the Assembly is discussing. She added that the Assembly never intended for the JEDC to create requirements in addition to the ones that they already discussed.

Mr. Jones had a similar question to Ms. Triem's asking Mr. Holst what the requirements were, beyond what was already in the ordinance. Mr. Jones objected to this amendment, and questioned what other requirements this amendment goes beyond.

Mr. Holst answered that JEDC is not making any additional requirements, rather they would be using the information collected from the application to determine the appropriate loan size.

Mr. Smith commented that he was glad to see some requirements being put in place, and he would support this amendment.

Mr. Jones asked for clarification on the process of disbursement and questioned why JEDC would initially give a business only \$7,500 at first, instead of giving them the entire loan that they qualify for.

Mr. Holst said that JEDC is assuming in good faith that every business who applies for the program will meet the minimum requirements to receive the smaller amount in the initial disbursement. He said that it is the larger amount which will undergo further review and analysis, repeating that this process will not require businesses to apply multiple times.

Mayor Weldon told Mr. Holst that she assumed that there would be fiduciary oversight of this process, and asked him how long he thinks this assessment would take.

Mr. Holst said that he would like this process to move as quickly as possible, but the timing of this process depends on the businesses who apply. He said it would be a pretty simple process, and that JEDC will ask for things like financial statements, tax records, and a schedule of debts. Mr. Holst stated that JEDC will be trying to determine each

business and their ability to pay. Approval of applications and initial disbursements could be done within a day. After which, it would be up to the business to complete and provide the additional required documentation, and that process could take a few days for the JEDC to analyze. Without knowing the number of businesses that will be applying, Mr. Holst said he is hesitant to provide any exact estimates on timing; but he anticipates that several applications could be assessed per day.

Roll call vote on Amendment #2 for Resolution 2888:

Ayes: Edwardson, Gladziszewski, Hale, Hughes-Skandijs, Smith, Weldon

Nays: Bryson, Jones, Triem

Motion passed. Six (6) Ayes, Three (3) Nays.

Amendment #3 – Section 3(c)(8).

MOTION by Ms. Gladziszewski to adopt Amendment #3 that would delete the reference that states that businesses must make a good faith effort to maintain payroll that existed prior to the COVID-19 pandemic. Ms. Gladziszewski explained the intent behind this amendment is to give businesses the opportunity and freedom to make financial decisions that would be best for their business.

Mr. Holst said that the recently enhanced federal unemployment benefits may be potentially better for the employee and for the business. He said that his goal is to keep as many small businesses in existence, so that when recovery comes, businesses will be ready to bring back their employees.

Objection by Ms. Triem who said that it was not required of businesses to make good faith effort to maintain payroll. This specific condition was suggested to her by the Executive Director of the Alaska Small Business Development Center.

Ms. Gladziszewski responded that this amendment was a recommendation from the JEDC board at their meeting this week.

Mayor Weldon also objected saying she did not wish to suggest that people go get unemployment instead of working.

Ms. Hughes-Skandijs expressed support for the amendment, saying she has spoken with many business owners in the community and believes that this could help protect businesses.

Roll call vote on Amendment #3 for Resolution 2888:

Ayes: Edwardson, Gladziszewski, Hale, Hughes-Skandijs, Smith

Nays: Bryson, Jones, Triem, Weldon

Motion passed. Five (5) Ayes, Four (4) Nays.

Amendment #4 – Adding Section 12 to Resolution 2888:

MOTION by Ms. Gladziszewski to adopt Amendment #4 that would add a new section, Section 12, to Resolution 2888. Ms. Gladziszewski explained that this additional section

would be called “Program Modifications” and have the first sentence read: “JEDC in coordination with the Manager may create additional financial assistance mechanisms with these resources. This is with the intent to aid businesses who have been impacted by COVID-19.” She says that the intent of this amendment is to be flexible with the constant and daily changes that are occurring in the world.

Mr. Holst added that this amendment would be a good tool for the business community, and allows for JEDC to work with the City Manager to make adjustments to the program whenever necessary.

Mayor Weldon asked Mr. Holst what he means by “additional financial assistance mechanisms”, saying that it sounds vague. Mr. Holst said that it is unknown at this time what that could mean, and suggested it could mean furthering resources or allowing access to other resources.

Mr. Palmer says that this question is important, and he believes that this particular amendment is too vague to be used. He added that if this amendment is to be considered, then “financial assistance mechanisms” needs to be explicitly described.

Ms. Gladziszewski replied that she intended to make a separate amendment that clarified the intent of this amendment, and asked if it would be better to combine the two.

Mr. Palmer answered that he does not know if the second sentence relates to the first sentence at all.

Mayor Weldon told Mr. Holst that he would need to have a definition of “additional financial assistance mechanisms” in order for this amendment to be considered.

Mr. Jones said that, given the vagueness of “additional financial assistance mechanisms” it could be comparative to a grant program. He added that any financial assistance mechanism outside of a small business loan does not fit the title of the chapter or the resolution.

Ms. Gladziszewski withdrew Amendment #4.

Amendment #5 – Section 1 Sentence and new Section 12.

MOTION by Ms. Gladziszewski to adopt Amendment #5 that would add two additional sentences to Section 1. The proposed language reads as follows: “The manager shall disburse \$1 Million upon execution of the loan agreement with JEDC. Prior to releasing the remaining appropriation, the Manager shall provide an update on the loan program’s effectiveness to the Finance Committee or Assembly.” She also proposes a new Section, Section 12, about Program Modifications. This additional section would state: “After reviewing the effectiveness of the first \$1 Million loan, the Manager shall adjust the loan conditions to improve the program’s effectiveness.” She says that the intent behind this would allow for the Manager to work with JEDC to make the first million dollars of the program readily available. She added that this also gives an opportunity for JEDC to work with the Manager as conditions of the world and the needs of the community continue to change.

Ms. Triem asked for Ms. Gladziszewski to clarify the intent.

Ms. Gladziszewski responded that the intent was to try to make it not contingent upon future Assembly approval, and to respond to fiduciary responsibility she has with the limited resources available. She added that if there is any confusion about the language used, then it can be clarified if needed.

Mr. Bryson asked about the way this amendment was worded, and asked if it intends to appropriate \$3 Million or \$1 Million.

Mr. Palmer responded, explaining that there would be an appropriation of \$3 Million. The first \$1 Million would be released upon reaching an agreement with JEDC, and the remaining \$2 Million is encumbered for this appropriation and would be released after the first million is reviewed.

Mr. Bryson asked if the review of the first million be referred to the full Assembly, and suggested to change the word in Section 12 from “The Manager shall adjust the loan conditions...” to “The Manager *may* adjust the loan conditions...”

Objection by Mayor Weldon and said that the reason this resolution was being considered is because it is nimble and quick. She added that the Assembly came up with \$3 Million to help around 100 businesses, and \$1 Million would not be enough to help. Many businesses are already seeking to apply, and if the one million runs out, it would require another meeting to give more money to businesses. She said that this process does not move quickly as intended, and brings unneeded bureaucracy into the world of business. Mayor Weldon stated that she is against this amendment, and if it passes she would most likely oppose the Resolution.

Ms. Hale asked if Ms. Gladziszewski would be open to removing the language prior to releasing the remaining appropriation, or replacing the language with “as soon as possible”.

Ms. Gladziszewski responded that she is trying to get a “yes” on this, and says that there should be some minimal level of review and fiduciary responsibility with the limited resources available and she would prefer that the amendment remains as-is.

Mr. Smith asked the City Manager what his course of action would be within this amendment. Mr. Watt said that he would come back to Assembly as expeditiously as possible.

Mr. Edwardson opposed this amendment, stating that in a situation in which 50-75 businesses applied, the CBJ would then be unintentionally picking the winners and the losers. He appreciates the effort, but believes this amendment could be working against the intent of the resolution itself.

Mr. Smith expressed concerns about this resolution and the city’s limited resources. He said that he has spoken to local business owners, and has not received a message from them that said “do this now”. He believes that the Assembly should slow down at some point, and that \$1 Million is a good start to support small businesses. He added that if

applications rise on Day 1, then they could call a Special Assembly meeting to address it then. Mr. Smith says, without a “pump the brakes” measure in place before they get up to \$3 Million, he would not support the Resolution at all. He supports this amendment.

Ms. Triem said that this amendment waters down the resolution to the point of not being effective. She said that the whole point of taking local government action on this issue was that they have the added advantage of speed and while she understands the concern of preserving their resources, this amendment makes this loan program worth less in comparison. She does not support this amendment.

Ms. Gladziszewski stated that the Chamber has not had time to take a position on this. To her, that signals that the Assembly is moving faster than the united business community, and would appreciate some oversight and review.

Mr. Bryson said that he has communicated with several business owners, some of whom are desperately in need of this program. He asked that the Assembly listen to the needs of the business owners who are the most desperate for this program. He agreed that if the program goes down to \$1 Million, it would only be beneficial to about a dozen businesses. This adds additional unnecessary hoops for business owners to jump through. He agreed with Ms. Triem that the more restrictions that are put in place for this loan program, the less worth it has.

Mayor Weldon told Ms. Gladziszewski that she appreciates trying to get to “yes”, however this amendment takes the legs out from underneath this resolution. She added that there is a brake installed, referencing how the Assembly had just approved for the JEDC to release an initial disbursement, and then assess the effectiveness of a second one. Mayor Weldon also expressed that she understands how difficult it is to pay bills and to have enough money in the bank, and delaying this process with this amendment defeats the purpose of the program.

Roll call vote on Amendment #5 for Resolution 2888:

Ayes: Gladziszewski, Hale, Hughes-Skandijs, Smith

Nays: Bryson, Edwardson, Jones, Triem, Weldon

Motion failed. Four (4) Ayes, Five (5) Nays.

Amendment #6 – New Section 3(c)(13)

MOTION by Mr. Bryson to adopt Amendment #6 that would allow for the proceeds from the loan repayments go towards paying back the restricted budget reserve. As they are using the restricted budget reserve to fund this program, the funds that are paid back should go back into the restricted budget reserve.

Mayor Weldon asked Mr. Palmer if that was already the intent of the funds. After consulting with Mr. Rogers, Mr. Palmer said that provision could be added, but it is not legally needed because it is implicit in the intent of the Resolution.
Amendment #6 was withdrawn by Mr. Bryson.

Amendment 7: Section 3(c)(6)

MOTION by Ms. Hale to adopt Amendment #7 to clarify Section 3(c)(6) where it states "...the business has a physical presence in Juneau, Alaska..." to "...the business *had* a physical presence in Juneau, Alaska as of January 1, 2020..." and she said the intent behind this change is to not create a loophole with broad language.

Mayor Weldon suggested adding "...and still has a physical presence in Juneau, Alaska". Ms. Hale agreed with Mayor Weldon.

Ms. Triem suggested changing the date from January 1, 2020 to March 1, 2020. Mayor Weldon and Ms. Hale agreed with Ms. Triem's date change suggestion. *Hearing no objections, Amendment #7 as modified by Mayor Weldon's and Ms. Triem's changes passed with unanimous consent.*

Ms. Hughes-Skandijs said that she had been thinking about Amendment #5, and thought that speed was the heart of the issue. She asked if the Assembly would be interested in finding a happy medium and if they would be willing to change the overall amount to \$2 Million instead of \$3 Million. Mr. Palmer said if this motion was made, that item could not be acted on tonight, it would have to be reintroduced at another meeting. Ms. Hughes-Skandijs asked if she could introduce it tonight as an amendment. Mr. Palmer responded that she could introduce it as an amendment, he would just need to change the title and re-notice it for another meeting.

Amendment #8 – Changing the amount to \$2 Million.

MOTION by Ms. Hughes-Skandijs to adopt Amendment #8 that would strike \$3 Million and replace it with \$2 Million in all parts of the Resolution.

Objection by Mr. Jones who said he believes \$2 Million is not enough and it is not necessary.

Objection by Mr. Bryson who agreed with Mr. Jones and believes that this reduces the help that they are trying to give to the business community. He added that they took the responsibility of closing Juneau businesses, and now they need to take the responsibility of helping Juneau businesses.

Objection by Mr. Edwardson. He believes that there will be a need based on the public input they've received, and agreed with Mr. Bryson.

Objection by Ms. Triem. She believes pushing this issue to another day, another meeting would not be a good idea. She agreed with the other Assemblymembers who spoke on their objections.

Roll Call vote on Amendment 8:

Ayes: Gladziszewski, Hughes-Skandijs, Smith

Nays: Bryson, Edwardson, Hale, Jones, Triem, Weldon

Motion failed. Three (3) Ayes, Six (6) Nays.

Roll Call vote on Resolution 2888 as amended:

MOTION by Ms. Gladziszewski for the Assembly to adopt Resolution 2888 as amended.

Hearing no objections, Resolution 2888 was adopted as amended by unanimous consent.

VI. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:01 p.m.

Clerk's Note: Special Thanks to Lacey Davis from the Juneau Public Libraries for her work on preparing these minutes for approval.

Signed: _____

Elizabeth J. McEwen
Municipal Clerk

Signed: _____

Beth A. Weldon
Mayor

THE CITY AND BOROUGH OF JUNEAU, ALASKA

DRAFT Meeting Minutes – April 6, 2020

Meeting No. 2020-16: The Regular Assembly Meeting of the City and Borough of Juneau Assembly held in the Assembly Chambers of the Municipal Building, was called to order at 7:00 p.m. by Mayor Beth Weldon.

I. FLAG SALUTE

II. ROLL CALL

Assemblymembers Present: Mayor Beth Weldon, Wade Bryson, Rob Edwardson, Maria Gladziszewski, Michelle Hale, Alicia Hughes-Skandijs, Loren Jones, Greg Smith, and Carole Triem.

Assemblymembers Absent: None.

Staff Present: City Manager Rorie Watt, Deputy Manager/Incident Commander Mila Cosgrove, Municipal Clerk Beth McEwen, City Attorney Robert Palmer, Juneau School District (JSD) Superintendent Bridget Weiss, Finance Director Jeff Rogers, and JSD Finance Officer Sarah Jahn.

III. SPECIAL ORDER OF BUSINESS

A. Telephonic Public Participation – Instructions

Ms. McEwen provided instructions on how the public can participate via telephone.

B. Census Message

Ms. Cosgrove reported that Juneau has returned 42.8% of census forms from the expected households. She encouraged everyone to visit www.census2020.gov to take the 2020 Census while we are all hunkered down, she said it took her about five minutes to complete a census for her household of four people. Mr. Jones asked if there was a way for people to access the census in case they do not have internet access and/or did not receive anything in the mail. Ms. Cosgrove does not currently know how the paper packets are being delivered, but does know that there is a paper option available to individuals. Ms. Cosgrove told Mr. Jones that she will research and get back to him with an answer soon.

C. COVID-19 Update

Ms. Cosgrove reported that Juneau has fourteen confirmed cases out of 191 cases reported statewide. To date, there have been 213 tests conducted through Bartlett Regional Hospital (this number does not include testing done through independent medical practices) in Juneau. There has been approximately 6,900 tests conducted statewide. BRH is currently awaiting the results of 32 tests to come back. The Division of Public Health (DPH) is following sixteen individuals in the community.

The DPH is also providing CBJ with recovered numbers. Out of 14 people who tested positive, 7 have recovered from their symptoms.

Ms. Gladziszewski had a question regarding the DPH Persons Under Investigation (PUIs), the DPH had reported 14 confirmed cases, and 16 individuals under investigation. She asked if the remaining two persons were those who had been in close contact with COVID positive cases. Ms. Cosgrove clarified that the individuals included in the PUI also contain the close contacts of those who have tested positive.

Ms. Gladziszewski then asked for the details of the airport voluntary screening form, and how the CBJ and the EOC is following up with those arrivals. Ms. Cosgrove said that as of right now, the forms filled out by arriving passengers are directly provided to the Department of Health and Social Services (DHSS). The CBJ may or may not see those forms. At this point, the DHSS is not collecting individual names and is not following up with the individuals that go through the voluntary screening. Ms. Cosgrove stated that this decision was discussed with the EOC, which came to the conclusion that it would not be an effective use of staff time to collect and preserve that data. She believed that those who will quarantine will do so, and those who will not quarantine will not be swayed in their decision by a phone call from city officials. However, the EOC is currently in the process of further evaluating that decision.

Mr. Smith asked about contact tracing, and if the Department of Public Health has the resources they need to quickly contact people in the event of a confirmed case. Ms. Cosgrove confirmed that the DPH reported that they have all the resources they need at this time, and is aware that the EOC is ready and willing to provide assistance when the need arises.

Mr. Smith asked if tests are being administered in a liberal manner, or if the requirements for receiving testing are adhering to certain standards. Ms. Cosgrove responded that the standards for testing were relaxed last week, and more individuals are being tested. There are still guidelines that help determine when testing is effective, such as if an individual has experienced symptoms, has recently travelled, or has been in contact with someone who tested positive. She recalled Ms. Hargrave providing similar information last week about prime testing windows, and how to prevent instances of false positives.

Ms. Hale mentioned that the testing numbers shared so far have only counted tests administered by Bartlett Regional Hospital, and have not included tests provided by private healthcare providers. She asked Ms. Cosgrove if she knew when the Department of Health and Social Services will be able to provide those numbers, to have a better understanding of exactly how many tests have been done in Juneau. Ms. Cosgrove answered that the Department of Public Health does not track the amount of tests done per location. BRH is working with local healthcare providers in Juneau to gather their individual testing numbers; it is unclear how much time it will take to complete the process of compiling testing numbers.

Mayor Weldon mentioned that she recently saw the BRH operations moved from a temporary yellow tent to a permanent grey tent location that greets visitors with hand sanitizer.

D. Proclamation – AmeriCorps

Due to social distancing guidelines, the AmeriCorps could not attend the meeting in person. Mayor Weldon read the AmeriCorps proclamation. The proclamation addressed the AmeriCorps National Service Recognition Day and the meaning behind the day. Mayor Weldon officially designated April 7th, 2020 as AmeriCorps National Service Day, and urged citizens to thank AmeriCorps members for their service and to find their own ways to give back to their communities.

IV. APPROVAL OF MINUTES

A. February 3, 2020 Regular Assembly Meeting 2020-06

B. February 24, 2020 Regular Assembly Meeting 2020-07

MOTION by Ms. Hale for the Assembly to approve the minutes of the February 3, 2020 Regular Assembly Meeting 2020-06 and February 24, 2020 Regular Assembly Meeting 2020-07 and asked for unanimous consent.

Hearing no objections, the minutes were approved by unanimous consent.

V. MANAGER’S REQUEST FOR AGENDA CHANGES

No changes were requested at this time.

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

VII. CONSENT AGENDA

A. There were no public requests for Consent Agenda changes.

B. Assembly Requests for Consent Agenda Changes

None.

C. Assembly Action

A. **MOTION** by Mr. Jones for the Assembly to approve the Consent Agenda and asked for unanimous consent.

Hearing no objections, the Consent Agenda was adopted

1. Ordinances for Introduction

a. Ordinance 2020-11 An Ordinance Amending the Land Use Code Relating to Private Shared Access Requirements.

This ordinance would clarify the Private Shared Access standards regarding paving intersections, drainage, and utility agreements. On January 28, 2020, the Planning Commission recommended the Assembly adopt this ordinance.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

b. Ordinance 2019-06(W) An Ordinance Appropriating to the Manager the Sum of \$20,000 as Funding for the Youth Scholarship Program, Funding Provided by Juneau Community Foundation and Friends of Zach Gordon Youth Center.

The Juneau Community Foundation, Friends of Zach Gordon Youth Center and Parks and Recreation collaborated last year to provide scholarships for youth activities in Juneau. This year, these funds have been increased and due to the COVID-19 situation, the organizations are coming together to determine the best way to use these funds to support low-income families with children during this challenging time.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

2. Resolutions

a. Resolution 2882 A Resolution Authorizing the Manager to Convey an Access and Drainage Easement for the Twilight Café at 324 Willoughby Avenue.

The owners of Twilight Café applied to purchase a five foot wide easement across City property that would provide better access to Willoughby Avenue. The applicants would be responsible for all expenses associated with improving the easement. On January 6, 2020, the Lands Committee passed a motion of support to grant this easement for fair market value.

The City Manager recommends the Assembly adopt this resolution.

3. Bid Award

a. BE20-146 Hospital Drive Reconstruction

This project includes reconstruction of Hospital Drive from Glacier Highway to the Johnson Youth Center at 3252 Hospital Drive. Work also includes connecting the water main on Hospital Access Road to the water main on Salmon Creek Lane and the resurfacing of the upper half of Hospital Access Road.

Project bids were opened on March 26, 2020. The bid protest period expired at 4:30 p.m. on April 1, 2020. Results of the bid opening are as follows:

RESPONSIVE BIDDERS TOTAL BID

Admiralty Construction, Inc.	\$1,061,175
Southeast Earthmovers, Inc.	\$1,238,607
Arete Construction Corp.	\$1,514,941
ENCO Alaska	\$1,656,315
Engineer's Estimate	\$1,130,945

The City Manager recommends award of this project to Admiralty Construction, Inc. for the total amount bid of \$1,061,175.

4. Liquor License

a. Liquor License Renewals for Licenses: 3313 & 1416

These liquor license actions are before the Assembly to either protest or waive its right to protest the license action.

2020-2021 Renewal of Liquor Licenses

License Type: Club, License #3313

Fraternal Order of Eagles Aerie #4200 d/b/a Fraternal Order of Eagles #4200

Location: 2055 Jordan Ave #1, Juneau

License Type: Restaurant Eating Place, License #1416

Taku Glacier Lodge, Inc., d/b/a Taku Glacier Flightseeing/Salmon Bake

Location: Taku Valley Lot 75, Juneau

Staff from the Police, Finance, Fire, Public Works (Utilities), and Community Development departments have reviewed the above licenses and recommend the Assembly waive its right to protest the applications. Copies of the documents associated with these licenses are available in hard copy upon request to the Clerk's Office.

The City Manager recommends the Assembly waive its right to protest the above listed liquor license renewals.

5. Other Items for consent

a. City-State Project (CSP) Capitol Avenue Reconstruction

Capitol Avenue Reconstruction rebuilds and resurfaces Capitol Avenue from West Willoughby Avenue to West Ninth Avenue, and upgrades utilities. Narrow right-of-way limits the width of street development. CBJ Engineering and Public Works proposes establishing a one-way traffic lane from Willoughby to Ninth, and addition of a sidewalk. This approach serves the majority of vehicle traffic on the road, improves Willoughby intersection deficiencies, maintains direct access to Village Street, and improves pedestrian safety and connectivity. CCFR, Alaska Waste, and AEL&P will continue to be involved in design to assure accommodation for their larger vehicles. Other improvements include a mid-block fire hydrant, improved connectivity between the Distin stairway and the West Eighth Street trail, and improves lighting along the route. This project is currently funded with \$600,000 Areawide Street Sales Tax and \$50,000 from the Water Enterprise Fund. Design will be completed in the summer of 2020, and construction is expected in the summer or fall of 2020.

VIII. PUBLIC HEARING

A. Ordinance 2019-07(A) An Ordinance Appropriating and De-Appropriating Funds from the Treasury for FY20 School District Operations

The FY2020 school enrollment is above the level originally used to determine the Juneau School District (JSD) funding for the FY20 approved school budget.

This results in \$1,215,000 more of state revenue and an increase of \$279,500 to the contribution amount that CBJ is allowed to fund under the state cap.

The Board of Education passed a budget revision increasing state and local funding for the FY20 District's Operating Fund at its February 11, 2020, meeting.

Additionally, JSD has received notice from Department of Education and Early Development (DEED) that it will receive \$16,600 as a supplemental grant derived from proceeds from the PFD Education Raffle Fund.

Lastly, in the FY20 CBJ Budget proceedings, the Assembly also approved additional funding of \$300,000 to JSD for Kinder Ready. As a housekeeping measure, the funding is now being appropriated for FY20 School District Operations. The total increase in expenditures authorized in this ordinance is \$1,811,100. \$1,231,600 is funded with state revenue and \$579,500 is funded from local general government revenues.

The City Manager recommends the Assembly to adopt this ordinance.

Mayor Weldon noted that School Board President Brian Holst, Superintendent Bridget Weiss, and Finance Officer Sarah Jahn were on the phone and available to answer questions if there were any questions from the Assembly for these individuals.

MOTION by Ms. Triem for the Assembly to adopt Ordinance 2019-07(A) and asked for unanimous consent.

Objection by Mr. Bryson for purposes of an amendment.

AMENDMENT #1 by Mr. Bryson for the Assembly to remove \$279,500 which is the contribution that CBJ is allowed to make from this ordinance. Mr. Bryson spoke to his reasons for making this amendment.

Objection by Mr. Jones and in speaking to his objection, he explained the timing and process by which the school district budget is funded by CBJ. He said that the JSD budget is being used almost entirely, and that the contribution that the ordinance provides will give the district a little bit of breathing room.

Mr. Edwardson opposed the Amendment.

Ms. Hughes-Skandijs opposed the Amendment.

Roll Call Vote on Amendment #1:

Ayes: Bryson, Gladziszewski

Nays: Edwardson, Hale, Hughes-Skandijs, Jones, Smith, Triem, Mayor Weldon

Motion failed. Two (2) Ayes, Seven (7) Nays.

Roll Call vote on motion to adopt Ordinance 2019-07(A):

Hearing no objection, the motion passed by unanimous consent.

B. Ordinance 2019-06(V) An Ordinance Appropriating to the Manager the Sum of \$1,583,735 as Funding for the Replacement of Buses for Capital Transit; Grant Funding Provided by Alaska Department of Transportation and Public Facilities, with Local Match Funding Provided by the Equipment Replacement Reserve Fund's Fund Balance.

This ordinance would appropriate grant funding in the amount of \$1,350,000 as provided by federal funds through the Alaska Department of Transportation and Public Facilities. A local match requirement of \$233,735 will be funded from the Equipment Replacement Reserve fund balance.

These funds will be used by Capital Transit for the purchase of electric buses and associated charging infrastructure.

The Public Works and Facilities Committee reviewed this topic at its meeting on January 15, 2020 and referred it to the Assembly.

The City Manager recommends the Assembly to adopt this ordinance.

MOTION by Ms. Hughes-Skandijs for the Assembly to adopt Ordinance 2019-06(V) and asked for unanimous consent.

Hearing no objections, the motion passed by unanimous consent.

IX. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

A. Forbidden Peak Brewery Late-File Export Manufacturing Exemption

Forbidden Peak Brewery started operation in the fall of 2019, and the business was unaware of its potential eligibility for the Export Manufacturing Business Personal Property Tax Exemption. Under the authority of CBJ 69.10.020, the business has requested that the Assembly allow the Assessor to accept an untimely filed application.

MOTION by Ms. Gladziszewski for the Assembly to accept and allow the Assessor to accept the application and asked for unanimous consent.

Hearing no objections, the motion passed by unanimous consent.

B. Emergency Resolution 2889 An Emergency Appropriation Resolution Appropriating \$200,000 to the Manager for an Emergency Rental Assistance Program; Funding Provided by the Affordable Housing Fund.

COVID-19 continues to change our community. To protect the public health and welfare, social distancing requirements have been implemented, including the closure of non-essential businesses and ordering people to hunker down. Many people who work in businesses that have closed are people that rent. As a result, demand on existing rental assistance programs is up and expected to rise. This resolution would provide funds to support the rental assistance program currently offered by the nonprofit Alaska Housing Development Corporation.

This topic was discussed at the Special Assembly meeting on April 2.

This emergency appropriation resolution is set for public hearing and Assembly action.

Philip Moser provided public comment. He said that this resolution is inadequate. Mr. Moser urged the Assembly to pass a measure calling for the suspension of rent and mortgage payments during the pandemic, and for a period of time after it passes.

MOTION by Ms. Gladziszewski to refer the matter to the Monday, April 13 meetings of the Special Assembly meeting followed by the Assembly Committee of the Whole and and possibly referred onto the Economic Stabilization Committee that is currently being formed by the Mayor.

Objection by Mr. Jones. Mr. Jones said that the Assembly should act as quickly as they can, and referring it to a proposed Economic Stabilization Committee would only cause further delay on an urgent issue.

Roll Call Vote on Motion to postpone Resolution 2889 to the April 13 Special Assembly meeting:

Ayes: Gladziszewski, Hale, Hughes-Skandijs, Smith, Mayor Weldon

Nays: Jones, Triem, Edwardson, Bryson

Motion passed. Five (5) Ayes, four (4) Nays.

XI. STAFF REPORTS

Mr. Palmer referenced the memo that was featured in the red folder that detailed recent CBJ legislation that was passed in the past few weeks. He brought up the memo in case any Assemblymembers wished to discuss the contents of the memo.

Mr. Jones stated that he had asked a question earlier, and this memo was meant to be the response to his question, which he felt did not fully answer his question. Mr. Jones asked the Assembly if they needed to take any further action in regards to the Resolutions they had passed, before April 7th (which was the following day) or before April 16th.

Mr. Jones expressed concern that the memo implied that the resolutions were superseded by the Governor, however he had noticed some Juneau residents who still expected for the CBJ Hunker Down mandate to end tomorrow. Mr. Jones says is he is not sure if the CBJ is publicizing the fact that the Resolutions passed by the CBJ have been superseded. Mr. Jones asked the City Manager if the Assembly has to take any action regarding the superseded resolutions, and how will the CBJ publicize to the community that their resolution was superseded.

Mr. Palmer answered Mr. Jones' question, stating that the Hunker Down mandate that the CBJ imposed does expire on April 7, however that mandate has been superseded by the Governor. Health Mandate 11, and to some extent, Health Mandate 9, have been enacted and continue on. These mandates still require for the public to hunker down, for citizens to remain six feet apart, and for the closure of non-essential businesses. Although the CBJ mandate expires tomorrow, these requirements put in place by the Governor's mandates are still ongoing.

Mr. Palmer also said that Resolution 2886, which expires on April 16, has also been superseded by the Governor's Health Mandates 12 and 10. Health Mandate 12 prohibits all interstate travel, with the exception critical infrastructure. Health Mandate 10 requires a 14 day self-quarantine for people traveling into the state of Alaska from out of state.

Mr. Watt said that he has spent quite a bit of time discussing both Health Mandate 11 and the Assembly Hunker Down order, and he has made them synonymous. Mr. Watt believes that the intent between the two is the same, and that the public would benefit most from a simple message – to stay home as much as possible. He says that this would be his continued approach moving forward, unless the Assembly thought differently.

Mr. Jones said that this did answer his question, however he still thinks that there will be confusion. He wants the communication to be clear so that there is no confusion.

Ms. Hale suggested that the Incident Command Center communicates to the public about the Governor's mandate, and how it is continuing the purpose of the CBJ Hunker Down resolution which expires tomorrow.

Mr. Edwardson agreed with Mr. Jones, and recommended extending the Hunker Down mandate to April 30. He believes that providing an extension would ensure that there would be no confusion between the expired Hunker Down mandate and the continued Governor's mandate.

Ms. Gladziszewski says that some people do not really pay attention to the details of the mandates, whether it be the Governor or the CBJ. She also mentioned that she would not want the expired mandate to cause any potential confusion within the community. Mayor Weldon asked Mr. Palmer when the Assembly could decide on extending the Hunker Down mandate.

Mr. Palmer responded that the Resolution was not on the Assembly agenda tonight, however actions could be taken to be able to bring it onto the agenda tonight. Mr. Palmer also wished to clarify the difference between Health Mandate 11 and CBJ Hunker Down Resolution; Health Mandate 11 has significant penalties, businesses that violate it can be subject to a \$1,000 fine, and includes the superseding language. In order to pass another Hunker Down resolution, the Assembly would need to find an exemption that could articulate why CBJ would be exempt from that superseding language by the Governor. Mr. Palmer states that any local order would be superseded by the Governor's Health Mandate 11.

Mr. Smith asked if the Assembly could do something with a contingency clause. Mr. Palmer says that is an option available to Assembly. Ms. Gladziszewski says that it would be difficult to do anything tonight, and suggests coming up with some language for later to have ready if and when it is needed. Mr. Palmer says that he can come up with some language and have it available either this week or next week.

Considering the Emergency Declaration, Mr. Smith asked if the City Manager would have the power to implement similar actions to the Hunker Down mandate if it was warranted. Mr. Palmer responded that the City Manager would be able to provide provisions as necessary, until the Assembly has a chance to meet. Mr. Watt says that the City Manager should exercise emergency powers as little as possible. If in the event that the Governor lapsed or rescinded the health mandate, Mr. Watt says he would strive to get the Assembly to meet as quickly as possible.

Mayor Weldon asked the Assembly if they were all comfortable in knowing that, if needed, Mr. Watt could use his emergency powers to extend the deadline of the Hunker Down mandate until the next Assembly meeting could be called. Hearing no objection, staff will proceed with this direction from the Assembly.

Mr. Watt provided a staff report regarding issues with the supply chain. Several times a week, the EOC is checking with barge lines and stores if they have seen any discrepancies in food supply. The general consensus has been business as normal, and that they are not seeing any supply chain issues. Stores are requesting the public to resume normal shopping practices.

XII. ASSEMBLY REPORTS

A. Mayor's Report

Mayor Weldon noted that the red folder had the document creating the City and Borough of Juneau Economic Stabilization Task Force. For the members and public on the phone, she read the three charges of the Task Force:

Mayor Weldon noted these are not in particular order they're just labeled for the document.

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 to the Governor's Alaska Economic Stabilization Team.

Mayor Weldon noted that she is appointing two co-chairs Max Mertz and Linda Thomas and the following individuals make up the remainder of the Task Force: Teresa Belton, Eric Forst, Terra Peters, Lauren MacVey, Laura Martinson, Former Mayor Ken Koelsch and Former Mayor Bruce Botelho. The makes a total of 9 members on the task force and they plan to hold their first meeting soon.

She encouraged any questions or thoughts to share with the Task Force to send those to the Clerk's Office and they will be forwarded from the Clerk to the Task Force members.

B. Committee Reports. Liaison Reports, Assembly Comments and Questions

Assembly Finance Committee Chair Jones reported that the AFC had a meeting on April 1, and will meet again on April 8 and will start AFC meetings at 5:30p.m. rather than 5p.m They intend to add a COVID-19 update at the start of every AFC meeting, and are hoping to streamline presentations to allow more time for questions. There will be School Board meetings will be held on April 14 and April 17 to discuss potential budget revisions. He said depending on what happens from the Governor, they may end up receiving a revised budget from the Juneau School District.

Committee of the Whole Chair Gladziszewski reported that the COW last met on March 23 and discussed COVID-19 updates, federal legislations, and ordinances regarding procedures for emergencies. There will be another COW meeting next Monday, April 13.

Lands Committee Chair Edwardson reported that the LC cancelled the March 23 meeting. He is considering cancelling the upcoming April 13 meeting, as there are no

urgent hot button issues. An email has been sent out to the members to see if they object to the cancellation, and possibly wait until May 4 to meet again.

Public Works and Facilities Committee Chair Hale reported that the last PW meeting was cancelled, and they are looking at cancelling the upcoming meeting on April 13. The new Public Works Director Katie Koester has arrived.

Human Resources Committee Chair Bryson reported that the HRC meeting that was scheduled for tonight was cancelled. There is a possibility that the next HRC meeting may be cancelled as well. There are no pressing issues other than an open Planning Commissioner's seat, however the Planning Commission is currently not holding any meetings as of late. Mayor Weldon mentioned that the Planning Commission is meeting next Tuesday, April 14.

C. Liaison Reports, Assembly Comments and Questions

Mr. Bryson is very happy to have his family back at home.

Mr. Smith mentioned that the Sister Cities and the Planning Commission have not met recently.

Mr. Edwardson shared that the Local Emergency Planning Committee and the Airport Board have not met, the next meetings that are scheduled are for April 8 for the LEPC, and April 14 for the Airport Board.

Ms. Hale commented that everyone at Bartlett Regional Hospital has done a good job so far, and she is blown away at how seriously they take their job. There will be a Downtown Business Associations meeting at 8:30 a.m. tomorrow.

Ms. Gladziszewski thanked everyone who have been working so hard during this difficult time, all of these preventative actions are helping BRH prepare.

Ms. Hughes-Skandijs reported that she met with the Docks and Harbors Board on March 30. Docks & Harbors Finance Committee met on Friday, April 3 to discuss refunding some permit fees on a case by case basis.

Mayor Weldon asked the Assembly which day they would prefer the COVID-19 Updates: on Wednesdays, or on Thursdays. Hearing no objections, the COVID-19 Updates will be given on Wednesdays instead of Thursdays.

XIII. ADJOURNMENT

There being no further business to come before the Assembly, the meeting was adjourned at 8:28 p.m.

Clerk's Note: Special Thanks to Lacey Davis from the Juneau Public Libraries for her work on preparing these minutes for approval.

Signed: _____
Elizabeth J. McEwen
Municipal Clerk

Signed: _____
Beth A. Weldon
Mayor

SPECIAL ASSEMBLY MEETING
THE CITY AND BOROUGH OF JUNEAU, ALASKA
DRAFT Meeting Minutes – April 13, 2020

Meeting No. 2020-17: The Special Assembly Meeting of the City and Borough of Juneau Assembly was held in the Assembly Chambers of the Municipal Building at 5:00 p.m. Due to technical difficulties, the meeting was called to order by Mayor Beth Weldon at 5:25 p.m.

I. CALL TO ORDER / ROLL CALL

Assemblymembers Present: Mayor Beth Weldon, Wade Bryson, Rob Edwardson, Maria Gladziszewski, Michelle Hale, Alicia Hughes-Skandijs, Loren Jones, Greg Smith, and Carole Triem.

Assemblymembers Absent: None

Staff Present: City Manager Rorie Watt, Municipal Attorney Robert Palmer, Deputy City Manager Mila Cosgrove, Municipal Clerk Beth McEwen, Finance Director Jeff Rogers, Deputy Municipal Clerk Diane Cathcart, Parks and Recreation Director George Schaaf, Juneau Airport Manager Patty Wahto, and Chief Housing Officer Scott Ciambor.

II. APPROVAL OF AGENDA

III. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

A. Instructions for Telephonic Public Participation

IV. AGENDA TOPICS

A. COVID-19 Update and Actions

Incident Commander Ms. Cosgrove provided the Assembly with the COVID-19 Update. As of today, Juneau has seventeen confirmed cases, and is expecting the eighteenth case to be confirmed tomorrow. The last four cases are as a result of the incident at the Lemon Creek Correctional Center (LCCC). More information regarding COVID-19 at LCCC will be provided in the update at the next meeting. There have been ten recovered cases. She also mentioned that there are continued efforts being made to coordinate on cumulative testing numbers. The Division of Public Health (DHS) is now tracing 39 individuals. Shortly before tonight's meeting, the Governor issued Health Mandate #4. This mandate issues quarantine and isolation strategies for unsheltered populations and first responders.

Ms. Gladziszewski asked Ms. Cosgrove if the information provided in the COVID-19 updates are made available to the public in written form. Ms. Cosgrove answered that, although the bulk of information is given through information packets and meetings,

the information that is seen as more relevant to the community is broadcast through social media sources and the CBJ COVID-19 Dashboard.

Last week, Bartlett Regional Hospital (BRH) got authorization to re-sterilize their N-95 masks up to ten times depending on use. Employees will be given their own individually assigned masks to use.

Mr. Smith asked if there are currently any state or federal plans to implement more widespread access to COVID-19 testing. Ms. Cosgrove responded that there has not been any plans or strategies communicated to the EOC in regards to increased testing.

Ms. Cosgrove gave the Assembly an update on the 2020 Census. Last week, response numbers were reported as 42.7%, and this week is at 48%. Ms. Cosgrove thanked the community for actively participating in the census, and added that it is extremely important to count everyone in Juneau.

V. CONSENT AGENDA

A. Public Requests for Consent Agenda Changes, Other Than Ordinances for Introduction
None.

B. Assembly Requests for Consent Agenda Changes
None.

C. Assembly Action

MOTION by Ms. Triem for the Assembly to adopt the Consent Agenda and asked for unanimous consent.

Hearing no objections, the Consent Agenda is adopted by unanimous consent.

1. Ordinances for Introduction

a. Ordinance 2019-06(U) An Ordinance Appropriating to the Manager the Sum of \$16,000,000 as Funding for the Juneau International Airport Terminal Construction Capital Improvement Project; Funding Provided by Airport Revenue Bonds.

This ordinance would appropriate \$16,000,000 of Airport Revenue Bonds to the Terminal Construction Capital Improvement Project (CIP A50-102). These bonds are to be repaid with Airport Improvement Program (AIP) grants as well as Passenger Facility Charge (PFC) revenue. The debt service on these bonds ends in FY30.

The issuance of these bonds was authorized by the full Assembly on June 24, 2019. This appropriation was presented as an information item to the Assembly Finance Committee on February 5, 2020.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

b. Ordinance 2019-06(Y) An Ordinance Appropriating to the Manager the Sum of \$200,000 as Funding for the Purchase of a Land Parcel Adjacent to the Bartlett Regional Hospital Campus; Funding Provided by Bartlett Regional Hospital Fund's Fund Balance.

The property being proposed for purchase is adjacent to the hospital campus. This land could provide a secondary access to the campus. This would prove beneficial for traffic control and in the event access to the campus on Hospital Drive was not available. Land on the BRH campus is scarce and this acquisition will allow better and increased provision of services to the community.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

c. Ordinance 2019-06(Z) An Ordinance Appropriating to the Manager the Sum of \$50,000 as Funding for the Purchase of Reusable EMS Gear for CCFR Front Line Responders in Response to the COVID-19 Pandemic; Funding Provided by Donations from Sealaska.

This ordinance would provide funding from Sealaska in the amount of \$50,000. The City and Borough of Juneau will receive a \$50,000 donation for the purchase of reusable EMS gear for front line responders in response to the COVID-19 pandemic. This one-time appropriation will outfit approximately 48 first responders with EMS gear that can be regularly and easily decontaminated, protecting our providers as well as the public.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

d. Ordinance 2019-06(AA) An Ordinance Appropriating to the Manager the Sum of \$111,535 as Funding for the Bonnie Brae Trail to Treadwell Ditch Trail Reroute; Funding Provided by the US Department of Transportation, Federal Highway Administration, Federal Lands Highway Division.

This ordinance would appropriate \$111,535 for the construction of a portion of the Bonnie Brae Access Trail to the Treadwell Ditch. A section of the trail has been washed out for over twenty years. Trail users have created a new route through the muskeg. Damage to the muskeg has occurred and the mud and erosion expands each year. This funding will improve the rerouted section by creating a 1000' long stable gravel trail that will prevent erosion.

The City Manager recommends the Assembly adopt this ordinance and set it for public hearing at the next regular Assembly meeting.

VI. RESOLUTIONS AND ORDINANCES FOR PUBLIC HEARING

A. Ordinance 2020-15: An Ordinance Amending the Continuity of Government Code to Improve City and Borough of Juneau Procedures for Emergencies.

A continuity of government code was created in 1962 during the height of the Cuban Missile Crisis when communities were concerned about physical attacks. While the underlying concepts in the continuity of government code remain relevant today—like designation of successors for certain municipal officers—some code provisions are outdated. This ordinance would modernize the continuity of government code.

This ordinance was reviewed at the Assembly Human Resources meeting on March 13, 2020.

The City Manager recommends the Assembly adopt this ordinance.

MOTION by Mr. Jones for the Assembly to approve Ordinance 2020-15.

Mr. Jones objected to passage of this ordinance and speaking to his objection, he stated that he had not yet had a chance to review the ordinance. Considering the various emergency resolutions and ordinances that they have passed recently, along with all the various Assembly meetings and other duties, he has not had the time to go through this ordinance in detail yet.

AMENDMENT by Ms. Gladziszewski to postpone consideration of Ordinance 2020-15 to a time certain for the April 20, 2020 Assembly meeting.

Ms. Hale initially objected to the amendment and said that the Assembly has had a month to review this ordinance, and she would like to move this along in order to focus on other important issues. After hearing comments from other Assemblymembers, Ms. Hale withdrew her objection.

Hearing no objections, the amendment passed with unanimous consent and the Ordinance was moved to the April 20, 2020 meeting for further consideration.

B. Ordinance 2020-16: An Ordinance Amending the Civil Defense Code to Improve City and Borough of Juneau Procedures for Emergencies.

Chapter 03.25 was originally created in 1967. This ordinance would amend the Civil Defense Organization chapter to be consistent with current emergency management practices and to clarify out of date code sections.

This ordinance was heard at the March 13, 2020, Assembly Human Resources Committee.

The City Manager recommends the Assembly adopt this ordinance or postpone it until the next meeting on April 20, 2020.

MOTION by Mr. Edwardson for the Assembly to adopt Ordinance 2020-16 and asked for unanimous consent.

Objection by Mr. Jones for the same reasons he objected to Ordinance 2020-15 and that he has not yet had the time to review this ordinance.

Mr. Edwardson withdrew his motion.

MOTION by Mr. Edwardson to postpone Ordinance 2020-16 to the April 20, 2020 meeting and asks for unanimous consent.

Hearing no objections, the motion passed with unanimous consent and the Ordinance was moved to the April 20, 2020 meeting for further consideration.

**C. Emergency Resolution 2889 An Emergency Appropriation Resolution
Appropriating \$200,000 to the Manager for an Emergency Rental Assistance
Program; Funding Provided by the Affordable Housing Fund.**

COVID-19 continues to change our community. To protect the public health and welfare, social distancing requirements have been implemented, including the closure of non-essential businesses and ordering people to hunker down. Many people who work in businesses that have closed are people that rent. As a result, demand on existing rental assistance programs is up and expected to rise. This resolution would provide funds to support the rental assistance program currently offered by the nonprofit Alaska Housing Development Corporation.

This topic was discussed at the Special Assembly meeting on April 2. An opportunity for public testimony was provided at the Regular Assembly meeting on April 6 after which the Assembly continued this resolution to April 13.

On April 9, the Economic Stabilization Task Force recommended the Assembly postpone action on this item for a week to give the task force additional time to make an informed recommendation.

This emergency appropriation resolution is set for Assembly action.

Mr. Max Mertz, co-chair of the Economic Stabilization Task Force (ESTF), spoke to this resolution, saying that the ESTF had discussed this resolution for several days. He noted that ESTF members co-chair Linda Thomas, Bruce Botelho, and Lauren MacVay have gathered facts and information and provided a letter that was shared with the Assembly on this topic.

Ms. MacVay shared some information with the Assembly that outlined some of the emergency relief provisions that were already in place as well as other relief that may be available for people unable to work due to loss of childcare, income loss, and the threat of eviction. SB241 was just signed into law by the Governor which provided

some relief with respect to eviction threats. She said there were a number of other support benefits that are out there but the ESTF was not able to get full information on those due to lack of time available to pursue that information.

Mr. Jones asked Ms. MacVay why the Assembly would approve of a delay in the process to help individuals when the process has been moving fairly quickly so far for businesses.

Mayor Weldon responded that the reason for that delay is due to the task force has not been able to meet to be able to give the Assembly a recommendation and the task force will be meeting the following day.

Ms. MacVay agreed with Mayor Weldon, saying that the task force has not had the time to make an official recommendation.

MOTION by Mr. Smith to postpone consideration of Emergency Resolution 2889 until the April 20, 2020 meeting.

Objection by Ms. Hughes-Skandijs, in speaking to her objection, she said that if the Assembly moved the resolution tonight, they would be providing people with grant money and peace of mind to the community. She added that giving funding through an already established mechanism, like the Alaska Housing and Development Corporation, would be a good use of resources.

Mr. Bryson said that even though evictions are suspended, that suspension does not forgive the rent. The past months' rent will still be due retroactively. He added that the Affordable Housing Fund is a resource that does not come out of the CBJ's savings or fund balance. He said that it doesn't necessarily matter whether the resolution is passed tonight or Monday night (April 20, 2020), what really matters is that the resolution is passed.

Ms. Gladziszewski said that it would be reasonable to wait until April 20, 2020 so that the ESTF can have more time to help those who need assistance.

Mr. Edwardson supported the motion to postpone until April 20, 2020 and added that since SB 241 has been passed which provides protection for renters, that allows the Assembly a little more time to think on this resolution.

Roll Call vote on the Motion to postpone Emergency Resolution 2889 until April 20, 2020.

Ayes: Edwardson, Gladziszewski, Hale, Smith, Mayor Weldon.

Nays: Bryson, Hughes-Skandijs, Jones, Triem.

Motion passed. Five (5) Ayes, Four (4) Nays.

VII. EXECUTIVE SESSION

A. Executive Session Regarding CBJ Litigation Risks Caused by Some of the State COVID-19 Health Mandates

MOTION by Ms. Triem for the Assembly to recess into Executive Session for a candid discussion of the facts and litigation strategies with the Municipal Attorney regarding the superseding provisions of the state health mandates.

The Assembly recessed into Executive Session at 6:11 p.m. the Assembly returned from Executive Session at approximately 6:35p.m.

VIII. ADJOURNMENT

There being no further business to come to the Assembly, the meeting was adjourned at 6:35p.m.

Clerk's Note: Special Thanks to Lacey Davis from the Juneau Public Libraries for her work on preparing these minutes for approval.

Signed: _____
Elizabeth J. McEwen
Municipal Clerk

Signed: _____
Beth A. Weldon
Mayor

Presented by: R. Edwardson
Presented: 06/29/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-32(b)

An Ordinance Establishing a Systemic Racism Review Committee.

WHEREAS, discrimination based on race in institutional policies leads to systemic racism;
and

WHEREAS, systemic racism creates disparities in the social and civic fabric of a
community through legislation related to all aspects of society, including but not limited to
education, criminal justice, employment, elections, housing, and political power; and

WHEREAS, systemic racism is as overt and covert as individual racism and it has similar
emotional, economic, physical, and liberty consequences though it may be harder for individuals
to see even when revealed in disparities and data; and

WHEREAS, systemic racism is similar to disparate impact discrimination, which is
generally defined as a facially neutral act, practice, or policy that has a significant
discriminatory impact on a protected group; and

WHEREAS, the Assembly would benefit from having a systemic racism review of
legislation before a resolution or an ordinance is up for public hearing; and

WHEREAS, the Assembly encourages racially diverse individuals to apply and encourages
racial minority groups to nominate individuals to help advise the Assembly.

THEREFORE 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. Systemic Racism Review Committee Established.

(a) **Establishment.** There is established a Systemic Racism Review Committee consisting of seven individuals.

(1) The Assembly shall appoint members of the Committee to staggered three-year terms. Members of the Committee shall serve at the pleasure of the Assembly. Terms shall commence on July 1. Appointments to fill vacancies shall be for the unexpired term. In the event a seat has six months or less remaining to the unexpired term, the Assembly, at its discretion, may choose to appoint the member to the remainder of the current term as well as to the full term immediately following the expiration date of the unexpired term. No member who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply if there are no other qualified applicants at the time reappointment is considered by the Assembly.

(2) Members shall be selected to provide the most balanced representation possible. Members shall have experience identifying unlawful discrimination—including based on race, color, or national origin—experience identifying social justice inequity, or intimate knowledge of local cultures and practices, including tribal culture and practices.

(b) **Duties.** The Committee is charged with:

(1) Reviewing all ordinances after introduction and before public hearing to advise whether the ordinance likely includes a systemic racism policy or implication.

(2) Reviewing all resolutions to advise whether the resolution likely perpetuates systemic racism.

(3) Presenting options for curing the potential systemic racism or implications.

(4) Presenting the Committee's analysis and conclusions timely to the Assembly in a short statement for each item of legislation.

(c) **Procedure.** The Committee's procedure shall be governed by the Advisory Board Rules of Procedure, as such may be amended from time to time. Nothing in this Ordinance shall be read to preclude the Assembly from acting upon emergency ordinances and resolutions.

(d) **Officers, Meetings, and Quorum.** In accordance with the Advisory Board Rules of Procedure, the Committee shall select its own officers, and shall hold regular meetings on a schedule established by the Committee, as well as such special meetings as required to conduct business. The presence of four members constitutes a quorum and any action of the Committee requires four or more affirmative votes to be approved.

(e) **Staff Assistance.** Staff support to the Committee shall be provided by the City Attorney, or designee, as available and appropriate.

(f) **Legislation Procedure.** The Committee should meet and send the legislative report to the Manager at least six days before the Assembly meeting (i.e. Wednesday for a Monday meeting). However, legislation may be scheduled for public hearing and the Assembly may adopt legislation that has not been reviewed by the Committee. If the Assembly adopts legislation before the Committee has

1
2 reviewed it, the Committee should review the adopted legislation as soon as
3 possible.
4

5 **Section 3. Sunset Clause.** The Committee created by Section 2 shall cease to exist and
6 the provisions of Section 2 shall automatically terminate three years from the effective
7 date of this ordinance unless the Assembly extends the committee to exist until
8 disbanded by the Assembly.
9

10
11 **Section 4. Effective Date.** This ordinance shall be effective 30 days after its adoption.
12

13 Adopted this _____ day of _____, 2020.
14

15 _____
16 Beth A. Weldon, Mayor

17 Attest:

18 _____
19 Elizabeth J. McEwen, Municipal Clerk
20
21
22
23
24
25

Presented by: The Manager
Presented: 8/3/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-42

An Ordinance Amending the Land Use Code Relating to Floodplain Maps and Regulations.

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

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment of Section. CBJ 49.70.400 Floodplain, is amended to read:
49.70.400 Floodplain.

...

(b) *Interpretation.*

(1) In the interpretation and application of this article, all provisions shall be considered as minimum requirements and shall be liberally construed in favor of the governing body.

(2) This article is not intended to repeal, abrogate or impair any existing easements, covenants or deed restrictions. However, where the provisions of this article and another ordinance, easement, covenant or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

(3) This article shall apply to all areas of special flood hazard areas within the jurisdiction of the City and Borough of Juneau.

(4) The special flood hazard areas ~~are~~ identified by the Federal Insurance Administrator ~~Administration~~ in a scientific and engineering report entitled the “The Flood Insurance Study” and the flood insurance rate maps, ~~effective dated September 18, 2020, August 19, 2013,~~ for the City and Borough of Juneau, Alaska are adopted. The flood insurance study and flood insurance rate maps shall be on file with the Community Development Department and available to the public at 155 South Seward Street, Juneau, Alaska, department.

...

(g) *Additional provisions in Zones V1-V30, VE and V.*

(1) All new construction and substantial improvements in Zones V1-V30, VE, and V shall be elevated on pilings and columns so that:

(A) The bottom of the lowest horizontal structural member of the lowest floor, excluding the pilings or columns, is elevated to or above the base flood elevation; and

(B) The pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Wind and water loading values shall each have a one percent chance of being equaled or exceeded in any given year (100-year mean recurrence interval). Wind loading values used shall be those required by applicable state statute and local code. A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction and shall certify that the design and methods of

construction to be used are in accordance with accepted standards of practice for meeting the provisions of subsections (g)(1)(A) and (B) of this section.

(C) The use of fill for structural support of buildings is prohibited.

...

(h) Floodplain Development Permit required.

A Floodplain Development Permit is required for any new development located within a special flood hazard area, including placement of manufactured homes, with forms provided by the Department. The Director shall:

(1) Review all Floodplain Development Permit applications for development in the flood hazard area for compliance with the provisions of this chapter, and to determine if other permits may be necessary from local, state, or federal governmental agencies.

(2) Interpret the exact locations of the boundaries of the areas of special flood hazard and regulatory floodway. If there appears to be a conflict between a mapped boundary and actual field conditions, the Director shall determine and interpret the documents. When base flood elevation data has not been provided, the Director shall obtain, review, and reasonably utilize any base flood elevation and floodway data available from any federal, state, municipal, or any other source in order to administer the provisions of this chapter.

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: 07/20/2020
Drafted by: Bond Counsel

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-40(b)

An Ordinance Authorizing the Issuance of General Obligation Bonds in the Principal Amount of Not to Exceed Fifteen Million Dollars to Finance Capital Improvements to the Facilities of the City and Borough, and Submitting a Proposition or Propositions to the Voters at the Election to Be Held Therein on October 6, 2020.

WHEREAS, improvements and renovations to the infrastructure and facilities of the City and Borough of Juneau, Alaska (the “City and Borough”) are needed in order to meet the current and future needs of the City and Borough; and

WHEREAS, the COVID-19 epidemic has placed unprecedented strain on the Juneau economy; and

WHEREAS, strained municipal revenues have caused certain public infrastructure projects to be delayed for lack of current funding; and

WHEREAS, economic stress and uncertainty has caused businesses to delay infrastructure projects that would have generated local economic activity; and

WHEREAS, history has demonstrated the economic stabilization and recovery benefits that accrue from public infrastructure spending in times of economic stress; and

WHEREAS, a number of school facilities are in urgent need of roof and facility repairs that have been deferred due to lack of funding; and

WHEREAS, the Parks and Recreation Department has worked with the community to develop detailed master plans to repair and improve specific parks, playgrounds, and other infrastructure that has reached the end of its useful life, yet remain unbuilt because of a lack of funding; and

~~WHEREAS, the community has developed master plans and other documents setting forth a vision for development of West Douglas for commercial and residential purposes; and~~

WHEREAS, maintenance and improvement of surface transportation routes provides a long-term benefit for residents and businesses; and

WHEREAS, energy efficiency building maintenance projects can reduce future expenditure on heating fuel and electricity and reduce greenhouse gas emissions; and

WHEREAS, certain projects listed in Section 3 below (the “Projects”) have been identified and approved by the Committee of the Whole as necessary to meet the needs of the City and Borough; and

WHEREAS, in order to provide funds for paying the cost of acquiring, constructing, renovating and equipping the Projects, it is deemed necessary and advisable that the City and Borough issue and sell its unlimited tax levy general obligation bonds in the principal amount of not to exceed \$15,000,000 (the “Bonds”);

NOW, THEREFORE, 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. Findings. The Assembly of the City and Borough hereby finds and declares that the acquisition, construction, renovation and equipping of the Projects identified in Section 3 hereof are necessary and are in the best interest of the inhabitants of the City and Borough.

Section 3. Purposes. The Assembly has determined that the City and Borough is in need of the following:

- Critical repairs to schools, including roof replacements;
- Repairs and capital improvements to municipal park infrastructure and recreation facilities; and
- Repairs and capital improvements to municipal infrastructure, specifically city streets and energy efficiency building maintenance projects ~~Construction of the extension to West Douglas Pioneer Road.~~

The foregoing are herein referred to as the “Projects.” The cost of all necessary architectural, engineering, design, and other consulting services, inspection and testing, administrative and relocation expenses, costs of issuance of the Bonds and other costs incurred in connection with the Projects that is approved by the electors shall be deemed capital improvement costs of the approved Projects. The approved Projects may be completed with all necessary furniture, equipment and appurtenances.

If the City and Borough shall determine that it has become impractical to accomplish any portion of the approved Projects by reason of changed conditions or needs, incompatible development or costs substantially in excess of those estimated, the City and Borough shall not be required to accomplish such portions and shall apply Bond proceeds as set forth in this section.

Interest earnings on Bond proceeds may be used and applied by City and Borough, at the direction of the City Manager or his or her designee, for the Projects or for other capital improvements or for the retirement of the Bonds or other general obligation bonds of the City and Borough.

If the approved Projects have been completed in whole or in part, or its completion duly provided for, or its completion found to be impractical, the City and Borough may apply Bond proceeds or any portion thereof as provided in Section 10.10 of the Home Rule Charter.

In the event that the proceeds of sale of the Bonds, plus any other monies of the City and Borough legally available, are insufficient to accomplish the approved Projects, the City and Borough shall use the available funds for paying the cost of those portions of the approved Projects for which the Bonds were approved deemed by the Assembly most necessary and in the best interest of the City and Borough. No Bond proceeds shall be used for any purpose other than a capital improvement.

Section 4. Details of Bonds. The Assembly hereby authorizes the issuance of general obligation bonds in order to fund the costs of the Projects described in Section 3 (the “Bonds”). The Bonds shall be sold in such amounts and at such time or times as deemed necessary and advisable by the Assembly and as permitted by law and shall mature over a period of up to 25 ~~20~~ years of date of issue. The Bonds shall be issued in an aggregate principal amount of not to exceed \$15,000,000. The Bonds shall bear interest to be fixed at the time of sale or sales thereof. Both principal of and interest on the Bonds shall be payable from annual tax levies to be made upon all of the taxable property within the City and Borough, without limitation as to rate or amount and in amounts sufficient with other available funds, to pay such principal and interest as the same shall become due.

The full faith, credit, and resources of the City and Borough are hereby irrevocably pledged to the payment of both the principal and interest on such Bonds. The exact form, terms, conditions, contents, security, options of redemption, and such other matters relating to the issuance and sale of said Bonds as are deemed necessary and advisable by the Assembly shall be as hereinafter fixed by ordinance and resolution of the City and Borough.

Section 5. Submission of Question to Voters. The Assembly hereby submits to the qualified electors of the City and Borough the proposition or propositions of whether or not the City and Borough should issue the Bonds for the purpose of financing the costs of the approved Projects at the regular municipal election to be held on October 6, 2020.

The City and Borough clerk shall prepare the ballot proposition(s) to be submitted to the voters as provided by this ordinance and shall perform all necessary steps in accordance with law to place these propositions before the voters at the regular election.

Section 6. Ballot Proposition. The proposition(s) to be submitted to the qualified voters of the City and Borough as required by Section 5 above shall read substantially as follows:

Explanation

The proposition will authorize the issuance of \$15,000,000 in general obligation bond debt for paying the cost of planning, design and construction of municipal infrastructure, facilities and related capital improvements, including ~~the construction of West Douglas Pioneer Road~~, school roof replacements, ~~and~~ municipal park improvements, street repairs, and energy efficiency building maintenance projects. The total annual debt service costs, assuming an interest rate of 3.5%, will be \$857,000. This amount of debt service would require an annual property tax levy of approximately 16.75 per \$100,000 of assessed value. This example of a property tax levy is provided for illustrative purposes only.

PROPOSITION NO. ____ GENERAL OBLIGATION BONDS

To promote the health, well-being, education, and economic recovery of the community by repairing school facilities and roofs, improving and maintaining park infrastructure and recreation facilities, repairing streets, and completing energy efficiency building maintenance projects ~~and extending the West Douglas Pioneer Road~~, shall the City and Borough of Juneau, Alaska, issue and sell its general obligation bonds, maturing within 25 ~~20~~ years of their date of issue, in the aggregate principal amount of not to exceed \$15,000,000?

BONDS, YES ☐

BONDS, NO ☐

After voter approval of the proposition and in anticipation of the issuance of the Bonds, the City and Borough may issue short term obligations, under such date and in such amount, form, terms, maturity, and bearing such rate or rates of interest, all as may hereafter be fixed by ordinance of the City and Borough, consistent with limitations imposed by State law and by the Home Rule Charter and Code of the City and Borough.

Section 7. Notice of Election. The Assembly shall cause a notice of election to be published once a week for three consecutive weeks in a newspaper for general circulation in the City and Borough. The first notice shall be published not later than September 16, 2020, which is 20 days prior to the regular municipal election. The notice shall contain the information required by Section 10.5 of the Home Rule Charter of the City and Borough.

Section 8. Effective Dates.

(a) The authority to issue general obligation bonds proposed in Section 6 of this ordinance shall become effective on the day following the date the election results are certified for the regular municipal election held on October 6, 2020, if a majority of the qualified voters voting on the proposition set forth in Section 6 votes for the proposition.

(b) Section 6 of this ordinance authorizing the submission of the ballot proposition to the qualified voters of the City and Borough shall become effective thirty days after adoption of this ordinance.

Adopted this ____ day of August, 2020.

Attest:

Beth Weldon, Mayor

Elizabeth J. McEwen, Municipal Clerk

Date: July 17, 2020

To: Jeff Rogers, City and Borough of Juneau

From: Jim Calvin and Katie Berry, McDowell Group

RE: Infrastructure Project Economic Impacts

The City and Borough of Juneau (CBJ) contracted with McDowell Group to estimate the economic impacts of capital improvements potentially funded by a general obligation bond package, which may appear on the October municipal election ballot.

Three potential infrastructure projects, briefly described below, are considered in this analysis. For purposes of this economic impact analysis, each project (or collection of projects) is assumed to have a \$5 million budget.

School upgrades and roof repairs

The Juneau School District has identified a number of Juneau schools in need of roof repair or replacement. While no specific projects have been identified for bond funding at this time, which schools would be subject to upgrades and repairs is not material to this economic impact analysis. It is assumed the work would occur in 2021.

Park improvements

The Parks and Recreation Department requested general obligation bond funding to perform repairs and replacements to facilities at local parks, Treadwell Arena, Eagle Valley Center, and the Hank Harmon Rifle Range. Various projects were proposed, including playground replacements, facility roof replacements, parking lot improvements, and drainage repair. It is assumed the work would occur in 2021.

West Douglas Pioneer Road extension

Extension of the West Douglas Pioneer Road would bring the gravel road from its current inland terminus to tidewater. While not currently open to motor vehicles, extending the single-lane road could eventually support commercial and residential development opportunities in the West Douglas Island area. It is assumed the work would occur over two construction seasons, in 2021 and 2022.

Economic Impacts

The local economic impact of a construction project depends on the amount of wages paid, the place of residence of those employed, and the local availability of materials, supplies, and services required to complete the project.

Economic impacts occur at three levels:

- **Direct impacts:** based on jobs, payroll, and spending directly resulting from project expenditures.

- **Indirect impacts:** based on economic activity generated as construction companies purchase goods or services from other businesses in support of each project.
- **Induced impacts:** based on economic activity generated as employees spend their payroll dollars in the local economy.

Together, indirect and induced impacts are termed “multiplier” effects. In general, multipliers are relatively low in Alaska because few if any of the goods and materials consumed locally are produced locally (i.e., Juneau gets its groceries, household items, building materials, etc., through Lower 48 providers). Alaska communities typically see a relatively high percentage of spending quickly leave the economy (often referred to as “leakage”) because materials are not produced or otherwise available locally.

Relatively high wages can push construction-related multipliers up. Construction activity spans a variety of occupations, including special trade contractors (carpenters, roofers, electricians, plumbers, etc.), equipment operators and truck drivers, as well as architects, engineers, and contract administrators, among others. Construction-related workers in Juneau generally earn above-average higher wages.

Table 1. Average Annual Employment and Wages, CBJ, 2019

Industry	Average Annual Employment	Average Monthly Wages and Salaries	Average Annual Wages and Salaries
All Industries	17,951	\$4,397	\$52,764
All Private Companies	11,232	\$3,876	\$46,512
Construction Related			
Construction of Buildings	244	\$4,475	\$53,700
Heavy Construction	136	\$8,008	\$96,096
Specialty Trade Contractors	243	\$4,887	\$58,644
Architects & Engineers*	na	\$7,427	\$89,124

Source: Alaska Department of Labor and Workforce Development. *Statewide average. Juneau-specific data is not available.

Industries that employ local residents in high-wage jobs have a larger induced economic impact, as employees spend their wages in the local economy. It is assumed the relatively small infrastructure projects considered in this analysis would mainly employ local workers.

Material purchases compose a high percentage of total costs for certain projects such as roof repairs. While some materials may be purchased through local distributors, specialized supplies and fixtures may not be available locally. For example, new playground equipment or industrial lighting fixtures purchased for a park upgrade might be sourced from a vendor outside Juneau. Equipment rentals and fuel are often key cost drivers in road construction projects. Both are readily available in Juneau.

ANALYSIS OF ECONOMIC IMPACTS

The purpose of this analysis is to estimate the economic impact of \$15 million in capital improvements that encompass the three categories of projects described above. The impacts of each project would not necessarily be uniform, as each has its own set of labor and materials requirements. However, the analysis is intended to measure total impacts (and not to support comparison of the proposed projects). In any case, differences in multiplier effects would be relatively minor.

Economic impact modeling indicates spending related to the projects would directly support approximately 55 jobs in Juneau. Over an 18-month timeframe, the projects would directly generate a total of about \$6.0 million in payroll (wages and salaries plus employer-paid benefits). Local spending by contractors and their employees would support about 35 additional jobs and \$1.9 million in additional payroll. In total, the infrastructure projects would support 90 jobs at the height of the construction efforts and total payroll of \$7.9 million. Indirect and induced economic activity (output or total spending) generated by the projects would total approximately \$6.1 million, bringing the total impact to about \$21 million.

As noted above, the actual economic impacts of these projects will depend on which firms are hired to complete work, their employment of resident workers, and material/supply purchasing practices.

Table 2. CBJ Infrastructure Construction-Phase Economic Impacts, 2021-2022

Category	Peak Employment	Total Payroll	Total Output
Direct impacts	55	\$6.0 million	\$15.0 million
Indirect and induced impacts	35	\$1.9 million	\$6.1 million
Total impacts	90	\$7.9 million	\$21.1 million

Source: McDowell Group calculations

LONG-TERM ECONOMIC BENEFITS

The preceding analysis considers only the short-term, temporary economic impacts associated with the capital improvement projects. While it is beyond the scope of this study to consider all the costs and benefits associated with this set of infrastructure projects, it is important to note that investment in infrastructure also have long-term economic (and other) benefits. Re-roofing projects, for example, may ensure building integrity and safety, and avoid costly and disruptive emergency repairs in the future. Similarly, investment in parks and recreation facilities can preserve functionality and the social benefits associated with those facilities. Extension of the West Douglas Pioneer Road may have the highest potential to support economic development, as it enhances access to high-value public and private property in an area designated for future community growth.

TIMING OF INFRASTRUCTURE INVESTMENT

Investment in infrastructure can have value throughout economic cycles. While all infrastructure investments should be based on the premise that benefits will extend beyond the jobs and wages generated by the initial expenditure, spending on infrastructure during economic downturns can be used to support existing jobs that might otherwise be at risk. Infrastructure investment when economies are presently strong can be used to spur needed diversification or take advantage of specific development opportunities.

Presented by: COW
Introduced: 6/8/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-06(AG)(c)

An Ordinance Appropriating up to \$8,500,000 to the Manager for Phases 2 and 3 of a COVID-19 Business Sustainability Grant Program; Funding Provided by the CARES Act Special Revenue Fund.

WHEREAS, the Economic Stabilization Task Force recommended that the Assembly consider economic support to businesses suffering interruptions due to COVID-19 related business closures; 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 protect the economically vulnerable businesses from the severe loss of revenue would result in further adverse impacts to Juneau's economic and social service network; and

WHEREAS, the COVID-19 Business Sustainability 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 Sustainability 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 Sustainability 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 eight million and five hundred thousand dollars (\$8,500,000.00) for Phases 2 and 3 a COVID-19 Business Sustainability Grant Program to be granted to the Juneau Economic Development Council (Grant Administrator) and used consistent with this ordinance. 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	\$8,500,000.00
--------------------------------	----------------

Section 4. COVID-19 Business Sustainability 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 Sustainability 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 1, 2020, promptly back to the City and Borough of Juneau.
- (b) **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 on or before January 1, 2020, (2) had a physical presence in Juneau, Alaska on February 15, 2020, and (3) continuously operated through the date of application unless the business is seasonal or was subject to a government mandated shutdown. The program will exclude from eligibility C Corporations traded on a U.S. stock exchange or a corporate-equivalent entity traded on a foreign stock exchange, and businesses owned in whole or majority—owned by such a publicly traded corporation or national chains that own and operate their premises in Juneau; franchisee owned and operated businesses in Juneau would be eligible.

- (c) **Grant application.** A business seeking a grant may provide supporting documents electronically and the business owner, managing member, or equivalent person must submit an original grant application form in person or electronically to the Grant Administrator.
- (d) **Confidentiality.** Except as provided in this ordinance, all application material submitted for a Business Sustainability Grant and all information contained therein (Grant Data) shall be kept confidential except for inspection by:
 - (1) Employees and agents of the City and Borough, including the Grant Administrator, whose job responsibilities are directly related to such applications and information;
 - (2) The business owner, managing member, or equivalent person and 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.

The Grant Administrator must hold this Grant Data in strict confidence and not disclose, publish, or otherwise reveal the Grant Data to any other person or entity unless expressly authorized by the CBJ in writing. The Grant Administrator must use all reasonable means to safeguard the Grant Data at its own expense. The Grant Administrator is prohibited from making copies or otherwise modifying the Grant Data without express written permission of the CBJ. Upon completion of the phases, the Grant Administrator shall transfer all Grant Data to the CBJ Finance Director. Upon confirmation that the CBJ received the Grant Data, the Grant Administrator shall destroy all copies of the Grant Data.

If the Grant Administrator becomes aware of any possible unauthorized disclosure or use of the data, the Grant Administrator shall promptly advise the CBJ and take all necessary actions to enjoin the dissemination of the data.

- (e) **COVID-19 financial hardship.** An applicant must provide proof of a year over year decrease in revenue starting April 1, 2020, that equals or exceeds twenty percent. Year over year sales tax returns or other similar documentation of substantial revenue decline is required.
- (f) **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 provide satisfactory documentation that a Business Sustainability Grant is still necessary to sustain business operations.
- (g) **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.

- (h) **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.
- (i) **Phase 2 maximum grant amount.** The maximum grant amount for Phase 2 shall not exceed \$99,000 per business and not exceed:
 - a. 100% of the business' total lease/rent, utility, long-term debt costs between April 1 and October 31 ("fixed costs"); and
 - b. \$10,000 for the following: 20% of short-term debt and inventory purchased for resale, which was acquired between January 1, 2020, and April 15, 2020 not financed using short-term debt.

A business that receives a Phase 1 grant and a Phase 2 grant can receive no more than \$99,000 per business per this program. A business that received a Phase 1 grant need not reapply for Phase 2 but must notify the Grant Administrator that the business is requesting the eligible Phase 2 grant award (i.e. two times the Phase 1 grant). A business that received a Phase 1 grant and that wishes to apply for additional qualifying expenses in Phase 2, must reapply.

- (j) **Phase 3 Small grant amount.** Phase 3 is designed for smaller businesses. The maximum grant amount for Phase 3 shall be ten percent of the 2019 gross business revenue or \$5,000, whichever is less. A business that receives a Phase 1 or Phase 2 grant that exceeds \$5,000, individually or combined, is not eligible for a Phase 3 grant. A business that receives a Phase 1 or Phase 2 grant and the total amount of the Phase 1 and Phase 2 grants is less than \$5,000, may be eligible for a Phase 3 grant up to the maximum grant amount of Phase 3.
- (k) **Grant Application Period.** The grant application period shall be three weeks starting on no later than August 10, 2020. If after the initial grant application period there is still funding available, the Manager may direct the Grant Administrator to reopen the application period for a first come first served basis.
- (l) **Initial Priority.** The Grant Administrator shall review applications and notify applicants if the application is incomplete during the initial application period. If an application is incomplete during the initial application period, the applicant must cure the defect by September 11, 2020. The Manager is authorized to direct the Grant Administrator to proportionally allocate available funding if demand is greater than funding available.

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

Presented by: COW
Introduced: 6/8/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-06(AG)(d)

An Ordinance Appropriating up to \$8,500,000 to the Manager for Phases 2 and 3 of a COVID-19 Business Sustainability Grant Program; Funding Provided by the CARES Act Special Revenue Fund.

WHEREAS, the Economic Stabilization Task Force recommended that the Assembly consider economic support to businesses suffering interruptions due to COVID-19 related business closures; 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 protect the economically vulnerable businesses from the severe loss of revenue would result in further adverse impacts to Juneau's economic and social service network; and

WHEREAS, the COVID-19 Business Sustainability 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 Sustainability 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 Sustainability 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 eight million and five hundred thousand dollars (\$8,500,000.00) for Phases 2 and 3 of the COVID-19 Business Sustainability Grant Program to be granted to the Juneau Economic Development Council (Grant Administrator) and used consistent with this ordinance. 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	\$8,500,000.00
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Section 4. COVID-19 Business Sustainability 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 Sustainability 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 1, 2020, promptly back to the City and Borough of Juneau.
- (b) **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 on or before January 1, 2020, (2) had a physical presence in Juneau, Alaska on February 15, 2020, and (3) continuously operated through the date of application unless the business is seasonal or was subject to a government mandated shutdown. The program will exclude from eligibility C Corporations traded on a U.S. stock exchange or a corporate-equivalent entity traded on a foreign stock exchange, and businesses owned in whole or majority—owned by such a publicly traded corporation or national chains that own and operate their premises in Juneau; franchisee owned and operated businesses in Juneau would be eligible.

- (c) **Grant application.** A business seeking a grant may provide supporting documents electronically and the business owner, managing member, or equivalent person must submit an original grant application form in person or electronically to the Grant Administrator.
- (d) **Confidentiality.** Except as provided in this ordinance, all application material submitted for a Business Sustainability Grant and all information contained therein (Grant Data) shall be kept confidential except for inspection by:
 - (1) Employees and agents of the City and Borough, including the Grant Administrator, whose job responsibilities are directly related to such applications and information;
 - (2) The business owner, managing member, or equivalent person and 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.

The Grant Administrator must hold this Grant Data in strict confidence and not disclose, publish, or otherwise reveal the Grant Data to any other person or entity unless expressly authorized by the CBJ in writing. The Grant Administrator must use all reasonable means to safeguard the Grant Data at its own expense. The Grant Administrator is prohibited from making copies or otherwise modifying the Grant Data without express written permission of the CBJ. Upon completion of the phases, the Grant Administrator shall transfer all Grant Data to the CBJ Finance Director. Upon confirmation that the CBJ received the Grant Data, the Grant Administrator shall destroy all copies of the Grant Data.

If the Grant Administrator becomes aware of any possible unauthorized disclosure or use of the data, the Grant Administrator shall promptly advise the CBJ and take all necessary actions to enjoin the dissemination of the data.

- (e) **COVID-19 financial hardship.** An applicant must provide proof of a year over year decrease in revenue starting April 1, 2020, which equals or exceeds twenty percent. Year over year sales tax returns or other similar documentation of substantial revenue decline is required.
- (f) **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 provide satisfactory documentation that a Business Sustainability Grant is still necessary to sustain business operations. An applicant that applied for or received any other CARES Act funding from CBJ may be eligible if the combined grant amounts do not exceed the amount the entity is eligible for under this program.

- (g) **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.
- (h) **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.
- (i) **Phase 2 maximum grant amount.** The maximum grant amount for Phase 2 shall not to exceed \$99,000 per business and not exceed:
- (1) 100% of the business' total lease/rent, utility, long-term debt costs between April 1 and October 31 ("fixed costs"); and
 - (2) \$10,000 for the following: 20% of short-term debt and inventory purchased for resale, which was acquired between January 1, 2020, and April 15, 2020 not financed using short-term debt.
- A business that receives a Phase 1 grant and a Phase 2 grant can receive no more than \$99,000 per business per this program. A business that received a Phase 1 award must reapply in order to be eligible for a Phase 2 award. A business that received a Phase 1 grant need not reapply for Phase 2 but must notify the Grant Administrator that the business is requesting the eligible Phase 2 grant award (i.e. two times the Phase 1 grant). A business that received a Phase 1 grant and that wishes to apply for additional qualifying expenses in Phase 2, must reapply.
- (j) **Phase 3 small grant amount.** Phase 3 is designed for smaller businesses. The maximum grant amount for Phase 3 shall be ten percent of the 2019 gross business revenue or \$5,000, whichever is less. A business that receives a Phase 1 or Phase 2 grant that exceeds \$5,000, individually or combined, is not eligible for a Phase 3 grant. A business that receives a Phase 1 or Phase 2 grant and the total amount of the Phase 1 and Phase 2 grants is less than \$5,000, may be eligible for a Phase 3 grant up to the maximum grant amount of Phase 3. Phase 3 applicants are not subject to Section 4 (e) Financial Hardship but still need to certify that they have been adversely impacted by COVID-19.
- (k) **Grant application period.** The grant application period shall be three weeks starting on no later than August 10, 2020. If after the initial grant application period there is still funding available, the Manager may direct the Grant Administrator to reopen the application period for a first come first served basis.
- (l) **Initial priority.** The Grant Administrator shall review applications and notify applicants if the application is incomplete during the initial application period. If an application is incomplete during the initial application period, the applicant must cure the defect by September 11, 2020. The Manager is authorized to direct the Grant Administrator to proportionally allocate available funding if demand is greater than funding available.

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



Economic Stabilization Task Force

Appointed by the City & Borough of Juneau's Mayor

Email: Economic-Stabilization@juneau.org

Mail: 155 S Seward Street, Juneau, AK 99801

www.beta.juneau.org/assembly/economic-stabilization

Date: July 31, 2020

To: City and Borough of Juneau Assembly

From: Economic Stabilization Task Force, Co-Chairs Max Mertz and Linda Thomas

Re: Notice of Recommendation to Assembly on Business Stabilization Grant Phases 2 & 3

The Economic Stabilization Task Force met on July 30, 2020 and discussed a draft ordinance that is before you for public hearing.

Recommendation on Draft Ordinance 2019-06(AG)(c)

An Ordinance Appropriating up to \$8,500,000 to the Manager for Phases 2 and 3 of a COVID-19 Business Sustainability Grant Program; Funding Provided by the CARES Act Special Revenue Fund.

The Task Force recommends the following revisions made to the ordinance since the Assembly Committee of the Whole reviewed the ordinance on July 20.

1. Add language in Section 4, subsection (f)
2. Revise language in Section 4, subsection (i)
3. Add language in Section 4, subsection (j)

These changes are reflected in Draft Ordinance 2019-06(AG)(d) as submitted to the Assembly.

Appointed Task Force Members

Max Mertz, Co-Chair • Linda Thomas, Co-Chair • Theresa Belton • Bruce Botelho • Eric Forst

Ken Koelsch • Lauren MacVay • Laura Martinson • Terra Peters

Presented by: COW
Introduced: 6/8/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-06(AG)(d)

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- (b) **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 on or before January 1, 2020, (2) had a physical presence in Juneau, Alaska on February 15, 2020, and (3) continuously operated through the date of application unless the business is seasonal or was subject to a government mandated shutdown. The program will exclude from eligibility C Corporations traded on a U.S. stock exchange or a corporate-equivalent entity traded on a foreign stock exchange, and businesses owned in whole or majority—owned by such a publicly traded corporation or national chains that own and operate their premises in Juneau; franchisee owned and operated businesses in Juneau would be eligible.

- (c) **Grant application.** A business seeking a grant may provide supporting documents electronically and the business owner, managing member, or equivalent person must submit an original grant application form in person or electronically to the Grant Administrator.
- (d) **Confidentiality.** Except as provided in this ordinance, all application material submitted for a Business Sustainability Grant and all information contained therein (Grant Data) shall be kept confidential except for inspection by:
 - (1) Employees and agents of the City and Borough, including the Grant Administrator, whose job responsibilities are directly related to such applications and information;
 - (2) The business owner, managing member, or equivalent person and 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.

The Grant Administrator must hold this Grant Data in strict confidence and not disclose, publish, or otherwise reveal the Grant Data to any other person or entity unless expressly authorized by the CBJ in writing. The Grant Administrator must use all reasonable means to safeguard the Grant Data at its own expense. The Grant Administrator is prohibited from making copies or otherwise modifying the Grant Data without express written permission of the CBJ. Upon completion of the phases, the Grant Administrator shall transfer all Grant Data to the CBJ Finance Director. Upon confirmation that the CBJ received the Grant Data, the Grant Administrator shall destroy all copies of the Grant Data.

If the Grant Administrator becomes aware of any possible unauthorized disclosure or use of the data, the Grant Administrator shall promptly advise the CBJ and take all necessary actions to enjoin the dissemination of the data.

- (e) **COVID-19 financial hardship.** An applicant must provide proof of a year over year decrease in revenue starting April 1, 2020, which equals or exceeds twenty percent. Year over year sales tax returns or other similar documentation of substantial revenue decline is required.
- (f) **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 provide satisfactory documentation that a Business Sustainability Grant is still necessary to sustain business operations. An applicant that applied for or received any other CARES Act funding from CBJ may be eligible if the other grant amounts do not exceed the amount the entity is eligible for under this program.

- (g) **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.
- (h) **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.
- (i) **Phase 2 maximum grant amount.** The maximum grant amount for Phase 2 shall not to exceed \$99,000 per business and not exceed:
 - (1) 100% of the business' total lease/rent, utility, long-term debt costs between April 1 and October 31 ("fixed costs"); and
 - (2) \$10,000 for the following: 20% of short-term debt and inventory purchased for resale, which was acquired between January 1, 2020, and April 15, 2020 not financed using short-term debt.

A business that receives a Phase 1 grant and a Phase 2 grant can receive no more than \$99,000 per business per this program. A business that received a Phase 1 award must reapply in order to be eligible for a Phase 2 award. A business that received a Phase 1 grant need not reapply for Phase 2 but must notify the Grant Administrator that the business is requesting the eligible Phase 2 grant award (i.e. two times the Phase 1 grant). A business that received a Phase 1 grant and that wishes to apply for additional qualifying expenses in Phase 2, must reapply.
- (j) **Phase 3 small grant amount.** Phase 3 is designed for smaller businesses. The maximum grant amount for Phase 3 shall be ten percent of the 2019 gross business revenue or \$5,000, whichever is less. A business that receives a Phase 1 or Phase 2 grant that exceeds \$5,000, individually or combined, is not eligible for a Phase 3 grant. A business that receives a Phase 1 or Phase 2 grant and the total amount of the Phase 1 and Phase 2 grants is less than \$5,000, may be eligible for a Phase 3 grant up to the maximum grant amount of Phase 3. Phase 3 applicants are not subject to Section 4 (e) Financial Hardship but still need to certify that they have been adversely impacted by COVID-19.
- (k) **Grant application period.** The grant application period shall be three weeks starting on no later than August 10, 2020. If after the initial grant application period there is still funding available, the Manager may direct the Grant Administrator to reopen the application period for a first come first served basis.
- (l) **Initial priority.** The Grant Administrator shall review applications and notify applicants if the application is incomplete during the initial application period. If an application is incomplete during the initial application period, the applicant must cure the defect by September 11, 2020. The Manager is authorized to direct

the Grant Administrator to proportionally allocate available funding if demand is greater than funding available.

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

Presented by: Weldon, Triem
Presented: 7/20/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-36

An Ordinance Appropriating up to \$3,000,000 to the Manager for a COVID-19 Nonprofit Sustainability Grant Program; Funding Provided by the CARES Act Special Revenue Fund.

WHEREAS, the Economic Stabilization Task Force Recommended that the Assembly consider economic support to nonprofit suffering interruptions due to COVID-19 related closures and increases in services; 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, 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, which caused nearly all the forecasted cruise ship tourism to be canceled; 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 has caused severe economic harm to nonprofits in the City and Borough of Juneau because some nonprofits closed or severely limited operations, other nonprofits have had a substantial increase in demand for services due to COVID-19; and

WHEREAS, failing to protect economically vulnerable nonprofits from the severe loss of revenue or severe increases in provided services would result in further adverse impacts to Juneau's economic and social service network; and

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

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

WHEREAS, the COVID-19 Nonprofit Sustainability 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 three million dollars (\$3,000,000.00) for a COVID-19 Nonprofit Sustainability Grant Program to be administered by the Juneau Community Foundation (Grant Administrator), with funds disbursed by the City and Borough of Juneau, and used consistent with this ordinance. 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	\$3,000,000.00
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Section 4. COVID-19 Nonprofit Sustainability 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 Nonprofit Sustainability Grant Program funds. The Grant Administrator is responsible for assuring the program funds are disbursed only to eligible nonprofits. The Grant Administrator shall be provided a reasonable administration fee of up to \$25,000.00 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 December 1, 2020, back to the City and Borough of Juneau.
- (b) **Entity types.** Any nonprofit entity is eligible to apply if
 - (1) The entity was registered in Alaska on or before January 1, 2020;
 - (2) The entity is an Internal Revenue Service certified 501(c)3,4,6,7, 19, or 23 nonprofit;
 - (3) The entity had a physical presence in Juneau, Alaska, on February 15, 2020;
 - (4) A substantial purpose of the entity is to provide ~~direct~~ services to the general public in the City and Borough of Juneau. Faith-based nonprofits are eligible so long as they provide services that are promoted and available to the general public without regard to religious affiliation; and
 - (5) The entity has been or will be adversely affected by loss of revenue, program changes, and direct costs between March 1 and December 31, 2020, due to the COVID-19 public health emergency.
- (c) **Grant application.** A nonprofit seeking a grant must apply to the Grant Administrator and may provide the application and supporting documents electronically.

(d) **COVID-19 financial hardship.**

- a. For grants of \$5,000 or less, an applicant will be required to affirm and describe how the nonprofit has been impacted significantly by COVID-19. Further documentation to demonstrate the economic impact may be required in the initial application.
- b. For grants in excess of \$5,000, an applicant must provide verification and additional information about economic impacts between March 1 and December 31, 2020 due to the COVID-19 public health emergency using the form provided. Examples of verification required are: revenue lost (e.g. earned revenue lost due to social distancing, non-earned revenue lost due to decreases in grants, donations, fundraisers not held), increased personnel costs due to COVID-19 because of hiring additional employees or having to contract work out due to lost or shared employees, and direct expenses (PPE, moving to working remotely, COVID-19 related accommodations to ensure mandate compliance, etc.). The Grant Administrator may deem an application incomplete if it lacks sufficient information to reasonably award a grant.

(e) **Assertion of need.** An applicant shall disclose if the entity has applied for or received any other CARES Act grant or forgivable loan. A nonprofit that applied for or received any other CARES Act funding from CBJ, local, state, federal, or tribal governments may be eligible if (1) it provides satisfactory documentation that a nonprofit grant is still necessary to sustain operations and (2) the other grants or forgivable loan amounts do not exceed the amount the entity is eligible for under this program. Foundations, with assets over \$5,000,000 or the foundation arm of a nonprofit are not eligible for this program.

(f) **Sales and property tax compliance.** A nonprofit that is subject to any sales or property tax and has a delinquency as of March 1, 2020, is not eligible for a grant unless the nonprofit first executes a confession of judgment with the City and Borough of Juneau for all outstanding taxes. A nonprofit that is fully compliant with a confession of judgment payment plan is eligible.

(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) **Maximum grant amount.** The maximum grant amount is determined on a sliding scale and based on fiscal year end 2019 gross revenue (excluding any recorded amount from in-kind donations or volunteer time).

- a. Up to \$5,000 for nonprofits with less than \$25,000 in annual revenue.
- b. Up to \$10,000 for nonprofits with more than \$25,000 and less than \$50,000 in annual revenue.
- c. Up to \$25,000 for nonprofits with more than \$50,000 and less than \$250,000 in annual revenue.

- d. Up to \$50,000 for nonprofits with more than \$250,000 and less than \$1,000,000 in annual revenue.
- e. Up to \$99,000 for nonprofits with more than \$1,000,000 in revenue.
- (i) **Gross revenue verification.** Gross revenue is verified by fiscal year end 2019 IRS Form 990 or audited financial statements. For those nonprofits who have neither of these, an unaudited statement for the fiscal year end 2019 will be acceptable. For nonprofit with gaming income, gross revenue will exclude payment of prizes and expenses. For those nonprofits serving areas outside of Juneau, gross revenue is based on their gross revenue for programs in Juneau.
- (j) **Grant Application Period.** The initial grant application period shall be completed within a time period defined by the Manager and Grant Administrator, but no later than thirty days following adoption of this ordinance. If after the initial grant application period there is still funding available, the Manager may direct the Grant Administrator to reopen the application period for a first come first served basis.
- (k) **Initial Priority.** All applications will be reviewed after the application period (not first come first served). The Manager is authorized to direct the Grant Administrator to proportionally allocate available funding if demand is greater than funding available. Any unallocated funds will be returned to CBJ by December 1, 2020, which are intended to be reprogramed.

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



Economic Stabilization Task Force

Appointed by the City & Borough of Juneau's Mayor

Email: Economic-Stabilization@juneau.org

Mail: 155 S Seward Street, Juneau, AK 99801

www.beta.juneau.org/assembly/economic-stabilization

Date: July 27, 2020

To: Loren Jones, Chair, CBJ Finance Committee

From: Economic Stabilization Task Force, Linda Thomas, Max Mertz Co-Chairs

Re: Response to Inquiry about Nonprofit Stabilization Grant Program

The following information is in response to questions raised at the July 23, 2020 Finance Committee meeting concerning the number of nonprofits that might apply for funding for each of the levels of funding proposed in Ordinance 2020-36.

There are approximately 170 nonprofits in Juneau, Auke Bay, and Douglas that recorded having income last year. First we identified how many were in each income category. Then we looked at the actual nonprofits and estimated that about half in each category would either not be eligible or would have already received other CARES Act funds, thereby reducing or eliminating what funding they would receive from this program.

We then used our estimated list of eligible and applying organizations and multiplied by the maximum amount that they might receive. The total was a little over \$3.5 million.

Next, acknowledging that no business or nonprofit might receive all the funds that they need, and looking at other needs in the community, we request that \$3M of CARES Act funds be used for the Nonprofit Sustainability Grant Program.

Revenue	Total Nonprofits in Revenue Category	Estimate of Eligible Organizations	Maximum Amount	Total
0-24,999	10	4	\$5,000	\$20,000
25,000-49,999	11	8	\$10,000	\$80,000
50,000-\$249,999	67	32	\$25,000	\$800,000
250,000-99,999	36	15	\$50,000	\$750,000
1,000,000 or >	46	19	\$99,000	\$1,881,000
				\$3,531,000

Presented by: Lands Comm.
Presented: 07/13/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-29

An Ordinance Authorizing the Manager to Lease a Fraction of U.S. Survey 1041, Located at 10020 Crazy Horse Drive, to Vertical Bridge Holdings LLC, for a Communications Tower and Facility.

WHEREAS, Vertical Bridge Holdings LLC has applied for a lease and easement totaling approximately 13,139 square feet of land within USS 1041, located at 10020 Crazy Horse Drive, as generally depicted in the attached Exhibit "A"; and

WHEREAS, the purpose of the lease is to allow for the construction, operation, maintenance, and leasing of a communications tower and facility; and

WHEREAS, the Planning Commission, at its regular public meeting on April 14, 2020, adopted the analysis and findings in the Notice of Decision (NOD) and approved the special use permit for this tower; and

WHEREAS, at its June 1, 2020 meeting, the Assembly Lands Committee passed a motion of support to lease property to Vertical Bridge Holdings LLC at 10020 Crazy Horse Drive for fair market value.

THEREFORE, 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. Authorization to Execute Lease. The Manager is authorized to execute a lease to Vertical Bridge Holdings LLC, for approximately 5,625 square feet of City and Borough property described as a fraction of USS 1041, located at 10020 Crazy Horse Drive in the Mendenhall Valley, as generally depicted in Exhibit "A", and to provide for and 7,514 square feet access/utility corridor from Crazy Horse Drive.

Section 3. Essential Terms and Conditions. The lease will include, at a minimum, the following terms and conditions:

(a) The lease term shall be for a period of five years plus three, five-year renewal periods.

(b) The use of the lease site shall be for the sole purpose of constructing, maintaining, and operating a communications tower and facility.

(c) Rent shall be established according to the following schedule:
 \$1,075.00 per month as base rent, which includes the first sublease; plus
 30 percent of rent charged in any second sublease; plus
 40 percent of rent charged in any third sublease; plus
 50 percent of rent charged in any fourth (and each additional) sublease.
 Any sublease after the first, which is included in the base rent, shall be calculated and payable on a monthly basis.

In addition, there shall be an automatic three percent annual escalation of the base rent charged.

(d) During the lease and lease renewal periods, rent shall be subject to adjustment every five years to reflect changes in the market rent.

(e) Lessee shall ensure all equipment and activities on the leased premises operate in a manner, which will not cause unreasonable interference with the operations of the City and Borough or other authorized users in the vicinity of the leased premises.

(f) Lessee shall comply with all applicable federal, state, and local laws and regulations in maintaining, operating and leasing its communications tower and facility on the leased premises.

(g) Lessee shall indemnify, defend, and hold harmless the City and Borough and its officers, agents, and employees from any claims related to or arising out of Lessee's development, use, operation, or maintenance of the lease and any improvements on the leased premises.

Section 4. Other Terms. The Manager may include other lease terms the Manager determines to be in the public interest.

Section 5. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2020.

 Beth A. Weldon, Mayor

Attest:

 Elizabeth J. McEwen, Municipal Clerk

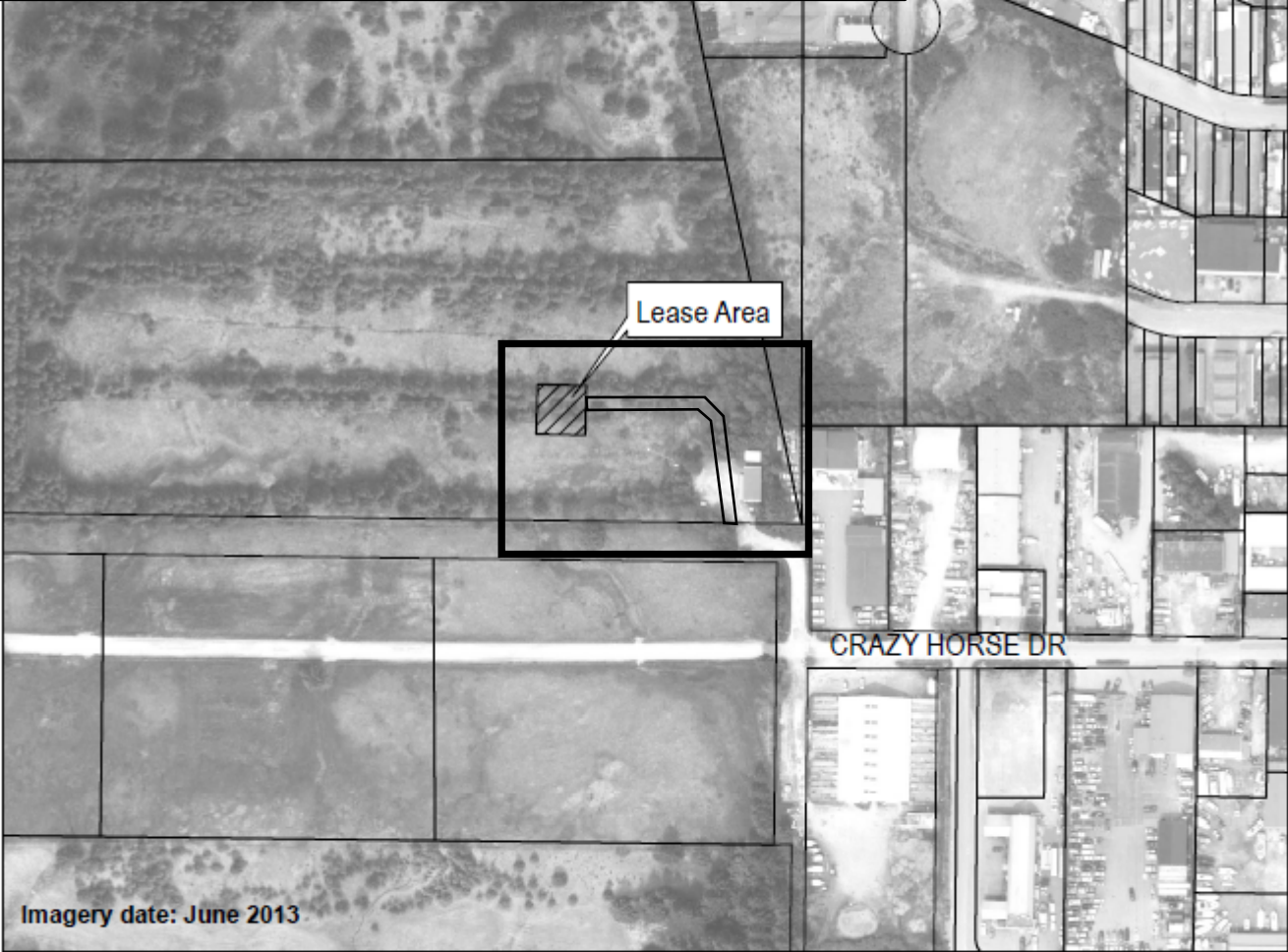
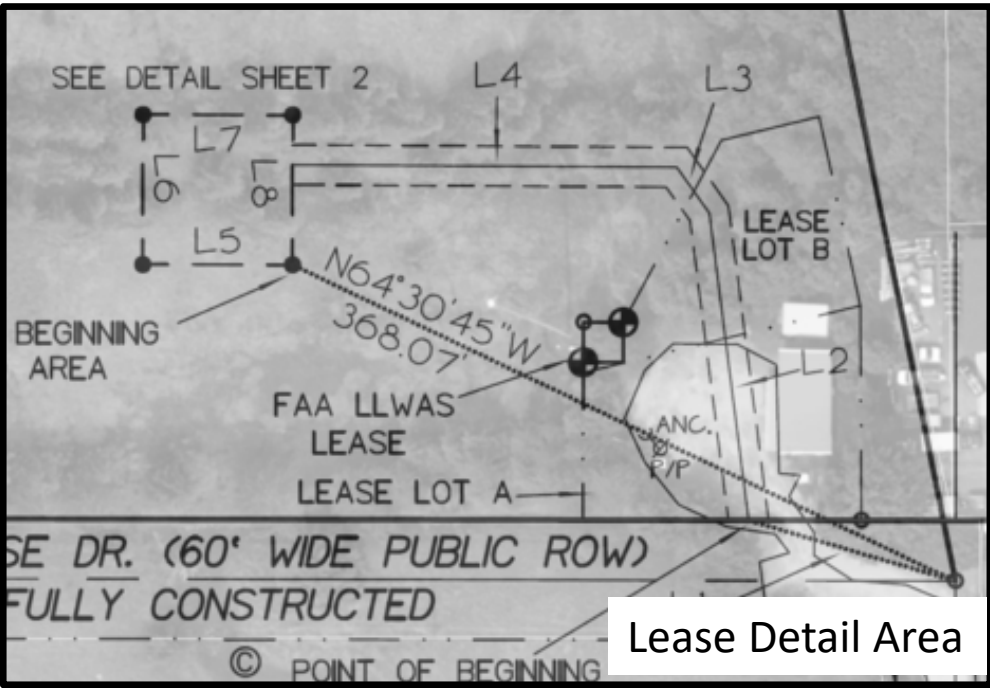
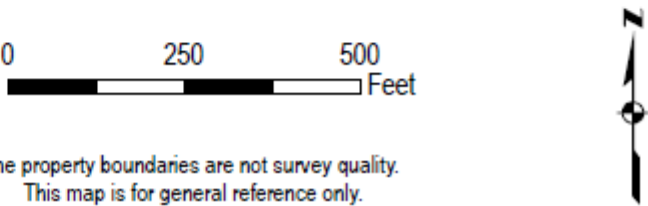


EXHIBIT A
Communication Tower
Lease Area
CBJ Ordinance 2020-29



Presented by: The Manager
Introduced: July 13, 2020
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-06(AK)

An Ordinance Appropriating to the Manager the Sum of \$130,979 for the Alaska Municipal League's COVID-19 Response Supplemental Billing Request; Funding Provided by the CARES Act Special Revenue Fund.

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 \$130,979 as funding for the Alaska Municipal League's COVID-19 Response Supplemental Billing Request.

Section 3. Source of Funds

CARES Act Special Revenue Fund	\$130,979
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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 A. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: July 20, 2020
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-09(C)

An Ordinance Appropriating up to \$500,000 to the Manager as a Grant to Airlift Northwest to Support Emergency Air Transport Services in Southeast Alaska; Funding Provided by the CARES Act Special Revenue Fund.

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

WHEREAS, the COVID-19 Grant to Airlift Northwest 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 Airlift Northwest expense is 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 \$500,000 as funding for a grant to Airlift Northwest to support emergency air transport services in Southeast Alaska.

Section 3. Source of Funds

CARES Act Special Revenue Fund	\$500,000
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Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2020.

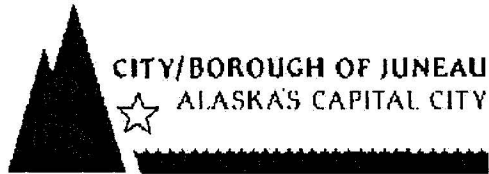
Beth A. Weldon, Mayor

Attest:

Elizabeth A. McEwen, Municipal Clerk

2020 Late Files For Senior Citizen/Disabled Veterans:

Applicant Name	Parcel Identification #	Site Address
Ardnt, Brandon T.	5B250151D006	4401 Riverside Drive D6
Ashton, Susan A.	1D050L020070	3120 Douglas Hwy
Cadigan, Liv	1D050L260180	3199 Pioneer Ave
Carillo, Erlinda Y.	5B2101360030	3161 Bresee Street
Cleaveland, Randy Dean	5B1201190080	5920 Lemon Street
Clough, John Finley	8B3301000200	16735 Pt Lena Loop Road
Collins, Diana L.	5B2101120060	9158 Riverwood Drive
Conners-Allen, Patricia G.	4B3201020200	15790 Glacier Hwy
Gaudet, David	8B3301020020	17010 Island View Drive
Gill, Kenneth J.	4B3201020180	15750 Glacier Hwy
Graham, Zachary E.	4B1801050053	2175 Fritz Cove Road
Gribbin, Brenten	5B2501540040	9005 Tournure Street
Hammond, James	4B2801101060	11909 Glacier Hwy, Unit 106
Harrington, Daniel C.	5B2101290690	9950 Memorial Drive Space 69
Khan, David	1C060U04A050	800 F Street Condo Unit A5
Krall, Steven	1C040A40070 & 1C040A40080	875 Basin Road
Lott, Patrick F.	6D0801010080	6155 North Douglas Hwy
Mansfield, Raymond Rexford Jr.	2D040T120010	406 E Street, Douglas
Martin, Roy M.	5B2401590090	8456 Kimberley Street
Milnes, Micki Maxine	5B2501240090	8243 Aspen Avenue
Partin, Robert	4B2901250102	1023 Arctic Circle
Peel, Kristi N.	5B1501090032	8607 Airport Blvd
Peterson, Richard	3B4001020061	Hoffman Harbor, Lot 6A
Quinn, Martha	5B2501050132	59210 Long Run Drive
Richardson, Claire	1C040A130050	510 Kennedy Street
Schlosser, Andrea	4B2901140112	5320 Montana Creek Rd
Schooler, Lynn	3B4001020060	25240 Amalga Harbor Road
Thomas, Judy E.	4B230109302E	12175 Glacier Hwy, E 302
White, Fred	5B1301120480	Switzer Village MH Park #48



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B250151D006
Applicant	Brandon T Ardnt
Site Address	4401 Riverside Drive D6

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/06/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i) extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;***
- (ii) extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.***

April 5th, 2020

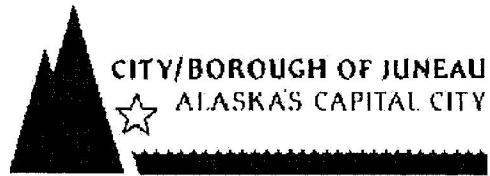
To whom it may concern,

I am late in filing for my [REDACTED] property tax exemption for this year due to being out of town as required on short notice by work from December of 2019 through the middle of March 2020 which was unforeseen. Also with the Corvid-19 virus causing havoc and being in an essential role things have gotten very busy here for me since returning to Juneau. I am hoping that this is not too late to have the exemption added for this year. Please contact me with any questions or concerns regarding this issue. Thank you for your time and consideration.

Respectfully,

A handwritten signature in black ink, appearing to read 'B Arndt', written in a cursive style.

Brandon Arndt
907-500-8402



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	1D050L020070
Applicant	Susan A. Ashton
Site Address	3120 Douglas Hwy

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/23/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
- (ii)*** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.

April 23, 2020

Dear Sirs

Today when I looked on the assessor's website, I noticed I was not getting the senior exemption. I called and the nice folks at the assessor office told me it was removed because I missed a PFD filing.

Several years ago, my 1st grandbaby was born and I went to Washington state to be with her. I was late in filing my PFD which unbeknown to me, caused the removal of the senior exemption.

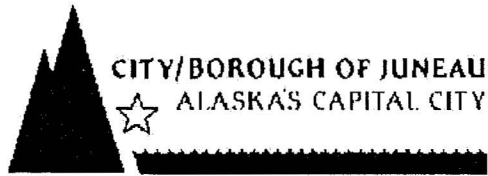
I wasn't aware it was not being applied so that is why I'm late with my application.

Please consider allowing my exemption for this year tax season 2020.

Thank you for your consideration.

Warmly,

Susan A. Ashton



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	1D050L260180
Applicant	Liv Cadigan
Site Address	3199 Pioneer Ave

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/02/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
- (ii)*** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.

Kim Campbell

From: Tanja Cadigan <tanjacadigan@me.com>
Sent: Thursday, April 2, 2020 3:34 PM
To: Assessor Office
Subject: Property Exemption Application extension please
Attachments: Exemption.pdf; ATT00001.htm

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Ladies and Gentlemen,

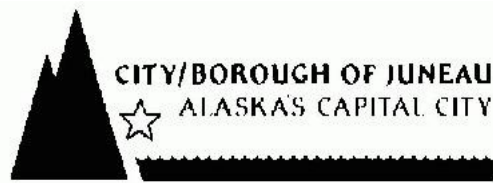
I am submitting the following statement for my mother Liv Cadigan of 3199 Pioneer Ave. Juneau. Attached you will find the Senior Citizen Real Property Exemption Application. It is understood that the the deadline was March 31st. My mom had a 7 [REDACTED] and recovered in Florida until flying home to Juneau in March...followed by a 2 week self quarantine due to the pandemic. Unfortunately some important things such as this "slipped through the cracks" during the past few months of caring for her/ mail being forwarded to Florida and then sent back to Juneau.

We apologize for our delay and respect your time in taking a look at her application now. Thank you in advance.

You may reach my mom at 907 [REDACTED]

Respectfully,

Tanja Cadigan



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B2101360030
Applicant	Erlinda Y Carillo
Site Address	3161 Bresee Street

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 07/22/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
- (ii)*** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.

CBJ-Assessor's Office

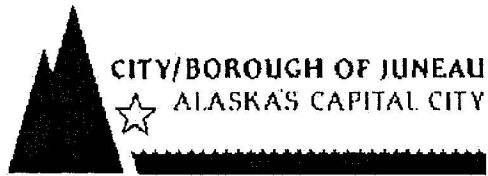
JUL 22 2020

I'm Linda Carillo
 Would you don't tax
 my house these year
 bec I don't now about
 it

Thank

You

Linda Carillo



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B1201190080
Applicant	Randy Dean Cleaveland
Site Address	5920 Lemon Street

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 06/10/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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- (ii) extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.***

Dear Juneau Assembly

I apologize for the late application, we moved to Juneau and purchased a house in 2018. I turned 65 in November of 2019. I just recently found out about the tax exemption. I would appreciate your consideration in allowing us to receive it this year. I qualify for all the requirements for the exemptions.

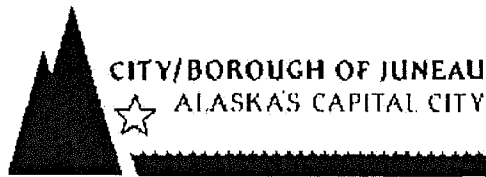
Thank you

A handwritten signature in cursive script that reads "Randy Cleveland".

Randy Cleveland

5290 Lemon Street

Juneau, AK 99801



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	8B3301000200
Applicant	John Finley Clough
Site Address	16735 Pt. Lena Loop Road

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 07/20/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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- (ii) extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.***

July 17, 2020

Received
JUL 20 2020
CBJ-Assessors Office

Office of the Assessor
City and Borough of Juneau
155 South Seward Street
Juneau, AK 99801

Re: Senior Citizen Property Tax Exemption Request for John Finley Clough

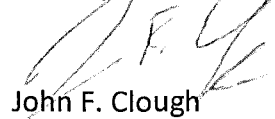
Dear Sir:

I am enclosing a completed Property Tax Exemption application. I am 66 years old, having turned 65 on [REDACTED]. I realize that the due date for 2020 tax relief was March 31. In all honesty, my only excuse for not submitting this application sooner is that I only recently learned that Juneau offered a limited Property Tax Exemption for senior citizens.

As a possible mitigating factor, I would like to point out that I paid my full property tax liability in 2019 even though I was eligible for an exemption at that time. Under the circumstances, I am asking that the exemption be granted for my 2020 property tax payment if possible.

If this request is denied, please consider this as my application for 2021 and years following.

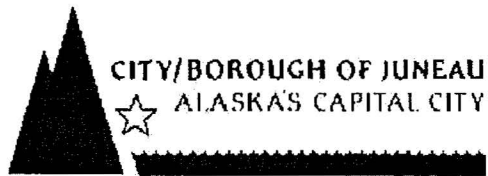
Thank you for considering my request.



John F. Clough

90 [REDACTED]

PO Box 211152, Auke Bay, AK 99821



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B2101120060
Applicant	Diana L Collins
Site Address	9158 Riverwood Drive

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/23/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

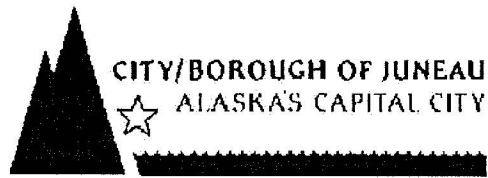
(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
- (ii)*** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.

The mailing date for my assessment card was/is
3/27/2020. I recieved the card after the 3/31/2020
deadline date.

Sincerely,
Diana L Collins

P.S. Please update my mailing address. Thank you
so much.



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	4B3201020200
Applicant	Patricia G Conners-Allen
Site Address	15790 Glacier Hwy

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/07/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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Kim Campbell

From: Assessor Office
Sent: Tuesday, April 21, 2020 8:51 AM
To: 'Patricia Connors-Allen'
Subject: RE: LETTER TO THE ASSEMBLY

Patricia

This has been received and this is exactly what we need to submit to the assembly.

Kim Campbell
Business Personal Property Appraiser
Assessor's Office
City and Borough of Juneau, AK
907-586-0930-Office
907-586-4520-Fax
Kim.campbell@juneau.org



From: Patricia Conners-Allen
Sent: Tuesday, April 21, 2020 8:48 AM
To: Assessor Office
Cc: Dr. Patricia Conners-Allen
Subject: LETTER TO THE ASSEMBLY

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

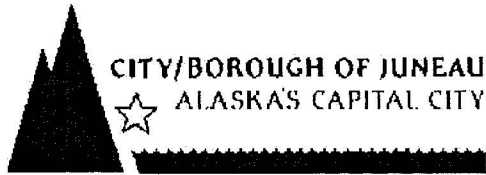
20 April 2020

Dear Juneau Assembly:

My application for Senior Citizen Real Property Tax Exemption was received six days past the deadline. I began this process a few months earlier, but [REDACTED] took up much of my time. I am [REDACTED] [REDACTED] [REDACTED]. I hope you will consider this information when considering if I applied within the deadline.

Sincerely,

Patricia G. Conners-Allen



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	8B3301020020
Applicant	David Gaudet
Site Address	17010 Island View Drive

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/01/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*

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- (ii)** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*

April 1, 2020

Re: Notice of Assessed Value of Residence at 17010 Island View Drive (Lena Point Heights Lt 2, Identification # 8B3301020020)

Juneau Alaska Assembly Members:

I received my Notice of Assessed Value for my residence at 17010 Island View Drive on Monday, March 30. I noticed that the mailing address was incorrect and that there was apparently no Senior Citizen exemption. I called the Assessor's Office on Tuesday, March 3 to correct the address and inquire about the Senior Citizen exemption. However, I was not able to speak with anyone, which was not surprising given the current extreme situation. I left a message requesting a call back assuming that most employees are working from home. I did not receive a return call so I called again on Wednesday. This time I was able to speak with a person in the Assessor's Office. I was able to correct the address and was informed that the deadline for the Senior Citizen exemption was Tuesday, March 31. I was also informed that I could provide a letter requesting the exemption.

I received a certificate of occupancy in June 2019 and have been in the home since. I have been receiving the Senior Sales Tax Exemption on the water utility invoice as well with Alaska Waste. I have also updated my address to the current one on my 2020 Permanent Fund Dividend application.

My Senior Citizen Sales Tax Exemption Card number is [REDACTED]. It was issued in 2016.

Via this letter, I am requesting the Senior Citizen Tax Exemption for the 2020 Property tax year.

All of your additional hard work to help us all get through the Corvid 19 crisis is very much appreciated.

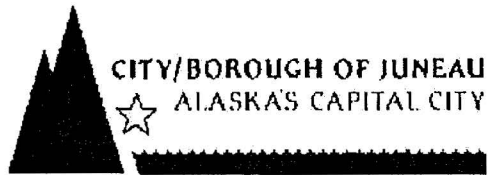
Sincerely,



David Gaudet
17010 Island View Drive, Juneau
[REDACTED]

CBJ-Assessor's Office

APR 03 2020



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	4B3201020180
Applicant	Kenneth J Gill
Site Address	15750 Glacier Highway

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 07/12/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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CBJ City Assessors Office
155 S Seward Street
Juneau, AK 99803

July 11, 2020

Dear Assembly Members,
4B3201020180

REF: parcel #

15750 Glacier Hgby

I am submitting this letter for consideration of the CBJ senior property tax exemption for the 2020 tax bill. My birthday is [REDACTED] and we down south on vacation on that week. We returned home to Juneau, early due to Covid-19 on March 20th. I applied for my Senior Exemption card over the phone due to the COVID-19 restrictions that were put in place and all correspondence was sent via e-mail. I had discussed with the clerk the exemptions for bus, property taxes and utilities. The clerk that we spoke to on the phone, stated the city taxes would be taken care of once I signed up and was assigned my ID number [REDACTED] but that I would need to call the other utilities: garbage, oil and the electricity business to get the tax exemptions applied.

It was due to this when I saw that the forgiveness on a portion of the property taxes had **not been applied for this year**, I was surprised. As the exemption was taken care of for the city taxes on the City water utility bills.

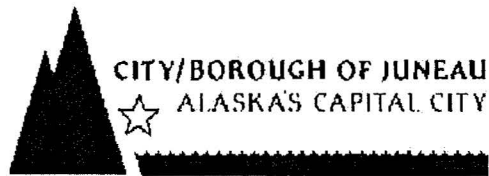
When my wife called to talk to the assessors office last week, the clerk stated that we would need to submit this application and a letter to the assembly to request it be applied to the 2020 year. We had not been told that application for property taxes was something we would **need to do annually** for the property tax exemption for senior's over 65 years of age. We had been told that the city tax exemption would be applied and I needed to only call and send the private firms copies of my tax emption card once it arrived.

Please take this into consideration and grant us the senior citizens property tax exemption for the 2020 year.

Sincerely,



Kenneth John Gill
PO Box 34023
Juneau, Ak 99803



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	4B1801050053
Applicant	Zachary E. Graham
Site Address	2175 Fritz Cove Road

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 05/25/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

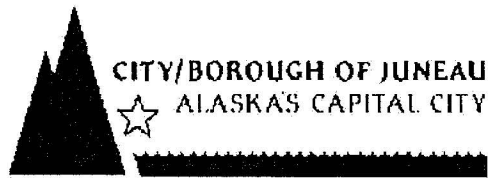
(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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- (ii) extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.***

Good afternoon,

I sent you the documents immediately after the purchase of the home. I was unable to send you the documents in March because I did not own the home at that time.

VR
Zachary E. Graham



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B2501540040
Applicant	Brenten Gribbin
Site Address	9005 Tournure Street

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 05/01/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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Statement of Tardiness – Senior Citizen/DAV Exemption

To Whom It May Concern,

I am writing to request a Real Property Exemption, with the following as reasons for my tardiness: I separated from active duty (AD) in the United States Coast Guard on 14 MAR 2020 and did not receive a judgement from [REDACTED] until 21 APR 2020. I respectfully request that your office to provide a tardiness exemption based on those factors as well as the fact that I left AD after eleven years of service to remain here in Juneau. Our family has grown to love this place and cannot imagine making any other place our home.

Please find attached all associated documentation.

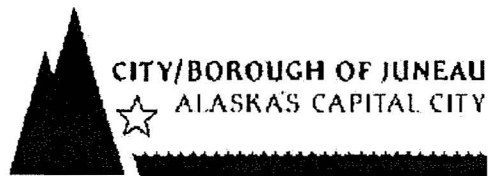
Very Respectfully,

 5/11/2020
Brenten Gribbin

9005 Tournure St.

Juneau, Ak 99801

[REDACTED]



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	4B2801101060
Applicant	James R Hammond
Site Address	11909 Glacier Hwy, Unit 106

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 07/13/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

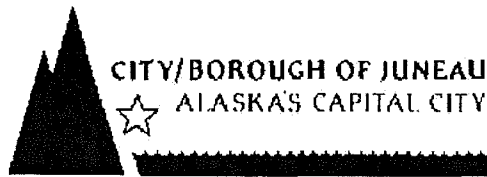
- (i) extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;***
- (ii) extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.***

Thank you so much for all the information you provided. If possible to have the senior discount back dated to 2020 that would be greatly appreciated.

I have worked seasonally since I retired from full time work but as obvious to anyone in Juneau, this is not a normal year and my regular summer employment has evaporated. Please thank the Assembly for their consideration.

Jim

James (Jim) Hammond



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B2101290690
Applicant	Daniel C Harrington
Site Address	9950 Stephen Richards Memorial Dr, Space 69

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 07/14/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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July 16, 2020

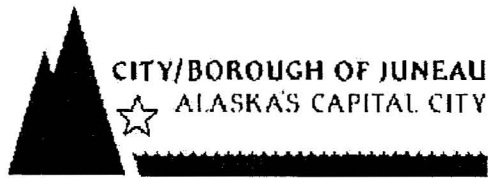
Dear Assembly Members,

My name is Elizabeth Harrington, I am Daniel Harrington's wife. The reason for the late filing for property tax exemption is because Daniel has a [REDACTED] He is on [REDACTED] [REDACTED] and this was one of them. In February of this year he was instructed to file for the Tax Exemption as the deadline was drawing near. The COVID-19 pandemic hit the United States Daniel had said that he filed. After receiving a notice of Taxes due in September, I found that he had not filed for tax exemption. [REDACTED] [REDACTED] Unfortunately, he did not. I am asking that the assembly please grant the Tax Exemption based on Daniel's [REDACTED]

Should you have further questions you may contact me or Daniel at the contacts listed below.

Thank you for all that you do for our community.

Elizabeth & Daniel Harrington
9950 Stephen Richards Dr. #69
Juneau Alaska 99801
[REDACTED]



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	1C060U04A050
Applicant	David Khan
Site Address	800 F Street condo Unit A5

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 05/28/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
- (ii)*** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.

Statement to why late filing of senior citizen Real Property Exemption Application

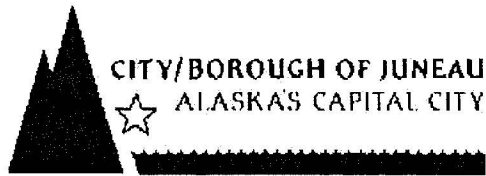
Until recently, I did not know that this exemption existed for a senior citizen. Luckily, I found out about this exemption only by word of mouth recently. So as soon as I found out about this exemption, I did some research and now I am applying for it.

Sincerely,


5.28.20

David Khan





Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	1C040A40070 & 1C040A400080
Applicant	Steven Krall
Site Address	875 Basin Road

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/27/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

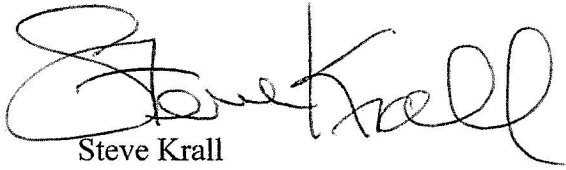
Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

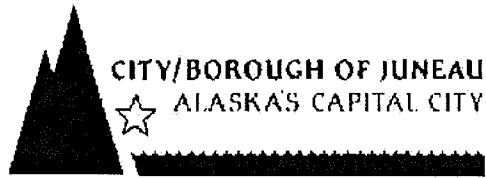
- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
- (ii)*** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.

Statement as to why this Senior Citizen Real Property Exemption Application request is late (4/26/2020):

This request late because I did not realize that when I signed up for the sales tax exemption, that it did not also include this program in the same application process. I did not realize that this was the case until I received my property tax notification in the mail, and later found this form after speaking to someone in the assessor's office.

A handwritten signature in black ink, appearing to read "Steve Krall". The signature is fluid and cursive, with the first name "Steve" written in a larger, more prominent script than the last name "Krall".

Steve Krall
875 Basin Rd.
Juneau Ak
99801



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	6D0801010080
Applicant	Patrick F Lott
Site Address	6155 North Douglas Hwy

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 07/23/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
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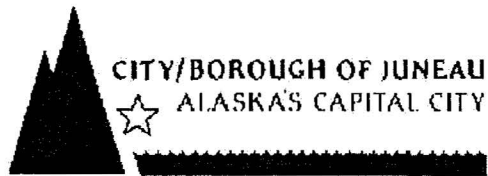
TO JUNEAU Assembly

Sorry slip by me
was to busy being busy
If I could be list for
this years TAX EXEMPTION 2020

PLEASE///

Patrick F Loti SR

PATRICK F LOTI SR



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	2D040T120010
Applicant	Raymond Rexford Mansfield Jr
Site Address	406 E Street, Douglas

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 05/08/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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- (ii) extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.***

May 8, 2020

From: Raymond R Mansfield, Jr

PO Box 240828

Douglas, Alaska 99824

To: CBJ

Office of the Assessor

155 S Seward Street

Juneau AK 99801

E-Fax#: (907) 586-4520

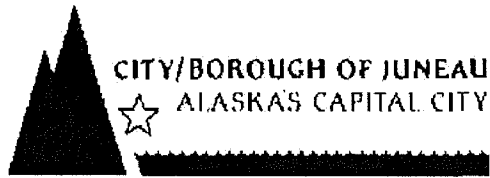
To Whom It May Concern:

I apologize for turning this in at this late date. I was actually thinking that I could come in and file for the senior tax exempt in person as I was not sure on what I needed to do. My mistake was thinking that this Covid 19 situation would not last this long. I am asking that this application please be considered for this exemption for this year.

Thank you for your time,

A handwritten signature in black ink, appearing to read "Ray Mansfield".

Raymond R Mansfield, Jr



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B2401590090
Applicant	Roy M Martin
Site Address	8456 Kimberly Street

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 07/14/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

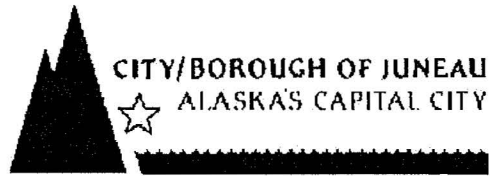
- (i) extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;***
- (ii) extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.***

Please grant senior citizen property exemption to Roy M. Martin. I did not realize the senior exemption was only in Clara Martins name. Clara died last year 05/24/2019. I have lived in Juneau since 1965 and am 83 years old.

I did not receive any type of notice that I was required to apply for this exemption.

Thank you for handling this request.

Roy Martin



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B2501240090
Applicant	Micki Maxine Milnes
Site Address	8243 Aspen Avenue

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/13/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

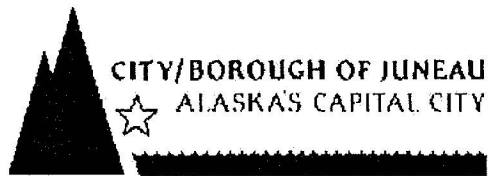
- (i) extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;***
- (ii) extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.***

April 10, 20

I called the Assessor office to find out why my 150,000 tax exemption did not show on the property tax form.

The reply was that the exemption was under my old name Mary Maxine Jackson and not my new name Micki Maxine Milnes.

Micki Milnes
Micki M. Milnes



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	4B2901250102
Applicant	Robert Partin
Site Address	1023 Arctic Circle

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/01/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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April 1st, 2020

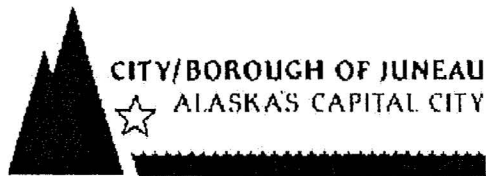
To whom it may concern,

My name is Robert Partin and I am the current owner of 1023 Arctic Circle. Last week, an individual mentioned to me that I can receive a discount on my property taxes for being a [REDACTED] [REDACTED] I looked into this and attempted to contact the assessor's office but got them out of phone hours. An individual was able to get back to me today to explain the process but that I was just outside of the due date. I filed the application as soon as I could and am requesting to be considered for this year's property exception.

Thank you very much,

Robert Partin

[REDACTED]

Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B1501090032
Applicant	Kristi N Peel
Site Address	8607 Airport Blvd

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 05/22/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

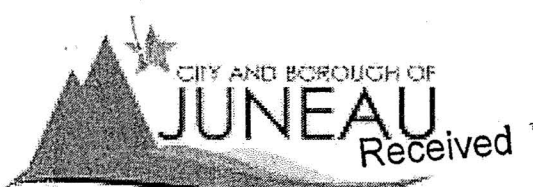
The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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Received

Office of the Assessor
155 S Seward Street
Juneau AK 99801

MAY 27 2020

CBJ-Assessors Office

Senior Citizen / Disabled Veteran (SC/DV) Real Property Tax Exemption Application

MARCH 31 DEADLINE

Assessment Year	2020
Parcel ID #	5B1501090032
Name	Kristi N. Peel
Date of Birth	[REDACTED]
Email Address	[REDACTED]

Mailing Address	8607 Airport Blvd Juneau, AK. 99801	Residence Address	8607 Airport Blvd Juneau, AK. 99801
Primary Phone	[REDACTED]	Secondary Phone	[REDACTED]

1) Please check one of the following:

- ☒ I am a Senior Citizen
- ☐ I am a Widow or Widower of a previously qualified applicant and am 60-64 years old
- ☐ I am a Disabled Veteran (Annual VA letter verifying disability is required unless 100%, permanent)

2) Type of Dwelling:

- ☐ Single Family ☐ Rapt ☐ Condo. ☐ Duplex ☐ Mobile Home ☐ Z Lot ☒ Other (Townhouse)

3) I was eligible for the PFD last year.

☐ Yes ☒ No

3) I am eligible for the PFD this year

☒ Yes ☐ No

4) Is this your permanent & primary place of residence? (Must physically occupy a min. of 186 days per year)

☒ Yes ☐ No

5) During the past year, has any portion of this property been used for rental or business purposes?

☐ Yes ☒ No

If yes, please explain:

6) Are you aware of the optional Real Property SC/DV Hardship Exemption?

☒ Yes ☐ No

Please read: CERTIFICATION – I hereby certify that the answers given on this application are true & correct to the best of my knowledge. I understand that a willful misstatement is punishable by fine or imprisonment under AS 11.56.210 & will disqualify me from receiving this exemption. I will notify the CBJ Assessor's Office if there is any change which may affect my exemption. This includes, but is not limited to: 1) Being out of state for more than 180 days; 2) Recorded deed changes which affect applicant's ownership, etc. I understand that the Assessor may require proof of eligibility at any time.

Signature:

Kristi N. Peel

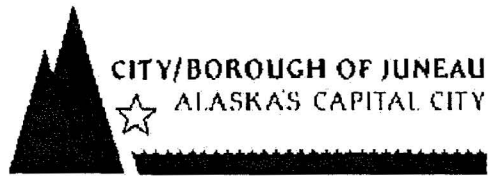
Date:

5/22/20

Submitted Late because of COVID-19 Interstate Travel Restrictions imposed by the Governor. (unable for safety to Return before May)

SUBMIT APPLICATION TO: CBJ Assessor's Office

Phone:	Email:	Website	Physical Location
Phone#: (907) 586-0333 E-Fax#: (907) 586-4520	Assessor.Office@juneau.org	http://www.juneau.org/finance/	155 South Seward St RM 114 Juneau, AK 99801



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	3B4001020061
Applicant	Richard Petersen
Site Address	Hoffman Harbor, Lot 6A

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 07/14/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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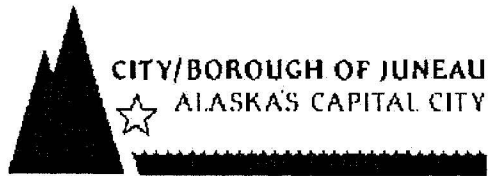
OFFICE OF ASSESSOR
155 S SEWARD STREET
SURREY

I WAS OUTSIDE THE STATE UNTIL APRIL
DUE TO THE COVID 19 EPIDEMIC. AND JUST ALSO
BECAME AWARE OF THE SENIOR EXEMPTION PROVISION.

I AM Hoping You will overlook the LATE FILING
OF THIS REQUEST AND APPLY MY EXEMPTION FOR
THE 2020 TAX BILL.

THIS REQUEST IS FOR THAT PERIOD AND
THE 2021 YEAR AND BEYOND.

Sincerely,
Trish Peterson



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B2501050132
Applicant	Martha Quinn
Site Address	59210 Long Run Drive

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 06/08/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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- (ii) extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.***

Kim Campbell

From: marthaquinn <marthaquinn@gci.net>
Sent: Monday, June 8, 2020 5:32 PM
To: Assessor Office
Subject: Senior Citizen property exemption

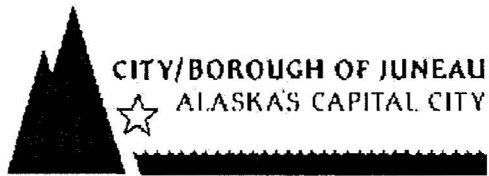
EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Dear CBJ Assembly Members:

I am writing to ask you to allow my tardy application for the Senior Citizen Property Exemption. I don't have a good excuse, and this is not the only thing that has gotten past me in this disturbing time. Still, I am asking. I did qualify last year and feel certain I would this year if my application is accepted.

Respectfully,

Martha Quinn
9210 Long Run Drive
Sent from my iPad



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	1C040A130050
Applicant	Claire Richardson
Site Address	510 Kennedy Street

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 06/08/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*

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June 8, 2020

Received

JUN 08 2020

City and Borough of Juneau Assembly
155 South Seward Street
Juneau, Alaska 99801

CBJ-Assessors Office

**Issue: Request for Senior Property Tax Exemption/reduction for 510 Kennedy Street home,
Identification # 1C040A130050 Juneau Townsite BL 113 LT 4FR**

Dear Assembly Members,

I am requesting that my home at 510 Kennedy Street receive a senior property tax exemption for 2020.

I was 60 years old [REDACTED] and living in my home on January 1, 2020. The property qualified for a senior exemption for many years until my husband, Lisle Hebert, died at age 71 in 2017.

I did not qualify for the tax exemption because I was not 60 years old on January 1, 2019, and was told to apply in 2020 by CBJ personnel.

I travelled to the East Coast in late January to look after my 91-year-old mother, and when the pandemic struck, stayed with her until I returned to Juneau last Thursday, June 4th.

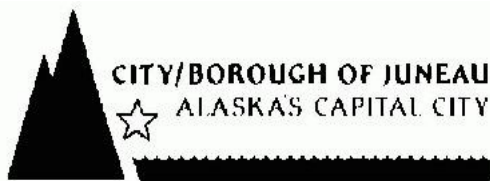
I am currently self-quarantining until Friday, June 19th.

I apologize for missing the April deadline to request the exemption. I became so focused on helping my Mom I neglected to keep up with my business affairs and simply forgot to file in a timely manner.

I am hoping you will understand this mistake and grant me the exemption for 2020. Per conversation with the Assessor's office, I want to add that I have received an Alaska Permanent Fund dividend in 2019 and will also receive one in 2020.

Warm Regards,

Claire Richardson



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	4B2901140112
Applicant	Andrea Schlosser
Site Address	5320 Montana Creek Rd

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 07/27/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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27 Jul 2020

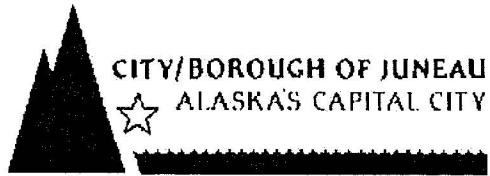
To the Office of the Assessor,

This is a statement as to why this application is being submitted late. Last year when I bought this property, my mortgage company handled everything involving the property taxes, including the application for the Disabled Veteran Tax Exemption. I was not aware until I received this year's tax statement and contacted the mortgage company recently, that this is ultimately my responsibility. [REDACTED]. Feel free to contact me at [REDACTED] if you have any further questions.

Very Respectfully,



Andrea Schlosser
5320 Montana Creek Rd,
[REDACTED]



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	3B4001020080
Applicant	Lynn Schooler
Site Address	25240 Amalga Harbor Road

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/02/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
- (ii)*** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.

CBJ-Assessor's Office

APR 02 2020

April 2, 2020

To: Juneau Assessors Office
And CBJ Assembly

Re: Parcel identification #3B4001020080

Subject - Tardy Senior property tax exemption application

To the Assessor and members of the CBJ Assembly -

I turned 65 years old in June of 2019. This year, 2020, is my first year to apply for the Senior property tax exemption. My application is two days past the March 31 filing deadline primarily because I mixed up the filing dates for the Senior property tax exemption (March 31) and the Senior Hardship filing date deadline (April 31).

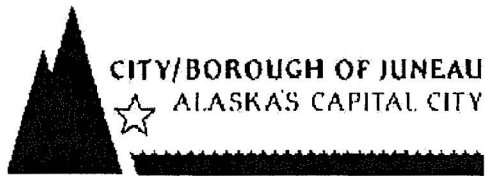
I live out at Amalga Harbor, which is beyond the service range of the local internet providers. I normally use the internet at the Mendenhall Public Library or UASE to research important matters, but both are closed due to the corona virus and I must now rely on my limited cell phone wireless plan for internet access. The mix up in filing dates was my mistake, but likely exacerbated by having to research the applications using the small screen of my phone. Most of the CBJ web sites are maximized for use on smart phones, but the Senior Citizen/ Disabled veterans property tax exemption form is not, and is a bit difficult for me to read. Given my very limited income and the current economic situation, I am compelled to ask the assessors office and CBJ assembly to accept my application two days late.

Thanks for your consideration,



Lynn Schooler
25240 Amalga Harbor Road
Juneau, Alaska 99801





Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	4B230109302E
Applicant	Judy E Thomas
Site Address	12175 Glacier Hwy, E 302

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 07/14/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
- (ii)*** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.

July 19, 2020

City & Borough of Juneau
Members of the Assembly
155 S. Seward Street
Juneau, Alaska 99801

To the Members of the Assembly,

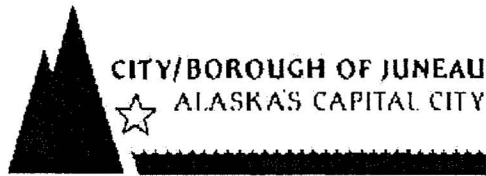
I am writing you to today to request that the Real Property Senior Citizen Exemption is applied to my property taxes for my primary residence at 12175 Glacier Highway, Unit E302. In April of 2019 my husband, Joe, passed away [REDACTED] We had resided in our home in Auke Bay for over 40 years; this home was constructed by the Thomas family in the 1950s, but due to Joe's [REDACTED] it was not feasible to move him to another residence. My son and daughter-in-law moved into an apartment in our home in the 2017 to help me with my husband. When Joe passed, we began the process of transferring the home to my son which was completed in December. I continued to stay in the home through June of 2020 as our condo at Spaulding Condominiums was still occupied by a tenant until March. After having a tenant in the unit for a number of years and due to the complexities of moving out of my home where I had resided for over 40 years it took a couple of months to make the full move to the condo. I waited until I was residing fully at the condo to file for my Real Property Senior Citizen Exemption, unfortunately not aware that the application was due on March 31 of the year. Since I have been receiving the exemption for nearly 15 years for our home in Auke Bay, I was not familiar with the requirements necessary to transfer this exemption to a new property.

I am requesting leniency in applying this exemption to me despite my late application. I am a lifelong resident of Juneau, have owned multiple properties and businesses with my husband in my life here, and have always paid my property and sales tax liability timely.

Sincerely,



Judy E. Thomas
PO Box 210875
Auke Bay, Alaska 99821
[REDACTED] Home
[REDACTED] Cell



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File – Senior Citizen/ Disabled Veteran TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B1301120480
Applicant	Fred White
Site Address	Switzer Village MH Park #48

Senior Citizen/ Disabled Veteran Exemption Filing deadline: 3/31/2020

Late-File Application submitted: 04/16/2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
- (ii)*** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.

4/28/20

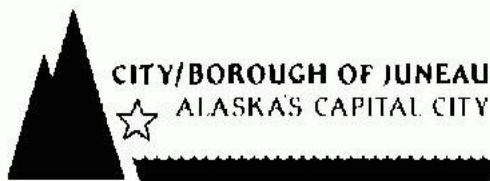
CBJ Senior citizen
Real property Exemption Application

I realize I am late paying my property tax.
I will submit payment to my property tax in the next
month.

Thank you
Ted White

2020 Late File Hardship List:

Name	Parcel Number	Property Address
Baker, Joyanne - no letter	2D040T280050	415 I Street
Brand, Chrystal Sommers	8B3301000161	16645 Pt Lena Loop Rd
Cary, Donald L	4B1801020180	1870 Fritz Cove Road
Felipe, Phillip S and Katherine	5B2501370150	8909 Birch Lane
Forrest, Dick and Judy	4B2301070040	12325 Glacier Hwy
Frank, Sophie G	5B2501220101	3943 Portage Blvd
Hinke, Eleanor H	1B0201000080	5234 Thane Road
Hurley, Donna - no letter	1D050L020160	2970 Douglas Hwy
Hutchins, David	3B4401000093	34200/3240 Glacier Hwy
Keller, Lois S	6D0801050051	6493 North Douglas Hwy
Pagano, Michael M	5B1201190011	6006 Lemon Street
Reddekopp, Dwain S and Carolyn	8B3501010100	17375 Lena Loop Road
Roberts, Elbert L and Ella Joe	5B2101520131	8499 Jennifer Drive
Schmiege, Marjorie W	1C030E040020	1800 Evergreen Avenue
Selfridge, Elizabeth H	4B2001010100	1240 Fritz Cove Road
Snyder, Larry and Luz	5B2101240240	9333 Turn Street
Willson, Kevin	7B0801050140	1810 Wickersham Ave



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY

Assessment Year	2020
Parcel Identification #	8B3301000161
Applicant	Chrystal S Brand
Site Address	16645 Pt Lena Loop Rd

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: July 22, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)*** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
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July 22, 2020

CBJ-Assessor's Office

JUL 22 2020

VIA HAND DELIVERY

Office of the Assessor
City & Borough of Juneau
155 South Seward St., Room 114
Juneau, AK 99801

Re: Senior Citizen Property Hardship Exemption

Dear Officer:

Enclosed is a letter from my tax preparer, Elgee Rehfeld, explaining their lateness in preparing my application for the senior citizen hardship property exemption. Enclosed also is my signed application for the exemption which they prepared for me based on my 2019 income taxes. CBJ's hardship exemption provides that documentation be based on the most recent tax return and then filed with you 15 days later, April 30.

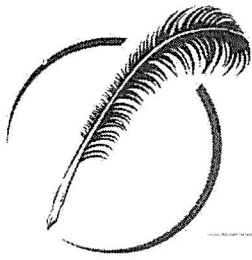
However, this year, due to the extraordinary circumstances of the pandemic, the IRS extended the tax filing this year from April 15, 2020 to July 15, 2020. Due to the pandemic, neither I or my tax preparer were able to meet the earlier deadline. They did prepare and I did timely file my income tax return by the new IRS deadline of July 15, 2020. CBJ's rules should be reasonably adjusted and relaxed to provide for the hardship exemption to be determined timely filed if within 15 days of the IRS deadline, by July 30, 2020, for this year, due to these extraordinary circumstances. I am hand delivering my application on this 22 day of July 2020, and request that you accept my application.

Sincerely,



Chrystal Sommers Brand
PO Box 211287
Auke Bay, AK 99821

Cc: Elgee Rehfeld



Elgee Rehfeld Alaska's CPA Firm

Packet Page 146 of 183

George Elgee, CPA
Robert Rehfeld, CPA
Karen Tarver, CPA
Sarah Griffith, CPA
Mark Mesdag, CPA

To Whom it may concern,

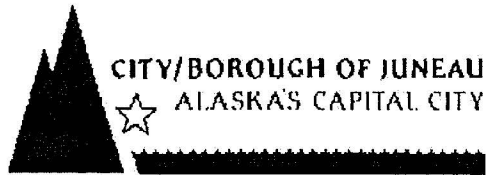
Our client was dependent on us, their tax preparer, to assist them in completing their Hardship Exemption application for their property taxes. Due to the pandemic, we have fallen behind and have been scrambling to get caught up on our clients personal tax returns.

We sincerely apologize for the application being submitted late and hope you will except our clients request for the Hardship Exemption.

Please feel free to contact me with any questions.

Sincerely,

Raina Castillo
Front office Manager



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	4B1801020180
Applicant	Donald L Cary
Site Address	1870 Fritz Cove Road

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: April 13, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

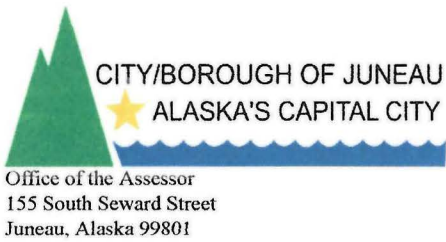
The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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- (ii)** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.



Senior Citizen/Disabled Veteran Real Property Hardship Exemption

Assessment Year	2019
Parcel ID #	43180102 0180
Name of Applicant	Donald L. Cary

Mailing Address	Residence Address
1870 Fritz Cove Juneau, AK 99801	Same
Primary Phone	Secondary Phone
Email Address	

Explanation and Affidavit	
Size of Household 1	Gross Household Income*
Gross household income means <u>total</u> annual compensation <u>earned</u> & <u>unearned</u>, <u>taxable</u> and <u>non-taxable</u> from <u>all</u> sources of all members of the household for the calendar year prior to the year of this application. Losses are not considered income for purposes of this exemption. Explanation of Hardship: I am on a fixed income. Increased taxes make it difficult to meet my every day expenses. Attach Last Year's IRS Tax Documentation Certification: I hereby certify that the answers given on this application are true & correct to the best of my knowledge. I certify that the income information I have provided includes income for all members of my household. I understand that a willful misstatement is punishable by fine or imprisonment under AS 11.56.210. Signature of Applicant: <i>Donald L. Cary</i> Date:	

Oops!

My apologies for my late submission, which

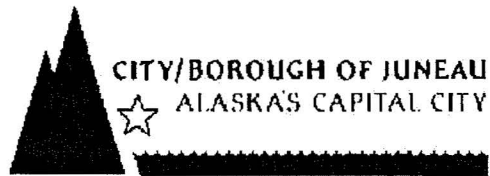
I would certainly understand as being a deal breaker!

I thought it was worth a try.
Too many issues going on at the moment!
Thanks for your consideration

Sincerely, *Donald L. Cary*

APRIL 30 DEADLINE PROCEDURE: IN APPLYING FOR A HARDSHIP EXEMPTION, THE APPLICANT MUST SUBMIT THE FOLLOWING DOCUMENTATION NO LATER THAN APRIL 30 OF THE ASSESSMENT YEAR FOR WHICH THE EXEMPTION IS REQUESTED:

If you do not file with the IRS, a completed *Hardship Income Declaration form* must be submitted in addition to this application.



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B2501370150
Applicant	Phillip S. and Katherine Felipe
Site Address	8909 Birch Lane

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: June 18, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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CBJ-Assessor's Office

JUN 17 2020

June 18, 2020

CITY & Borough of Juneau, AK.
 Property Tax
 155 S. ST.
 JUNEAU, AK. 99801

TO TAX People:

I turned in paperwork last week
 re: How much we receive
 once a year.

I thought I turned all my
 Paper work in. I am 54 years old
 and my husband is 80 years old.

Pls. help us. I was told I
 had to write a letter.

Thank you

Philip S. & Katherine Lipe
 8909 Birch Lane
 Juneau, AK. 99801
 907-586-4767

Letter
 attached

Ethel Lund Medical Center
1200 SALMON CREEK LANE
Juneau, AK 99801

CBJ-ASSESSOR

JUN 17 2020

June 27, 2017

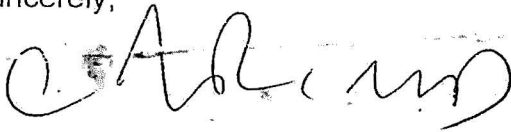
To Whom It May Concern:

To Whom It May Concern:

This letter is regarding Katherine Felipe, one of my patients. I have seen and examined the patient and have performed [REDACTED] indicated that patient [REDACTED]

Please do not hesitate to contact my case manager at SEARHC Ethel Lund Medical Center should you have any questions or concerns.

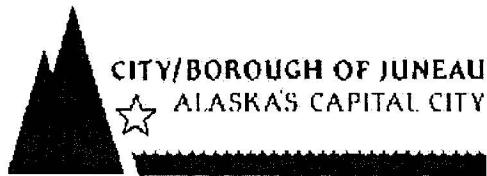
Sincerely,



Juhl Petersen, Camilla E, MD

SEARHC
Ethel Lund Medical Center
3100 Channel Drive, Ste 300
Juneau, AK 99801

5865268
COLLECTIONS
JASAP 2008 2
3 25.00



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	4B2301070040
Applicant	Dick and Judy Forrest
Site Address	12325 Glacier Hwy

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: July 13, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

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- (ii)** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*



Elgee Rehfeld
Alaska's CPA Firm

CBJ-Assessor's Office
JUL 13 2020

George Elgee, CPA
Robert Rehfeld, CPA
Karen Tarver, CPA
Sarah Griffith, CPA
Mark Mesdag, CPA

To Whom it may concern,

Our client was dependent on us, their tax preparer, to assist them in completing their Hardship Exemption application for their property taxes. Due to the pandemic, we have fallen behind and have been scrambling to get caught up on our clients personal tax returns. We sincerely apologize for the application being submitted late and hope you will except our clients request for the Hardship Exemption.

Please feel free to contact me with any questions.

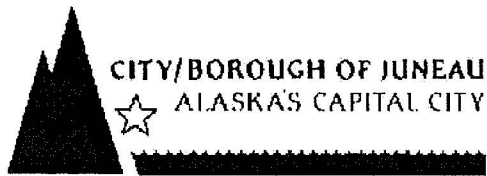
Sincerely,

Raina Castillo
Front office Manager

Your consideration is appreciated -
This has been submitted & done
correctly as far as I know -

Thank you

Dick Forrest



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY

Assessment Year	2020
Parcel Identification #	5B2501220101
Applicant	Sophie G Frank
Site Address	3943 Portage Blvd

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: July 14, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

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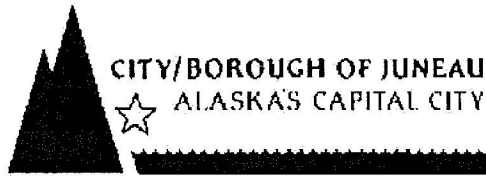
7-10-20

CBSJ

My Son [REDACTED],
lived in the Chinook Apts,
had his funds stolen, his
bank acct. was cleaned
out. All his PFD was taken.
I helped him pay his
bills, I have a house
full of [REDACTED] I struggled
with my own bills, I sure
would appreciate any
help you can give me.

Thank you,
Sophie Frank

I believe its because
of the Covid epidemic
I couldn't get an applica-
tion.



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	1B0201000080
Applicant	Eleanor H Hinke
Site Address	5134 Thane Road

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: May 8, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Office of the Assessor CBJ-Assessor's Office
155 South Seward Street
Juneau AK 99801
MAY 15 2020

**Senior Citizen/Disabled Veteran Real Property
Hardship Exemption**

Assessment Year	2020
Parcel ID #	1B0201000080
Name of Applicant	Eleanor H. Hinke

APRIL 30 DEADLINE - This Application & last year's Tax Documentation must be submitted by April 30.

If you do not file with the IRS, a completed *PFD Supplementary form* must be submitted in addition to this application

This exemption is income based; if found eligible any property tax liability exceeding 2% of your gross household income will be exempt.

Example: Original tax bill after SC/DV exemption = \$2,000.

Gross household income = \$50,000

2% of Gross household income: \$50,000 x .02 = \$1,000

New tax bill after Hardship Exemption = \$1,000. Since 2% of your gross household income (\$1,000) is less than the original tax bill (\$2,000), you would be responsible for paying only \$1,000.

Gross household income means total annual compensation earned & unearned, taxable and non-taxable from all sources of all members of the household for the calendar year prior to the year of this application. Losses are not considered income for purposes of this exemption.

FILER CONTACT INFORMATION

Name	Eleanor Hinke	Email	
Primary Phone		Secondary Phone	
Mailing Address	5134 Thane Road	Property Address	same
	Juneau, AK 99801		

EXPLANATION AND AFFIDAVIT OF HARDSHIP

Size of Household	2 + renter	Gross Household Income*	\$ 29,810 + 12,192 = 42,000
-------------------	------------	-------------------------	-----------------------------

*Definition: Gross household income means total annual compensation, earned, & unearned, from all sources of all members of the household for the calendar year prior to the year of this application

Explanation of Hardship:

Meets income requirement.

Attach Last Year's IRS Tax Documentation

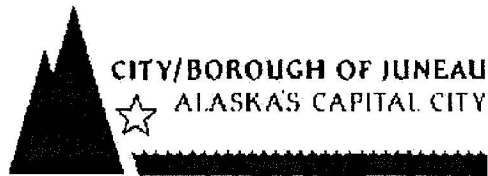
Certification: I hereby certify that the answers given on this application are true & correct to the best of my knowledge. I certify that the income information I have provided includes income for all members of my household. I understand that a willful misstatement is punishable by fine or imprisonment under AS 11.56.210.

Signature of Applicant:	Date:
Eleanor Hinke	5/18/20

LATE BECAUSE OF THE COVID-19 CRISIS.

SUBMIT APPLICATION TO: CBJ Assessor's Office

Phone:	Email:	Website	Physical Location
Phone#: (907) 586-0333 E-Fax#: (907) 586-4520	Assessor.Office@juneau.org	http://www.juneau.org/finance/	155 South Seward St RM 114 Juneau, AK 99801



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	3B4401000093
Applicant	David Hutchins
Site Address	34200/3240 Glacier Hwy

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: May 26, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

- (i)** extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;
- (ii)** extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.

MAY 26 2020

Greetings to all present:

As directed, I am writing this overview on how I missed the april 30th deadline to be considered for the senior citizen economic hardship classification for my property taxes.

First off, I'd like to give a tremendous thank-you for accepting my application last year. I put the extra \$'s I found myself with into gasoline (lights), propane(refer/stove), and the pantry for winter. (A lucky call, I ended up being snowed-in from the end of december to the end of march. My nearest neighbor decided to wake up his excavator by digging an excape trench out to the road for my car.

With wheels again, I was off for supplies and all the mail the P.O. was holding for me. This was around the 1st wk of april. I Had all the mailings I needed to setup H&R with what they needed, and thought (falsely i see now) that I was going to make all deadlines, barely.

Having filed last year, I knew that I needed proof that I had applied for the state dividend, and also the physical paperwork of my federal tax filing for the year, before the app could be accepted at your office.

This is the point at which "the nature of things" applied some of Murphys' basic laws to my efforts. With 3 or 4 days left to the (april 15th) deadline I called H&R, and she says "Hey", our 2018 tax files for you show that you claimed [REDACTED]

[REDACTED] I responded, "very true", but look closer there is another notice for the same year, same [REDACTED] Both statements for 2019.

So which one is "the right one" she asked, and I admitted that I didn't know, and that I had asked the accountant to use the larger one last year so the IRS would make more money and not be concerned with me for not claiming the smaller one (even though I have never seen a dividend that large from AT&T). It seemed like a small price to pay to keep those folks on the fat side of our relationship.

I didn't get a div.statement at all this year, or got one and lost it, although when I called them the next day, they said they had issued a \$1.72 per qtr / per share (about \$6.12 for the year, per share. est. \$18.36), but they couldn't verify that they had sent it to me because of the impact of the pandemic on their operations. ?

So at this point I suggested (to H&R) that they use the \$150.00 statement from last year as an amount, and claim it without the statement so we could finalize my paperwork with them, get my taxes filed, and sent me on my way to you folks to submit my application.

She was very helpful and explained the new procedure for the pandemic (get the app in on time, and bring in supporting paperwork afterwards). I was already in the late category. She said "no worries", come in after the holiday (memorial) that they would be back in the offices working again as the pandemic was getting better, and write down these events for a committee to review.

So, that brings us up to date (pretty much). I sincerely appreciate you all taking the time to deal with my application, and apologize for increasing your decisional work load with my inability to keep my life on a designated time track. I don't project my financial standing to go up, but am always hoping.

Sincerely,

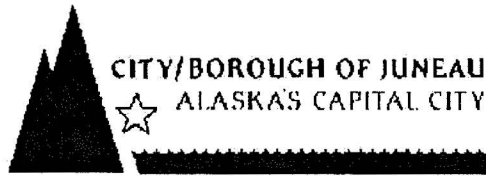
 May 26th 2020

David Hutchins

p.s.

I'm hoping next year will be smooth and timely. I have finally ended my 3rd and last year of [REDACTED], and am hoping my energy will return, and [REDACTED] This will make my future encounters with Murphy (and his laws) more manageable I am certain. Sometimes it is hard to determine which is more taxing, [REDACTED].

pp.ss. The bears are out in force, I've had three different ones chasing my ferral live-under-the-cabin cat around. The sunk cabbage, and berries are not out, the creek has no fish for them, and I NEVER, leave garbage out. They are chewing on my rain water buckets, they have distorted a plastic lawn chair, everything available basically. Beware if you are a trail hiker.



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	6D0801050051
Applicant	Lois S Keller
Site Address	6493 North Douglas Highway

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: July 07, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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LOGAN

General Tax Practice

2245 Jordan Avenue
Juneau, AK 99801

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www.LoganTaxPractice.com

7/6/2020

RECEIVED
JUL 07 2020
C&B OF JUNEAU

City & Borough of Juneau
Office of the Assessor
155 South Seward Street
Juneau Alaska 99801

Re: Keller 2020 Senior Citizen Hardship Exemption Application

Dear Sir/Madam:

Please see the attached 2020 Senior Citizen Hardship exemption application for Louis Keller. I prepared this form as well as the taxpayer's 2020 federal income tax returns (also attached.)

We understand the filing deadline for this application was April 30, 2020. Taxpayers and I assumed that deadline would have been extended due to the Covid-19 pandemic. Taxpayer had to extend his out of town travel due to the quarantine.

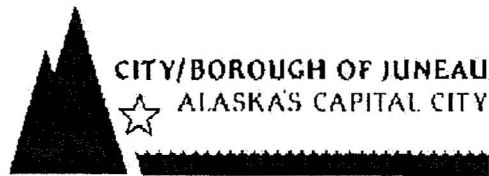
We respectfully request CBJ accept this late filed form due to reasonable cause.

Thank you for your consideration in this matter.

Sincerely,



John T Logan, CPA



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B1201190011
Applicant	Michael M Pagano
Site Address	6006 Lemon Street

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: June 2, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

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Received

JUN 04 2020

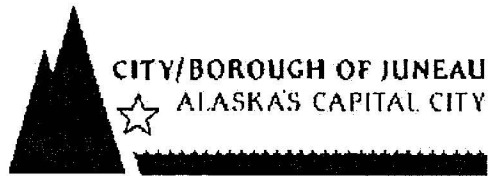
CBJ-Assessors Office

6/2/2020

To Whom it may concern -

I had assumed the hardship exemption form due date would coincide with the federal tax filing extension in place this year. I was also unaware the city was accepting the forms without the completed 2019 federal tax return. Thus I am asking you accept for review my now completed application. Thank you

M. [Signature]



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	8B3501010100
Applicant	Dwain S and Carolyn Reddekopp
Site Address	17375 Lena Loop Road

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: May 29, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

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5/29/2020

Received 7

JUN 01 2020

CBJ-Assessors Office

City & Borough of Juneau
Office of the Assessor
155 South Seward Street
Juneau Alaska 99801

Re: Reddekopp 2020 Senior Citizen Hardship Exemption Application

Dear Sir/Madam:

Please see the attached 2020 Senior Citizen Hardship exemption application for Dwain and Carolyn Reddekopp. I prepared this form as well as the taxpayers' 2020 federal income tax returns (also attached.)

We now understand the filing deadline for this application was April 30, 2020. Taxpayers and I mistakenly assumed that deadline would have been extended due to the Covid-19 pandemic. Once we found out that the deadline had not been extended, we prepared this form (and their federal tax return) promptly.

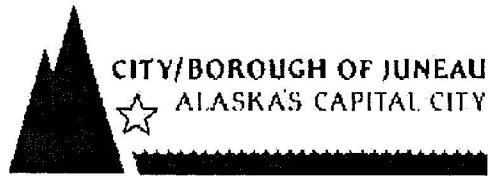
We respectfully request CBJ accept this late filed form due to reasonable cause.

Thank you for your consideration in this matter.

Sincerely,



John T Logan, CPA



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	5B2101520131
Applicant	Elbert L and Ella Joe Roberts
Site Address	8499 Jennifer Drive

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: May 13, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

(C): The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ 69.10.021 and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:

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CBJ-Assessor's Office
MAY 13 2020

5/13/2020

City & Borough of Juneau
Office of the Assessor
155 South Seward Street
Juneau Alaska 99801

Re: Rogers 2020 Senior Citizen Hardship Exemption Application

Dear Sir/Madam:

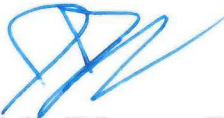
Please see the attached 2020 Senior Citizen Hardship exemption application for Elbert & Ella Rogers. I prepared this form as well as the taxpayers' 2020 federal income tax return (also attached.)

We now understand the filing deadline for this application was April 30, 2020. Taxpayers and I mistakenly assumed that deadline would have been extended due to the Covid-19 pandemic. Once we found out that the deadline had not been extended, we prepared this form (and their federal tax return) immediately.

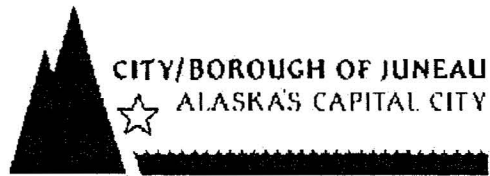
We respectfully request CBJ accept this late filed form due to reasonable cause. Taxpayers definitely need this property tax relief due to their reduced income.

Thank you for your consideration in this matter.

Sincerely,



John T Logan, CPA



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY

Assessment Year	2020
Parcel Identification #	1C030E040020
Applicant	Marjorie W Schmiede
Site Address	1800 Evergreen Avenue

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: July 15, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

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7/6/2020

City & Borough of Juneau
Office of the Assessor
155 South Seward Street
Juneau Alaska 99801

Re: Schmiede 2020 Senior Citizen Hardship Exemption Application

Dear Sir/Madam:

Please see the attached 2020 Senior Citizen Hardship exemption application for Marjorie Schmiede. I prepared this form as well as the taxpayers' 2020 federal income tax return (also attached.)

We now understand the filing deadline for this application was April 30, 2020. Taxpayers and I assumed that deadline would have been extended due to the Covid-19 pandemic. The taxpayer is elderly and had been kept out of town due to the quarantine.

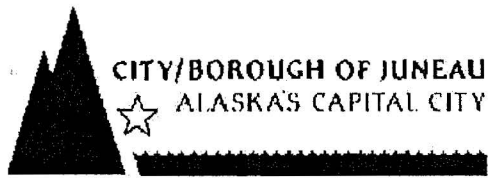
We respectfully request CBJ accept this late filed form due to reasonable cause.

Thank you for your consideration in this matter.

Sincerely,



John T Logan, CPA



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	4B2001010100
Applicant	Elizabeth H Selfridge
Site Address	1240 Fritz Cove Road

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: July 01, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

Per 69.10.020

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Elizabeth Selfridge

1240 Fritz Cove Juneau, AK
99801

[REDACTED]

June 30, 2020

Re: Apology for Late Filing for Hardship Exemption Form

Dear Gentle Folks,

I am very apologetic for my tardy application for the Hardship Exemption. I have no rational excuse except for lack of memory. In the past, I have applied in a timely manner; however, this year, it just slipped my mind. I had completely forgotten about attending to it.

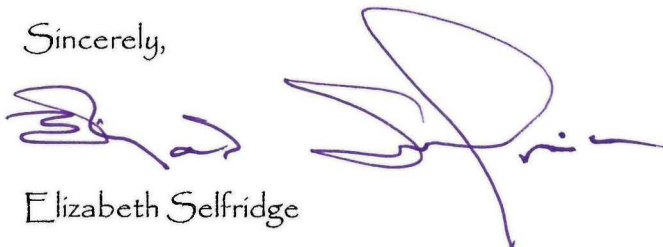
To prevent this from happening in the future, I shall make my application just after I pick up my federal tax return....and to set a reminder in my computer that I need to pick up the application, fill it out and submit it....it is something important that needs my attention

I am including my Federal 2019 tax return with the completed application form. The income that is detailed in my 2019 IRS return is far higher than my norm as I had to liquidate some assets to cover a major expense of having a new roof put on my house.

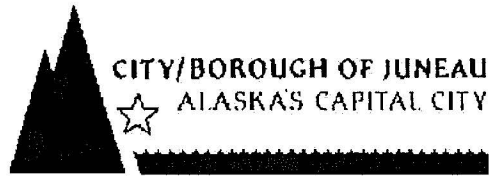
I would appreciate your overlooking my lapse of memory that created this tardiness in filing this application....and I think I may have confused the IRS deadline of July with that of CBJ. application. Whatever reason, I shall be prompt this upcoming year.

Thank you again for considering my application for the Hardship Exemption.

Sincerely,



Elizabeth Selfridge



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY

Assessment Year	2020
Parcel Identification #	5B2101240240
Applicant	Larry and Luz Snyder
Site Address	9333 Turn Street

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: May 26, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

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Received

JUN 01 2020

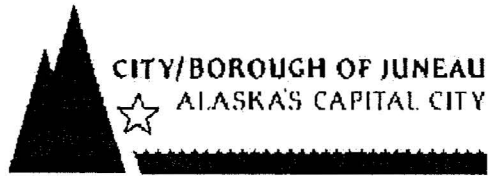
CBJ-Assessors Office

SIRS:

THE REASON I WAS
UNABLE TO SUBMIT "SENIOR
EXEMPTION" WAS THAT WE
WERE VISITING MY WIFES
ANCESTRAL HOME IN
KALIBO / AKLAN / PHILIPPINES.
WE GOT CAUGHT UP IN
CORONAVIRUS OUTBREAK THERE.

I GOT A FLIGHT (LAST FLIGHT)
OUT OF KALIBO, ON 4-16-20
AFTER I RCVD NOTICE OF
MY MOTHERS  CONDITION
FROM  JUNEAU.

MY MOTHER PASSED ON MAR.26
I WAS NOT AWARE OF NEED
TO SUBMIT THIS P/W TIL MUCH LATER
 THANK YOU HARRY
SNYDER



Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

Late File - Hardship Exemption TO ASSEMBLY	
Assessment Year	2020
Parcel Identification #	7B0801050140
Applicant	Kevin Willson
Site Address	1810 Wickersham Ave

Hardship Exemption Filing deadline: April 30, 2020

Late-File Application submitted: June 29, 2020

Explanation for late-file:

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

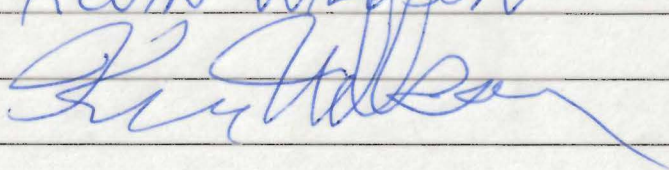
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I'M FILING LATE BECAUSE I
MISREAD THE DEADLINE PARTLY BECAUSE
OF THE PANDEMIC

KEVIN WILGSON


Category	Key Question	Indicator	Level 1	Level 2	Level 3	Level 4
			Minimal	Moderate	High	Very High
Disease situation	What is the level of disease burden and how is it changing?	New cases - active cases over 14 days including active/present nonresident cases	Case rate < 5.	Case rate 5-10	Case rate > 10.	Case rate > 10 or 14 day rate significantly lagging 7 day rate
		Containment situation	Minimal transmission, limited suspected undetected cases	Moderate transmission, likely undetected cases based on contact investigations	Significant transmission, many undetected cases based on contact investigations	Widespread transmission, many undetected cases based on contact investigations and/or inability to investigate
		Nature of outbreaks	Discrete, small, isolated cases and easily contained	One or more ongoing outbreak likely to result in limited secondary spread only with lower risk population(s)	Multiple ongoing outbreaks or one or more outbreaks involving high risk populations	Multiple outbreaks that are hard to contain or multiple outbreaks with high risk populations
	Are there early signs of a resurgence in cases?	Increase in percent positive rate	< 2%	2-5%	5-10%	> 10%
		New case rate over 7 days including all non-resident cases	Case rate < 5	Case rate 5-10	Case rate 10-20	Case rate > 20
		Syndromic data - presentations of influenza & COVID-like symptoms	Stable	Slightly increasing	Increasing	Increasing and unstable
BRH Capacity	What is the current situation at BRH?	Current hospital operational status	Normal operations	Limited in-hospital surge	Partial campus surge	Full campus surge
		Total CCU bed capacity	5 to 9 beds available	3-4 beds available	0-2 beds available	0 2 beds available and increasing demand
		BRH PPE Supply	Adequate supply	Limited supply	Limited supply and certain key items uncertain	Inadequate supply
		% of admissions COVID related	< 10%	10 - 20%	> 20%	> 30%
	What is the anticipated future situation at BRH?	Number of BRH HCW ill (any reason) or quarantining	< 5	5-10 and situation contained	> 10 and situation contained	> 15 or uncontained / unknown situation
		Projected hospital or CCU capacity availability	Normal patient flow expected	Limited discharges/transfers expected	Significantly limited discharges/transfers	Patients holding in non inpatient areas

		Total ED visits/day (baseline = 33) 5 day avg	5 day average from baseline stable	5 day average from baseline increased 10- 14%	5 day average from baseline increased 15-19%	5 day average from baseline increased > 20%
	What is the current situation outside of Juneau?	Anchorage and Seattle accepting medevac	Fully open	Restricted	Restricted and indications of future closure	Not accepting
Public Health Capacity	Is our testing capacity sufficient to detect the disease?	Broad testing	Testing > 3% of population / month	Testing < 3% of population / month	Testing < 2% of population / month	Testing < 1% of population / month
		Testing environment	Little to no limitations in testing capacity (specimen collection supplies and lab processing ability)	Intermittent supply or staffing shortages impacting either specimen collection or lab processing ability	Regular shortages with few or no alternatives and increased test prioritization policies needed	Restrictive test prioritization policies necessary (e.g. only suspected symptomatic, high risk, first responders, etc)
		Turnaround times	< 3 days	3-5 days	> 5 days	> 7 days
		Rapid testing	Medical community has sufficient access for internal use	BRH has sufficient access for internal use	BRH periodically runs out of desired rapid test kit for internal use	BRH consistently out of desired rapid test kit for internal use
	Is our contact tracing capacity sufficient to successfully quarantine and isolate?	Average close contacts per case	< 5 contacts	6 - 10 contacts	> 10 contacts	> 10 contacts or contact tracing utility waning
		Percent of new cases contacted in < 24 hours	> 90%	50 - 90%	< 50%	< 50% or contact tracing utility waning

Community Risk Level	Masks / Face Coverings	Social Distancing	Large Gatherings	Restaurants, Bars	Personal Services, Gyms	Travel
Very High	Masks/Face coverings required outside the home.	Residents are required to stay at home except as needed for groceries, medical care, and essential workforce needs.	Outdoor gatherings limited to no more than 10 people with proper social distancing. Indoor communal events not allowed.	Restaurants and bars limited to delivery and curbside pickup if allowed by law.	Personal Services and Gyms closed.	Critical Infrastructure and essential travel only.
High	Masks/Face coverings must be worn indoors and outdoors in public areas where 6ft of social distancing cannot be maintained.	6 feet of distance must be maintained. Keep social bubble contained to family members.	Gatherings of more than 50 people indoors not recommended. Outdoor gatherings recommended.	Strongly recommend bars closed. Restaurants reduce capacity to ensure physical distancing not to exceed 50% with reservations required. Delivery/curbside pick up if allowed by law.	Personal Services by appointment only, one customer per service provider, no waiting areas. Gyms, no group activities, limit capacity to 25%	HM 10 plus require instate travelers to follow same protocols.
Moderate	Masks/Face coverings must be worn indoors in public areas where 6ft of social distancing cannot be maintained. Masks/face coverings recommended when: outdoors and 6 feet of distance can't be maintained from others.	6 feet of distance must be maintained. Keep social bubble limited to family members and critical contacts.	Gatherings of more than 100 people indoors not recommended. Outdoor gatherings recommended.	Strongly recommend bars and restaurants reduce capacity to ensure physical distancing between parties, recommend reservations required. Recommend delivery/ curbside pick up if allowed by law.	Personal Services by appointment only, no waiting areas. Gyms, small group activities outdoors, limit capacity to 50%.	HM 10 plus recommend instate travelers to follow same protocols.
Minimal	Masks/Face coverings must be worn indoors in public areas where 6ft of social distancing cannot be maintained.	6 feet of distance must be maintained. Keep social bubble limited to family members and a few other key contacts.	Limit gathering size so a minimum distance of 6 feet can be maintained. Outdoor gatherings recommended	Follow all Public Health State Mandates in reopen responsibly plan.	Follow all Public Health State Mandates in reopen responsibly plan.	HM 10.



City and Borough of Juneau
 City & Borough Manager's Office
 155 South Seward Street
 Juneau, Alaska 99801
 Telephone: 586-5240 | Facsimile: 586-5385

DATE: August 3, 2020
 TO: CBJ Assembly
 FROM: Mila Cosgrove, Incident Commander
 RE: City & Borough of Juneau COVID-19 Response – Emergency Operations Center Update

Situational Update – Incident Level 2 - Operational Period 18 (7/23/2020 – 8/6/2020).

Disease Transmission/Contact Tracing:

The state is reporting 61 new statewide resident cases and 19 new statewide non-resident cases. Within these numbers, 3 resident and 1 non-resident cases are attributed to Juneau.

The CBJ EOC numbers differ from the state dashboard due to more timely reporting. Locally, we are reporting 2 resident and one less nonresident cases. This is because the state moved one of the nonresident cases to resident status. There are a total of 15 active cases in the community.

AGS: To date, AGS has a total of 66 positive cases – 15 are residents, 51 are nonresidents.

DPH reports they are tracking 22 PUIs. AGS continues to monitor 42 employees as close contacts.

Testing:

Staff and collection supplies have episodic interruptions, but test results continue to come in generally in the 3 – 6 day range. 95 test results were received yesterday, 89 of which were collected on July 30th. The remaining tests were collected between July 27th through July 29th.

Hospital Response:

BRH reports adequate supply of PPE and no concerns related to workforce availability.

Issues of Note:

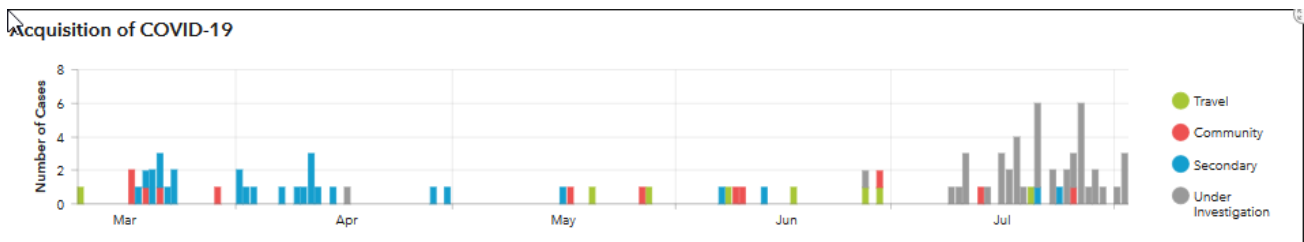
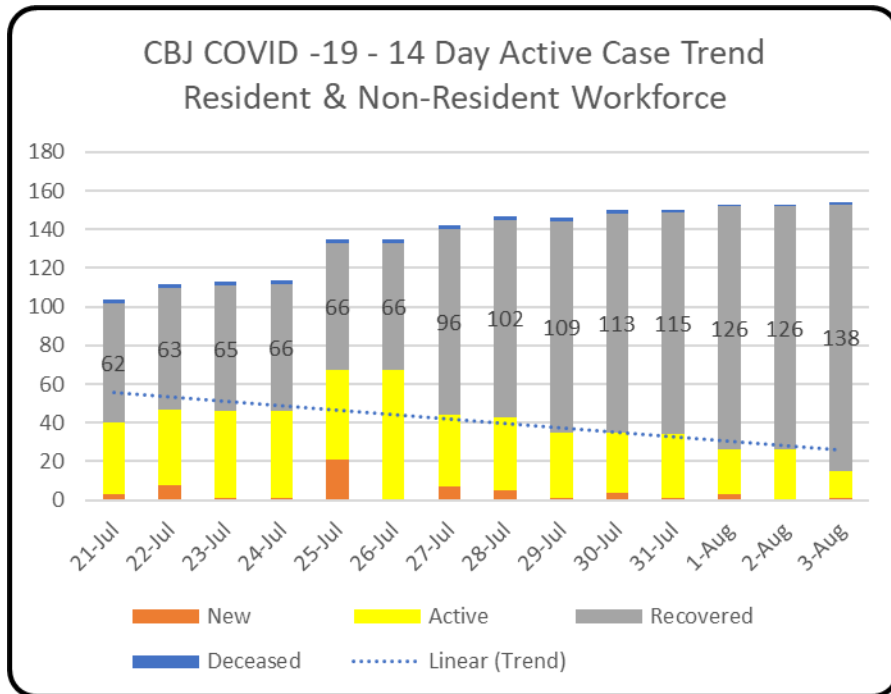
- The EOC is working on updated risk matrix, dashboard, and community mitigation strategies.
- The local testing taskforce met today and continues to work through issues in standing up a local testing facility.
- We expect to hear more information by midweek on the changes to Health Mandate 10.

Numbers changed from yesterday are highlighted.

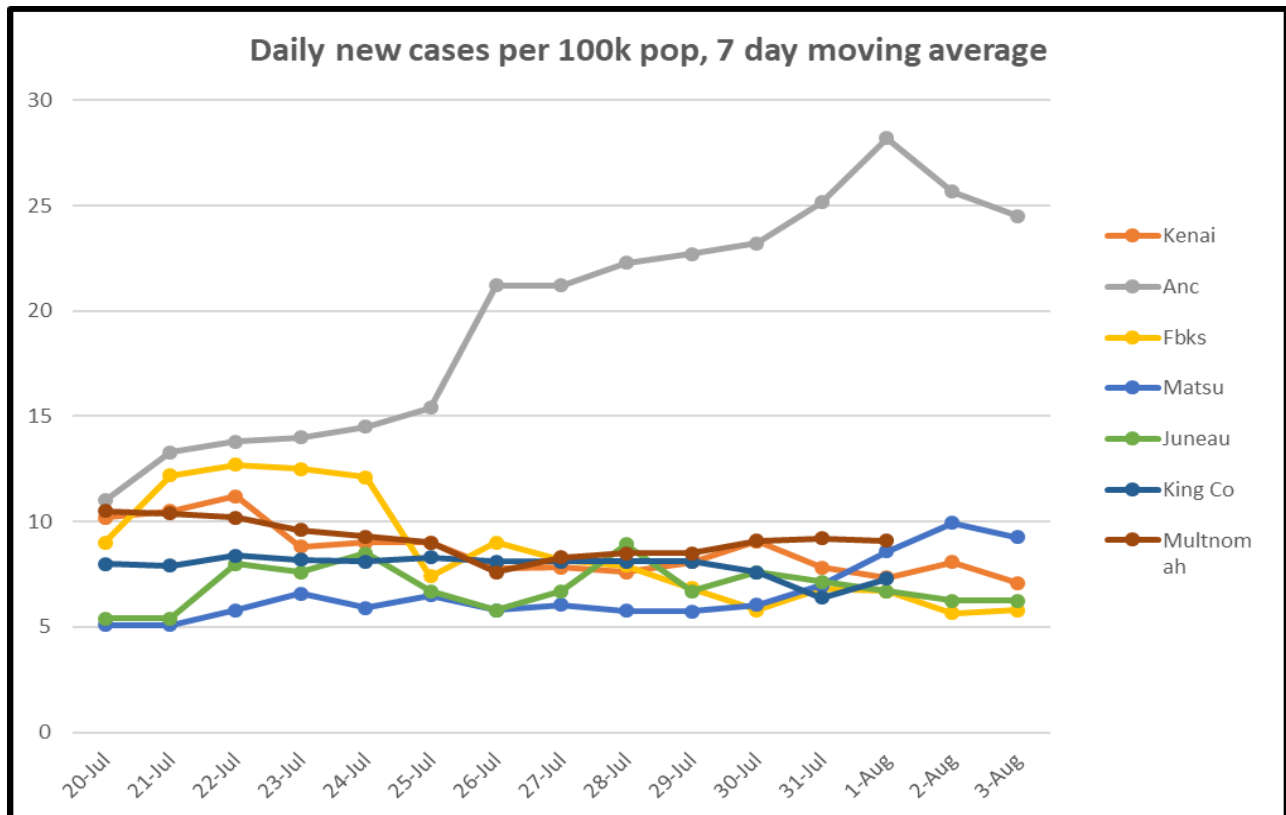
Category	Juneau		Statewide
Total Confirmed resident cases	91	(+2)	3,341 (+61)
Recovered/Active resident	82	8	946 (+14)
Total Confirmed nonresident cases	63	(-1)	723 (+19)
Recovered/Active nonresident cases	56	7	

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DPH PUIs	64		
Cumulative Tests & % of resident population tested	7,703 (+33)	24%	245,807 (+2,717)
Average # of resident tests per day over the last 14 days	112.29	Up	
Total positive tests over the last 14 days	55	Down	
Average test turnaround time for CBJ testing operations/range	3 days	2-7 days	
Hospitalized COVID + and PUI (current)	0	0	28 (+1)
Resident Fatalities	1		25 (+1)



Positive cases are back dated by the Division of Public Health during their contact tracing phase to the day of onset of COVID-19 symptoms. This graph includes resident cases only. CBJ & DHSS Dashboards can be found at: www.Juneau.org/COVID-19.



This chart tracks the number of new cases in the past 7 days, controlled for population. Other than Alaskan boroughs, King County (Seattle) and Multnomah County (Portland) are included for context and due to travel frequency.

The source data for Alaska is from the SOA dashboard. Out of state data is from the Harvard Global Health Institute (<https://globalepidemics.org/key-metrics-for-covid-suppression/>) and is generally lags a day behind most of our other reporting. Policy recommendations at varying levels (<1, <10, <25, 25+) can be found on their website.

Monday Focus: CBJ Operations

CBJ Operational Overview - July 26 - Aug 1								
	Sun. 26-Jul	Mon. 27-Jul	Tue. 28-Jul	Wed. 29-Jul	Thur. 30-Jul	Fri. 31-Jul	Sat. 1-Aug	Total
Airport								
In state	215	227	223	216	241	218	213	1553
Out of state	223	178	184	200	252	242	306	1585
Total	438	405	407	416	493	461	519	3139
% of out of state	51%	44%	45%	48%	51%	52%	59%	
JIA COVID Tested	139	162	127	128	135	120	175	986
COVID Re-Tested	54	57	31	36	44	35	43	300
Lab Results Received	117	0	82	338	166	174	176	1053
Vouchers Issued	67	64	50	64	50	62	92	449

August 3, 2020
 Assembly EOC Update
 CBJ COVID-19 Response

CBJ Operational Overview - July 26 - Aug 1								
	Sun. 26-Jul	Mon. 27-Jul	Tue. 28-Jul	Wed. 29-Jul	Thur. 30-Jul	Fri. 31-Jul	Sat. 1-Aug	Total
Vessels								
AMHS	60	41	53	28	47	58	32	
CBJ Harbors	0	0	0	0	0	0	0	
Mobile Screening								
Calls	49	151	129	100	97	90	34	650
Screens	11	40	43	26	42	29	6	197
Appointments	11	40	42	26	40	28	5	192
Phone welfare ck	5	8	6	2	0	3	1	25
In home welfare ck	0	0	2	2	0	1	2	7
Respite Transport	0	0	0	1	0	0	1	2
Medical tests (AM)	14	16	6	1	1	20	24	82
Symptomatic (PM)	9	18	16	10	12	9	3	77
In home tests	0	1	0	4	4	1	0	10
Special testing	139	162	127	128	135	120	175	986
Total tests	162	197	149	143	152	150	202	1155
Total tests to date	8002	8199	8348	8491	8643	8793	8995	
Quarantine & Isolation								
Centennial Hall	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0