

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

June 29, 2020 7:00 PM

Zoom Webinar & FB Live Stream

Meeting No. 2020-34 webinar: <https://juneau.zoom.us/j/93713252168> or call: 1-346-248-7799
webinar: 937 1325 2168

Submitted By:

Duncan Rorie Watt
City and Borough Manager

I. FLAG SALUTE

II. ROLL CALL

III. SPECIAL ORDER OF BUSINESS

A. **COVID-19 Update**

B. **Special Recognition: Denise Guizio**

C. **Census Update**

D. **Special Recognition: CBJ's 50th Anniversary**

IV. APPROVAL OF MINUTES

A. **March 31, 2020 Special Assembly Meeting #2020-13 DRAFT Minutes**

B. **May 18, 2020 Regular Assembly Meeting #2020-27 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 An Ordinance Establishing a Systemic Racism Review Committee.**

At the request of Assemblymember Edwardson, this ordinance would create a 7-member committee to advise the Assembly if proposed legislation likely includes a systemic racism policy and options to cure such legislation. The Systemic Racism Review Committee would review ordinances between introduction and public hearing and review resolutions before public hearing. As presented, the Assembly would not be able to act on legislation until the Committee completed its review and transmitted it to the Assembly.

As this ordinance would represent a major process change, the City Manager recommends the Assembly refer this ordinance to the Committee of the Whole prior to introduction.

b. **Ordinance 2020-28 An Ordinance Amending the Land Use Code to Extend the Sunset Dates for the Alternative Development Overlay Districts.**

The purpose of the alternative development overlay district is to provide adequate minimum standards and procedures for the construction of new residential buildings and the expansion, restoration, or repair of existing residential buildings, while providing time to implement new zoning regulations. This extension provides adequate time for the review and adoption of new zoning for the downtown neighborhoods due to the unforeseen impacts of the novel Coronavirus (COVID-19).

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

c. **Ordinance 2020-33 An Ordinance Amending Emergency Appropriation Resolution 2889(am) Related to the COVID-19 Emergency Rental Assistance Program.**

This ordinance would change two components of the COVID-19 Rental Assistance Program:

1. It amends the funding source from the Affordable Housing Fund to the CARES Act Special Revenue Fund; and
2. It extends the program from June 30 to December 31.

This ordinance also clarifies that, upon direction from the Assembly, the Manager may change the intent language provided in Exhibit A to Resolution 2889.

On June 22, 2020, the Assembly Committee of the Whole discussed this topic.

The City Manager recommends the Assembly introduce this ordinance and schedule it for public hearing at a Special Assembly meeting on July 8, 2020.

- d. **Ordinance 2019-06(AF) An Ordinance Appropriating to the Manager the Sum of \$90,000 as Partial Funding for the Statter Improvement-Phase III Capital Improvement Project and the Harris Harbor Pump Out Capital Improvement Project; Funding Provided by the ADF&G Harris and Statter Harbors Boat Sewage Pump-Out Facility Improvements Grant and the Harbor Fund's Fund Balance.**

The Alaska Department of Fish & Game has awarded a \$75,000 Clean Vessel Act Grant to CBJ to construct, manage, and maintain sewage pumpout stations in Harris and Statter Harbors. These improvements will better serve recreational boaters and other public users.

The Clean Vessel Act Grant requires 25% local match. The Statter Harbor project already has sufficient funding for the required local match. This ordinance appropriates the required local match of \$15,000 for the Harris Harbor project from Harbor Fund balance.

This ordinance appropriates \$90,000, for the following purposes:

Harris Harbor Pump	
Out CIP (H51-126)	\$45,000
Statter Improvement-Phase III	
CIP (H51-108)	<u>\$30,000</u>
Total Grant Funding	\$75,000

Required Match for Harris	
Harbor Pump Out CIP (H51-126)	<u>\$15,000</u>
Total Appropriation Amount	\$90,000

At its June 17, 2020 meeting, the Docks & Harbors Operations Committee recommended approval of this action. This ordinance was also reviewed by the Public Works & Facilities Committee on June 22, 2020.

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

- e. **Ordinance 2020-09(A) An Ordinance Appropriating to the Manager the Sum of \$50,000 as Funding for the Municipal Arts and Culture Matching Grant Program; Grant Funding Provided by the**

Rasmuson Foundation.

The Rasmuson Foundation is matching a municipality's allocation of CARES Act funds to arts and culture organizations through the Municipal Arts and Culture Matching Grant Program. This program is designed to fund arts and culture organizations whose local revenue sources are disrupted by the COVID-19 pandemic. The Rasmuson Foundation will match municipal grants 1:1 up to \$20,000. The Foundation's match limit is \$50,000 per municipality. This program will be managed in coordination with the existing Business Sustainability Grant program.

This ordinance was reviewed by the Assembly Finance Committee on June 17, 2020.

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

- f. **Ordinance 2020-09(B) An Ordinance Appropriating to the Manager the Sum of \$233,960 as Funding for the Juneau Electric Public Transit Bus and Associated Charging Infrastructure Purchase; Grant Funding Provided by Alaska Energy Authority.**

This ordinance would appropriate \$233,960 for the purchase of Juneau's first electric bus and associated charging infrastructure for Capital Transit. The electric bus purchase will replace the anticipated purchase of a diesel bus. The grant funding, provided by Alaska Energy Authority, will reimburse the CBJ its local match portion, up to 20%, of the total cost of the electric bus and associated charging infrastructure. The remaining funding for the electric bus and charging infrastructure is supplied by previously appropriated grant funding from the Alaska Department of Transportation and Public Facilities. The bus is scheduled for delivery in October, 2020.

The Public Works and Facilities Committee reviewed this request at its June 22, 2020 meeting and recommended forwarding it to the Assembly for approval.

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

VIIIPUBLIC HEARING

- A. **Emergency Ordinance 2020-31 An Emergency Ordinance Mandating Use of a Face Covering During the Fireworks Show Starting on July 3, 2020.**

This ordinance would authorize the fireworks show and would require people to wear a face covering when they are outside in a publicly accessible location watching the fireworks show in Gastineau Channel that starts on July 3. People that

stay in a car are not required to wear a face covering. This ordinance provides face covering exemptions for children under two and people with disabilities. A person who violates this ordinance would be subject to a \$25 civil fine.

On June 22, 2020, the Assembly Committee of the Whole discussed the upcoming fireworks show. The Committee voted to allow the July 3 fireworks show upon passage of a face covering requirement for the people watching. If this ordinance is not adopted, then the July 3 fireworks show would not occur.

The Committee of the Whole recommends the Assembly adopt this ordinance, which would require an affirmative vote of six Assemblymembers.

B. Ordinance 2020-24(b) An Ordinance Amending the Elections Code Relating to Vote by Mail for City and Borough of Juneau Municipal Elections.

At the regular Assembly meeting on May 18, 2020, the Assembly authorized the October 2020 municipal election to be by mail. This ordinance would update the CBJ code to clarify terms, dates, and standards, so a vote by mail municipal election can be conducted fairly and efficiently. The changes proposed in this ordinance would apply to the municipal election on October 6, 2020.

The Human Resources Committee reviewed this topic on May 18, 2020. The Committee of the Whole reviewed this topic on June 22, 2020.

Version (b) of this ordinance corrects minor formatting and typographical errors.

The City Manager recommends the Assembly adopt this ordinance.

C. Emergency Ordinance 2020-30: An Emergency Ordinance Amending the Elections Code Relating to Candidate Nomination and Write-in for the Vote by Mail October 6, 2020, City and Borough of Juneau Municipal Election.

At the regular Assembly meeting on May 18, 2020, the Assembly authorized the October 6, 2020, election to be conducted by mail due to COVID-19 issues.

Ordinance 2020-24 updates the CBJ election code so a vote by mail election can be conducted fairly and efficiently. Due to the Charter required 30 day delay before ordinances become effective, this emergency ordinance is necessary to clarify certain candidate deadlines for this year's municipal election:

1. Candidate nominating petitions for Assembly and School Board positions are due between July 17 and July 27.
2. Any candidate nominated may withdraw their nomination by July 31.
3. Write-in candidates must file a letter of intent before September 29.

The Committee of the Whole reviewed this topic on June 22, 2020.

The City Manager recommends the Assembly adopt this emergency ordinance, which would require an affirmative vote of six Assemblymembers.

D. Emergency Ordinance 2020-34 An Ordinance Extending the Requirement for Use of Face Coverings on Capital Transit Buses and in Certain Areas of City

and Borough of Juneau Facilities Open to the Public.

Emergency Ordinance 2020-25 imposed a requirement that people wear a face covering when using Capital Transit and in CBJ-owned facilities that are open to the public. There are exceptions for people with disabilities and young children. That ordinance expires on Tuesday. This ordinance would extend that face covering requirement for three more months unless terminated earlier by the Assembly.

The City Manager recommends the Assembly adopt this emergency ordinance, which would require an affirmative vote of six Assemblymembers.

E. Ordinance 2020-22 An Ordinance Authorizing the Manager to Lease Approximately 1.25 Acres, Located adjacent to the Juneau Arts and Culture Center and Centennial Hall, to the State of Alaska for Employee Parking.

The State of Alaska currently leases the area adjacent to the JACC and Centennial Hall for employee parking. The current lease terminates this summer. This ordinance would authorize the CBJ to continue leasing the area to the State for up to five more years.

The Lands Committee provided a motion of support to continue this lease at its meeting on May 4, 2020.

The City Manager recommends the Assembly adopt this ordinance.

F. Ordinance 2020-26 An Ordinance Authorizing the Manager to Renew the Lease of the Mayflower Building and Grounds to the Juneau Montessori Center.

The Juneau Montessori Center is a nonprofit school located in Douglas and has leased CBJ property for its school since 1992. In 2014, the Assembly authorized a five year lease, with renewal options, and a lease rate of less than fair market value subject to Assembly approval at renewal. The first five year period is expiring soon, and Juneau Montessori requested the lease rate continue at less than fair market value. The Lands Committee reviewed this request on June 1, 2020, and recommended the Assembly provide a one-year lease at \$2,000 per month, which would be less than fair market value.

The City Manager recommends the Assembly adopt this ordinance.

G. Ordinance 2019-06(AD) An Ordinance Appropriating to the Manager the Sum of \$18,086 as Funding for the Land for Senior Assisted Living Capital Improvement Project; Funding Provided by Affordable Housing Fund's Fund Balance.

This housekeeping ordinance would appropriate \$18,086 of the Affordable Housing Fund's Fund Balance to the Land for Senior Housing CIP. The original appropriation of \$1,512,000 was approved as part of the FY20 CIP resolution. That appropriation amount was incidentally incorrect, as \$1,519,000 was the purchase

price agreed upon by the seller and approved by the Lands Committee. Additionally, the CIP appropriation was insufficient to pay closing costs of \$11,086.

This appropriation ordinance corrects these errors.

The City Manager recommends the Assembly adopt this ordinance.

- H. **Ordinance 2019-06(AE) An Ordinance Appropriating to the Manager the Sum of \$10,000,000, as Partial Funding for Bartlett Regional Hospital's Fiscal Year 2020 Operating Budget; Funding Provided by CARES Act Funding and the Hospital Fund's Fund Balance.**

Bartlett Regional Hospital (BRH) requests an additional appropriation of \$10,000,000 for FY20 hospital operations. After 9 months of operations, BRH has overspent its expense budget by \$6.2 million. This variance was driven by increased patient volumes and spending on additional staff and supplies necessary to provide care.

BRH has also incurred unbudgeted expenses due to the COVID-19 pandemic. This amount currently is at \$1,264,000.

This supplemental appropriation will be funded by CARES Act funding of \$7,252,838. The remaining balance of \$2,747,162 will be funded by the Hospital Fund's Fund Balance. BRH anticipates receiving an additional \$5,000,000 to \$6,000,000 in CARES Act funding. If this funding is received, it will be used to cover the \$2,747,162 that would have otherwise been paid for from the Hospital Fund's Fund Balance.

The City Manager recommends the Assembly adopt this ordinance.

- I. **Ordinance 2019-06(AI) An Ordinance Appropriating to the Manager the Sum of \$700,000 for COVID-19 Testing Equipment to be Operated by Bartlett Regional Hospital; Funding Provided by the CARES Act Special Revenue Fund.**

These funds would be used to purchase testing equipment to expand the capacity of local testing for COVID-19. A medium-complexity technology has been selected and the funds would be used to purchase a Roche 6800, 8800 or similar equipment and related supplies. A medium-complexity machine can be easily operated with the technical expertise that currently exists in Juneau. Once operational, this will allow for broad scale, high sensitivity, same day COVID-19 testing. This ordinance was reviewed and discussed at the June 8 regular Assembly meeting.

The City Manager recommends the Assembly adopt this ordinance.

- J. **Ordinance 2019-06(AJ) An Ordinance Appropriating to the Manager the Sum of \$52,600 as Supplemental Funding for Downtown Parking's Fiscal Year 2020 Operating Budget; Funding Provided by the Downtown Parking Fund's Fund Balance.**

Downtown parking is anticipating a budgetary shortfall of \$52,600 in the FY20 operating budget. This was caused by increased electricity costs at the DTC garage due to a colder winter, and an overage in contractual services. The contractual services overage occurred from unbudgeted lease payments for the sub-port parking area. These anticipated expenses were added late in FY19 after the downtown parking budget was already submitted.

The City Manager recommends the Assembly adopt this ordinance.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

A. Contract Award DH20-037 (Cruise Ship Berth Electrification Study)

Docks & Harbors advertised for professional services to complete studies relating to and for engineering services up to 35% design efforts to bring electrical service to the city owned cruise ship docks. A request for proposal (RFP) was issued in February 2020 and four responses were received. In May, the selection committee consisting of two Docks & Harbors board members and two Docks & Harbors staff members choose Haight & Associates, Inc. to complete the needed professional consulting services. Docks & Harbors staff negotiated with Haight & Associates, Inc. resulting in a proposed contract of \$226,895 to accomplish the study. The Docks & Harbors board recommended the Assembly award the contract to Haight & Associates at its June 25 regular board meeting.

The City Manager recommends the Assembly award a professional engineering design contract to Haight & Associates, Inc. for \$226,895 for the Cruise Ship Berth Electrification Study.

XI. STAFF REPORTS

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

A prehearing conference was held on June 18. The parties are working on compiling the record and briefing. The Assembly hearing has been scheduled for 5:30 p.m. on September 2, 2020.

2. Sealaska Heritage Institute v. CBJ Planning Commission

By agreement of the parties, all action in this appeal has been put on hold until December 15, 2020.

XIIICONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XIV.EXECUTIVE SESSION

XV. SUPPLEMENTAL MATERIALS

- A. RED FOLDER - Economic Stabilization Task Force - Recommendation for Non-Profit Grant Program using CARES Act funding
- B. RED FOLDER - Alaska Press article re: Non-Profit Grant Program
- C. RED FOLDER - Economic Stabilization Task Force - Recommendation for Infrastructure Projects
- D. RED FOLDER - Economic Stabilization Task Force - Recommendation for 2020 Juneau ArtWorks Program
- E. RED FOLDER - EOC Memo on Local COVID-19 Testing

XVIADJOURNMENT

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

DRAFT

THE CITY AND BOROUGH OF JUNEAU, ALASKA
Meeting Minutes - March 31, 2020 6:00 PM

MEETING NO. 2020-13: The Special Meeting of the City and Borough of Juneau Assembly held in the Assembly Chambers of the Municipal Building, was called to order at 6:00 p.m. by Mayor Beth Weldon.

I. CALL TO ORDER / ROLL CALL

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

Assemblymembers Absent: None.

Staff Present: City Manager Rorie Watt, Deputy City Manager/Incident Commander Mila Cosgrove, Municipal Clerk Beth McEwen, City Attorney Robert Palmer, Library Director Robert Barr, Finance Director Jeff Rogers.

Also Present: Amy Michelle – Sign Language Interpreter

II. APPROVAL OF AGENDA *There being no objection and no changes, the agenda was approved as presented.*

III. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

A. Telephonic Public Participation

Christina Benge – Juneau Urgent Family Care offered their services to the city.

Vikki Jo Kennedy – Thanked the city for allowing call in testimony and requested it remain when the COVID-19 emergency is resolved. Thanked the city for all of the communication efforts at this time.

IV. AGENDA TOPICS

A. COVID-19 Update and Actions

Department of Health and Social Services (DHSS) Division of Public Health (DPH) update was provided by Sarah Hargrave focusing on “Contact Tracing,” which is used to identify who may have been exposed to a positive case of COVID-19, and provide these individuals with appropriate information, testing if warranted, and placed in isolation or quarantine, depending on the situation.

She reported 163,000 cases in United States with 300 deaths. As of today, March 31, there are 133 cases in Alaska with 3 deaths. There are 22 cases in Southeast AK, with 9 of these cases in Juneau. Ms. Hargrave spoke on “Transmissibility,” how one person, without intervention, can infect 2 to 3 additional people on average, statistically equaling 2.4 people or “R0” “R naught.” Goal is to provide interventions and move the number below 1, (indicating other people are not being infected,) or “Flatten the Curve” to allow the health care system time to build capacity.

DPH has agreements in place to coordinate contact investigations. Ms. Hargrave detailed the process of notification once a positive case is identified. Epidemiology is notified by lab, who then notifies local Public Health Nurse, who is given known details. If provider is known, patient is informed of test results by provider. Public Health nurse will notify patient only if there is no provider or provider is unable to call the patient.

Contact investigation is then made by a Public Health nurse, with data gathering taking one- two hours, over one or more conversations. COVID-19 is considered infectious for 2 days prior to symptoms, so contact tracing time frame is from 2 days prior to time of conversation. Goal is to identify who may have been exposed while patient was infectious. If no close connection to another confirmed case can be identified, tracing goes back 14 days prior to symptoms. Social distancing behaviors make this process easier.

The client is provided information on disease experience, and what quarantine and isolation may require. “Close contact” is defined as being within 6 feet of an individual for 10 minutes or longer. Public Health goes through a similar process with each identified “close contact.” Each person is called each day for 14 days for a check in. Successful case isolation, social distancing and quarantine can reduce the need for hospital beds by half.

Ms. Hargrave answered Mr. Jones’ question regarding close contact exposure of people living in the same household, and stated household members are at higher risk of exposure due to proximity and length of exposure. 80% of secondary cases in Alaska come from the same household. Isolation is not always possible, so people are asked to do their best: frequent handwashing, infected person wearing a mask, frequent cleaning of high touch areas, cleaning of bathroom after use, etc.

In response to Ms. Gladziszewski’s question, Ms. Hargrave stated there are not different guidelines given to families who are isolating together if no one displays symptoms or has tested positive. Ms. Hargrave stated that there is good capacity to handle the current case load of contact tracing. DPH is staffed with 80 people statewide, who could be available across the state, if needed.

Mr. Edwardson asked for definition of “comorbidity” which are identified as underlying medical conditions, which may predispose an individual to be at higher risk of complications from the virus infection.

Ms. Hargrave responded to Ms. Hale’s question if the public would be notified if there was a confirmed case of someone in a public building. Being in the same building does not increase risk of exposure. Close proximity to the infected person poses the risk. When a “cluster” or group of associated cases are identified, then location information is part of the reporting.

Ms. Hargrave responded to Mr. Bryson’s suggestion to facilitate contact tracing by notification of a person testing positive in the newspaper. Ms. Hargrave stated this would likely discourage people from seeking testing, and would violate HIPPA laws. HIPPA laws are specifically relaxed only within the context of the contact investigation.

Ms. Hughes-Skandijs asked for updates on the supply of tests available and if close contacts were being tested. Ms. Hargrave replied that having more testing supplies would be great. Close contacts are tested when they become symptomatic.

Ms. Hargrave clarified for Mr. Smith that “Non-travel” category on the dashboard currently represents unknown source of transmission. Terminology will be changed for clarification, perhaps by April 1.

Mr. Smith requested information on modeling projections. Ms. Hargrave spoke of University of Washington (UW) and University of Alaska Anchorage (UAA) models. Mr. Watt will have models made available on the website.

Mayor Weldon requested clarification on what is the status of a person who has recovered from the virus. Ms. Hargrave stated that after a person is free from fever for 72 hours, AND minimum of 7 days have passed since the onset of symptoms AND a person is clinically improving, the person may be removed from isolation. Viral shedding may still occur but is determined to be at a rate unlikely to infect another person. A person will have immunity, but it is unclear how long immunity lasts. Testing would find antibodies, at a date well after clinical recovery, information which would be useful for Epidemiological purposes.

Ms. Hargrave stated the “within 6 feet distance for 10 minutes or longer” guidelines are as determined by the Center for Disease Control (CDC) and World Health Organization (WHO.)

Bartlett Regional Hospital (BRH) Emergency Operations Center (EOC) Tiered Surge Response

Operations Section Chief Lawhorne expressed gratitude to the Assembly and to the community for their support in this emergency. The tiered response is designed to 1) keep staff, physicians and patients w/out COVID-19 safe from the virus. To achieve this goal, physical space was evaluated. Stopping non-emergency procedures and surgeries freed both space and personnel resources. Staffing models and strategies were evaluated to ensure safety of care provision. Other staffing resources were considered, identifying retired and traveling nurses and physicians as a potential resource. Overview of supplies needed (beyond bed count) has been done.

BRH currently has 25 ventilators, including non-traditional items, i.e. anesthesia machines that can be modified. Oxygen supply and Personal Protective Equipment (PPE) have been increased.

Careful consideration has been given to include the acuity and care required by certain patients into the plan, and to create different pathways of response based on the volume and acuity of need.

Due to the spread of the disease through droplets, BRH Facilities Department responded by increasing air circulation and filtration, use of pressure or Negative air flow and HEPA filters. In addition freestanding units which increase air exchange are used in some rooms.

BRH Medical floor has 28 patient rooms, 4 which have negative air flow. A wing of the facility, 6 rooms, has been sealed off with creation of an anteroom to provide additional safety in

transitions. Tiered service model allows for additional beds to be added to these rooms, for patients meeting specific criteria. If needed, all 28 beds could be used, followed with doubling up rooms, based on EOC process.

With the goal of keeping all patients safe, a tent entry has been established, for screening upon arrival to the hospital, to immediately mask and move patients with symptoms of COVID.

Due to the unique attributes of the pandemic, particularly the easy spread of the illness, an alternate case site, Rainforest Recovery, has been identified, with the ability to accommodate 30-35 additional patients with less-acute needs.

Capacity of the hospital is essentially doubled through maximum implementation of tiered plan.

BRH is not working on its' own, although they are prepared to do so, if required. They will do their best, plan for the worst, and use deliberation in preparing to face the pandemic together. All existing partners are offering resources and affirm working together.

In response to Ms. Gladziszewski's inquiry of any planning for even worse case scenarios, Ms. Lawhorne stated that through the CBJ Incident Structure additional resources would be sought from the state. AK Respond, a statewide volunteer list for health care workers of many specialties, had 150 sign-ups in 2 days.

EOC Surge Plan includes reaching out, through CBJ EOC, to provide additional off-site care. SEARHC and Urgent Care, are represented in the Incident Command Structure and, as community service partners, included in the plan.

An Alternate care site has been established in the hospital to treat non-COVID patients in a separate area. There is an operating room suite set up for COVID patients. The triage tent at arrival routes patients to the appropriate treatment area.

In response to Mr. Smith's inquiry of what is currently happening in the ER, Ms. Lawhorne stated the hospital has been "eerily lull." Communications with the public is working and public is not coming to the hospital. Capital City Fire and Rescue (CCFR) is educating their patients to ensure that all treatment options are explored and understood, which has translated to not as many being transported to the ER.

Bartlett's Logistics Section is working to acquire more PPE. Due to our existing remote location, BRH routinely stocks a good back up supply. They are also utilizing strategic methods to most effectively utilize existing supplies of PPE.

Ms. Lawhorne expressed deep personal and professional gratitude to all community members who donated to help her keep staff safe, and provide additional layer of protection to our community.

Mayor Weldon expressed her appreciation to Ms. Lawhorne and all health care providers for all they are doing for our community.

Emergency Operations Center Update

Incident Commander Cosgrove provided the update.

President Trump extended the stay at home order to April 30.

Ms. Cosgrove thanked all EOC staff for working hard and creatively.

We are in Operational Period 4 – Issues in the Critical Path are Decompressing Shelters, planning Quarantine and Isolation Facilities, and Child Care for essential employees.

Work continues on refining communication strategies, including creation of a “Dashboard” which is being tested to ensure it provides accurate, predictable and reliable information.

Operational Highlights

At the Juneau Airport, 19 of 29 arriving passengers submitted to voluntary screening.

Alaska Airlines has reduced flights to Juneau from 12 to 7 daily, effective April 1. Deployment of staff for airport screening is being evaluated and scheduled in response to volume required.

One Hoonah passenger disembarked from the ferry and was met for screening questioning.

Mobile screening: 15 people called the Hotline, with 10 tests resulting. To date, 136 people have been screened, with 75 samples taken.

The Juneau Arts and Culture Center (JACC) housed 38 clients on the night of March 30. Hours were extended due to the extreme cold weather and was open 4 p.m. – 11 a.m. A portion of Centennial Hall (CH) was opened for cold weather sheltering while JACC was being cleaned. Personnel who staffed these facilities worked long, unpredictable hours. Their work is deeply appreciated.

The Volunteer Task Force continued coordinating production of masks and gowns, as well as many additional efforts.

Sheltering/Quarantine/Isolation plans continue to be developed, specifically addressing the following issues: Decompressing homeless populations, identifying alternate care capacity, providing quarantine and isolation facilities for not only the unsheltered, but other community members should the need arise. Attention is being given to ensure the plans are scalable, legally compliant, and practical. In addition, plans must include efficiencies of staffing and services, provided with fiscal prudence, and achieve appropriate behavioral outcomes.

Long term planning is based on predictions of how quickly the disease will spread, projections of how long this may last, and how great will be the need. There are no crystal balls. King County is looking at providing 18 month period of sheltering for homeless.

The current plan is to create a “Campus” with JACC and CH. Kensington sourced portable shower trailers for use. Additional options for future implementation are identified, if greater need occurs.

Mayor Weldon promoted utilizing the volunteer form available online @ juneau.org.

Mr. Watt requested feedback from the Assembly on their perception of how policy points and communications are being communicated to the community. Mr. Edwardson hoped the Dashboard will provide a good resource.

Ms. Hale requested clarification of continuing confusion between CBJ and Governor's "Hunker Down" and "Shelter in Place" messaging. Attorney Palmer clarified that the Governor's Travel Mandate and Hunker Down mandates supersedes local legislation. At core they are identical – strong statements, from elected officials, advising the public to stay home and leave only to engage in essential activities. Mr. Watt added that he has responded to many of these questions from the public "Follow the intent" and Hunker Down, as much as possible.

Ms. Gladziszewski received the CBJ postcard and applauds the overall message. She encouraged sustaining communication with the public, through every avenue available. She questioned whether the EOC report to assembly is being promoted to the public? Ms. Cosgrove replied that a simplified version of the briefing is being prepared to share with the community, likely through the dashboard.

Break from 7:25 – 7:35

Mr. Watt reported that Federal CARES (Coronavirus Aid Relief and Economic Security) Act passed, with many provisions, and 1.25 billion dollars coming to Alaska. Mr. Max Mertz and Mr. Rogers were available on phone to respond to comments. Mr. Andreasson of Alaska Municipal League (AML) has formed a work group to prepare for the money coming.

Mr. Mertz, Co-Chair of the Economic Stabilization Task Force, provided a brief overview of two (2) business provisions, under Title 1 of the Federal CARES Act. These are both loan programs, both have forgiveness provisions. Paycheck Protection Program (PPP) provides up to 250% of average annual payroll, subject to adjustment, with up to 8 weeks of payroll costs forgiven starting on date of loan approval, plus forgiveness on interest on mortgage/leases. This program is funded at \$350 billion. EIDL (Economic Injury Disaster Loan,) an existing loan program, available to Alaska due to the Governor's Disaster Declaration, provides \$10,000 forgiveness per loan, is more broad-based, can be used to replace lost revenue due to COVID-19 impact, has lower forgiveness threshold and potentially higher loan amounts, up to \$2,000,000. EIDL is funded at \$10 billion. There will be high demand. EIDL application process has been streamlined effective March 30. PPP applications should be available within a week.

Mr. Mertz provided additional clarification. Federal programs are not designed for microbusinesses, which would describe most Juneau businesses. Businesses may use one or the other of the loans, not both, however a PPP loan could be rolled into an EIDL loan. The best guess is that Federal loan guidelines and application will be released in the next week, with money released in three weeks. There is no minimum loan amount in the PPP 250% salary cost. There is a minimum \$10,000 grant in EIDL. Neither of these programs allow use of the funds to pay other loans.

For PPP loan, payroll costs are computed by dividing annual payroll by 12 to arrive at average monthly expense, or can use a trailing 12 months. For seasonal businesses, specific dates are

provided for computation to determine allowable loan amount. Forgiveness is based on starting day of loan; if business does not have hired staff on that date, they will not be able to use the salary forgiveness aspect of loan.

Mr. Rogers and Mr. Watt provided information on the State level, reporting the Legislature wrapped up at 2:00 a.m. on Sunday, March 29, and passed the Budget to the Governor. The budget fully funded Community Assistance, included \$2.4 million in supplemental funding for coastal communities affected by cancellation of cruise sailings, but did not include any supplemental funding for business assistance. Mr. Rogers stated the Governor has 15 days from the date he receives the Budget (not including Sundays) to make any line item vetoes and pass the budget.

The Legislature also passed SB 241 Coronavirus Emergency Response, which applies to local municipalities, providing residential protections through moratorium on foreclosures, evictions for non-payment of rent, and utility disconnections for non-payment. Mr. Watt anticipates the utility protection will translate into delayed revenue on utilities, increased enforcement efforts, but not much impact by the end of the year. Mr. Watt further anticipates that owners of rental properties may experience distress as impacted by non-payment of rent. Under the bill, property taxes normally due on September 30, will be due on November 15, for people experiencing economic hardship. Mr. Rogers stated further information is needed before the impact of SB 241 can be fully understood. He also stated the Governor has no constitutional authorization to line item veto anything that is not an appropriation.

Mr. Mertz stated there is nothing in the statute in either of these acts that would disallow a business that receives assistance through Resolution 2888. 7B funding has provisions that specifically waive rules that would generally apply to business that receive other funding.

Mr. Bryson followed up on a previous suggestion to provide a credit for single family fixed rate household utility bills. Mr Rogers stated it would not be hard to implement. Mr. Watt provided details. There are roughly 8,000 water accounts and 7,000 sewer accounts, with 2000 of each being multi-use or commercial accounts, with a monthly cost of approximately \$550,000.

Economic Assistance

B. 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.

COVID-19 has drastically changed 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. As a result, many local businesses are experiencing financial hardship until state and federal money is available. This resolution would provide emergency loans to small businesses as bridge financing for the economic engines of our community.

Mr. Palmer provided a disclaimer that as the Resolution is currently written, no Assemblymember (or family member) who has a business (for profit or not) would be eligible to

participate in this program, which allows all assembly members to participate in discussion and vote on this Resolution.

Public Comment:

David Sanden of Hidden Treasures requests Juneau consider forgiving or mitigating Sales Tax receipts due for at least 1st Quarter of calendar year 2020, believing keeping this money in the hands of the businesses at this time would help in not incurring additional debt, and surviving these circumstances.

Wayne Coogan questioned the lack of collateral requirement, and suggested using a system of payroll reimbursement since payroll is the primary expense of many Juneau businesses, rather than straight loan. He encouraged the Assembly to use caution in spending.

Phillip Moser questioned giving \$3 million to businesses, when the goal is to help preserve the health and lives of the people of our community, particularly given how many people are out of work, or working in some position that endangers their lives. This provides no help to them. There is no worker protection. In addition, \$500,000 to Housing Assistance supports only one set of properties. Many people need housing and rent relief. Mayor Weldon clarified Alaska Housing Development Corporation is serving as the clearinghouse for the funds, and assistance will be available broadly.

MOTION by Ms. Triem, to adopt Resolution 2888 and asked for unanimous consent.

Objections:

Mr. Jones referred to page 2, Section 3 (c) (4) referencing businesses with more than 25 employees in the first quarter of 2020 are not eligible. No other dates are included, specifying numbers of employees, time period or anything else. Ms. Triem stated the intention was for the first quarter to be used to establish all employee numbers with businesses submitting first quarter IRS Form 940 to substantiate personnel.

Mr. Jones referred to page 3, Section 3 (c) (10) and requested property tax compliance be added, not only sales tax.

Ms. Hughes-Skandijs objected for a question regarding Section 3 (c) (7) No more than one loan per business. Could one person own two businesses, run separately, qualify for two loans? Mayor Weldon responded that Section 3 (c) (11) Exceptions, would serve to respond to that type of situation and others that may arise.

Ms. Gladziszewski acknowledged the need for rapid response and objected to taking action at this meeting. She wanted to ensure CBJ limited resources are used as effectively as possible, and wanted more information before dedicating resources to this system. She anticipated there could be a large default rate, since these businesses won't be having revenue for some period of time. Mayor Weldon responded that a loan program was chosen over grant program, since loans are expected to be paid back, unlike Sales Tax forgiveness, where the revenue is permanently gone. In conversation with Mr. Holst, Executive Director of Juneau Economic Development

Corporation (JEDC) the company administering the loans, it is anticipated that default rates will be within the standard 10-15%.

Ms. Triem added that Loan program, with interest, was chosen to dissuade businesses from applying for “free money.”

Mr. Edwardson requested background information on why the specific recommendations were brought forward. Ms. Triem provided the following information:

- 3 (c) (1) 30 months will cover three summer seasons to allow revenue recovery
- 3 (c) (2) Interest rate of 2%, low but in line with economy at this time
- 3 (c) (3) Focused assistance on smallest businesses to maximize effectiveness of available money. Also group most likely to be too small for Federal and possible state loans. Loan amount based on short term need assessment as identified by business professionals.
- 3 (c) (4) Number of individual employees, not FTE.
- 3 (c) (5) Focus assistance on need from this situation, not other reasons.
- 3 (c) (6) Mr. Palmer made clear all businesses may apply.
- 3 (c) (7) answered earlier in response to Ms. Hughes-Skandijs’ question
- 3 (c) (8) Indicates ongoing commitment to operations. Intent to maintain all personnel, not expectation.
- 3 (c) (9) Lack of collateral speeds time to money disbursement.
- 3 (c) (10) Sales Tax compliance is an indicator of viability of business.
- 3 (c) (11) Exceptions. Allows response to unanticipated situations.
- 3 (c) (12) Interest payment deferment allows time for business to recover.

Ms. Hale and Ms. Hughes-Skandijs questioned the “bridge” function of this program. If Juneau businesses are too small for Federal money, who will assist when this money is spent and the need continues? Ms. Hale also questioned expending this money while there are so many questions of how long this pandemic will last and what may CBJ needs look like in the near and far future. If there is large default on this loan program, how will the city rebuild Reserve funds? What is the extent of the roll of Unemployment Insurance in covering lost wages? Yes, the need is large and immediate, but there are too many unanswered questions at this time to obligate these funds.

Mr. Watt provided additional framework for decision making, acknowledging the tension between need to move quickly to respond to the economic impact of COVID-19 and need for deliberative decision making. On policy level, protecting existing small businesses is the goal, honoring their essential contributions to our economy and their attendant function of providing employment opportunities. This is one mechanism to achieve that goal. The second Ordinance of this evening’s agenda will offer another mechanism.

Mr. Bryson stated that every day a business is closed increases the likelihood it would not reopen, and supports moving quickly. He questioned whether businesses that have not yet reopened due to lack of summer tourists would qualify for the loan program. Having no employees, could they use the money for vendor or rental expenses? He questioned the 25 employee number as being too low. Would inventory loss qualify? Mr. Bryson stated that all loan application processes, even “streamlined,” are a difficult process.

Ms. Triem noted that there are no conditions in the Ordinance limiting what expenses a business may cover with the loan, only the “good faith effort to maintain payroll.”

Ms. Hughes-Skandijs questioned the length of interest-free time, given the length of the loan.

Mayor Weldon stated this will serve as a “bridge” for some companies, who will qualify for Federal funds, credit-line, or covering “Hunker Down” time until they can reopen to foot traffic.

Ms. Hughes-Skandijs asked Mr. Palmer if it was necessary to identify anticipated default amount in this Resolution to comply with Resolution 2629 plan to replenish Budget Reserve. Mr. Palmer responded this is a loan program, with the expectation that repayment of loans will replenish funds.

Mr. Smith inquired about the legal order of expectation of loan repayments. Mr. Palmer stated generally the first loan takes priority, with other variables having influence. Mr. Smith offered information on Unemployment Benefits in response to Mr. Moser’s testimony, with benefits now offered to a broader group. People whose employment has been impacted are encouraged to apply, and eligibility will be evaluated.

Ms. Triem and Mayor Weldon responded to Mr. Smith’s concern about the viability of loan program. JEDC are experienced at loaning to small businesses, and will use their experience in their role as the clearinghouse. Sales Tax compliance is a proxy for business viability.

Mr. Bryson stated that businesses are concerned with their credit rating, and will take loans seriously.

Mr. Rogers answered Mr. Edwardson’s question of the balance of the Reserve Fund at \$16.5 million. As of July 1, 2019 the Unrestricted Fund balance was upwards of \$18 million.

Mr. Edwardson questioned the \$3 million figure. Ms. Triem and Mayor Weldon responded the figure was computed to help approximately 100 business with an average of \$30,000 each.

Break from 9:25 – 9:35

Mr. Jones questioned the wording of the Resolution that states: “WHEREAS, federal and state resources “are limited” as misstatements. Mr. Jones questioned Section 3 (b) last two sentences and requested Mr. Palmer answer who is issuing the loan and who has the legal right to collect on default of the loan. He further questioned the legality of multiple assignees on a single loan. The provision was included by the Attorney to offer protection to CBJ should JEDC limit their collection to the scope of the loan duration, the city has recourse to collect any amounts in default.

Ms. Gladziszewski suggested narrowing the target of eligible businesses to those that would not qualify for other funding, and limiting the amount of money committed at this time. Mayor

Weldon responded the 100 businesses were identified at risk, with greatest benefit to quick cash flow assistance, and it did not set limits regarding other potential funding sources.

Ms. Hale also expressed concern with information that “bridge” loan could not be repaid with SBA loan, as previously understood. Mayor Weldon clarified that Unemployment Insurance (UI) is for paid workers who had lost their jobs, or had their hours limited. PPP would assist businesses who continue to have employees working, keeping people out of UI.

Mr. Bryson stated first and second priority of loans is applicable only to access to collateral. All loans are due when they are due.

Ms. Triem brought forth ideas submitted via emails regarding tax deadline extensions. Mr. Watt re-stated the Assembly’s goal is to protect small business and deciding how best to accomplish that goal through this resolution, possibly amended. He clarified terminology - Sales Tax “forgiveness” would apply to purchaser. “Remitters” are businesses that have collected the tax. Mr. Watt recommended against allowing non-payment of taxes collected. Property tax forgiveness would involve State law issues, and does not closely align with the purpose of protecting small business.

Mayor Weldon passed the gavel to Mr. Jones, in the physical absence of Ms. Gladziszewski, for purposes of making amendments to the Resolution.

AMENDMENT #1

AMENDMENT PART 1 by Ms. Weldon, that item 3 (c) (3) be modified to add “Employee count comes from the first quarter report of 2020.” as last sentence.

AMENDMENT PART 2 by Ms. Weldon, item 3 (c) (10) Bold title be modified to read “Sales and Property Tax compliance” and insert “or property” following “sales” in the first sentence, to read “A business with any sales or property tax delinquency...”

Mr. Jones’ confirmed each of the members understood the two part Amendment. Hearing no objections, **AMENDMENT #1 (parts 1 & 2)** passed as presented.

Mr. Jones returned the gavel to Mayor Weldon.

Ms. Gladziszewski requested a point of order. She asked if this Resolution, being an emergency resolution and having no prior hearing, required seven (7) affirmative votes in order to pass. Mayor Weldon and Mr. Palmer confirmed that was correct, and Mr. Palmer referred to the initial WHEREAS clause of the Resolution where this is stated.

AMENDMENT #2

MOTION by Ms. Hale to amend the last WHEREAS on page one (1) to strike “are limited and” from the first statement, to read “WHEREAS, federal and state resources may be available too late...”

Ms. Hale spoke to Amendment #2 that federal funds are significantly greater than CBJ, to support idea of bridge loan as stated in Section 3, (a) Intent.

Objection by Ms. Triem. There are limits on SBA loan programs, particularly since this is a nation-wide disaster, and needs are already greater than available funds.

ROLL CALL VOTE ON AMENDMENT #2

Yeas: Edwardson, Gladziszewski, Hale, Hughes-Skandijs, Jones and Weldon

Nays: Bryson, Smith, Triem

Motion passed 6:3

MOTION by Ms. Hughes-Skandijs to delay action on Resolution 2888 until Thursday.

Recessed for 5 minutes.

Mr. Palmer confirmed this is an allowable time to make a motion.

Ms. Hughes-Skandijs stated that due to the great number of unknowns, additional time would allow more information and investigation to occur. Two days delay in action would still allow a relatively rapid response to the needs of our business community, while providing a greater degree of confidence in the decision-making.

Ms. Triem objected and expressed trust in the Assembly to move forward quickly as they have been doing, stating a delay would be too great of cost to our community. Ms. Triem spoke of this as a bridge to survival, not only to loans, and a three week delay will equal businesses closing.

Mr. Bryson expressed appreciation to Ms. Triem and Mayor Weldon for their work on this resolution, and expressed the opinion two additional days would not be likely to change the voting outcome, but could change the outcome for individual businesses. The value of this tool is in the speed of getting money into the community.

Ms. Gladziszewski agreed a two day delay to allow further consideration would be worthwhile. Not all businesses agree that this is the best tool.

Mr. Edwardson supported moving forward tonight, this plan is good, not perfect.

Ms. Hale agreed two days is an allowable time for further attention that could make the Resolution work more effectively for our community. She expressed hesitation at dedicating 20% of the reserved funds as a tremendous commitment, and didn't want to vote while feeling her hand was forced.

Mr. Smith expressed support for the delay and requested JEDC participate to help resolve some of the unanswered questions.

Mayor Weldon stated two days isn't much time for the Assembly, but many business have payroll due on the 1st of the month, or next week April 5th, and lack of action tonight means

payroll would be missed. In addition, she didn't think there would be enough additional information available from the State to influence the decision.

ROLL CALL VOTE ON MOTION TO POSTPONE RESOLUTION 2888, AS AMENDED TO THURSDAY.

Yeas: Gladziszewski, Hale, Hughes-Skandijs, Smith

Nays: Bryson, Edwardson, Jones, Triem, Weldon

Motion failed 4:5

Ms. Hughes-Skandijs questioned Mr. Palmer, regarding the consequences of failing to pass this Resolution. Mr. Palmer responded reconsideration options do exist. In addition, if the whole body, as a committee, decides a different or similar legislation should be presented, they may do so.

Mr. Jones expressed his objection and is torn, understanding arguments on both sides, and remains conflicted due to the extent of the unknowns.

Mr. Bryson spoke to his experience as a business owner. Not voting for this would hurt businesses further. Previous action on the part of the State and Assembly has harmed business through the closures. This is an opportunity to help.

Ms. Hughes-Skandijs concurred with Mr. Jones' statements, of intent to support and concern regarding the effectiveness of this action.

Ms. Gladziszewski expressed desire to support concept, goal, timeliness, and not needing perfect legislation. In the instances of previous actions taken, scientific support was provided, experience of other communities was available. Dedicating \$3 million from limited fiscal resources requires a greater degree of surety, since this action will foreclose future possible actions.

Mr. Edwardson agreed with Mr. Jones, Ms. Hughes-Skandijs, and Ms. Gladziszewski, but agrees now is the time to support business.

Ms. Triem concurred with Mr. Edwardson.

Ms. Hale stated her appreciation for everyone's contributions to the conversation, but cannot support the resolution due to lack of sufficient consideration. She expressed concern that isolated decisions are being made in the emergency context, with many "what's next" issues to address.

Mr. Smith stated the impact to business was not exclusively due to Assembly actions, but also Governor's actions, and worldwide impact of pandemic. He expressed need for additional time and information before supporting this.

Mayor Weldon stated the City is not in a position to offer grants, as many businesses have requested. CBJ is in a position to offer loans, hence this Resolution. Mayor Weldon stated that if this resolution did not pass at this meeting, the matter would die at that point.

Mr. Smith and Ms. Hughes-Skandijs asked the attorney for clarification of what action could be done if the vote failed to pass the resolution. Mr. Palmer said it would all depend on the outcome of the initial vote but if the vote did not pass procedurally, it could be reconsidered but he doesn't know what the practical effects would be.

Mr. Jones said that he sees two avenues procedurally. If the resolution is voted down, the Assembly's rules of procedure permit a member from either the prevailing or the losing side to request reconsideration and if that happens, it could be brought up at the next meeting. Mr. Jones said that if the vote failed and no one requested reconsideration, this resolution dies but someone could request a similar piece of legislation to be drafted and brought back to the Assembly for consideration. He asked the attorney if his interpretation of these two processes was correct. Mr. Palmer concurred that he was correct and provided a note of clarification that if reconsideration were given, there was a special Assembly meeting scheduled for April 1 just prior to the Assembly Finance Committee so it would have to be brought back for reconsideration at that meeting, if at all.

Mayor Weldon noted that the reason they chose to do this via an emergency resolution was that due to the timing for a regular ordinance, the Assembly would not be able to take action on it until April 15 and since time was of the essence so they chose the path of an emergency ordinance instead.

ROLL CALL VOTE ON RESOLUTION 2888 AS AMENDED WITH AMENDMENTS 1 & 2

Yeas: Triem, Jones, Edwardson, Bryson, Hughes-Skandijs, Weldon

Nays: Gladziszewski, Hale, Smith

Motion failed 6:3

MOTION by Ms. Gladziszewski for reconsideration to occur at the next Assembly meeting.

C. Ordinance 2019-06(X) An Ordinance Appropriating to the Manager the Sum of up to \$500,000 as Funding for an Emergency Rental Assistance Program; Funding Provided by the General Fund.

Mr. Watt stated this is a draft ordinance, based on the concept presented by Mr. Bryson to provide rental assistance. It would best be implemented by routing the funds to the Juneau Community Foundation, who would pass the money to Alaska Housing Development Corporation, with program open to all renters, targeting people who have lost employment due to COVID-19. Mr. Watt said that if the Assembly desires a different funding level or another manner in which to administer it, time was limited at this meeting for in depth discussion.

MOTION by Mr. Jones to extend the meeting to 11:15.

Objection by Mr. Bryson and Mayor Weldon.

Mr. Jones requested additional time to adequately address the ordinance.

Objection withdrawn by Mayor Weldon.

Mr. Bryson objected stating if addressing economic needs of the community is being delayed, this too should be delayed.

Ms. Triem requested and received clarification from Mr. Palmer that since the dollar figure is included in the Ordinance wording, it could not be changed after action.

Motion withdrawn by Mr. Jones.

MOTION by Mr. Jones to introduce Ordinance 2019-06(X) and set it for public hearing at a future Assembly meeting.

Ms. Triem objected as once the ordinance is introduced the amount cannot be changed since that is part of its title.

Mayor Weldon objected for purpose of an Amendment. She discussed this with Mr. Ciambor and asked him what he thought about the amount. He suggested an amount in the range of \$150,000-\$250,000 would be more appropriate.

AMENDMENT #1 by Mayor Weldon to change the amount from \$500,000 to \$200,000.

Objection by Mr. Jones. Due to the lack of supporting documentation, unknown length and impact of this emergency, unknown consequences of not passing previous Resolution, Mr. Jones supports the larger figure.

Motion to amend withdrawn by Ms. Weldon and she suggested that this matter be moved to Thursday for more in depth conversation

Mr. Edwardson expressed agreement with Mr. Jones. The wording “up to \$500,000.00” allows for lower expenditures.

Ms. Triem recalled from previous conversations that funding would be provided from the Affordable Housing Fund.

Mr. Watt suggested the Assembly may want to consider this as a draft ordinance and it should be considered as an information item at this time. He said they can bring it back with more information, scope and purpose, analysis of dollar amounts and funding sources can all be presented and considered at Thursday night’s meeting, with the participation of Mr. Ciambor. Mr. Watt requests guidance from the Assembly on whether this should go through regular Ordinance process or Emergency Resolution process.

Mayor Weldon asked if there were any objections for the Manager to bring this back on Thursday night. Hearing none, it will be brought back to the Assembly on Thursday.

V. ADJOURNMENT

There being no further business to come before the Assembly, the meeting was adjourned at 10:58 p.m.

Clerk's Note: Special Thanks to M. J. Grande 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

DRAFT**THE CITY AND BOROUGH OF JUNEAU, ALASKA**

Meeting Minutes - May 18, 2020

MEETING NO. 2020-27: The Regular 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**

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

Assembly Absent: None.

Staff Present: City Manager Rorie Watt, City Attorney Robert Palmer, Deputy City Manager/Incident Commander Mila Cosgrove, Municipal Clerk Beth McEwen, Deputy Municipal Clerk Diane Cathcart, Deputy City Attorney Emily Wright, Lands Manager Dan Bleidorn, Parks and Recreation Director George Schaaf, Finance Director Jeff Rogers, CCFR Assistant Chief Travis Mead, JSD Superintendent Bridget Weiss, JSD Finance Officer Sarah Jahn

III. SPECIAL ORDER OF BUSINESS**A. Instruction for Public Participation**

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

The public can listen to the audio or watch the meetings in a few different ways:

- Connect directly to the Zoom Webinar as an attendee by clicking on the following link: <https://juneau.zoom.us/j/92511480480>
- Call **1-346-248-7799** and enter Webinar ID: **925 1148 0480** Watch on the CBJ Facebook page at <https://www.facebook.com/cbjuneau>
- Please note that this meeting will include closed captioning services.

The Clerk provided instructions to the public on how to participate and view the meeting.

B. Hearing from State Department of Health & Social Services, Dept. of Corrections, and Lemon Creek Correctional Center

The first hour of the meeting was taken up with hearing from Special Guests: Alaska Chief Medical Officer Dr. Anne Zink, Dept. of Corrections (DOC) Chief Medical Officer Dr. Robert Lawrence, DOC Director of Institutions Jeremy Hough, DOC Director of Health and Rehabilitation Services Laura Brooks, DOC Assistant Superintendent for Lemon Creek Correctional Center Daryl Webster. They addressed what the state is doing related to the COVID cases at the Lemon Creek Correctional Center as well as what the Department of Correction protocols are. Dr. Zink also answered Assemblymember questions related to the reopening of the state and screening processes as they look at reopening the state for travel and in other ways.

C. Special Recognition: Salmon Creek Trail Rescuers

Mayor Weldon and Capital City Fire Rescue (CCFR) Assistant Chief Travis Mead recognized the following individuals for their role in the Salmon Creek Dam rescue on April 11. Civilian Rescuers: Devin Bertholl and Alicia Leamer; Juneau Mountain Rescue Team: Pat Dryer, Ron Duval, Emily Nauman, Tyler Smoker, Schuyler Metcalf, and Jackie Ebert; CCFR Team: Assistant Chief Travis Mead, Engine 31 team Captain Jayme Johns and John Adams; Medic 3 team: Travis Larsen, Peter Ostman and Karl Wuoti; Rescue 1 team Captain Shaun Rhea and Paul Hammerquist; and CCFR Support Unit: Logan Balstad and Peter Flynn.

D. Census Update

Ms. Cosgrove reported that Juneau was at 59.3% census completion which is close to the national percentage. They want every man, woman, and child to participate and be counted. To complete the census online, go to 2020Census.gov and file electronically. People can also mail in their forms if they prefer the paper method. They can also call 1-844-330-2020 to do it via phone. More information is available on the CBJ website and Meliani Schivens from Rainforest Data is challenging communities to outdo each other and currently the Mendenhall Valley is doing better on census participation than the Downtown Juneau area.

E. COVID-19 Update and Actions

Incident Commander Cosgrove provided the Emergency Operations Center (EOC) updates on numbers of cases in Juneau. There was one reported case from LCCC and there were three individuals under investigation. The EOC is working on moving the testing numbers up. The Department of Public Health has finished the complete testing at LCCC and no inmates have tested positive as of yet. They will begin testing the shelter populations Tuesday and Wednesday and the EOC is assisting screening for the Legislature and their staff. There is an increase in the numbers from airline and Alaska Marine Highway travelers than during the recent past but those numbers are significantly

lower than this time last year. Ms. Cosgrove answered a number of questions from Assemblymembers related to the EOC report.

IV. APPROVAL OF MINUTES

MOTION by Ms. Hale to approve the minutes of the March 19, 2020 and April 30, 2020 meetings and asked for unanimous consent. *Hearing no objection, the minutes were approved.*

A. March 19, 2020 Special Assembly Meeting #2020-09 Minutes

B. April 30, 2020 Special Assembly Meeting #2020-23 Minutes (Planning Commission Appointment) DRAFT

V. MANAGER'S REQUEST FOR AGENDA CHANGES

None.

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

James Harris, owner of Juneau Taxi called in regarding the proposed taxi rates and is opposed to the taxi rate change. He noted that this process has been done differently this time than they have been done in the past as this instance came about at the request of drivers, many of whom are seasonal drivers or part time drivers and didn't have input from the taxi company owners. He said that the proposed rate change would kill the taxi industry. He noted that they already have high taxi rates and that the waiting time is extremely high. He answered a number of questions from Assemblymembers requested the Assembly to not approve the new taxi rate regulations.

VII. 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. Gladziszewski to adopt the Consent Agenda and asked for unanimous consent. *Hearing no objection, the consent agenda was adopted.*

1. Ordinances for Introduction

a. Ordinance 2020-14 An Ordinance Authorizing the Sale of Foreclosed

Property Located at 12280 Glacier Highway by Sealed Competitive Bid.

Property tax is due every year. State law (AS 29.45.290-500) prescribes a multi-year process to foreclose on property with unpaid property tax. The property at 12280 Glacier Highway has had unpaid property tax since 2017. In November 2019, the CBJ received a Clerk's Deed for the property.

There is an unoccupied house on the property, and the owner of record (Steven Baker) has not responded to multiple attempts to cure the property tax debt. Staff has reached out to other family members who said the owner left the state and has not been reachable for some time. The property has been the subject of multiple nuisance complaints.

State law authorizes a municipality to retain foreclosed property or dispose of foreclosed property when there is no public purpose for it. Staff does not see a public purpose to retain the property except a small public utility easement along Glacier Highway.

The Lands Committee recommended selling this property at its meeting on February 10, 2020.

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

- b. Ordinance 2020-23(b) An Ordinance Amending the Purchasing Code to Allow for Additional Methods of Public Notice and Electronic Receipt of Bids.

This ordinance would amend the CBJ Procurement Code to allow on-line advertising of solicitations and electronic submission of bids and proposals. This change is intended to promote public competition, reduce administrative processing, and lower procurement costs.

Version (b) reflects the newspaper publication changes recommended by the Assembly Finance Committee on May 6, 2020.

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

2. Other Items for consent

- a. City State Project Review: Marine Park Deckover

This Marine Park project would deckover the area between the Steamship

Dock and Marine Park where the lightering float was previously located. Parts of the deckover will include concrete and grass consistent with the park area around it. A portion of the existing Steamship Dock deck will be demolished and rebuilt to establish ADA-compliant grades. Construction funding has not been determined yet, but it is expected to be approximately \$1.6 million. In order to proceed to construction, this project will require an appropriation of passenger fees. The project was originally proposed to be funded in the FY21 budget, but capital funding has necessarily been delayed. Nonetheless, the project permitting has been proceeding.

The Planning Commission heard this project (CSP2020-03) on April 28, 2020 and recommended the Assembly approve the project.

- b. Marijuana License #13279 Transfer of Controlling Interest

Marijuana License Transfer of Controlling Interest

License Type: Retail Marijuana License, #13279

Business Name: The Mason Jar LLC, d/b/a The Mason Jar

Location: 2771 Sherwood Lane, Unit E, Juneau

(AMCO 60-day comment period ends Friday, May 22, 2020)

CBJ staff from the Police, Fire, Finance, and Community Development departments reviewed this application for compliance with CBJ laws and regulations and recommends the Assembly waive its right to protest the issuance of this license. In the event the Assembly does protest the issuance of a license, CBJ Code 20.30 requires notice, with specificity regarding the nature and basis of the protest, to be sent to the licensee and provides the licensee an opportunity to exercise its right to an informal hearing before the Assembly.

The City Manager recommends the Assembly waive its right to protest the transfer of controlling interest of AMCO Marijuana license #13279.

3. Transfers

- a. Transfer T-1029 A Transfer of \$887,636 from Two Harbor/Docks Capital Improvement Projects to the Statter Harbor Improvements Ph. III Capital Improvement Project.

The CBJ Docks & Harbors Board requests a transfer of State Marine Passenger Fees and Harbor Funds. The transfer will provide funds for construction contingency, inspection & administration, and CBJ salaries for the float installation phase.

From: CIP

H51-116 Archipelago-MP to Taku Upland Improv \$666,000
H51-117 Auke Bay Marine Station Maint & Improv \$221,636

To: CIP

H51-108 Statter Harbor Improvements Ph III \$887,636

At its April 22, 2020 special board meeting, the Docks & Harbors Board recommended approval of this transfer.

At its April 27, 2020 meeting, the Public Works and Facilities Committee forwarded this transfer to the Assembly.

The City Manager recommends approval of this transfer.

VIIIPUBLIC HEARING

- A. Ordinance 2020-18 An Ordinance Authorizing the Manager to Execute a Lease Agreement with AJT Mining Properties, Inc. for a Campground near Downtown Juneau.

On March 26, 2020, Emergency Ordinance 2020-17 was adopted, which gave the Manager authority to lease the Mill Campground for 180 days. This ordinance would authorize the Manager to lease the property for the Mill Campground for longer than 180 days.

The City Manager recommends the Assembly adopt this ordinance.

Public Comment:

None.

Assembly Action:

MOTION by Mr. Smith to adopt Ordinance 2020-18 and asked for unanimous consent.

Objection from Mr. Bryson for purposes of a question. Mr. Bryson said he has received complaints that there may not be proper fencing for this campground and people are getting access to the campground through other private property. Mr. Watt asked Mr. Bryson to forward those concerns to his office as that sort of thing would be addressed by staff. The property owners are only being asked to lease the property to CBJ but it would be CBJ's responsibility to address those issues. Mr. Bryson removed his objection.

Hearing no further objection, the ordinance was adopted.

- B. Ordinance 2020-19 An Ordinance Approving the City and Borough's Participation in a Proposed Refinancing by the Alaska Municipal Bond Bank of the Bond Bank's General Obligation Bonds that Provided Funds to Purchase the General Obligation Bond, 2010A of the City and Borough, Under a Loan Agreement between the City and Borough and the Bond Bank; and Authorizing a Revised Schedule of Principal and Interest Payments on the City and Borough's Bond, in Accordance with the Loan Agreement, if the Bond Bank Successfully Refinances its Bonds.

This ordinance would authorize the issuance of up to \$7.5 million in bonds to refund (refinance) the 2010B general obligation school/pool bonds. The original \$7.58 million in bonds were sold June 1, 2010 through the Alaska Municipal Bond Bank to fund a portion of the Dimond Park Aquatic Center.

As a result of lower market interest rates, this refinancing refunding is estimated to result in a total savings of \$100,000-\$200,000 over the remaining life of the bonds.

This ordinance was reviewed by the Assembly Finance Committee on May 6.

The City Manager recommends the Assembly adopt this ordinance.

Public Comment:

None.

Assembly Action:

MOTION by Ms. Hughes-Skandijs to adopt Ordinance 2020-19 and asked for unanimous consent. *Hearing no objection, the ordinance was adopted.*

- C. Ordinance 2020-21 An Ordinance Approving the City and Borough's Participation in Proposed Refinancings by the Alaska Municipal Bond Bank of the Bond Bank's Various General Obligation Bonds that Provided Funds to Purchase Various General Obligation and Revenue Bonds of the City and Borough, Under Loan Agreements between the City and Borough and the Bond Bank; and Authorizing Revised Schedules of Principal and Interest Payments on the City and Borough's Bonds, in Accordance with the Loan Agreements, if the Bond Bank Successfully Refinances its Bonds.

This ordinance would authorize participation in the Alaska Municipal Bond Bank's "Exchange" refunding (refinance) of multiple bond issues including the 2013 Bartlett Hospital Refunding, the 2013 GO CIP and 2014 GO CIP bonds, and the 2014 Seawalk and 2015 Cruise Ship Dock Expansion bonds. Approximately \$19.2 million of these bonds will be refinanced. As the result of lower market interest rates, this refinancing is estimated to result in a total savings of \$280,000 over the remaining life of the bonds.

This ordinance was reviewed by the Assembly Finance Committee on May 6.

The City Manager recommends the Assembly adopt this ordinance.

Public Comment:

None.

Assembly Action:

MOTION by Mr. Bryson to adopt Ordinance 2020-21 and asked for unanimous consent. *Hearing no objection, the ordinance was adopted.*

- D. Ordinance 2019-06(AB) An Ordinance Transferring \$200,000 of Temporary 1% Sales Tax from the Debt Service Fund, to the Manager for the Purpose of Funding the Accounting Systems Upgrade Capital Improvement Project.

These funds for accounting system upgrades were initially authorized as part of the FY20 CIP. The appropriation was made to the Debt Service Fund, as management believed the project required private lease financing to proceed. However, lease financing is not required and the project can be funded instead through subsequent annual appropriations. To accurately reflect this change in the funding mechanism, this ordinance transfers the original appropriation of \$200,000 from the Debt Service Fund to the Accounting Systems Upgrade Capital Improvement Project (M15-004).

This ordinance was reviewed by the Assembly Finance Committee on May 13.

The City Manager recommends that the Assembly adopt this ordinance.

Public Comment:

None.

Assembly Action:

MOTION by Ms. Hale to adopt Ordinance 2019-06(AB) and asked for unanimous consent. *Hearing no objection, the ordinance was adopted.*

IX. UNFINISHED BUSINESS

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

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.

Following public hearing at the April 22, 2020 Special Assembly meeting, the Assembly moved to fund the School District's budget up-to-the-cap amount and referred the ordinance back to the Assembly Finance Committee for further review. The amount that exceeds the State funding cap can be subsequently increased or decreased as the Assembly sees fit.

On May 6, 2020, the Assembly Finance Committee passed a motion to move Ordinance 2020-10 for FY21 School District operations to the May 18, 2020, Regular Assembly meeting for further discussion and action. As it stands, the ordinance only includes outside-the-cap funding at the FY20 balance; however, the Assembly may choose to amend the ordinance to increase this amount to match the funding request made by the School District for FY21, or decrease this amount as deemed appropriate prior to adoption. By Charter, the Assembly is required to appropriate the School District's budget no later than May 31, 2020.

The City Manager recommends the Assembly adopt this ordinance at the May 18, 2020 Regular Assembly meeting to meet the requirement set by the Charter to appropriate the School District's budget no later than May 31, 2020.

Ms. Hughes-Skandijis noted that she discussed a potential conflict of interest with the City Attorney since she has a family member who is employed by the School District. The City Attorney advised her that a conflict does not exist however she said she still wanted to be sure to disclose the relationship on the record.

-
Public Comment:

Christopher Cairns, President of the APEA-AFT Local 6096 encouraged the Assembly to not adopt this ordinance unless they also approve all of the "Above the Cap" funding that has been requested and that would include funding of FY20 above the cap allocations. Mr. Cairns explained the impacts of all the state cuts and the fact that

JSD has been making cuts to their budgets for the last decade. He said without the outside the cap funding, there will be school staffing cuts and if the pandemic has shown us anything, it is that school district services to the community range far outside the curriculum.

Jerome Kristjanson, Vice-President of the APEA-AFT Local 6096 testified that he is a support staff member working as an electrician and plumber in the maintenance department. He asked the Assembly to provide the allocation above the cap as there is no more room to cut anything else after all the constant cuts to the JSD budget over the past years. He said that over the years, they have seen a reduction of 20% of the positions in his work unit and while the positions went away, the workload did not and it has resulted in further deferred maintenance which will prove very costly in the future to fix.

Tracy Balovich, Administrative Assistant for the Student Services Department of the Juneau School District thanked this and former Assembly's for funding the JSD budget above the cap and asked that they continue to fund this next year to the level requested above the cap. She gave information about the efforts the staff does above and beyond the budgeted means to provide the services to the children and community. She spoke to the para-educators weekly working hours that were cut back from 37.5 to 35 hours a week this past year and how additional funding cuts will likely result in positions or more hours cut. Ms. Balovich then answered questions from Assemblymembers regarding the para-educators and their current work during the epidemic.

Jennifer Johnson, said she is a Special Education para-educator and testified in favor of the Assembly funding above the cap as requested by JSD. She also provided details about the work done by the para-educators with the students in the past and now during the pandemic. Ms. Johnson explained the IEP process and how it has been impacted by budget reductions.

Zack Bursell, is also a Special Education para-educator and member of Local 6096. He testified in favor of the Assembly funding above the cap as requested by JSD. He said he has seen the dramatic effects that this distancing learning has had on those students who need the most consistent, in person assistance and he is concerned about next year's school year and the students' ability to stay up on their education.

JSD Superintendent Dr. Bridget Weiss addressed the questions Assemblymembers raised about the role of para-educators and how their work has changed due to the pandemic. She said that at the federal levels, there have been no adjustments to the requirements to provide IED services to students and JSD has had all hands on deck trying to make sure those requirements are still met. Dr. Weiss also followed up on Mr. Bryson's questions a few meetings ago about the busing deployment and staggered routes/staging and how the busing corresponds to the different levels between elementary, middle school and high schools as well as activities. Mr. Bryson asked

questions about what the approximate numbers would be if students were bused to the high school nearest them. Dr. Weiss replied that since they do not have boundaries for the two high schools identified, those are not numbers that JSD has the ability to calculate.

School Board President Brian Holst testified that they are operating off the same budget numbers as in 2017 and due to inflation they are working under budget reductions. He then addressed the \$1,000,000 veto by the Governor which resulted in the amount that CBJ was allowed to fund being reduced by \$275,000. He said that when you look at what CBJ spent 10 years ago vs. today, adjusted for inflation, the schools are being funded by \$2,000,000 less.

Dr. Weiss and Mr. Holst answered questions from the Assembly regarding CARES funding and what funding they may be able to expect from that.

Assembly Action:

MOTION by Ms. Triem to adopt Ordinance 2020-10 and asked for unanimous consent.

Mr. Bryson objected for purposes of an Amendment.

AMENDMENT #1 by Mr. Bryson to reduce the \$50,000 pupil transportation by \$25,000 in the ordinance. That would reduce that Special Revenue fund from \$16,215,000 to \$16,190,000. He then spoke to his amendment and weighing the public need for activity busing vs. the cuts that will be coming from the state next year.

Objection by Mr. Edwardson. He said they have shaved \$1.6 Million off the budget and he feels they should even add more back in.

Objection also by Mr. Jones. He spoke to the fact that the School Board is also an elected body that what Mr. Bryson's amendment is doing is trying to control school policy through the budget and that is the jurisdiction of the School Board and not the Assembly.

ROLL CALL VOTE on Amendment #1

Ayes: Bryson

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

Motion failed 1:8

AMENDMENT #2 by Mr. Jones to increase the Special Revenue Fund by adding \$378,600, bringing that fund total to \$2,055,100. He spoke to his amendment and the work that JSD did to come up with the budget that they did and with all the changes going on due to COVID. He said the Assembly should adopt a philosophy that they fund education at the level it needs to be funded regardless of what happens with any federal

funds coming to address the COVID needs.

Objection from Mr. Bryson.

ROLL CALL VOTE on Amendment #2

Ayes: Jones, Edwardson, Triem, Smith, Hughes-Skandijs, Weldon

Nays: Bryson, Gladziszewski, Hale

Motion passed 6:3

Mr. Bryson maintained his objection to the main motion as amended and spoke to his concerns about the cuts they will be facing next year due to state cuts. Ms. Hale said she will vote in favor of the ordinance but expressed her concerns about funding uncertainties of the times due to other budget constraints and Ms. Gladziszewski expressed similar concerns. Mr. Edwardson expressed similar concerns and spoke to making hard decisions regarding cuts across the board to all sectors of the economy, not just education and how CARES act funding may or may not be able to help with those.

ROLL CALL VOTE on Motion to adopt Ordinance 2020-10.

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

Nays: Bryson

Motion passed 8:1

X. NEW BUSINESS

A. Regulation Commercial Passenger Vehicles Class A Endorsement (Taxicab Rates)

At the February 10, 2020, Assembly Public Works and Facilities Committee meeting, staff was asked to follow the normal regulation process to determine if taxi meter rates should be increased. While there have been minor adjustments, taxi meter rates have not substantively increased since 2008. The regulations provide for an approximate 10% increase in the first year, followed by an approximate 10% increase in the second year. Draft regulations were created and noticed for public comment. A copy of the draft regulations was sent via mail to the CBJ Commercial Passenger Vehicle permittee list as well as noticed publically through all normal channels. Public comment closed on April 30, 2020.

A copy of the petition that was submitted to the Assembly that initiated the regulation request, as well as all other public comment received during the notice period, is included in your packet. Additional, subsequent written notice was also received, and is included in your packet.

The proposed regulation amendments would adjust the meter rates for Class A vehicles. There would be an initial increase effective June 22, 2020, and a subsequent increase effective June 21, 2021. There would be a one week period immediately preceding the effective dates (June 15-19, 2020 and June 14-18, 2021)

to allow for the conversion of meters. Once a vehicle's meter is converted, the new rates would be effective.

In reviewing proposed regulations, CBJC 01.60.260 provides that the Assembly may:

1. Allow the regulation to take effect. (The Assembly's historical practice is to move 'orders of the day,' requiring the body to consider the next item on its agenda without active consideration of the regulation.)
2. Take affirmative action to approve the regulation without amendment.
3. Take affirmative action to disapprove the regulation. (The Assembly may state its reasons for disapproval, but it may not specify explicit conditions for subsequent approval or direct the requesting department to adopt any particular amendments to the regulation.)
4. Direct that an ordinance or resolution in lieu of the regulation be prepared for its consideration.

The City Manager does not have a recommendation regarding this regulation.

Mayor Weldon noted that they are not taking public testimony under New Business items.

MOTION by Ms. Gladziszewski to disapprove this regulation.

Ms. Gladziszewski noted that Mr. Harris provided an accurate explanation on how taxi rate regulations have been handled in the past and she spoke to her experience in the past as the CBJ staff person who dealt with the Commercial Passenger Vehicle regulations and how this has typically been handled in municipalities across the country. She said this needs more work and should go through the regulation process with a chance to involve all those involved in developing the rates.

Ms. Triem objected to the motion and said she didn't think that taxi company owners should be allowed to unilaterally set the rates. Mr. Jones expressed concerns similar to those of Ms. Triem.

Ms. Hale said she has some real questions related to the role of Uber and Lyft and how those interact with the taxi regulations.

Ms. Gladziszewski clarified that it would not be just the owners setting the rates but rather than the motion was due send the regulations back for additional work to include all stakeholders in the process. Mr. Bryson spoke to the negative impact to any business that a 20% rate increase would have on any industry.

Assemblymembers asked staff a number of questions regarding process and Mr. Palmer explained that if this regulation is voted down, that wouldn't preclude them for bringing something back up later, even if it is the same thing.

ROLL CALL VOTE on the motion.

Ayes: Gladziszewski, Hale, Bryson, Edwardson, Smith, Weldon

Nays: Jones, Triem, Hughes-Skandijis

Motion passed 6:3

B. Crazy Horse Drive Communication Tower Site Lease Request

Vertical Bridge Holdings LLC has submitted an application to lease city property on a portion of the 32-acre parcel located at the end of Crazy Horse Drive, in the Mendenhall Valley. In April of 2019 the Lands Committee passed a motion of support contingent on a Planning Commission recommendation. The Planning Commission, at its regular public meeting on April 14, 2020, approved the special use permit for this tower. The Lands Committee reviewed this at its May 4, 2020, meeting and provided comments to staff. City code 53.09.260(a) states that “the proposal shall be reviewed by the Assembly for a determination of whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further proposals.”

The City Manager requests a motion of support to work with the original proposer.

Mayor Weldon noted that they were not taking public testimony on this item.

MOTION by Mr. Edwardson that the Assembly support the City Manager work with the original proposer for this lease. *Hearing no objection, the motion carried.*

C. Lee v. CBJ Planning Commission: Notice of Appeal regarding a Wireless Communication Facility Located at 16150 Merganser Road

On May 5, 2020, the Clerk’s office received a timely filed appeal from a Planning Commission decision to grant a Wireless Communication Facility Permit for a new 150-foot communication tower located at 16150 Merganser Road.

In accordance with the Appeals Code, the Assembly must decide whether to accept or reject the appeal. If you determine, after liberally construing the notice of appeal in order to preserve the rights of the appellant, that there has been a failure to comply with the appellate rules, or if the notice of appeal does not state grounds upon which any of the relief requested may be granted, you may reject the appeal.

If the appeal is accepted, you must decide whether the Assembly will hear the

appeal itself or if it will assign the appeal to a hearing officer. If you decide to hear the appeal yourselves, a presiding officer should be appointed.

In hearing an appeal, the Assembly would sit in its quasi-judicial capacity and must avoid discussing the case outside of the hearing process. (See CBJ 01.50.230, Impartiality.)

MOTION by Mr. Jones for the Assembly to accept the appeal and for the Assembly to hear the appeal itself.

Mr. Bryson objected to the motion.

Members had process questions for the attorney. Mr. Palmer provided clarification of the process and in order to preserve the due process rights of the appellant he recommended that the Assembly accept the appeal.

ROLL CALL VOTE on the motion.

Ayes: Gladyszewski, Hale, Edwardson, Smith, Jones, Triem, Hughes-Skandijs, Weldon

Nays: Bryson,

Motion passed 8:1

Mayor Weldon asked if there were any volunteers from the Assembly to serve as the Presiding Officer for the appeal. Mr. Jones volunteered to serve as the Presiding Officer.

D. Fourth of July Discussion

Mr. Watt said that the July 3rd/4th activities are approaching and the Assembly should have a discussion to guide the community on whether to have the parades and/or fireworks and they could make decisions separately or together as one decision. Mr. Watt explained if the fireworks are to be ordered, that has to happen at this time.

Mayor Weldon said in the interest of time, she asked each member to weigh in on their thoughts on the matter. Following a lengthy discussion on the matter, the consensus was to not allow for the parades but that they would allow the purchase/order of the fireworks and discuss a solution for social distancing at a subsequent meeting.

E. Port Community Discussion

Mr. Watt said the Ketchikan City Council asked it's manager to reach out to Juneau and Skagway to see if the communities wanted to jointly plan for cruise ships for next year. He said that he suspected the Assembly would like to collaborate with them on a regional approach.

F. Economic Stabilization Task Force Recommendation on Historical Documentation

of Juneau's Response to COVID-19

Mr. Watt said he thought this was a wise recommendation and thought it would take some time to come up with a solution for this. Mr. Jones said he spoke with Robert Barr about this and he thinks the City Museum and the Gastineau Historic Society could come up with a great plan. Ms. Triem said that she agreed that this is a fantastic idea but is concerned about staff time constraints and while this is need is great, due to the Zoom recordings, it is not necessarily urgent.

XI. STAFF REPORTS

None.

XII. ASSEMBLY REPORTS

A. Mayor's Report

Mayor Weldon welcomed the legislature back to town. She said that Mr. Watt spoke at the legislative Finance Committee meeting on behalf of CBJ and encouraged the passage of SB233.

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

Members provided the dates/times for upcoming Assembly Standing Committees:

Finance Committee May 20 at 5:30p.m.

Committee of the Whole, June 1 at 6p.m.

Lands Committee, June 1 at 5p.m.

Public Works and Facilities Committee, June 1 at Noon.

Mr. Bryson provided the following recommendations for board appointments from the Assembly **Human Resources Committee**:

- Americans with Disabilities Act Committee: Edmund Driscoll to a term beginning immediately and expiring August 31, 2022 and Ibn Baily to a term beginning immediately and expiring August 31, 2021.
- Juneau Commission on Aging: Janet Beauchamp to a term beginning immediately and expiring December 31, 2020.
- Parks and Recreation Advisory Committee: Chris Mertl, Ronald Crenshaw and Alexander Beebe-Giudice to terms beginning immediately and expiring February 28, 2023 and to appoint Josh Anderson to a beginning immediately and expiring February 28, 2021.

Mr. Bryson noted that they will be holding meetings of the Full Assembly sitting as HRC coming up in June for the purpose of interviewing Eaglecrest, Docks & Harbors, and Airport Board applicants.

MOTION by Mr. Bryson that the Assembly call for the 2020 Regular Municipal Election to be held as a "By Mail Election" in coordination with the Municipality of Anchorage and using their election center. Mayor Weldon objected for purposes of a

question and asked if there would also be an opportunity for individuals to vote in person in Juneau to which Ms. McEwen replied that there would be vote center options. Mayor Weldon removed her objection.

There being no further objection, the motion was adopted by unanimous consent.

Due to limited time remaining in the meeting, members provided brief liaison reports.

C. Presiding Officer Reports

XIII CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XIV. EXECUTIVE SESSION

A. COVID-19 EOC Update for May 18, 2020

XV. ADJOURNMENT

There being no further business to come before the Assembly, the meeting was adjourned at 10:54 p.m.

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

An Ordinance Establishing a Systemic Racism Review Committee.

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

WHEREAS, systemic racism can create disparities in the social fabric of a community through legislation related to education, criminal justice, employment, elections, housing, and political power; and

WHEREAS, systemic racism may not be as overt as individual racism but it can have similar emotional, economic, physical, and liberty consequences; 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 people to apply and encourages racial minority groups to nominate people 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. System Racism Review Committee Established.

(a) There is established a Systemic Racism Review Committee consisting of seven people.

(1) The Assembly shall appoint members of the Committee to staggered three-year terms. 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 tribal culture and practices. The Assembly must appoint only candidates that it believes would legitimately represent the long term interests of those groups. A member of the Committee shall be eligible for reappointment.

(b) 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.
- (2) Reviewing all resolutions to advise whether the resolution likely includes a systematic racism policy.
- (3) Presenting options for curing the potential systemic racism.
- (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.

(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 three or more affirmative votes to be approved.

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

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

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-28

An Ordinance Amending the Land Use Code to Extend the Sunset Dates for the Alternative Development Overlay Districts.

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 49.70.1210 Overlay districts, is amended to read:

49.70.1210 Overlay districts.

(a) *Downtown Juneau overlay district.* This article applies to property within the alternative development overlay district for Downtown Juneau as shown on the map dated May 25, 2017. The Downtown Juneau overlay district shall cease to exist and the provisions of this article shall not apply to property within the Downtown Juneau overlay district after August 1, 2021 ~~2020~~.

(b) *Downtown Douglas overlay district.* This article applies to property within the alternative development overlay district for Downtown Douglas as shown on the map dated May 25, 2017. The Downtown Douglas overlay district shall cease to exist and the provisions of this article shall not apply to property within the Downtown Douglas overlay district after August 1, 2021 ~~2020~~.

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

Adopted this _____ day of _____, 2020.

Attest:

Beth A. Weldon, Mayor

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: 06/29/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-33

An Ordinance Amending Emergency Appropriation Resolution 2889(am) Related to the COVID-19 Emergency Rental Assistance Program.

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

WHEREAS, the COVID-19 Emergency Rental Assistance Program was created by Emergency Appropriation Resolution 2889(am) (adopted April 20, 2020) and program expenses were not accounted for in the FY20 budget; and

WHEREAS, the COVID-19 Emergency Rental Assistance 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. Amendment of Emergency Appropriation Resolution 2889(am). The following provisions of Emergency Appropriation Resolution 2889(am) are amended as follows:

- (a) **Section 2 of Res. 2889(am): Source of Funds.** Insert "CARES Act Special Revenue Fund" and delete "Affordable Housing Fund."
- (b) **Section 3(e) of Res 2889(am): Intent.** Exhibit A to Resolution 2889(am) is amended as follows "returning all unencumbered monies existing on December 31 June 30, 2020."

Section 3. Further Amendments to Exhibit A of Resolution 2889(am). Upon motion by the Assembly, the Manager may make future amendments to Exhibit A of Resolution 2889(am).

Section 4. 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: Assembly
Presented: 04/06/2020
Drafted by: R. Palmer III

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Emergency Serial No. 2889(am)

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

- A. WHEREAS, consistent with Charter 9.10(b), upon declaration by the Assembly that a public emergency exists and describing the emergency in clear and specific terms, the Assembly by resolution may make emergency appropriation upon approval by all Assemblymembers present or by seven of its membership, whichever is the lesser number; and
- B. WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is easily transmittable person to person; and
- C. WHEREAS, on March 11, 2020, the World Health Organization (“WHO”) declared the virus a pandemic; and
- D. WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and
- E. WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and
- F. WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and
- G. WHEREAS, on March 22, 2020, the City and Borough of Juneau (“CBJ”) received its first positive case of COVID-19; and
- H. WHEREAS, there are approximately 5,000 rental units in the CBJ; and
- I. WHEREAS, workforce housing in the CBJ typically equates to less than 120 percent of the area median income (AMI); and
- J. WHEREAS, nearly half of the renters make less than 80 percent of the AMI and approximately 70 percent of those renters have unaffordable rental costs; and
- K. WHEREAS, renters need immediate support as many worked in businesses that have closed or reduced hours because of COVID-19 and social distancing requirements; and

- L. WHEREAS, federal and state resources may be available too late or insufficient to be of assistance to renters or landlords who need immediate assistance; and
- M. WHEREAS, providing rental assistance now can prevent the need for additional costs and services in the future, which is in the public's interest; and
- N. WHEREAS, failing to provide rental assistance could result in further adverse impacts to Juneau's economy and social service network; and
- O. WHEREAS, the Alaska Housing Development Corporation, a nonprofit corporation and also known as Gruening Park in partnership with Gastineau Human Services, has an existing rental assistance program that has experienced increased demand due to the COVID-19 public emergency.

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

Section 1. Emergency Appropriation. There is appropriated to the Manager the sum of two hundred thousand dollars (\$200,000.00) for an Emergency Rental Assistance Program, to be granted to the Juneau Community Foundation only for disbursement to the Alaska Housing Development Corporation.

Section 2. Source of Funds:

Affordable Housing Fund	\$ 200,000.00
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Section 3. Emergency Rental Assistance Program Purpose and Terms. The program is subject to the following terms and conditions:

- (a) Rental assistance is for people who have lost employment as a result of COVID-19 or people who cannot earn wages as the result of a loss of childcare due to COVID-19.
- (b) Rental assistance is prioritized for people who earn less than 120 percent of the area median income as calculated by the United States Department of Housing and Urban Development.
- (c) Applicants must provide sufficient proof of need for rental assistance considering other available financial assistance, lay-off or eviction notices or lack of childcare, 30-day bank statements, and leasing information.
- (d) The Manager is directed to report back to the Assembly on the number of applicants and disbursement of funds.
- (e) Intent. The administration of the rental assistance program should be guided by Exhibit A to Resolution 2889(am).
- (f) Exceptions. The Alaska Housing Development Corporation, after receiving direction from the Manager, has the authority to make reasonable exceptions to these conditions that conform to the purpose of this program.

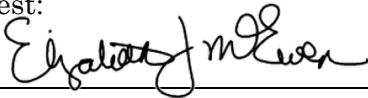
Section 4. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this 20th day of April, 2020.



Beth A. Weldon, Mayor

Attest:



Elizabeth J. McEwen, Municipal Clerk

Letter of Intent

In adopting Emergency Appropriation Resolution 2889 (as amended), we issue these instructions/guidelines to assist the program administrator, the Alaska Housing Development Corporation, in providing relief to Juneau residents.

The numbers of households and individuals who could qualify for support far exceeds the amount currently set aside for relief. According to HUD's 2019 income limits, 61.9% of Juneau households are low income, 48.0% are very low income, and 24.0% are extremely low income. Similarly, According to HUD's 2019 income limits, 63.9% of Douglas households are low income, 52.5% are very low income, and 24.6% are extremely low income.

Accordingly, we believe that triage will be required, even among those in the very low income category. We expect the following to the extent considered reasonable by the City Manager:

- to the extent reasonable and necessary, coordinating with other entities to reduce duplication of services.
- providing assistance, for rent due no earlier than April 2020, equal to the gap in the ability to pay, rather than in all instances the full amount of the rental obligation. Payments will be restricted to rent only, and should not include late fees or security deposits;
- undertaking a case-by-case review of each applicant to assess all resources in and available to the household. Three examples:
 1. Two roommates, each of whom qualifies, but when resources are pooled would reduce the overall payment.
 2. To the extent possible given uncertainties in the State unemployment system, for a household member has not yet received, but fully qualifies for the enhanced unemployment insurance payments, the full retroactive sum will be considered; and
 3. Situations in which a household receiving the rental assistance would lead to a reduction in or disqualification of an existing rental assistance.
- denying rental assistance for a rental unit owned by a government entity.
- returning all unencumbered monies existing on June 30, 2020.

Presented by: The Manager
Introduced: 06/29/2020
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-06(AF)

An Ordinance Appropriating to the Manager the Sum of \$90,000 as Partial Funding for the Statter Improvement-Phase III Capital Improvement Project and the Harris Harbor Pump Out Capital Improvement Project; Funding Provided by the ADF&G Harris and Statter Harbors Boat Sewage Pump-Out Facility Improvements Grant and the Harbor Fund's Fund Balance.

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 \$90,000 as Partial Funding for the Statter Improvement-Phase III Capital Improvement Project (H51-108) and the Harris Harbor Pump Out Capital Improvement Project (H51-126).

Section 3. Source of Funds

State of Alaska, Dept. of Fish & Game:	\$ 75,000
Harbor Fund's Fund Balance	\$ 15,000

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

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: 06/29/2020
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-09(A)

An Ordinance Appropriating to the Manager the Sum of \$50,000 as Funding for the Municipal Arts and Culture Matching Grant Program; Grant Funding Provided by the Rasmuson Foundation.

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 \$50,000 as funding for the Municipal Arts and Culture Matching Grant Program.

Section 3. Source of Funds

Rasmuson Foundation	\$50,000
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Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: 6/29/2020
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-09(B)

An Ordinance Appropriating to the Manager the Sum of \$233,960 as Funding for the Juneau Electric Public Transit Bus and Associated Charging Infrastructure Purchase; Grant Funding Provided by Alaska Energy Authority.

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 \$233,960 as funding for the purchase of the Juneau Electric Public Transit Bus and associated charging infrastructure.

Section 3. Source of Funds

Alaska Energy Authority	\$233,960
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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: COW
Introduced: 06/29/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Emergency Serial No. 2020-31

An Emergency Ordinance Mandating Use of a Face Covering During the Fireworks Show Starting on July 3, 2020.

WHEREAS, CBJ Charter 5.4(a) provides the Assembly may adopt an emergency ordinance to meet a public emergency by an affirmative vote of at least six assemblymembers; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is caused by the SARS-Cov-2 virus ("virus"), a new strain of the coronavirus that has not been previously identified in humans and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization ("WHO") declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau ("CBJ") received its first positive case of COVID-19; and

WHEREAS, as of June 23, 2020, there have been 39 confirmed cases in the City and Borough of Juneau, including a recent case classified as caused by community spread; and

WHEREAS, as the result of the pandemic, most events involving the gathering of a large number of individuals have been cancelled or postponed; and

WHEREAS, on June 22, 2020, the Assembly voted to approve an official fireworks show in Gastineau Channel, as the show is primarily viewed by people standing outside or within vehicles; and

WHEREAS, providing an official fireworks show in Gastineau Channel can minimize private use of fireworks; and

WHEREAS, the Center for Disease Control and the State of Alaska (Health Alert 10) recommends everyone to wear a cloth face covering when in a public setting where other social distancing measures are difficult to maintain; and

WHEREAS, public health officials have advised that in addition to practicing social distancing and staying home as much as possible, additional measures that include the covering of an individual's nose and mouth will minimize asymptomatic individuals with COVID-19 from unknowingly spreading the disease; and

WHEREAS, in order to meet the public health requirements of its residents, face coverings and social distancing will be mandated during the period of the official fireworks show.

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. Fireworks show. The municipally sponsored fireworks show in Gastineau Channel that starts on July 3, 2020, is allowed.

Section 3. Face Covering Requirement. Any person outdoors in a publically accessible location and waiting to watch, watching, or loitering after the official fireworks show in Gastineau Channel that starts on July 3, 2020, must wear a face covering. The face covering must cover a person's nose and mouth.

Section 4. Exemptions and Social Distance Requirement. The following people are exempt from Section 2 but must stay at least six feet away from people that do not live in the same household when outdoors in a publically accessible location and waiting to watch, watching, or loitering after the official fireworks show in Gastineau Channel that starts on July 3, 2020:

- (a) Any individual aged two years or less;
- (b) Any individual who has a physical disability that prevents the wearing or removing of a face covering;
- (c) Any individual who has been advised by a medical professional that wearing a face covering may pose an unreasonable risk; and
- (d) Any individual who has trouble breathing or is otherwise unable to remove a face covering without assistance.

Section 5. Violation. A person who violates the face covering requirement of Section 2 or the social distancing requirement of Section 3, shall be subject to a civil fine not to exceed \$25.00, which shall be considered incorporated into CBJC 03.30.070(a); payment of the civil fine shall be accepted in satisfaction of the violation; and the violation shall be subject to CBJC 03.30.070(b)-(c) and 03.30-075-03.30.085.

Section 6. Effective Date. This ordinance shall be effective upon adoption and will expire on July 4, 2020, at 4:00 a.m.

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: HRC
Presented: 06/08/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-24(b)

An Ordinance Amending the Elections Code Relating to Vote by Mail for City and Borough of Juneau Municipal Elections.

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 29.07.280 Review of election returns, is amended to read:

29.07.280 Review of election returns.

(a) Beginning on the first Friday after each election, absentee or by-mail ballots not previously counted and questioned ballots, which the ballot review board and election official determines should be counted, shall be counted. The election official and such assistants as may be appointed by the election official shall count such ballots in accordance with the voting systems determined for use in an election.

~~(a) On the first Tuesday after each election the election official shall conduct the review of all election returns. The review may be postponed for cause from day to day, but there shall be no more than three such postponements. The election official, in full view of those present, shall~~

~~open the election returns and compile the number of votes cast for each candidate and for and against each proposition and question.~~

(b) By the second Tuesday after each election, the election official shall conduct the review of all election returns with the canvass review board. The review may be postponed for cause from day to day, but there shall be no more than three such postponements. The canvass review board, in full view of those present, shall review any additional absentee or by-mail ballots that were postmarked by election day and received in the mail as well as any ballots challenged by the ballot review board and determine whether they will be rejected or counted. The canvass review board will then add those ballots eligible to be counted to the preliminary results the election returns and compile the total number of votes cast for each candidate and for and against each proposition and question to determine the final results to be certified by the election official. The election official will then certify the election in accordance to 29.07.290.

~~(b) On the first Friday after each election, absentee ballots not previously counted and questioned ballots, which the election official determines should be counted, shall be counted. The election official and such assistants as may be appointed by the election official shall count such ballots in the same manner in which ballots cast at the polls are counted by an election board.~~

(c) Reserved.

Section 3. Amendment of Section. CBJ 29.07.350 Definitions, is amended by incorporation of the following definitions in alphabetical order to read:

29.07.350 Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Ballot means any document provided by the municipal clerk on which votes may be cast for candidates or propositions. As used in this title, the term “ballot” shall mean the official ballot, except where the context clearly indicates it means the sample ballot or both types of ballots.

Ballot drop box or drop box means a device placed or designated by the municipal clerk for the purpose of receiving voted ballot envelopes.

Clerk and municipal clerk mean the clerk of the municipality or an authorized designee.

Poll Based Elections refers to those elections conducted primarily using precinct polling places for in-person voting on election day.

Vote Center means any location designated by the election official for the purpose of providing voter assistance that is not solely for casting votes for a specific precinct.

Voting system means the mechanical, optical, electronic, or other physical system used for marking, and counting, and processing ballots and other election materials.

Section 4. Amendment of Section. CBJ 29.07.360 Elections by mail, is amended as follows:

29.07.360 Elections by mail.

(a) At the direction of the Assembly by motion, the election official may conduct an election by mail. ~~Except as provided herein or in election policies issued pursuant to CBJ 29.07.350, procedures for the conduct of by mail elections shall be as provided for regular and/or special elections as appropriate.~~

(b) The notice of election shall state that the election is to be conducted by mail and that there will be no precinct polling place open for regular in-person voting on election day. For each election conducted by mail, the notice of election published pursuant to CBJ 29.07.010(d) shall include:

- (1) the date and type of the election, regular or special;
- (2) an explanation that the election will be conducted by mail and that no precinct polling place will be available for regular in-person voting on election day;
- (3) qualifications of voters;
- (4) the offices to be filled, the propositions submitted to the electors, and the full text of any proposed charter amendment;
- (5) the date by which ballots will be mailed to voters;
- (6) instructions to voters who will not be at their current mailing addresses when the ballots are to be mailed or who do not receive their ballot through the mail;
- (7) a listing of ~~vote center~~ ~~absentee voting station~~ locations and hours; and
- (8) an explanation of by-mail voting deadlines;

(c) When the election official conducts an election by mail, he or she shall mail a ballot to each person whose name appears on the voter registration list prepared under AS 15.07.125 for that election. The ballot shall be sent to the address stated on the official registration list unless the voter has notified the election official in writing of a different address to which the ballot should be sent. The election official is not required to mail a ballot to any voter who does not have a valid residence address, or is in the condition of purge notice (PN), undeliverable (UN), or list maintenance undeliverable (LU), as described in AS 15.07.130. Any qualified voter not mailed a ballot will not later be refused a ballot when requested, but may be required to vote a questioned

ballot. The election official shall send ballots by first class, nonforwardable, mail, on or before the 21st day before the election.

(d) The election official shall enclose a privacy envelope and a return envelope to each by-mail voter. The return envelope shall have printed upon it an affidavit by which the voter shall declare his or her qualifications to vote, followed by provision for attestation by a person qualified to administer oaths or one attesting witness who is at least 18 years of age. Specific instructions for voting a by-mail ballot and a list of the vote center(s) ~~absentee voting locations~~ and hours shall be included with the ballot.

(e) In a by-mail election, regardless of whether or not a voter has received a ballot by mail, a voter may cast a ballot:

- (1) by mail as provided in the instructions from the election official;
- (2) in person at the election official's office or at a vote center ~~an absentee voting station~~;
- or
- (3) under the absentee voting procedures set forth in CBJ 29.07.100.

(f) In a by-mail election, ballots must be received by the election official, ~~or placed in a ballot drop box, or received at an absentee voting station~~ a vote center all before 8:00 p.m. on election day before the close of business, or be postmarked by the post office, on or before election day.

(g) The election official shall review and count ballots voted under this section under election policies established for the review and counting of by-mail and absentee ballots.

Section 5. Amendment of Chapter. Chapter 29.07 Election Procedures, is amended by adding a new section to read:

29.07.370 Alteration of election procedures for elections by mail.

Procedures for the conduct of by-mail elections shall be as provided for regular and/or special elections as appropriate, or in election policies issued pursuant to CBJ 29.07.350, except as follows:

(a) **Election Officials.** In addition to the requirements of section 29.07.020, the following provisions apply to by-mail elections:

(1) The Election Official may contract, without obtaining competitive bids, any portions of the election process with the State of Alaska Division of Elections or other governmental entity or agency to ensure the timely and secure conduct of a particular election called for by the Assembly under this section.

(2) For the purposes of by-mail elections, each election worker must be a qualified voter of Alaska.

(b) **Candidates; nomination; write-in.** The following time requirements of section 29.07.050 are modified when conducting a by-mail election:

(1) Nominating petitions must be completed and filed with the election official, accompanied by any required state financial disclosure forms, not earlier than 81 days, nor later than 4:30 p.m. of the 71st day, before the election.

(2) Any candidate nominated may withdraw his or her nomination not later than 4:30 p.m. of the 67th day before the election.

(3) A write-in candidate filing a letter of intent with the election official shall do so not earlier than 67 days, nor later than 4:30 p.m. of the seventh day, before the election.

(c) **Official Candidate Statement.** The following time requirements of section 29.07.055 are modified when conducting a by-mail election:

(1) Online publication on the municipal website of candidate statements will take place at least 30 days prior to the election and will not include write-in candidates.

(2) A candidate providing an official candidate statement under section 29.07.055(b) must provide all information to the election official no later than 46 days prior to the election.

(d) **Boards.** In addition to the requirements of section 29.07.210, the election official shall appoint workers to serve as a ballot review board when conducting a by-mail election.

(e) **Ballot review procedure.** The ballot review board shall examine each ballot envelope and shall determine whether the voter is a qualified voter as required under CBJ Charter section 6.3 and whether the ballot has been properly cast under election policies established for the review and counting of by-mail ballots. The ballot review board may begin reviewing and processing by-mail ballots prior to election day as part of the election review process to prepare them for counting. The counting of ballots will not begin until after 8:00 p.m. on election day. The following standards shall guide the election policies:

(1) A by-mail ballot shall not be counted if:

(i) The voter failed to properly execute the certification on the envelope with a valid signature or the voter's signature cannot be validated in accordance with the process set out in section (3) below; or

(ii) The witness authorized by law to attest the voter's certificate failed to properly execute the witness certificate on the envelope, except that a ballot cast in person and accepted by an election official may be counted despite failure of the election official to properly sign and date the witness' declaration; or

- (iii) The ballot return envelope, if mailed, is received after election day, has no postmark, and USPS cannot verify the ballot return envelope was mailed on or before election day; or
 - (iv) The ballot return envelope is not received before the beginning of the canvass review board review process; or
 - (v) The voter has already voted in the election.
 - (2) A by-mail ballot shall be counted if:
 - (i) The voter properly executed the certification on the envelope with a valid signature as verified in accordance with the process set out in section (3) below; and
 - (ii) The witness authorized by law to attest the voter's certificate properly executed the witness certificate on the envelope; and
 - (iii) The ballot return envelope was received at a voter center or deposited in a ballot drop box no later than 8:00 p.m. on election day; or
 - (iv) The ballot return envelope, if mailed, was postmarked or the USPS can verify that the ballot return envelope was mailed on or before election day; and
 - (v) The ballot return envelope was received before the beginning of the canvass review board review process;
 - (3) Signature verification process:
 - (i) The voter's signature on the ballot certification must be compared with the signature(s) in the voter's voter registration file(s) using the standards established in the election policies developed under section 29.07.350.
 - (ii) The election official may designate, in writing, election workers to perform this function. All personnel assigned to the duty of signature verification shall

subscribe to an oath administered by the election official regarding the discharge of their duties. Personnel shall be trained in the signature verification process prior to actually comparing any signatures.

(iii) Missing or invalid signature. If a voter's signature is missing or determined to be invalid, the election official shall, within three days of initial processing of the envelope, send a letter to the voter explaining the lack of a valid signature.

(A) The letter shall be sent to the address to which the ballot was mailed.

(B) The voter may:

I. Fill out the form included with the letter and return the form to the address specified on the form; or

II. Come to the location identified in the letter and present valid identification to an election official and sign a form provided by the election official authenticating the envelope.

(C) If the authentication is still determined to be invalid, the voter shall be notified in writing that their ballot is rejected.

(4) The ballot review board may begin reviewing and processing by-mail ballots prior to election day as part of the election review process to prepare them for counting. The counting of ballots will not begin until after 8:00 p.m. on election day.

(f) **Multiple and replacement ballots.** In accordance with the 29.07.120(f) and the election policies developed under section 29.07.350, if the voter is issued a replacement ballot, the first valid ballot received is counted. Subsequently received ballots from the same voter are not counted. Subsequent ballot envelopes received from a voter who has already voted shall be marked "rejected," segregated from approved ballot envelopes, remain unopened, and forwarded

1
2 to the canvass review board for final adjudication. The voter shall be notified by letter mailed to
3 their mailing address and, if applicable, temporary mailing address.
4

5 **Section 6. Effective Date.** This ordinance shall be effective 30 days after its adoption.

6 Adopted this _____ day of _____, 2020.

7
8 _____
9 Beth A. Weldon, Mayor

10 Attest:

11 _____
12 Elizabeth J. McEwen, Municipal Clerk
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**OFFICE OF THE MUNICIPAL CLERK/
ELECTION OFFICIAL**

City and Borough of Juneau (CBJ)
155 S. Seward St., Room 202
Juneau, Alaska 99801
Phone: (907)586-0203 Fax: (907)586-4552
email: Beth.McEwen@juneau.org

Date: June 19, 2020
To: CBJ Assemblymembers & Staff
From: Beth McEwen, Municipal Clerk/Election Official
Subject: By Mail Election Changes for October 6, 2020 Regular Municipal Election

With the move to a By Mail Election this October in coordination with the Municipality of Anchorage, there is a need to make some code changes to facilitate that process. Attached is Ordinance 2020-24 and Emergency Ordinance 2020-30 which will be up for Public Hearing/Assembly action at the June 29 Regular Assembly meeting. Along with the ordinances, also attached is a revised quick reference date list showing the new dates in blue/bold font and the previous dates if it was still a polling place based election in red strike-through.

Some of the key changes required in order to conduct a By Mail election are summarized below:

- The timeframes involved have been stretched out to begin earlier and end later in order to facilitate the ballot production, mailing, receiving, and review processes. (See attached) .
- Since we will be using the Municipality of Anchorage Election Team to assist us in conducting this election, the election worker qualifications needed to change from being a Juneau registered voter to an Alaskan registered voter.
- The By Mail Election process provides for each registered voter within the CBJ boundaries to be mailed a ballot at the mailing address listed on their voter registration on file with the State of Alaska.
- Clerk/Election staff is currently preparing a postcard mailing to all registered voters encouraging them to verify and/or update their voter registration addresses to ensure they are accurate.
- Ballots will not be mailed to voters who have had their election mail returned as undeliverable.
- Voters can submit an application to have their ballot mailed to an alternative address and/or apply for an electronic transmission ballot similar to submitting a previous Absentee By Mail or Absentee By Fax ballot in our poll based elections. For those instances in which a voter did not receive a ballot or needs to obtain a replacement ballot, they can do so at a Vote Center.
- The Early/Absentee Voting Stations are being converted to Vote Center(s) and while we hope to have at least two Vote Centers available in Juneau, due to space availability and staffing resources, the main Vote Center will be located in the Assembly Chambers. This will require Election use of the Chambers 24/7 from September 15-October 7 and also October 19-20.
- A major change in using this process is that preliminary “unofficial results” will not be available on Election night. The first round of preliminary “unofficial results” are expected on Friday, October 9 with final certification scheduled to take place on Tuesday, October 20.

While this provides a small glimpse at some key changes involved with conducting a By Mail Election, I’d be happy to answer any questions members may have about the election process and/or bring answers back to the Assembly at the June 29 meeting.

For more details on the Municipality of Anchorage Election By Mail process you may want to check out this online article.

<https://www.sightline.org/2020/06/16/how-anchorage-ran-a-safe-smooth-pandemic-election/>

REVISED Dates for October 6, 2020 CBJ Regular Election

- January 1 Absentee-by-mail ballot applications available
- April 20 Petitioner's Committee should contact Clerk's Office about timelines for submitting an affidavit to the Clerk for an initiative or referendum petition.
- June 8 First day for Assembly to adopt or the clerk to certify a petition for a Charter amendment proposition
- July 8 Last day for Clerk to certify initiative or referendum petitions to submit to Assembly
- July 13** ~~[8/7]~~ **LAST Regular** Assembly Meeting to **Introduce** a Ballot Proposition

- July 17** ~~[8/7]~~ Filing for Municipal and School Board Candidacy opens - 8:00 a.m.
Copies of electronically filed APOC POFD forms must accompany Nominating Petitions.
- July 27** ~~[8/17]~~ Filing for Municipal and School Board Candidacy closes - 4:30 p.m.
- July 31** ~~[8/21]~~ Last day for candidates to withdraw their name from the printed ballot – 4:30 p.m.
- Aug. 3** ~~[8/24]~~ **Last Regular** Assembly Meeting to **Adopt** Ballot Proposition (or to make a motion placing an advisory question on the ballot.)
- Aug. 7 Last day for Assembly to adopt or the clerk to certify a petition for a Charter amendment proposition
- Aug. 21 Candidate Profiles due to Clerk for formatting
- Aug. 17** ~~[8/26]~~ Final Ballot sent to Printer
- Aug. 26 Deadline for candidate approval for posting of Official Candidate Statements online.
- Aug. 26 Last day to submit Notice of Election to media for publication
- Sept. 6 Notice of Election Posted / Published
- Sept. 15** ~~[9/21]~~ Ballots mailed out from printer/contractor (in Washington) to all qualified registered voters – [Voters will then proceed to vote their ballots, have them witnessed and return them to a CBJ P.O. Box to be set up in Anchorage or drop them off at a Juneau vote center or ballot drop box.]

- Sept. 15-Oct. 7 – Assembly Chambers in use 24/7 for Election purposes. [Vote Center Open 9/21-10/6]**
- Sept. 21-Oct. 6 Vote Center(s) [taking the place of Early/Absentee Voting stations] open for 15 days prior to and including Election Day.**

- Sept. 18-Oct. 15 Anchorage Election Center begins collecting ballots via mail and conducts the signature verification review process. Election staff will send signature cure letters to any voter whose return ballot does not pass the initial review under new CBJ 29.07.370(e) to give voters an option to cure any errors on their return envelope/signature.**

- Sept. 29 Last day to receive applications for absentee **by-mail** ballots in Clerk's office
- Sept. 29** ~~[10/1]~~ Last day to file "write-in" candidacy letter of intent.
- Oct. 5 Last day to submit application for a fax ballot (by electronic transmission) - 5 p.m.**
- Oct. 6 Election Day --Polls Vote Centers open 7 a.m. - 8 p.m. [No results run until Friday, 10/9]**
- Oct. 7 CBJ Election team prepares election materials to take to Anchorage – 2 (or more) person team flies up to Anchorage with ballots from Vote Center and drop boxes collected in Juneau**

REVISED Dates for October 6, 2020 CBJ Regular Election

- Oct. 9** **Ballots tabulated at Anchorage Election Center for those votes received at Anchorage Election Center, CBJ Vote Centers and Ballot Drop Boxes. This is the first instance during which preliminary “Unofficial Results” will be available.**
- Oct. 9-16** **Election Center continue acceptance of any by-mail ballots and reviews them for postmarked (postmarked prior to or on Election Day) and signature verification process.**
- Oct. 16** **Final Ballot tabulation in Anchorage for secondary “Unofficial Results” prior to the work in Juneau the Canvass Review Board to certify the election.**
- Oct. 20** [~~10/13~~] Canvass Board Election Certification in Juneau (Assembly Chambers Time TBA)
- Oct. 20** [~~10/13~~] Last Day to Contest Election (must be filed before completion or during review of election returns)
- Oct. 22** [~~10/13~~] Last Day to request Recount
- Oct. 26** [~~10/20~~] First Regular Assembly meeting scheduled for New Assembly Members
- Oct. 30** [~~10/23~~] Last Day to file for Judicial Review of Election in Superior Court

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

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Emergency Serial No. 2020-30

**An Emergency Ordinance Amending the Elections Code Relating to
Candidate Nomination and Write-in for the Vote by Mail October 6, 2020,
City and Borough of Juneau Municipal Election.**

WHEREAS, CBJ Charter 5.4(a) provides the Assembly may adopt an emergency ordinance to meet a public emergency by an affirmative vote of at least six assemblymembers; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is caused by the SARS-Cov-2 virus ("virus"), a new strain of the coronavirus that has not been previously identified in humans and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization ("WHO") declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, the COVID-19 pandemic has caused governments to alter the election procedures to protect poll workers and voters to minimize transmission of COVID-19; and

WHEREAS, Ordinance 2020-24(b) amends the Elections Code relating to Vote by Mail; and

WHEREAS, if Ordinance 2020-24(b) is adopted on June 29, 2020, the candidate nomination provisions related to CBJC 29.07.370(b) would not be effective for the October 2020 municipal election because of the mandatory 30-day delay caused by Charter 5.3(b).

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

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

Section 2. Candidates; nomination; write-in for the October 6, 2020, City and Borough of Juneau Municipal Election. The following time requirements of CBJC 29.07.050 are modified when conducting a by-mail election for the October 6, 2020, election:

- (1) Nominating petitions must be completed and filed with the election official, accompanied by any required state financial disclosure forms, not earlier than July 17, 2020, nor later than 4:30 p.m. of the July 27, 2020.
- (2) Any candidate nominated may withdraw his or her nomination not later than 4:30 p.m. of the July 31, 2020.
- (3) A write-in candidate filing a letter of intent with the election official shall do so not earlier than July 31, 2020, nor later than 4:30 p.m. on September 29, 2020.

Section 3. Effective Date. This ordinance shall be effective immediately and expire ninety days after adoption.

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager

Presented: 06/29/2020

Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Emergency Ordinance No. 2020-34

An Ordinance Extending the Requirement for Use of Face Coverings on Capital Transit Buses and in Certain Areas of City and Borough of Juneau Facilities Open to the Public.

WHEREAS, CBJ Charter 5.4(a) provides the Assembly may adopt an emergency ordinance to meet a public emergency by an affirmative vote of at least six assemblymembers; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is caused by the SARS-Cov-2 virus (“virus”), a new strain of the coronavirus that has not been previously identified in humans and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization (“WHO”) declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau (“CBJ”) received its first positive case of COVID-19; and

WHEREAS, as of June 25, 2020, there have been 42 confirmed cases in the City and Borough of Juneau, including cases classified as caused by community spread; and

WHEREAS, the Center for Disease Control and the State of Alaska (Health Alert 10) also recommend everyone wear a cloth face covering when in a public setting where other social distancing measures are difficult to maintain; and

WHEREAS, public health officials have advised that in addition to practicing social distancing and staying home as much as possible, additional measures that include the covering of an individual's nose and mouth will minimize asymptomatic individuals with COVID-19 from unknowingly spreading the disease; and

WHEREAS, the Assembly strongly urges the use of cloth face covering or a physical barrier (i.e. Plexiglas separator) for any businesses with employees that interact with the public, especially grocery stores, gas stations, and retail stores; and

WHEREAS, Emergency Ordinance initially imposed the face covering requirement for Capital Transit and CBJ facilities through June 30, 2020.

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. Face Covering Requirement.

- (a) **Capital Transit Bus Cloth Face Covering Requirement.** A person entering, riding, or using a Capital Transit bus must wear a face covering that covers their nose and mouth. A person violating this section is prohibited from entering, riding, or using a Capital Transit bus.
- (b) **City and Borough of Juneau Indoor Facility Open to the Public.**
 - (1) **Notice.** The Manager is required to identify and conspicuously post notices for those City and Borough of Juneau public facilities or areas of public facilities in which people are required to wear a face covering. The Manager should post face covering notices in public facilities and areas of public facilities in which maintaining six feet separation between people is difficult or where there are insufficient physical barriers to keep people six feet apart.
 - (2) **Cloth Face Covering Requirement.** This requirement only applies to indoor facilities owned by the City and Borough of Juneau and open to the public. A person entering or occupying an indoor City and Borough of Juneau facility or area of an indoor facility must wear a cloth face covering when required by notice posted by the Manager. A person violating this section is prohibited from entering, occupying, or remaining in the indoor City and Borough of Juneau facility or area of an indoor facility.

- (c) **Provision of Face Covering.** For people who cannot afford or locate a face covering, the Manager shall make a face covering available on every Capital Transit bus and at any City and Borough of Juneau facility that requires a face covering.
- (d) **Reasonable Accommodations.** Any person who chooses not to comply with this ordinance or who has been denied a City and Borough of Juneau service because of this ordinance may contact the Manager's Office, or designee, and seek a reasonable accommodation such as making an appointment, meeting outside, or interacting without meeting in person.

Section 3. Exceptions. The following individuals and areas of a City and Borough of Juneau facility are exempt from the cloth face covering requirements of this ordinance.

- (a) Any child aged two years or less;
- (b) Any child aged 12 years or less unless a parent or guardian supervises the use of the face covering;
- (c) Any individual who has a physical disability that prevents the wearing or removing of a face covering;
- (d) Any individual who is deaf and uses facial and mouth movements to communicate;
- (e) Any individual who has been advised by a medical professional that wearing a face covering may pose an unreasonable risk;
- (f) Any individual who has trouble breathing or is otherwise unable to remove a face covering without assistance;
- (g) Individual offices where people can easily stay six feet apart.

Section 4. Effective Date. This ordinance shall be effective immediately and expire at midnight on September 22, 2020, unless terminated earlier by motion of the Assembly.

Adopted this ____ day of June, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: 06/08/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-22

An Ordinance Authorizing the Manager to Lease Approximately 1.25 Acres, Located adjacent to the Juneau Arts and Culture Center and Centennial Hall, to the State of Alaska for Employee Parking.

WHEREAS, as authorized by Ordinance 2015-30, the City and Borough leases to the State of Alaska a portion of the parking area adjacent to Centennial Hall for State employee parking; and

WHEREAS, the purpose of this lease agreement would be to accommodate the State of Alaska employee parking; and

WHEREAS, the appraised market value for the area to be leased (approximately 150 parking spaces) was determined to be \$118,800 annually by appraisal dated May 28, 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. Authorization. The Manager is authorized to lease approximately 1.25 acres (54,450 square feet or approximately 150 parking spaces) depicted on Exhibit A, which is a portion of the following described properties:

Lot A, Juneau Subport Subdivision; Lot 12, Block 68 of the Tidelands Addition to the City of Juneau; Lot 12A, Block 68 of the Tidelands Addition to the City of Juneau; and Lot 11, Block 68 of the Tidelands Addition to the City of Juneau.

No structures or buildings are included in the leased premises.

Section 3. Terms and Conditions. The final lease shall be subject to the following essential terms and conditions:

(A) Purpose. The leased premises may be used only for personal vehicle parking. Four parking spaces directly adjacent to the Juneau Arts and Cultural Center entrance will remain dedicated exclusively to building tenant use. The Lessee shall identify the four parking spaces with signage installed and maintained at its expense.

(B) Term. The lease term shall be from June 30, 2020 to June 30, 2021. The lease shall automatically expire on June 30, 2021, unless extended as provided by the lease agreement.

(C) Renewal. The lease may be extended for up to four one-year terms upon written request at the discretion of the City and Borough. Requests for extensions must be provided to the City and Borough not less than 90 days prior to the date the lease would otherwise expire. It is within the City and Borough's sole discretion to accept or reject a request for extension with any or no reason. If the City and Borough fails to give written notice of its acceptance of a request for an extension at least thirty days prior to the lease expiring, the lease will expire as specified in the lease agreement.

(D) Maintenance. Maintenance, including snow removal, shall be the responsibility of Lessee.

(E) Rent. Annual rent shall be \$118,800 due on or before July 1, 2020. Thereafter, if the lease is extended, payment will be due on or before July 1 of each lease year. In the case of extensions, annual rental payments may be adjusted. If the City and Borough desires to adjust the annual rental payments in connection with any agreed-upon extension, it shall provide a schedule of annual rental payments for the next extension at the time approval of the extension is given. The Lessee shall then have thirty days to give notice of its acceptance of the rental adjustment, notice its withdrawal of its request for an extension, or notice its appeal of the adjustment. Appeals shall be heard in accordance with the provisions of CBJ 01.50. If Lessee withdraws its request, this Agreement will terminate on the date it otherwise would have had no extension been sought or granted. If Lessee does not timely withdraw or appeal the adjustment, then this Agreement shall be extended for the additional term and rent shall be paid at the adjusted rental rate.

(F) Other terms and conditions. The Manager may include other lease terms and conditions as the Manager determines to be in the public interest.

Section 4. 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

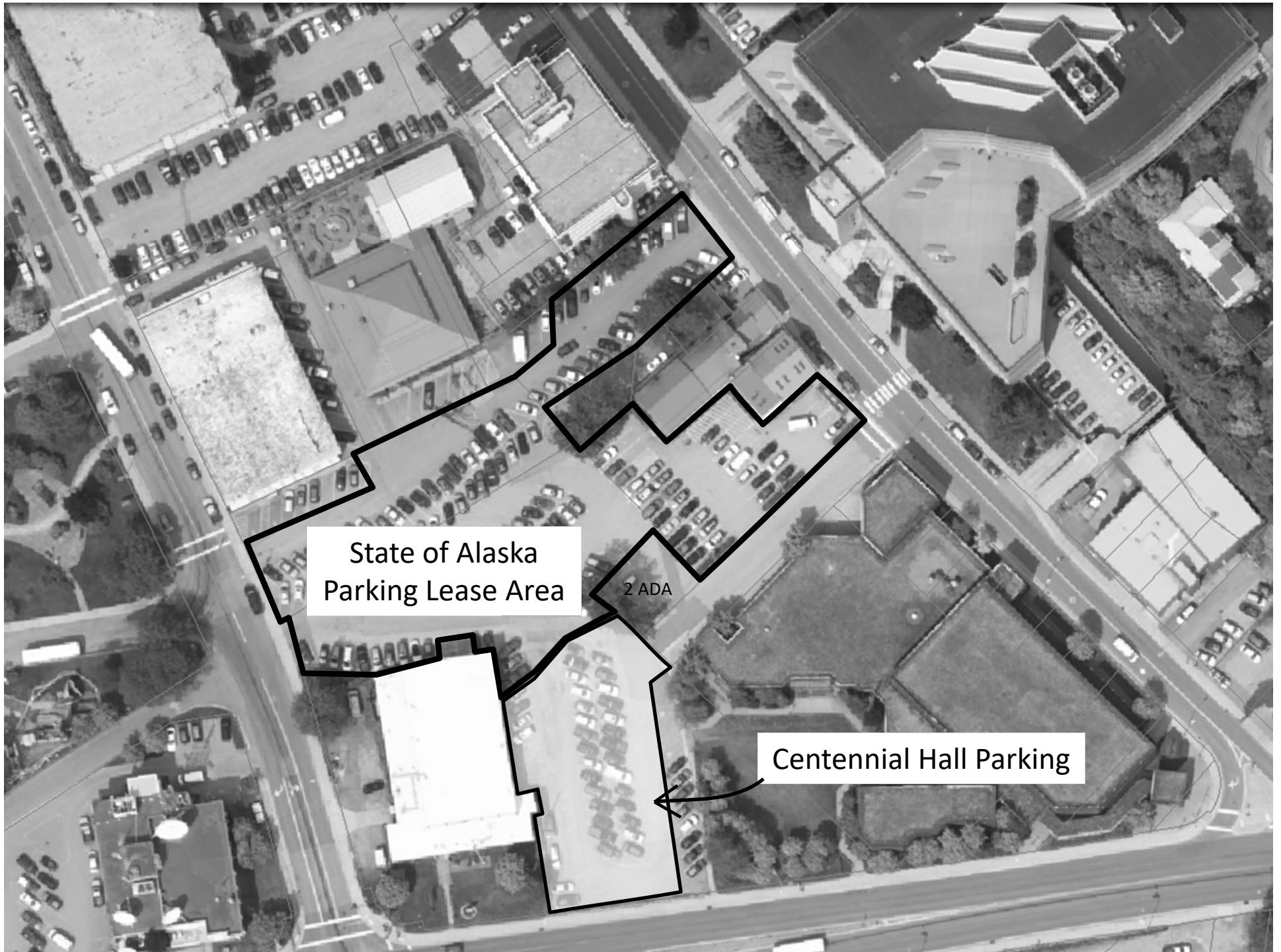


Exhibit A- Ordinance 2020-22

Presented by: The Manager
 Introduced: 06/08/2020
 Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-26

An Ordinance Authorizing the Manager to Renew the Lease of the Mayflower Building and Grounds to the Juneau Montessori Center.

WHEREAS, the Juneau Montessori Center (Montessori) is a non-profit organization providing education to children in the City and Borough; and

WHEREAS, Montessori has been leasing property for its school from the City and Borough since 1992; and

WHEREAS, Ordinance 2008-37 authorized Montessori to expand its playground, provided it would be available for public use when Montessori was not in session, and allowed Montessori to utilize a portion of the City and Borough public parking lot for its use as long as such use did not conflict with Robert Savikko Recreation Area operations; and

WHEREAS, by Ordinance 2014-44, the City and Borough executed a lease with Montessori allowing for Montessori's use of the Mayflower Building and an additional 14,816 square feet of Lots 12 and 25 of Block 32 of the Tyee 2nd Millsite Addition, Douglas Townsite (Mayflower Building Lease Agreement); and

WHEREAS, Ordinance 2014-44 authorized a renewed lease of the property for a period of five years at \$2,000.00 per month, which was below the \$3,255.00 market rental rate; and

WHEREAS, Ordinance 2014-44 provided that the lease may be renewed for five additional years, but conditioned that any negotiated rental rate under fair market value during the period of renewal required Assembly approval; and

WHEREAS, the current lease expires June 30, 2020; and

WHEREAS, the Lands Committee considered the lease renewal topic on June 1, 2020, and testimony was provided regarding the financial hardship caused to Montessori as the result of the COVID-19 pandemic; and

WHEREAS, the Lands Committee made a motion to support a one-year renewal of the lease at the current below market rental rate of \$2,000.00 per month; and

WHEREAS, CBJ 53.09.270(b) authorizes the lease of City and Borough property to a private, nonprofit corporation at less than fair market value provided the lease is approved by the Assembly and the property to be leased is used for the purpose of providing a service to the public that could or should reasonably be provided by the state or the City and Borough.

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. Authorization. The Manager is authorized to negotiate and renew the Mayflower Building Lease Agreement with Montessori for one additional year under the same terms and conditions agreed upon, subject to the following amendments:

(A) Rent. Pursuant to CBJ 53.09.270(b), rent shall be \$2,000.00 per month, an amount less than the fair market value, for the one-year term starting on July 1, 2020.

(B) Renewal Options. The lease retains four (4) additional one-year renewal options as provided under Ordinance 2014-44.

(C) Adjustment of Rental Rate. The City and Borough may adjust the rent to reflect changes in fair market value at the time each renewal option is exercised, except the Assembly must approve any adjustment that results in a rental amount at less than fair market value.

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: 06/08/2020
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-06(AD)

An Ordinance Appropriating to the Manager the Sum of \$18,086 as Funding for the Land for Senior Assisted Living Capital Improvement Project; Funding Provided by Affordable Housing Fund's Fund Balance.

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 \$18,086 as Funding for the Land for Senior Housing Capital Improvement Project.

Section 3. Source of Funds. Affordable Housing Fund's Fund Balance:

Affordable Housing Fund's Fund Balance	\$18,086
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Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: 06/08/2020
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-06(AE)

An Ordinance Appropriating to the Manager the Sum of \$10,000,000, as Partial Funding for Bartlett Regional Hospital's Fiscal Year 2020 Operating Budget; Funding Provided by CARES Act Funding and the Hospital Fund's Fund Balance.

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 \$10,000,000 for Bartlett Regional Hospital's fiscal year 2020 operating budget.

Section 3. Source of Funds

CARES Act Funding	\$ 7,252,838
Bartlett Regional Hospital Fund's Fund Balance	\$ 2,747,162

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

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: June 8, 2020
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-06(AI)

An Ordinance Appropriating to the Manager the Sum of \$700,000 for COVID-19 Testing Equipment to be Operated by Bartlett Regional Hospital; 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 \$700,000 as funding for COVID-19 Testing Equipment.

Section 3. Source of Funds

CARES Act Special Revenue Fund	\$700,000
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Section 4. 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 A. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: 06/08/2020
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-06(AJ)

An Ordinance Appropriating to the Manager the Sum of \$52,600 as Supplemental Funding for Downtown Parking's Fiscal Year 2020 Operating Budget; Funding Provided by the Downtown Parking Fund's Fund Balance.

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 \$52,600 for Downtown Parking's fiscal year 2020 operating budget.

Section 3. Source of Funds

Downtown Parking Fund's Fund Balance	\$ 52,600
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Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

POSTED/EMAILED
May 29, 2020

POSTING NOTICE

RFP: DH20-037
Professional Design Services for Cruise Ship Dock Electrification Study

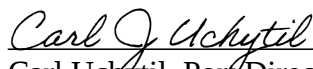
TO: Respondents to RFP DH20-037

This notice is to give results of proposal evaluations for the above referenced project. Proposals were received from 4 consultants: Electric Power Systems, Inc., Energy Advisors Alaska, Haight & Associates, Inc., and Taku Engineering.

CBJ Docks and Harbors appreciates your participation in the subject RFP. Thank you for your interest.

The apparent successful proposer is Haight & Associates, Inc.

This notice begins the protest period per Purchasing Code 53.50.062. Protests will be executed in accordance with CBJ Ordinance 53.50.062 "Protests", and 53.50.080 "Administration of Protest." The CBJ Purchasing Code is available online at: <http://www.juneau.org/law> or from the CBJ Docks and Harbors at 907-586-0292.



Carl Uchytel, Port Director
CBJ Docks and Harbors



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: June 25, 2020

To: City & Borough of Juneau Assembly

From: Economic Stabilization Task Force

Regarding: Recommendation for Nonprofit Grant Program using CARES Act funding for nonprofits, including faith-based entities impacted by COVID-19 crisis

Overview

- Funding from the CARES Act with all requirements met for funding.
- Juneau Community Foundation will administer grants on behalf of CBJ, as it does currently. CBJ will issue grant funds.
- Two grant programs (run sequentially)
 1. Nonprofit Grant Stabilization for all nonprofits. Up to \$3.2 million requested.
 2. ESTF recommendation to reserve unspent / unallocated CARES funding for program or project expansion proposals from social service organizations to address additional reasonably foreseen needs before December 31, 2020. Recommendation of \$3 million pending approval.
- Grant Administration. The CBJ Manager is authorized to execute a grant agreement with the Grant Administrator for review and administration of COVID-19 Nonprofit Grant Program funds. The Grant Administrator is responsible for assuring the program funds recommended for disbursement by CBJ are only to eligible nonprofits. 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.

Nonprofit Economic Stabilization Grant Elements – up to \$3,200,000

- **Grant Application Period** July 14 - 31, 2020. Reconsider two-week grant timeline if grant funds are not approved within planned timeline.
- **Disbursement Methodology.** All applications will be reviewed after the application due date (not first come first served). CBJ reserves the right to proportionally allocate available funding if demand is greater than funding available.

- **Maximum grant amounts** will be on a sliding scale and based on fiscal year end 2019 gross revenue (excluding any recorded amount of in-kind donations or volunteer time).
 - Up to \$10,000 for nonprofits of less than \$50,000 in annual revenue
 - Up to \$25,000 for nonprofits between \$50,000 and \$249,000 in annual revenue
 - Up to \$50,000 for nonprofits between \$250,000 and \$999,999 in annual revenue
 - Up to \$99,000 for nonprofits with \$1,000,000 or more in annual revenue
 - 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 nonprofits with gaming income, gross revenue may only include the net income from gaming (only net gaming revenue after 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.
- **Grant funding up to a total of \$200,000 of the total funds, for food and / or security** within eligible nonprofits will be available in addition to funding under this program or other CARES Act funding, dependent on program review and prioritization by Grant Administrator for COVID-19 related public health emergency requirements.
- **Verification of COVID-19 related need**
 - **Grants of \$25,000 or less.** Self-certification of amount and type of adverse economic and programmatic impact due to the public health emergency for COVID-19 between March 1 – December 31, 2020 is required for grants of \$25,000 or less. Nonprofits will be required to certify and briefly describe how it and / or its work has been impacted by COVID-19 but will not be required to provide records with their initial application. Further documentation may be requested but is not required in the initial application. Nonprofits should be ready to demonstrate the economic impact they incurred if requested
 - **Grants in excess of \$25,000.** For grants between \$25,001 and \$99,000, certification and additional information about economic impacts between March 1 and December 31, 2020 due to the COVID-19 public health emergency is required and form will be provided. Examples of verification required:
 - Revenue lost (e.g., earned revenue lost due to social distancing, non-earned revenue decreases grants, donations, anticipated drop in donations, fundraisers not held)
 - Personnel moved to different jobs or additional personnel hired due to COVID-19
 - Direct expenses (PPE, moving to working remotely, COVID-19 related accommodations to ensure mandate compliance, etc.)
 - **Funds must be fully expended** by December 31, 2020
- **All eligible nonprofits may apply.** Eligibility rules:
 - Registered in Alaska by January 1, 2019
 - All eligible nonprofits may apply. Eligibility rules: **IRS certified 501(c)3, 4, 6, 7, and 19 / 23 nonprofits**
 - Physical presence and operating in Juneau since January 1, 2019
 - Majority of groups' local board of directors or advisory board and its officers must be Alaska residents. A local affiliate of a national organization must have a local advisory or governing board.
 - Nonprofit must provide direct services to residents in Juneau.

- Faith-based nonprofits are eligible, so long as they provide services, which are promoted and available to the general public without regard to religious affiliation.
 - Program is limited to those entities in which the COVID-19 public health emergency adversely affected or will adversely affect revenue, program changes, and direct costs between March 1 and December 31, 2020.
 - Nonprofits that has applied for or received any other CARES Act funding from state, local, or tribal governments, are still eligible for this CBJ program but must identify those sources with the exclusion of Federal PPP Loan proceeds. If this CBJ program runs short of funding, other CARES Act funding may be considered in the prioritization of grant funding.
 - Nonprofits which applied for and receives a Business Stabilization Grant through the Phase I, II or III application process, or other CARES Act funding, may apply for this grant; however, they will not receive additional funding from this program, if they have received other grants that exceed the amount eligible under this program.
 - Foundations with assets over \$5,000,000 or are the foundation arm of a nonprofit, may not apply.
- **CBJ & Juneau Community Foundation reserve the right to request additional information once application has been received.**
 - **Unallocated Grant Funds.** Any grant funds not allocated will go to support the Social Service Agency CARES Act reserve (see below). Any grant funding not needed for the Social Service Expansion CBJ will decide where funds are needed.

Reserve unspent / unallocated CARES funding for possible future social service needs - providing up to \$3,000,000.

This recommended funding does not include the following programs, such as Childcare and the Trail Project.

- **Grant period** July 31 – August 31, 2020. Based upon end of additional Federal Pandemic Unemployment Insurance program.
- **Verification of COVID-19 related need.** Programs or projects that address identifiable needs (e.g., healthcare, mental health, substance use disorders, suicide prevention, homelessness response, domestic violence).
- **Prioritization and Need Methodology.** This will include a series of meetings with social service agencies during July to determine project or program priorities.
 - **Funding Preference.** Programs that logically end on December 31, 2020 or can move to a sustainability model will be given preference (e.g., inputting data on homeless people into AKHIMS, enrollment assistance for Affordable Care Act, healthcare for frontline workers in nonprofit agencies, providing rental assistance for those denied in the AHFC lottery)
 - Projects and programs of various size and duration will be accepted
 - Proposals will be required to include a budget and budget narrative, along with a program narrative similar to the Juneau Hope Endowment Fund/CBJ Social Service Grant Program.

Appointed Task Force Members

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

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

https://www.anchoragepress.com/arts_and_entertainment/1-500-arts-culture-emergency-relief-covid-19-grant-for-alaska-artists/article_b6ef6238-acda-11ea-a0fe-67a5d7bbda1b.html

\$1,500 Arts & Culture Emergency Relief COVID-19 Grant For Alaska Artists

Press Release

Jun 12, 2020

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LinkedIn

Messenger

Reddit

WhatsApp

Email

Outlook

Gmail

SMS

Yahoo Mail

Alaska artists who have been financially burdened by the COVID-19 pandemic are invited to apply for a \$1,500 Alaska Arts and Culture Emergency Relief (ACERF) COVID-19 Grant before June 30, 2020.

The Alaska State Council on the Arts, the Alaska Arts and Culture Foundation, the Atwood Foundation, and Rasmuson Foundation have partnered to create the Alaska Arts and Culture Emergency Relief (ACERF) COVID-19 Grant Program.

ACERF will continue beyond the current crisis to provide emergency relief to Artists and Community Arts Organizations experiencing hardship due to extenuating circumstances, natural disasters, and any other unforeseen financial emergencies. The Alaska State Council on the Arts and the Arts and Culture Foundation are thrilled to continue providing this important resource to the community.

"The Arts and Culture Foundation is so pleased to be a part of this new effort to provide financial relief for Alaska's artists," added Norm Campbell, Alaska Arts & Culture Foundation President. "We all know the on-going severity of the problem facing our arts and culture communities. This collaborative effort is an important first step to bring aid and support to those in need."

Applications are competitive and will be evaluated by a selection committee. Alaska artists can apply for the ACERF COVID-19 grant starting June 10, 2020, and learn more about eligibility and criteria with the Submittable application found here:

<https://artsalaska.submittable.com/submit>.

"Artists are such an important part of what makes our state so great. They are the heart and soul of our communities, adding richness to our lives. We are glad to be able to provide a little assistance in their time of need." said Diane Kaplan, President, and CEO of Rasmuson Foundation.

"Right now, artists are out of work – completely out of work. There are no tourists to buy the work of artists. Actors, singers and dancers can't even wait tables. Until theatres, galleries, and other arts businesses fully open up, artists need this assistance to meet their basic economic needs." said Executive Director Ira Perman of the Atwood Foundation

"I am so grateful for the long-standing relationship between ASCA and the Rasmuson and Atwood Foundations, which allowed us to come up with this response to the pandemic in a relatively short timeframe," said Benjamin Brown, Chairman of the Alaska State Council on the Arts. "We are eager to get this relief and support out to Alaskans whose livelihoods are based in arts and culture activity, and we are committed to continuing this support in the future as robustly as possible. Alaskans are resilient, and we will get through this by helping one another and emerge stronger in the long run."



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: June 25, 2020

To: City & Borough of Juneau Assembly

From: Economic Stabilization Task Force

Regarding: Recommendation for Infrastructure Projects

The Economic Stabilization Task Force recommends to the Assembly that it assess financial resources at hand or readily accessible and undertake a major public works initiative in 2021 and beyond. This initiative should include efforts to place General Obligation bond authorizations on upcoming elections in 2020 and 2021.

General Background

It is likely that the economic damage inflicted on Juneau's economy as a result of the COVID-19 pandemic will be felt over the next several years. The struggle that many businesses are experiencing to re-open are exacerbated by the complete loss of the 2020 tourism season and the continuing risk of multiple waves of the coronavirus. Infrastructure projects are universally viewed as important tools to minimize the depth and duration of recessions. They are a primary economic stimulus. As the Brookings Institute recently editorialized:

"The investment of state and local governments—who do the bulk of infrastructure spending, even if the federal government pays for much of it via grants—makes a sizable contribution to annual GDP growth. This matters especially during recessions, when state and local governments tend to reduce their expenditures, thereby amplifying economic downturns. Perversely, recessions are the times when infrastructure investments make the most sense: interest rates are typically low and substantial amounts of capital and labor are idle, meaning that public investments are less likely to displace private activity."

The benefits of infrastructure investment are two-fold: (1) the immediate infusion of capital and consequent workforce mobilization, and (2) the long-term—multi-generational—facilities that are constructed.

Inventory of Resources Available to the CBJ

The City and Borough of Juneau has a variety of fund sources available to undertake infrastructure projects. Virtually all infrastructure projects would qualify for general obligation bond funding. Others may have access to other streams. Examples include port development and passenger fees for port-related projects, state reimbursement for certain school projects, federal monies for the Juneau International Airport, and private donations for cultural facilities, like the City Museum and the Arts and Culture Center. Funding for any project should be strategic and could include a mix of several sources. This memorandum summarizes major categories of funding and recommends that the Assembly employ a combination of these categories to launch a sustained and sustainable public works agenda that is more aggressive than the current 6-year Capital Improvement Plan.

A. General Obligation Bond Indebtedness

General Obligation (GO) bonds are debt instruments issued by state and local governments to raise funds for public works. They are backed by the full faith and credit of the issuing government and include the use of taxing authority to fully repay the bond holder. GO bonds are a preferred mechanism for capital projects for several reasons: practically, it is difficult to amass funds for larger projects in a single fiscal year; fiscal prudence dictates the amortization over the project's useful life; and, morally, the burden of repayment is spread and borne by the users over time.

The CBJ's *2021 Budget Book* adopted on June 8, 2020 notes that "[n]o legal debt limits have been imposed by the State or by Juneau's Charter. The Assembly has adopted a policy that places a self-imposed maximum limit on outstanding debt. This policy reads as follows. '**Bond indebtedness will be maintained at less than 5% of the assessed borough property value.** The FY21 (calendar year 2020) projected area wide assessment is \$5.070 billion. **Therefore, bond indebtedness should not exceed \$253.5 million.**' [bold added]

The CBJ last reached this limit in 2010, when its indebtedness reached 5.26 percent of assessed value. Since then the ratio has steadily declined. According to Juneau's most recent *Comprehensive Annual Financial Report* (CAFR) covering the period July 1, 2018 through June 30, 2019, the ratio in 2019 had been reduced to 2.31 percent.

In 2017, the CBJ commissioned PFM Group Consulting of San Francisco and Seattle to study Juneau's bonding capacity. In doing so, it set forth three alternative standard benchmarks used to measure capacity:

- a. Bond debt as a percentage of assessed valuation
- b. Bond debt capped by a set mill rate
- c. Bond debt determined by historic per capita dollar amount

Under the first benchmark, PFM assumed a 3 percent cap (rather than the CBJ's stated 5 percent cap above) and concluded that the city's **additional capacity** ranged from \$110 million in 2021 to \$180 million in 2028.

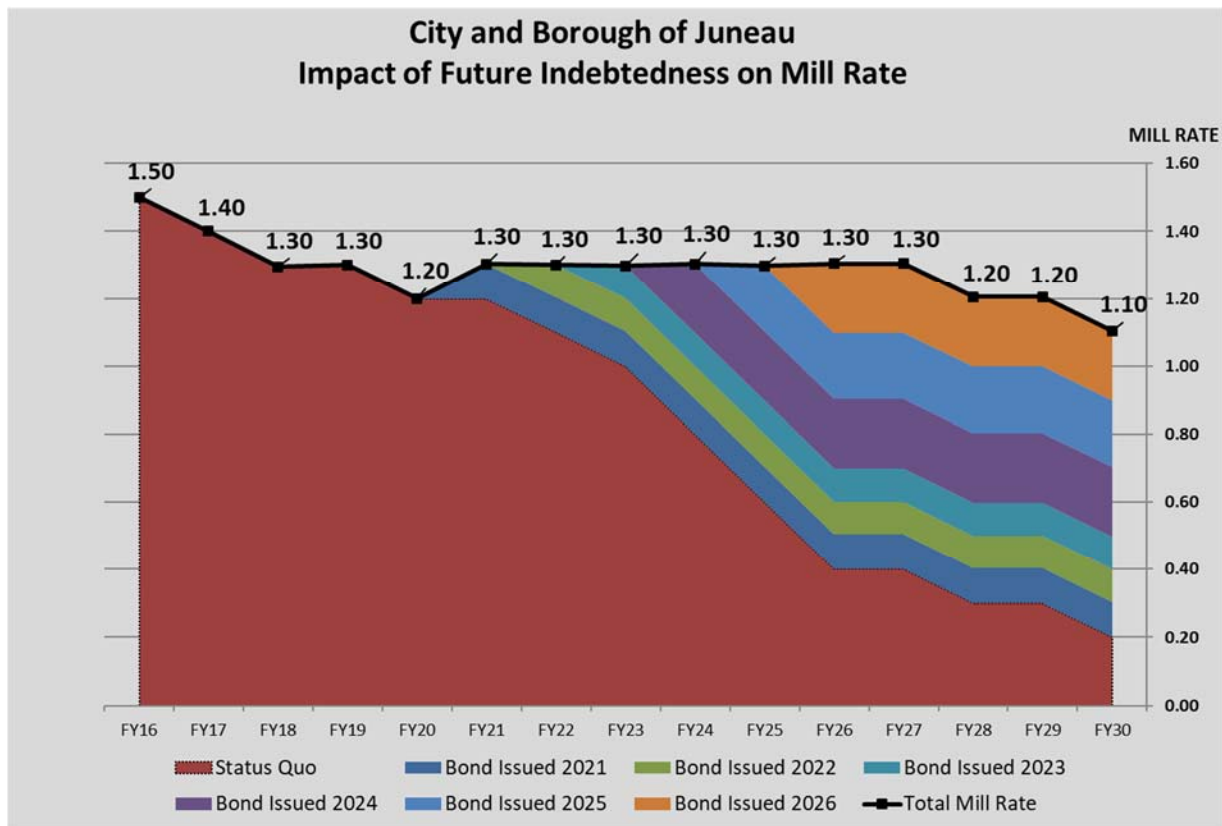
PFM noted that Juneau's mill rate for debt retirement has fluctuated over the past decade and has trended downward from 1.5 mils to 1.3 mils. [In FY20 and FY21 the Assembly further reduced the rate to

1.2 mils.] In PFM's model, it established capacity based on 1.5 mils. That model yielded **additional capacity** ranging from roughly \$20 million in 2021 to \$96 million in 2028.

PFM's third benchmark used 2010's per capita outlay, \$5,037, to calculate the most expansive range of **additional capacity**: roughly \$120 million in 2021 to \$175 million in 2028.

These benchmarks of capacity to assume additional debt support the proposition that the CBJ is theoretically well-positioned to issue GO bonds approaching \$100 million. However, it is unlikely that the Assembly or the public would countenance a substantial mill rate increase. For the purposes of this memo, we have projected **additional capacity** based on a 1.3 mill rate, resulting in a range from 2021 to 2028 of \$26.0 to \$79.0 million. The wide range results from uncertainty about how soon the debt could be issued. Most GO bond debt is issued years after it is authorized by the public. However, given the nature of the economic emergency, this debt is likely to be issued more rapidly. CBJ Finance developed a debt projection tool in the late fall of 2019. This tool can be used to project the impact of future debt issuances on the debt service mill rate. In the following, this tool is used to determine the amount of debt that could be issued each fiscal year without exceeding a debt service mill rate of 1.3 mills.

	Name	Start Year	Years	Amount	Rate
#1	Bond Issued 2021	2021	25	\$ 9,000,000.00	3.0%
#2	Bond Issued 2022	2022	25	\$ 8,500,000.00	3.0%
#3	Bond Issued 2023	2023	25	\$ 8,500,000.00	3.0%
#4	Bond Issued 2024	2024	25	\$ 18,000,000.00	3.0%
#5	Bond Issued 2025	2025	25	\$ 17,000,000.00	3.0%
#6	Bond Issued 2026	2026	25	\$ 18,000,000.00	3.0%



CBJ Finance has indicated that the underlying assumptions of this tool are now six months out-of-date and would need to be updated for additional future analysis. Additionally, any considerations of future indebtedness are problematized by the State's failure to reimburse school construction debt. Continued failure to reimburse school construction debt has a material impact on the debt service mill rate unless the Assembly approves use of fund balance to address unreimbursed debt payments.

B. Revenue bonds

A revenue bond is a category of [municipal bond](#) supported by the revenue from a specific project. Revenue bonds that finance income-producing projects are thus secured by a specified revenue source. A revenue bond repays creditors from income generated by the project that the bond itself is funding. Thus, while a revenue bond is backed by a specific revenue stream, holders of GO bonds are relying on the full faith and credit of the issuing municipality. Typically, since holders of revenue bonds can only rely on the specific project's income, it has a higher risk than GO bonds and pays a higher rate of interest.

The CBJ has used revenue bonds to finance various projects related to the Port of Juneau, relying on income derived from the city's port development fee and both local and state marine passenger fees, as an example.¹ It considered issuing revenue bonds for the senior housing facility in Vintage Business Park, but chose instead to grant \$2 million to the private venture. Nationally, other typical municipal government uses of revenue bonds are directed at airport and hospital projects, each of which generate income that can be applied to debt retirement.

C. Budget Reserve

CBJ has two separate general fund balances. First, the Unrestricted Fund Balance is a combination of the Sales Tax Fund and the unrestricted portion of the General Government Fund. The Unrestricted Fund Balance can be spent for any lawful purpose without restriction or further consideration. Second, the Restricted Budget Reserve of the General Government Fund was established by Resolution 2629 in 2012, and it is targeted to hold two months of annual operating revenue to meet emergency or unforeseen needs. Funds may be spent from the Restricted Budget Reserve only with a plan to replenish those funds in the future.

Based on the adopted FY2021 and FY2022 budgets, fund balances are expected to decline over the next several years—resulting primarily from the need to backfill lost sales tax revenue.

<u>Ending Fund Balances:</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>
Restricted Budget Reserve	\$ 16.6	\$ 16.6	\$ 16.6
Unrestricted Fund Balance	\$ 17.0	\$ 13.9	\$ 3.4
Total:	\$ 33.6	\$ 30.5	\$ 20.0

¹ In March 2019, the CBJ and Cruise Lines International Association ("CLIA") entered into an agreement creating zones generally abutting Juneau's waterfront within which these fees could be used for capital projects that aid the cruise industry.

This fund balance trajectory can still be influenced by many factors including: greater usage of CARES Act funding to offset CBJ revenue losses, greater / lesser economic decline / rebound than currently forecast, expenditure reductions, and new appropriations for expenditures.

D. Private Gifts and Grants

The CBJ has been the beneficiary of various charitable entities that have contributed to public recreational and cultural facilities in Juneau. Examples include the Rasmuson Foundation, the Juneau Community Foundation and Friends of the Library. These remain sources of funds to complement larger capital initiatives.

E. Federal and State Monies

The CBJ regularly receives funding through a variety of programs, most of which are pass-through grants from the Federal Government. These span water infrastructure, roads, transit, PILT (payments in lieu of taxes) and public safety, to name a few. There are on-going discussions at the federal level to explore additional relief from the consequences of the COVID-19 pandemic. These include relaxation of the limitations in the Treasury Department guidance for CARES Act expenditures, a separate relief bill for states and local governments, and a massive infrastructure bill. One or more of these may be considered before the November 2020 elections. Juneau should be prepared to take immediate advantage of any funding for projects deemed “shovel-ready.”

Reasons for Early Action on the Authorization of GO Bonds

Interest and borrowing rates are at historic lows and are expected to remain so over the next year. However, they will invariably rise as the national economy begins its recovery. Similarly, the cost of labor and building materials and supplies can be expected to increase with every increment of delay.

Early approval of certain “shovel-ready” projects could lead to substantial construction activity during calendar year 2021 and create opportunities for OJT to further develop Juneau’s workforce. Delaying action until October 2021 will guarantee that no work will be undertaken before construction season 2022.

Appointed Task Force Members

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

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



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: June 26, 2020

To: City & Borough of Juneau Assembly

From: Economic Stabilization Task Force

Regarding: Recommendation for 2020 Juneau ArtWorks Program: Creating for the Future

The Juneau Arts and Humanities Council proposes a program to support artists and bolster the “social infrastructure” of our community, and at the same time creating a lasting documentation of this strange time in our history.

In the spirit of the Work Projects Administration of the 1930s, this program delivers funding to artists who have lost gigs, had contracts or events cancelled, been laid off, or have otherwise been put in a vulnerable position due to the necessary restrictions to control the COVID-19 Pandemic. At the same time, the projects will leverage the talent of artists to unite and vitalize our neighborhoods with the goal of either a) helping their neighbors stay connected during the restrictions, or b) helping people to reconnect, recover and adjust to new social conditions after restrictions are lifted.

The Council has effectively managed the distribution of the City’s arts funding since 2006, and proposes a similar process for this fund: It will post a call for proposals with a straightforward application process that is easy for artists to complete, adjudicated by a neutral panel representing the community. The Council will oversee the management of the process through to completion of the projects.

The artists / creative workers in Juneau face serious losses this year with loss of opportunities to sell their artwork and loss of performance opportunities. Many of the workers in the creative sector are sole proprietors or are dependent on gig work. While the numbers of these workers are not clear, the Council has over 300 artists on its list. The vitality brought to our community through the work, energy, and creativity of Juneau’s artists and art groups is essential to sustaining Juneau’s ability to attract and retain families to our community. This sector of our work force literally “makes” Juneau the attractive destination and home that it is for so many people. It is essential that we invest in it now.

The application process will be simple to make the funds accessible to artists quickly. The Council will field a panel representing the spectrum of the community to adjudicate the applications for selection. Selection criteria will place priority on those artists or groups for whom other funding has not been

forthcoming, projects that engage the greatest number of unemployed or underemployed creative workers, and projects that result in lasting benefit for the community.

The specific project proposals will come from the artists, art groups, and creative workers, with all genres welcomed. The ESTF recommend that artists or entities assisted by this program be able to assert significant impact from the COVID-19 pandemic.

Ownership of the artwork will be negotiated according to the type of artwork it is, with the default being the City or other public entity, and with the intention that this body of work give our community opportunities to reflect on and come to terms with the strange times these are. These are times of significant social upheaval: This creative endeavor can help us toward positive growth and healing.

Funding Request

The amount of this could range from \$250,000 to \$500,000

88% to the creation of the art

12% to the Arts Council for administration of the project

Appointed Task Force Members

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City and Borough of Juneau
Emergency Operations Center
155 South Seward Street
Juneau, Alaska 99801

Telephone: 586-5240 | Facsimile: 586-5385

DATE: June 29, 2020

TO: Beth Weldon, Mayor

FROM: Robert Barr, EOC Planning Section Chief

RE: Local COVID-19 Testing

Background

Since early May, the EOC has been investigating the viability of standing up a local testing program that would obviate the need to send the majority of our COVID tests out of town for processing. An earlier update was provided at the June 8, 2020 Assembly meeting when Ordinance 2019-06(AI) was introduced.

Objective & Challenges

Adequate COVID testing, with rapidly delivered results, is key to identifying, managing, and controlling spread of the virus. During the course of the pandemic so far, turnaround times have varied from 24 hours to 12+ days. Current turnaround times vary from 48 hours to 3-5 days. A newly stood up commercial lab in Seattle may allow for more consistent turnaround times between 24-48 hours.

A local testing program would provide local control for same or next day test turnaround (depending on when the sample was collected) for up to 300 tests per day, with the ability to grow to approximately 1,000 tests per day in a deteriorating situation. Local control imparts additional benefits around improved logistics, test prioritization, and the ability to provide regional support.

Today, the primary challenges of establishing a local program include:

1. Equipment lead times
2. Operations for sample collection (currently ongoing at Airport and Fire Training Center)
3. Operations for lab analysis
4. Assuring adequate supplies for both collection and analysis
5. A financial plan to pay operating and supply costs. Cost per test will generally fall between \$50-100. 300 tests per day amounts to annual costs of \$5.5 to \$11M.

Next Steps

- The Assembly consider appropriating funds for purchasing equipment and related supplies. All vendors in this space have significant lead times and offer penalty-free cancellation up until the time of shipping should the situation change.
- Establish the role(s) that the State will play in this effort

June 29, 2020

Assembly

Local COVID-19 Testing

- Establish the role(s) that Bartlett and/or other medical providers with laboratory resources in Juneau will play in this effort.
- The Assembly may wish to have an on-going ad hoc committee on testing. Members could include the Mayor, City Manager, Hospital Board Liaison, Board Chair, BRH CEO, and Board physician representative.