

**SPECIAL ASSEMBLY MEETING
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

April 20, 2020 6:00 PM

Meeting No. 2020-18. Virtual Meeting Only

The meeting will be by telephonic participation only by calling: 1-346 -248-7799 and enter Webinar ID: 953-4131-8984. (Please note, this is a new Webinar ID as of 4pm on Monday, 4/20.) The audio portion of the meeting will be broadcast on the CBJ Facebook page at <https://www.facebook.com/cbjuneau/> which is also viewable on the CBJ webpage at <https://beta.juneau.org/covid-19>.

I. CALL TO ORDER / ROLL CALL

II. APPROVAL OF AGENDA

III. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

A. Telephonic Public Participation - Instructions

Adhering to the State of Alaska mandate on gatherings, the Assembly Chambers will be closed to the public. Members of the public are encouraged to send their comments in advance of the meeting to BoroughAssembly@juneau.org.

Public members wishing to provide telephonic testimony during the meeting, may call the Municipal Clerk's office at 586-0216 or by sending an email to City.Clerk@juneau.org by 3:00p.m. the day of the meeting 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.

Participation for public members will only be available telephonically by calling: 1-346 -248-7799 and enter Webinar ID: 918 3557 9638. Testimony time will be limited by the Mayor based on the number of callers dialing in to participate.

For those members of the public who prefer to listen only, the audio portion of the meeting will be broadcast on our Facebook page with closed captioning at <https://www.facebook.com/cbjuneau>. This broadcast will also be available on the CBJ website COVID-19 page at <https://beta.juneau.org/covid-19>.

IV. AGENDA TOPICS

A. COVID-19 Update and Actions

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

A continuity of government code was created in 1962 during the height of the

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code remain relevant today—like designation of successors for certain municipal officers—some code provisions are outdated.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

This ordinance was reviewed at the Assembly Human Resources meeting on March 13, 2020. On April 13, the Assembly postponed further consideration of this ordinance until April 20, 2020.

The City Manager recommends the Assembly adopt this ordinance.

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

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

This ordinance was heard at the March 13, 2020, Assembly Human Resources Committee meeting. On April 13, the Assembly postponed further consideration of this ordinance until April 20, 2020.

The City Manager recommends the Assembly adopt this ordinance.

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

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

This topic was discussed at the Special Assembly meeting on April 2. An opportunity for public testimony was provided at the Regular Assembly meeting on April 6 after which the Assembly continued this resolution to April 13. On April 9, the Economic Stabilization Task Force recommended the Assembly postpone action on this item for a week to give the task force additional time to make an informed recommendation. On April 13, the Assembly postponed further consideration of this emergency appropriation resolution until April 20, 2020.

The City Manager recommends the Assembly adopt this resolution.

E. Res 2890 A Resolution Urging the Use of Cloth Face Coverings and Reminding People to Continue Protecting Public Health.

As public health officials learn more about COVID-19, we are learning that many people infected with COVID-19 do not show symptoms but can infect others. As a result, people are strongly urged to wear a cloth face covering in public settings, especially where other social distancing measures are difficult to maintain like grocery stores, gas stations, and retail stores. This recommendation applies equally to customers and employees. If businesses and customers follow this recommendation, this can help the community start to open up.

The Manager recommends the Assembly adopt this resolution.

F. Sales Tax Filing Deadline

The Manager recommends the Assembly direct the Sales Tax Office to implement a 30-day extension for remittance of sales tax receipts for the month of March and the first quarter of 2020, but requiring that returns are filed by the standard deadline. Hence, if a March or first quarter return is filed by April 30, 2020 (the standard deadline) then penalties & interest will be waived if sales tax due is remitted in full by June 1, 2020. The Assembly may direct the Sales Tax Office to implement this extension by affirmative motion to this effect.

V. SUPPLEMENTAL MATERIALS

- A. RED FOLDER - Economic Stabilization Task Force Report**
- B. RED FOLDER - Economic Stabilization Task Force Suggested Exhibit A to Resolution 2889**
- C. RED FOLDER - Economic Stabilization Task Force Suggested Amendment to Resolution 2889**
- D. RED FOLDER - Jones Proposed Amendment re: Ordinance 2020-15**
- E. RED FOLDER - Jones Proposed Amendments re: Ordinance 2020-16**
- F. RED FOLDER: COVID-19 Update**

VI. ADJOURNMENT

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

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

Telephonic Public Participation - Instructions

MANAGER'S REPORT:

Adhering to the State of Alaska mandate on gatherings, the Assembly Chambers will be closed to the public. Members of the public are encouraged to send their comments in advance of the meeting to BoroughAssembly@juneau.org.

Public members wishing to provide telephonic testimony during the meeting, may call the Municipal Clerk's office at 586-0216 or by sending an email to City.Clerk@juneau.org by 3:00p.m. the day of the meeting 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.

Participation for public members will only be available telephonically by calling: 1-346 -248-7799 and enter Webinar ID: 918 3557 9638. Testimony time will be limited by the Mayor based on the number of callers dialing in to participate.

For those members of the public who prefer to listen only, the audio portion of the meeting will be broadcast on our Facebook page with closed captioning at <https://www.facebook.com/cbjuneau>. This broadcast will also be available on the CBJ website COVID-19 page at <https://beta.juneau.org/covid-19>.

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

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

MANAGER'S REPORT:

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

This ordinance was reviewed at the Assembly Human Resources meeting on March 13, 2020. On April 13, the Assembly postponed further consideration of this ordinance until April 20, 2020.

RECOMMENDATION:

The City Manager recommends the Assembly adopt this ordinance.

ATTACHMENTS:

Description	Upload Date	Type
 Ord. 2020-15	4/1/2020	Ordinance

Presented by: HRC
Introduced: 03/26/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-15

An Ordinance Amending the Continuity of Government Code to Improve City and Borough of Juneau Procedures for Emergencies.

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 Chapter. Chapter 03.35 Continuity of Government, is amended as follows:

03.35.010 Title.

This chapter shall be known and may be cited as the "continuity of government" chapter.

03.35.020 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:

~~Attack means any attack or series of attacks by an enemy of the United States causing, or which may cause, substantial damage or injury to civilian property or persons in the United States in any manner, by sabotage or by the use of bombs, missiles, shellfire, or atomic radiological, chemical, bacteriological, or biological means or other weapons or processes.~~

Declared emergency means an emergency proclaimed by the manager, or designee, pursuant to Chapter 3.25 or an emergency described in legislation adopted by the Assembly.

Duly authorized deputy means a person who is presently authorized to perform all of the functions, exercise all of the powers and discharge all of the duties of an office in the event the office is vacant or at such times as it lacks administration due to the death, absence or disability of the incumbent officer.

Emergency has the same meaning as in Charter 15.14.

Emergency interim successor means a person designated pursuant to this chapter for possible temporary succession to the powers and duties, but not the office, of a City and Borough officer in the event that the officer or any duly authorized deputy is unavailable to exercise the powers and discharge the duties of the office.

Unavailable means either that a vacancy in office exists and there is no deputy authorized to exercise all of the powers and discharge the duties of the office, or that the lawful incumbent of the office, including any deputy exercising the powers and discharging the duties of an office because of a vacancy, and a duly authorized deputy is absent or unable, for physical, mental or legal reasons, to exercise the powers and discharge the duties of the office.

03.35.030 Emergency interim successors; designation.

(a) *Elective officers.* Within 30 days after first entering upon the duties of the office, each member of the assembly, except the mayor and deputy mayor, shall designate three emergency interim successors to office and specify their rank in order of succession.

(1) *Successors to Mayor.* Successors to the office of mayor shall be the same as provided in Charter 3.9.

(2) *Successors to Deputy Mayor.* Successors to the office of deputy mayor shall be the same as provided in section 11.15.015.

(b) *Appointive officers.* Officers in the following positions shall designate such number of emergency interim successors and specify their rank in order of succession after any duly authorized deputy so that there will be not less than three duly authorized deputies or emergency interim successors or combination thereof for each officer: manager, municipal clerk, finance director, engineering and public works director, human resources and risk management director, chief of police, fire chief, attorney, and airport manager. The manager shall, within the time specified in subsection (a) of this section, designate for appointive officers including the municipal clerk, chief of police, fire chief, engineer, attorney, assessor, and airport manager and health officer such number of emergency interim successors to these officers and specify their rank in order of succession after any duly authorized deputy so that there will be not less than three duly authorized deputies or emergency interim successors or combination thereof for each officer.

(c) *Review of designation.* The incumbent in the case of those elective officers specified in subsection (a) of this section, and the appointing authority in the case of those appointive officers specified in subsection (b) of this section, shall review and, as necessary, promptly revise the designations of emergency interim successors to ensure that at all times there are at least three such qualified emergency interim successors or duly authorized deputies or any combination thereof for each officer specified.

(d) *Qualifications.* No person shall be designated or serve as an emergency interim successor unless under the Constitution of this state and Charter or provisions of this Code, that person may hold the office of the person to whose powers and duties the designee is designated to

succeed, but no provision of law prohibiting an officer or employee of this City and Borough from holding another office shall be applicable to an emergency interim successor.

(e) *Status of emergency interim successor.* A person designated as an emergency interim successor holds that designation at the pleasure of the designator; provided, that the designee must be replaced if removed. A person, the designee as an emergency interim successor, retains this designation as emergency interim successor until replaced by another appointed by the authorized designator.

03.35.040 Assumption of powers and duties.

(a) If in the event of a declared emergency, ~~an attack~~ any officer named in subsections 03.35.030(a) and (b) of this chapter and any duly authorized deputy is unavailable, the emergency interim successor highest in rank in order of succession who is ~~not~~ unavailable shall, except for the power and duty to appoint emergency interim successors, exercise the powers and discharge the duties of such officer.

(b) An emergency interim successor shall exercise these powers and discharge these duties only until such time as the lawful incumbent officer or any duly authorized deputy or an emergency interim successor higher in rank in order of succession exercises, or resumes the exercise of, the powers and discharge of the duties of the office, or until, where an actual vacancy exists, a successor is appointed to fill the vacancy or is elected and qualified as provided by the Charter.

03.35.050 Successors; record.

The name, address and rank in order of succession of each duly authorized deputy shall be filed with the municipal clerk and each designation, replacement, or change in order of succession of an emergency interim successor shall become effective when the designator files with the municipal clerk the successor's name, address and rank in order of succession. The municipal clerk shall keep on file all such data regarding duly authorized deputies and emergency interim successors and the successor names ~~it~~ shall be open to public inspection.

03.35.060 Formalities of taking office.

At the time of their designation, emergency interim successors shall take such oath and do such other things, if any, as may be required to qualify them to exercise the powers and discharge the duties of the office to which they may succeed.

03.35.070 Reserved. ~~Quorum and vote requirements.~~

~~In the event of an attack, the quorum requirements for the assembly shall be suspended, and where the affirmative vote of a specified proportion or number of members for approval of an ordinance, resolution, or other action would otherwise be required, the same proportion of those voting thereon shall be sufficient. The proportion required to approve an ordinance or resolution under this section shall be four sevenths, if the manager votes, or two thirds if the manager does not vote.~~

03.35.080 Assembly vacancies in an emergency.

(a) In the event of a declared emergency, if a member of the assembly other than the mayor and deputy mayor is missing for more than three days, the missing assembly member is presumed to be temporarily medically incapacitated. A majority of the remaining assemblymembers may, by motion, declare such office to be temporarily vacant. The vacancy shall be temporarily filled by the missing member's designated successor pursuant to this chapter.

(b) In the event of a declared emergency, if a member of the assembly (1) is missing and presumed dead; (2) is missing for more than three consecutive regular meetings without being excused by the assembly; or (3) is medically incapacitated for more than three consecutive regular meetings without being excused by the assembly; then the assembly may declare such office to be vacant. A vacancy shall be filled pursuant Chapter 11.10.

~~If, in the event of an attack in the City and Borough area a member of the assembly is missing and presumed dead or is missing for more than three days or is physically, mentally or legally unable to exercise the powers and duties of the manager's office the assembly may declare such office to be vacant.~~

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

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

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

MANAGER'S REPORT:

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

This ordinance was heard at the March 13, 2020, Assembly Human Resources Committee meeting. On April 13, the Assembly postponed further consideration of this ordinance until April 20, 2020.

RECOMMENDATION:

The City Manager recommends the Assembly adopt this ordinance.

ATTACHMENTS:

Description	Upload Date	Type
 Ord. 2020-16	4/1/2020	Ordinance

Presented by: HRC
Introduced: 03/26/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-16

An Ordinance Amending the Civil Defense Code to Improve City and Borough of Juneau Procedures for Emergencies.

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 Title. Title 3 Administration, is amended to read:

Chapter 03.25 Emergency Management Organization ~~Civil Defense Organization~~

03.25.010 Established.

There is hereby created the City and Borough Emergency Management Organization to plan for, respond to, recover from, and mitigate ~~civil defense organization to and recover from~~ ~~prevent minimized, repair and alleviate~~ injury or damage resulting from disaster caused by enemy attack, sabotage or other hostile action, ~~or natural causes,~~ public health threats, or similar emergencies. The emergency management ~~civil defense~~ organization shall consist of the director, the members of the assembly, the officers and employees of the City and Borough, and such additional members, volunteer or otherwise, who may be selected by the director or the assembly.

03.25.020 Director.

The director of the City and Borough emergency management ~~civil defense~~ organization shall be the manager, or someone appointed by the manager, if there is such an appointed person, who shall serve until removed or until replaced by the manager. The director shall have responsibility for the organization, administration, training and operation of the emergency management ~~civil defense~~ organization, subject to the direction and control of the manager if the director is a person other than the manager.

03.25.030 Continuity in office.

The provisions of chapter 03.35 of this title "Continuity of Government" are hereby made applicable to all members of the City and Borough emergency management ~~civil defense~~ organization.

03.25.040 Authority of director of the emergency management organization ~~civil defense~~; duties and responsibilities.

(a) The director of emergency management organization ~~civil defense~~ shall have the authority to request the declaration of the existence of an emergency by the assembly or by higher authority. In the event that it is deemed necessary to declare the existence of an emergency without delay, the director may, if the assembly is not in session, do so, but such action shall be subject to confirmation by the assembly at its next meeting.

(b) The duties and responsibilities of the director of the emergency management organization ~~civil defense~~ shall include the following:

- (1) The control and direction of the actual or training efforts of the emergency management ~~civil defense~~ organization of the City and Borough;
- (2) The determination of all questions of authority and responsibility that may arise within the emergency management ~~civil defense~~ organization of the City and Borough;
- (3) The maintenance of necessary liaison with other municipal, area, state, regional, federal or other emergency management or civil defense organizations;
- (4) The marshaling, after the declaration of an emergency as provided for above, of all necessary personnel, equipment or supplies from any department of the City and Borough to aid in the carrying out of the emergency operation ~~civil defense~~ plan;
- (5) The issuance of all necessary proclamations as to the existence of an emergency and the immediate operational effectiveness of the emergency operation ~~civil defense~~ plan;
- (6) The issuance of reasonable rules and regulations, which are necessary for the protection of life and property in the City and Borough, including rules and regulations applicable to blackouts and air raids;
- (7) The supervision of the drafting and execution of mutual aid agreements entered into by the City and Borough;
- (8) The supervision of and final authorization for the procurement of all necessary supplies and equipment, including acceptance of private contributions;
- (9) The authorizing of agreements, after approval of the City and Borough attorney, for the use of private property for air raid shelter and other purposes;

(10) The supervision of the drafting and execution of the emergency operation ~~civil defense~~ plan, and the constant updating of such plan as required. The emergency operation ~~civil defense~~ plan shall be adopted by the assembly by resolution.

03.25.050 Functions and duties.

The functions and duties of the City and Borough emergency management ~~civil defense~~ organization shall be distributed among such departments, divisions, services, and special staff as the assembly shall prescribe by resolution. Any such resolution shall set forth the form of organization, establish and designate services, assign functions, duties and powers, and designate officers and employees to carry out the provisions of this chapter. Insofar as possible, the form of organization, titles and terminology shall conform to the recommendations of the federal government and the recommendations of the ~~civil defense agency of the state~~.

03.25.060 Reserved. ~~Civil defense workers oath required.~~

~~Each person serving as a member of the City and Borough civil defense organization shall, prior to assuming duties, take an oath which shall be substantially as follows:~~

~~"I _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of Alaska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter. And I do further swear (or affirm) that I do not advocate, nor am I a member of, or an affiliate of, any political party or organization,~~

~~group, or combination of persons that advocates the overthrow of the government of the United States or of this State by force or violence; and that during such time as I am a member of the City and Borough of Juneau Municipal Civil Defense organization I will not advocate or become a member or affiliate of any organization, group or combination of persons or of any political party that advocates the overthrow of the government of the United States or of this State by force or violence."~~

03.25.070 Lights during blackouts declared public nuisances.

Any light displayed contrary to any order, rule or regulation promulgated pursuant to the provisions of this chapter constitutes a public nuisance, and when deemed necessary in order to protect life or property during blackouts or air raids, the police are authorized and directed to enter upon any premises within the City and Borough, using reasonable force, and extinguish lights or take other necessary action to make effective any order, rule or regulation promulgated under the authority conferred by this chapter.

03.25.080 Unauthorized warning or all-clear signals prohibited.

Any unauthorized person who operates a siren or other device so as to simulate a blackout signal or air raid, or the termination of a blackout or air raid, is guilty of a violation of this chapter, and shall be subject to the penalties imposed by this chapter.

03.25.090 Conflicting ordinances, orders, rules and regulations suspended.

At all times when the orders, rules and regulations made ~~and promulgated~~ pursuant to this chapter shall be in effect, they shall supersede all existing ordinances, rules, orders and regulations insofar as the latter may be inconsistent therewith.

03.25.100 Conflict with state or federal statutes.

This chapter shall not be construed so as to conflict with any state or federal statute, or with any military or naval order, rule or regulation.

03.25.110 Municipal or private liability.

(a) This chapter is an exercise by the City and Borough of its governmental functions for the protection of the public peace, health, safety. Consistent with Alaska law, ~~and~~ neither the City and Borough, the agents and representatives of the City and Borough, nor ~~or~~ any individual, receiver, firm, partnership, corporation, association or trustee, or any of the agents thereof, in good faith carrying out, complying with or attempting to comply with, any order, rule or regulation made ~~promulgated~~ pursuant to the provisions of this chapter, shall be liable for any loss or damage sustained to person or property as a result of such activity.

(b) Any person owning or controlling real estate or other premises who voluntarily and without compensation grants to the City and Borough a license or privilege, or otherwise permits the City and Borough to inspect, designate and use the whole or any part, or parts of such real estate or premises for the purpose of sheltering persons during an actual, impending or practice enemy attack, shall, together with all successors in interest, if any, not be civilly

liable for the death of, or injury to, any person or about such real estate or premises under such license, privilege or other permission, or for loss of, or damage to, the property of such person.

03.25.120 Emergency declared by governor.

If the governor declares that ~~an a civil defense~~ emergency exists in the event of actual enemy attack upon the United States or the occurrence within the state of a major disaster resulting from enemy sabotage or other hostile action, ~~or~~ natural causes, public health threat, or similar emergency it shall be the duty of the emergency management ~~civil defense~~ organization to cooperate fully with the state ~~civil defense agency~~ and with the governor in the exercise of emergency powers as provided by law.

03.25.130 Expenses of ~~civil defense~~ emergency management.

No person shall have the right to expend any public funds of the City and Borough in carrying out any emergency management ~~civil defense~~ activity authorized by this chapter without prior approval by the assembly, nor shall any person have any right to bind the City and Borough by contract, agreement or otherwise without prior assembly approval. In the event of any disaster, and for the duration of the exigency, City and Borough contracts or purchases may be entered without regard to the procedures or formalities otherwise prescribed, when the object of the contract or purchase is to procure such services, supplies, equipment or materials as may be necessary to combat any disaster, or to protect and provide emergency assistance to victims of a disaster. ~~This section is ordained under the authority of Charter section 5-16; it is~~

~~not a waiver of any other Charter requirement or of any provision in the ordinance creating the finance department and stipulating fiscal procedures.~~

03.25.140 Emergency locations; governmental powers.

(a) Whenever, due to an emergency consistent with this chapter ~~resulting from the effects of enemy attack~~, it becomes imprudent, inexpedient or impossible to conduct the affairs of local government at the regular or usual place, or places thereof, the assembly may meet at any place within or without the City and Borough limits on the call of the manager or any four members of the assembly, and shall proceed to establish and designate by ordinance, resolution or other manner alternate or substitute sites or places as the emergency temporary location, or locations, of government where all or any part of the public business may be transacted and conducted during the emergency situation. Such sites or places may be within or without the territorial limits of the City and Borough, and may be within or without the state.

(b) During the period when public business is being conducted at the emergency temporary location, or locations, the governing body including its boards, commissions, committees and other officers of the City and Borough shall have and possess, and shall exercise at such location all of the executive, legislative and judicial powers and functions conferred upon such body and officers by or under the Constitution or laws of the state, and the Charter and ordinances of the City and Borough. Such powers and functions may be exercised in the light of the exigencies of the emergency situation without regard to, or compliance with, time consuming procedures and formalities prescribed by rule or ordinance, and all acts of such body

and officers shall be valid and binding as if performed within the territorial limits of their City and Borough.

03.25.150 Penalty Violations.

(a) It is unlawful for any person willfully to obstruct, hinder or delay any member of the emergency management civil defense organization in the enforcement of any rule or regulation issued pursuant to this chapter, or do any act forbidden by rule or regulation issued pursuant to this chapter, or do any act forbidden by any rule or regulation issued pursuant to the authority contained in this chapter.

~~(b) It is likewise unlawful for any person to wear, carry or display any emblem, insignia, or any other means of identification as a member of the City and Borough municipal civil defense organization unless authority so to do has been granted to such person by the proper officials.~~

(b) A violation of this section is a Class B misdemeanor. ~~Convictions for violations of the provisions of this chapter shall be punishable according to section 01.40.010 of this Code.~~

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

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

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

MANAGER'S REPORT:

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

This topic was discussed at the Special Assembly meeting on April 2. An opportunity for public testimony was provided at the Regular Assembly meeting on April 6 after which the Assembly continued this resolution to April 13. On April 9, the Economic Stabilization Task Force recommended the Assembly postpone action on this item for a week to give the task force additional time to make an informed recommendation. On April 13, the Assembly postponed further consideration of this emergency appropriation resolution until April 20, 2020.

RECOMMENDATION:

The City Manager recommends the Assembly adopt this resolution.

ATTACHMENTS:

	Description	Upload Date	Type
☐	Res 2889	4/7/2020	Resolution
☐	4-13-2020 RED FOLDER - Economic Stabilization Task Force Letter to the Assembly	4/13/2020	Cover Memo

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

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 prevents 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 would 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
-------------------------	---------------

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 lay-off and/or eviction notices, lack of day care, 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.

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

Adopted this ____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk



Economic Stabilization Task Force

Appointed by the City & Borough of Juneau's Mayor

Email: Economic-Stabilization@juneau.org

Mail: 155 S Seward Street, Juneau, AK 99801

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

April 13, 2020

Dear Mayor Weldon and Assembly Members:

You tasked the Economic Stabilization Task Force (ESTF) with evaluating Emergency Resolution Serial No. 2889, "An Emergency Appropriation Resolution Appropriating \$200,000 to the Manager for an Emergency Rental Assistance Program; Funding Provided by the Affordable Housing Fund."

We understood your expectation for the ESTF was to provide recommendations to you preferably in time for consideration at your April 13, 2020 special Assembly meeting.

The Task Force has had very little time to adequately assess the scope and impact of the Emergency Resolution. Thus far we can report to you the following:

- The Family First Coronavirus Response Act (FFCRA) creates a safety net to support those whose employment is adversely impacted by the virus by:
 - Adding \$600/week to Alaska's regular unemployment amount.
 - Establishing \$600/week unemployment benefit for those who would not normally qualify, including the self-employed and gig workers.
 - Creating 2 weeks paid leave at either 2/3 or full salary, depending on cause, for those employed but unable to work. There are coverage gaps in this provision, as being "sheltered at home" is not necessarily a qualifying cause.
 - Creating 10 weeks of FMLA type leave at 2/3 salary for those employed but unable to work due to lost childcare, and issuing funds for up to \$1200 per person, \$500 per child. All people eligible for the Emergency Resolution funds should receive this full amount. The first wave of these deposits was issued Saturday, April 11th, but further dates are unclear.
- Unemployment benefits may take time to process, and the State has had challenges handling the volume and the new types of applicants eligible under the CARES Act. However, the benefits are retroactive.

Our work thus far shows that these provisions will provide levels of support over varying periods of time, but that urgent need cannot be assumed based upon a lost job or lost childcare. Rather, the determination of the nature and amount of support needed will truly be a case-by-case evaluation.

Further, the Alaska Court System has directed that no eviction or foreclosure processes be considered before June 1, 2020. SB 241, signed into law on April 10, 2020 as Chapter 10, SLA 20, provides similar short-term relief and does prevent landlords from even beginning the process of eviction for non-payment of rent. Finally, any person with a federally backed mortgage (which applies to more than half of the mortgages in the country) cannot begin eviction proceedings for failure to pay until the end of July, and then must give 30 days' notice. (CARES Act Section 4024(b))

Some of the questions that we believe warrant further review include but are not limited to the following:

- Is AHDC poised to remit funds based upon the gap in reimbursement and not the full rental amounts for 60-75 renters for 2-3 months? This may extend the grant monies for a larger population of renters.
- Emergency Resolution 2889, Section 3(b) states that the assistance is prioritized for “people” who earn less than 120% AMI, but we are unclear whether the standard is household/family AMI or individual. What are the implications both financially and upon the number of people served by the choice of one standard or the other?
- What is the date that Alaska signed the unemployment agreement with the Federal Government, which starts the clock for the extra \$600 payment for those receiving state unemployment. Further, what is the time frame before funds from both those programs will actually be in people’s hands? The press is reporting potential delays.
- The CARES Act only extends protections to US Citizens and legal residents. What is the estimated number of individuals or households in Juneau left unprotected by this standard? Is it the Assembly’s intent that these individuals or households be eligible for this assistance?
- How would this program intersect with housing assistance provided by other federal, state or tribal organizations? What new programs are coming online that will provide this or similar relief? For instance, is there opportunity with AK Can Do initiative led by Rasmuson Foundation, Alaska Community Foundation and United Way?
- What ways can we assist with people’s anxiety, both renters and landlords, as they wait for these funds? In this regard, the Task Force is reaching out to Alaska’s credit unions and banks to seek their voluntary support for mortgage forbearance for people whose mortgages are not protected under the CARES Act.

We hope that you find this information useful and have attached a more comprehensive accounting of information we looked as reference. If it is the will of the Assembly that we pursue these questions, we respectfully request that you permit us the remainder of the week to do so. We are mindful that there are many citizens who await positive action on this resolution and are under stress because of the uncertainty of their respective short-term and long-term lease arrangements.

Sincerely,



Appointed Task Force Members

Max Mertz, Co-Chair • Linda Thomas, Co-Chair • Theresa Belton • Bruce Botelho • Eric Forst
Ken Koelsch • Lauren MacVey • Laura Martinson • Terra Peters

Rental Assistance

Summary of current information

One of the three stated purposes of the task force is to examine state and federal government financial assistance program and identify gaps that exist. On the topic of needed rental assistance, this document is intended to be a summary of our current state of information.

1. INCOME SUPPORT FOR INDIVIDUALS

The Family First Coronavirus Response Act (FFCRA) (signed 3/18/20, effective 4/1/20, expires 12/31/20) creates two provisions for families impacted by the virus:

Emergency Paid Sick Leave Act (EPSLA)(29 CFR 826)

Employers impacted: Private employers with less than 500 Employees, as well as public agencies. Employers with fewer than 50 employees can be exempted from providing this leave if providing it would jeopardize the viability of the business as a going concern. Employers are reimbursed for the benefit through refundable tax credits.

Employees who qualify:

1. Quarantine order
2. Health care advice
3. Symptomatic
4. Caring for individual in 1 or 2
5. Caring for child whose school or day care is closed
6. Substantially similar issue

Benefit – up to 80 hours of paid sick leave (for part time, average worked over a 2 week period).

- If subject to quarantine or symptomatic, pay will be greater of regular pay or minimum wage up to \$511/day.
- If other reason, entitled to 2/3 pay.

Emergency Family Medical Leave Expansion Act (EFMLEA)

The FFCRA extended FMLA type provisions to protect people who are unable to work due to loss of childcare.

Employers impacted: Private employers with less than 500 Employees, as well as public agencies. Federal government has some restrictions. Employers with

fewer than 50 employees can be exempted from providing this leave if providing it would jeopardize the viability of the business as a going concern.

Employees who qualify:

- Unable to work because caring for child under the age of 18 whose school or place of care is closed due to public health emergency (CV19)

Benefit – up to 12 weeks of leave, first two weeks of which are unpaid under this program. Next 10 weeks must be paid at 2/3 pay. Capped at \$200/day.

Employees must be guaranteed comparable job and end of leave period.

To Summarize – these two provisions ensure at least 2/3 income for people who have jobs but cannot be at them because of CV19 impacts. People who work for businesses with over 500 people, or businesses under 50 employees who were exempted, will be a potential gap (if not covered by the PUC unemployment program). For those receiving 2/3 income, if they are no longer paying childcare expense, the loss of the expense might offset the lost income. However, for those with school age kids that did not have RALLY in their budget, the loss of 1/3 income will create a shortfall that does not appear to be covered by other assistance programs. Further, for people whose employers are exempted from the protections provided, or who have been with their employer for less than 30 days, will most likely have to turn to unemployment.

<https://www.federalregister.gov/documents/2020/04/06/2020-07237/paid-leave-under-the-families-first-coronavirus-response-act>

CARES Act Economic Impact Payments:

- To be eligible:
 - o Must be US Citizen or legal resident
 - o Has work eligible Social Security number
 - o Is not a dependent, or eligible to be a dependent, of another tax payer
- The amount of the check depends on income
 - o Single-filers with AGI of \$75,000 or less will receive \$1,200.
 - o Married taxpayers filing jointly with AGI of \$150,000 or less will both receive \$1,200.
 - o Single-filers who are head of households with AGI of \$112,500 or less will receive \$1,200.
 - o The amount of the check will decrease by \$5 for every \$100 by which AGI exceeds the threshold for a taxpayers' tax filing status.

The first wave of these payments is going to arrive the week of April 13th. Those taxpayers who used ACH with their 2018 or 2019 tax returns will receive payment first. There is no published schedule for subsequent waves of payments.

Unemployment enhancements

The CARES Act extends normal unemployment benefits in two fashions:

Federal Pandemic Unemployment Compensation program Section 2104

- Provides an extra \$600/wk in addition to regular state provided unemployment benefits. The Alaska maximum weekly amount is \$370/week, minimum is \$56/week. There is a dependent allowance of \$24/week per dependent for up to three.
- The benefits starts (and can be retroactive to) the date on which Alaska enters into the agreement with the Federal Government. We do not know when that agreement was signed, so do not know the effective date of this benefit.
- This benefit cannot be paid out after 7/31/20.

Pandemic Unemployment Assistance program Section 2102

This benefit significant expands unemployment to those not normally eligible. It is payable for CV19 related unemployment starting January 27, 2020 and program runs through 12/27/20

- Provides up to 39 weeks of unemployment benefits of \$600/week
- Intended to provide benefit to:
 - o Those who have exhausted their entitlement to regular unemployment
 - o Those not normally eligible to unemployment because self-employed or limited recent work history. May include gig economy workers, clergy, working for religious organizations and those not covered by the unemployment under some state laws.
 - o Those who have had to quit work because not covered under the EFMLEA program would qualify under this provision.

To Summarize

Unemployment benefits have been significantly enhanced and expanded under the CARES Act. We understand that unemployment benefits in Alaska typically arrive within three weeks, and are retroactive. HOWEVER, the state was not prepared for the influx in applicants or the expanded programs. Alaska unemployment went from quite low to these current very high levels, and the department is struggling to serve the current volume. As of April 8th, the state application didn't even allow for those who would qualify under the Section 2102 program to apply.

There is significant relief available even to those who wouldn't normally qualify for unemployment, but access to the funds is slow.

2. PAYCHECK PROTECTION PROGRAM

The PPP is a loan portion of the CARES Act (section 1102) targeted at small business relief. While it is a loan, there is a forgiveness feature that rewards employers by forgiving the debt if they keep their employee count and salaries up. If employers did have to lay people off between February 15th and April 26th, they have until June 30th to return to prior salary levels in order to have the debt fully forgiven.

These loans first became available on April 3rd, and financial institutions have been struggling to get them out the door. There is far more volume than the FI's have bandwidth (and perhaps liquidity) to process, but progress is being made and money is starting to flow.

To summarize – there is reason to hope that the introduction of PPP funds to local business will slow future layoffs and perhaps get some of those who were let go back to work.

3. MORATORIUMS AND FORBEARENCE

SB 241

This is the Alaska CV19 Relief bill. It was signed into law April 10, 2020. It contains several related provisions that apply to natural persons.

Section 21 – Moratorium on Evictions for Non-payment of Rent

- Protection through June 30, 2020
- Statutory causes of action for eviction are suspended for persons suffering financial hardship as a result of CV19
- Person seeking protection shall provide Landlord a sworn statement
- No moratorium on eviction for other reasons
- Does not relieve obligation to pay rent owed

Section 24 – Moratorium on Foreclosures

- Statutory cause of action for foreclosure is suspended thru June 30th
 - o Person seeking protection shall provide State a sworn statement
 - o Debt is still owed.
- Doesn't apply to vacant or abandoned property

AK Court Orders

AK Supreme Court Order 1957 indicates judges should suspend/relax certain court rules and allows judges to suspend cases that are not high priority. Eviction and foreclosure are not considered high priority cases.

AK Supreme Court Order 8131 (now extended through May 31st) suspended all superior and district court proceedings between March 23 and May 31st, except a defined list (all safety oriented, foreclosure and eviction are not included in the list).

An Administrative order was issued April 3rd that in Section 29 explicitly states eviction hearings will not be held during the suspension period.

Alaska eviction process requires the Landlord to give the tenant notice, and then go through the court system to secure the eviction order to vacate the premises. If the courts won't hear the case, the Landlord can provide the notice, but cannot secure the actual order requiring tenants to vacate the premises.

Further, this restriction goes beyond SB 241 protections, because it means no foreclosure for any cause, not just failure to pay rent.

[CARES Act provisions on Forbearance, Foreclosure and Eviction](#)

The CARES Act has several provisions regarding eviction and foreclosure, but these protections only extend to federally "backed" mortgages. Loosely defined, these are loans securitized by Fannie and Freddie, or run through VA, USDA or other federal programs. These categories account for well over half of the mortgages in the US.

- Borrower on 1-4 family property (Section 4022(b)) can request forbearance up to 180 days, with another 180 days available.
- Borrower on multifamily properties (5+) (section 4023(b)), if current as of 2/1/20, must be provided at least 30 days forbearance on request, and extend that period 2 more times if requested by borrower. Further, if owner is receiving forbearance, tenants cannot be evicted.
- Foreclosure Moratorium (Section 4022(c)) – effective until May 17th, no servicer of a federally backed mortgage can initiate a foreclosure process, move for a foreclosure judgment, or execute a foreclosure related eviction or foreclosure sale. This isn't limited to CV19 related hardship, but doesn't apply to vacant or abandoned property.
- Eviction Moratorium (section 4024(b)) provides that until July 25th, a landlord cannot file a court action for eviction. After that 120 day period, they must give tenant 30 day notice to quit before pursuing eviction.

In Summary – Through June 30th, people can prevent landlords from pursuing eviction by attesting to CV19 related financial hardship. Further, Landlords cannot get a hearing in the courts to obtain an eviction notice (for any eviction proceeding) until June.

4. POTENTIAL STIMULUS DOLLARS FOR CITY

CARES Act Coronavirus Relief Fund (Section 5001)

- Allocates 1.25Billion to Alaska for:
 - o Necessary expenditures due to CV19
 - o That were not accounted for in the budget most recently approved prior to the virus
 - o That were incurred between March and December 2020.
- These funds will be remitted to the Governor for distribution throughout the state. There is discussion about direct payment to communities under 500,000 in a future federal relief bill, but that's still up in the air.

SB241

SB 241 contain the following provision:

Section 30 – AHFC shall provide financial assistance on a statewide, regional or community basis as necessary to address or prevent homelessness caused by COVID 19.

- Through end of emergency or November 15th
- Subject to appropriation

We have no information on how Section 30 will be implemented.

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

Res 2890 A Resolution Urging the Use of Cloth Face Coverings and Reminding People to Continue
Protecting Public Health.

MANAGER'S REPORT:

As public health officials learn more about COVID-19, we are learning that many people infected with COVID-19 do not show symptoms but can infect others. As a result, people are strongly urged to wear a cloth face covering in public settings, especially where other social distancing measures are difficult to maintain like grocery stores, gas stations, and retail stores. This recommendation applies equally to customers and employees. If businesses and customers follow this recommendation, this can help the community start to open up.

RECOMMENDATION:

The Manager recommends the Assembly adopt this resolution.

ATTACHMENTS:

Description	Upload Date	Type
☐ Res 2890	4/17/2020	Resolution
☐ SOA Health Alert 10	4/17/2020	Exhibit

Presented by: The Manager
Presented: 4/20/2020
Drafted by: R. Palmer III

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2890

A Resolution Urging the Use of Cloth Face Coverings and Reminding People to Continue Protecting Public Health.

WHEREAS, the COVID-19 pandemic has generated a public health emergency and resulting economic emergency; 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 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 Center for Disease Control strongly recommends that certain individuals should take even greater precautions including the following:

- a. Anyone particularly at-risk from COVID-19 should reduce exposure by staying at home, not physically going to work, and not doing their own shopping, if possible. People particularly at risk of complications from COVID-19 include those 60 years and older and individuals of any age with a serious underlying medical condition. Household members of those who are at elevated risk should implement these more stringent guidelines as well, to the extent possible.
- b. Anyone more likely to be contagious with COVID-19 should not leave home except to obtain medical care or to get fresh air. People who are more likely to be contagious include individuals exhibiting symptoms of COVID-19, including coughing, shortness of breath, and fever; 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 for any businesses with employees that interact with the public especially grocery stores, gas stations, and retail stores.

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

Section 1. Cloth Face Covering Direction.

- a. **Businesses.** All employees that interact with customers or visitors are strongly encouraged to wear a cloth face covering or have a similar physical barrier between the employee and the customer or visitor.
- b. **Customers.** All customers and visitors entering into a business or organization are strongly encouraged to wear a cloth face covering.
- c. **Cloth face covering design.** A cloth face covering needs to cover the nose and mouth. The face coverings do not need to be a medical-grade mask or a N95 respirator, which are needed for health care workers and first responders. A cloth face covering can be made of a variety of materials, such as cotton, silk, or linen. A cloth face covering may be factory-made, sewn by hand, or improvised from household items such as scarfs, T-shirts, sweatshirts, or towels.
- d. **Proper face covering removal.** When removing the face covering, avoid touching the front of the face covering. Remove it by grasping the ear loops, ties, or bands and immediately discard or place in a designated container for laundering. *Wash your hands immediately* after removing the face covering and before touching anything else. Wash face coverings in hot, soapy water between uses.
- e. **Continue Social Distancing Practices.** According to State Health Alert 10: Do not rely on face coverings as the primary way to prevent COVID-19 transmission, and be careful to avoid developing a false sense of security through the use of face coverings. Continue to follow social distancing measures including maintaining at least six feet between yourself and others, staying at home as much as possible, avoiding touching your face, and washing your hands frequently.

- f. **Public Notice.** The day following adoption of this resolution, the Manager is directed to widely distribute the cloth face covering recommendation to the public.

Section 2. Effective Date. This resolution shall be effective at 8:00 a.m. on Thursday, April 23, 2020. This resolution shall remain in effect until 8:00 a.m. on Thursday, May 21, 2020.

Adopted this _____ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk



THE STATE
of ALASKA
GOVERNOR MIKE DUNLEAVY

****COVID-19 HEALTH ALERT****

Issued April 3, 2020

By: Commissioner Adam Crum, Alaska Department of Health and Social Services
Dr. Anne Zink, Chief Medical Officer, State of Alaska

Health Alert 010 – Recommendations Regarding the Use of Cloth Face Coverings

Scientific evidence available to date indicates that asymptomatic and presymptomatic shedding of the virus that causes COVID-19 is occurring. This means that people who have no symptoms whatsoever may be infected with the virus and capable of transmitting the virus to others when interacting in close proximity—for example, speaking, coughing, or sneezing. This heightens the need for community-wide implementation of control measures to prevent the spread of COVID-19 among people who are not experiencing symptoms of illness.

The primary ways to do this are through social distancing, frequent hand-washing, and disinfecting high-touch surfaces. Another tool that may help to minimize transmission while people are around others outside of their household is the use of face coverings. Because we are experiencing a nationwide shortage of medical supplies, including facemasks, we recommend that Alaskans make their own face coverings and wear them in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies) -- especially in areas of significant community-based transmission. This recommendation aligns with current national guidance: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover.html

The following measures are highly recommended for all Alaskans:

- Wear a cloth face covering in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies).
- Make sure the face covering covers both the nose and mouth.
- Do not remove the face covering until you return home.
- When removing the face covering, avoid touching the front of the face covering (because it may be contaminated). Remove it by grasping the ear loops, ties, or bands and immediately discard or place in a designated container for laundering.
- *Wash your hands immediately* after removing the face covering and before touching anything else.
- Wash face coverings in hot, soapy water between uses.
- Do not wear N-95 or surgical masks; these are needed by health care workers and first responders.
- Do not rely on face coverings as the primary way to prevent COVID-19 transmission, and be careful to avoid developing a false sense of security through the use of face coverings. Continue to follow social

distancing measures, including maintaining at least six feet between yourself and others, staying at home, avoiding touching your face, and washing your hands frequently.

What is a cloth face covering?

A cloth face covering is a material that covers the nose and mouth. It can be secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials, such as cotton, silk, or linen. A cloth face covering may be factory-made or sewn by hand, or can be improvised from household items such as scarfs, T-shirts, sweatshirts, or towels.

How do I make a homemade face coverings?

Cloth face coverings can be fashioned from household items or made at home from common materials at low cost. There are a number of instructional websites and videos that people can refer to for making face coverings; two such videos are available at <https://youtu.be/VgHrnS6n4iA> and <https://youtu.be/1r2C1zGUHbU>

How well do cloth face coverings work to prevent spread of COVID-19?

There is limited evidence available on how well cloth face coverings help reduce COVID-19 transmission. Their primary role is to reduce the release of respiratory droplets into the air when someone speaks, coughs, or sneezes, including people who have COVID-19 but have no symptoms. Cloth face coverings are not a substitute for physical distancing and washing hands and staying home when ill, but they may be helpful when combined with these primary interventions.

How should I care for a cloth face covering?

Wash your cloth face covering frequently, ideally after each use, or at least daily. Have a bag or bin to keep cloth face coverings in until they can be laundered with detergent and hot water and dried on a hot cycle. If you must re-wear your cloth face covering before washing, wash your hands immediately after putting it back on and avoid touching your face. Discard cloth face coverings that:

- No longer cover the nose and mouth
- Have stretched out or damaged ties or straps
- Cannot stay on the face
- Have holes or tears in the fabric

This is not a mandate.
State of Alaska COVID-10 Health Alert #010

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

Sales Tax Filing Deadline

MANAGER'S REPORT:

The Manager recommends the Assembly direct the Sales Tax Office to implement a 30-day extension for remittance of sales tax receipts for the month of March and the first quarter of 2020, but requiring that returns are filed by the standard deadline. Hence, if a March or first quarter return is filed by April 30, 2020 (the standard deadline) then penalties & interest will be waived if sales tax due is remitted in full by June 1, 2020. The Assembly may direct the Sales Tax Office to implement this extension by affirmative motion to this effect.

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

RED FOLDER - Economic Stabilization Task Force Report

ATTACHMENTS:

Description	Upload Date	Type
□ Economic Stabilization Task Force Report	4/20/2020	Report

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

April 20, 2020

Mayor Weldon and Assembly Members:

The Task Force was formed two weeks ago, and we have had three meetings since inception. Two were held last week. The Rental Housing Assistance Subcommittee met once. In addition, we formed several fact-finding areas that various task force members are working on, including:

- Research into rental and mortgage assistance
- Business to Business support and mentoring
- Day Care assistance
- Tourism Industry
- Restaurants and Bars
- Personal Care
- Other business sectors, and
- Individual Assistance programs through other grants and agencies such as the tribal organizations.
- State and other programs through the Governor's Economic Stabilization Task Force.
- Liaisons with other entities such as THRHA, Chamber of Commerce and JEDC for alignment in objectives.

We have had discussions on CV19 impacts on the future and how to address the economic flow aligned with health safety measures and timing.

In addition, through the help of CBJ Staff a website was setup for the Task Force, an email for the public to contact, and all public comments are captured on that website. CBJ Staff also prepared a matrix that captures the public comments by category as a type of "index" to the listing of comments, as well as a protocol for response.

We are in the process of archiving all reports, articles, data received by individual task force members. What has become abundantly clear is that there is a huge gap in knowledge in the community. We have identified task force members to work with the CBJ PIO, and to immediately get information out in the form of PSA's and radio spots, written literature, speaking opportunities, etc.

Items for your consideration since our report last week to the Assembly include the following and we will address any questions, comments you have on this:

Task Force Recommendation on Rental Housing Assistance Resolution 2889

Background:

There are multiple sources of housing assistance currently available to individuals, and the Task Force submitted information surrounding this at the last Assembly meeting. In addition, landlords and homeowners have debt deferral options available to help delay their negative economic impact due to CV19. However, the timing of funding sources, the gap between funding sources and the economic need is varied. The Task Force strongly believes that the \$200,000 grant from the Affordable Housing fund balance of \$1,200,000, needs to be carefully managed on a case by case basis to provide the largest blanket of assistance to the most people, rather than simplistically paying rent receipts. Because of this, a Letter of Intent was developed to help provide the City

management with guidelines to AHDC for use, disbursement, and reporting on the use of funds. There was discussion on disbursing this in smaller increments from the City to see how the program worked, but the vote of the task force, after much discussion was to issue the full \$200,000. There is also a strong belief that this will only serve a small fraction of the need, but it will help bridge the immediate gap until more information is received.

This resolution was developed prior to subsequent knowledge of various assistance programs including those for day care, stimulus funds, employment assistance, and SB241, which is very important in stopping evictions for the next three months. Therefore, the Task Force made a few suggested changes to the Resolution to refine the use of the funds specifically for adverse economic impacts due to CV19, and the draft that is before you incorporate those changes.

Recommendation:

A. RESOLUTION (Add Amendment #1)

The Task Force recommends the Assembly pass the Resolution with the changes as addressed in the attached proposed amendment #1, which has been reviewed by the CBJ Attorney, Rob Palmer.

B. LETTER OF INTENT (Exhibit A to the Resolution):

The Task Force recommends the Assembly approve the attached Letter of Intent to be incorporated as guidance to AHDC in implementation of the program, under the City Manager's discretion.

Request for Clarification by Assembly

Process for Ebb and Flow of CV19

The Task Force is looking to the Assembly for guidance on whether it is in the Task Force's scope of responsibility regarding the process and intersection of health care and economic responsibilities at the Federal and State vs. the City level.

Other Updates

Day Care Assistance for Reopening

Background: Day Care facilities are not prohibited from being open. However, it has become very clear that there are needs specific to PPE prior to opening (need for masks, thermometers, sanitizers, etc.), consistent guidelines for safety protocols, economic issues of opening and potential funding sources (may not have enough customers to cover costs of reopening).

Status: The Task Force intends to provide a summary report and recommendation to the Assembly next week.

Guidelines for All Business to Follow

The task force is working to develop sector-specific protocols for Juneau businesses to follow to meet safety guidance provided in a general way by various State and federal government agencies. The goal of this effort is that when it is time to slowly start opening businesses, that there will be clear guidance to be followed by the businesses.

Liaison to Governor's Task Force on Economic Stability

Max Mertz will be the Mayor's Task Force liaison to the Governor's Task Force on Economic Stability.

Business to Business Assistance

The Chamber of Commerce is coordinating volunteer companies to help guide other businesses through the crisis. They are working with accountants, banks, attorneys to make sure that there is a plan that can be implemented to help businesses work through the various loan programs, etc.

Appointed Task Force Members

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

Ken Koelsch • Lauren MacVey • Laura Martinson • Terra Peters

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

RED FOLDER - Economic Stabilization Task Force Suggested Exhibit A to Resolution 2889

ATTACHMENTS:

	Description	Upload Date	Type
▣	RED FOLDER - Economic Stabilization Task Force Suggested Exhibit A to Resolution 2889	4/20/2020	Exhibit

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.

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

RED FOLDER - Economic Stabilization Task Force Suggested Amendment to Resolution 2889

ATTACHMENTS:

Description	Upload Date	Type
☐ RED FOLDER - Economic Stabilization Task Force Suggested Amendment to Resolution 2889	4/20/2020	Cover Memo



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

PROPOSED AMENDMENT #1 TO RESOLUTION 2889

The Task Force recommends the Assembly pass Resolution 2889 as amended with the following changes:

1. Whereas M: "WHEREAS, providing rental assistance now can prevent ~~prevents~~ the need for additional costs and services in the future, which is in the public's interest; and"
2. Whereas N: "WHEREAS, failing to provide rental assistance could ~~would~~ result in further adverse impacts to Juneau's economy and social service network; and"
3. Section 3(c): "Applicants must provide sufficient proof of need for rental assistance considering other available financial assistance, lay-off ~~and/or~~ eviction notices or; lack of childcare ~~day-care~~, 30-day bank statements, and leasing information."
4. **New section 3(e):** "Intent. The administration of the rental assistance program should be guided by Exhibit A."
5. **New section 3(f):** "Exceptions. AHDC, after receiving direction from the Manager, has the authority to make reasonable exceptions to these conditions that conform to the purpose of this program."

Appointed Task Force Members

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

Ken Koelsch • Lauren MacVey • Laura Martinson • Terra Peters

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

RED FOLDER - Jones Proposed Amendment re: Ordinance 2020-15

ATTACHMENTS:

Description	Upload Date	Type
▣ RED FOLDER - Jones Proposed Amendment re: Ordinance 2020-15	4/20/2020	Miscellaneous

Jones Amendment _____ to Ord. 2020-15 Regarding Assemblymembers

(Items highlighted and in italics are part of the Jones amendment. Items underlined or stricken without highlighting and italics are existing in the ordinance.)

1. Strike all of 03.35.030(a) and renumber accordingly (Emergency interim successor for Assemblymembers).
2. Amend 03.35.030(c)
"Review of designation. The incumbent in the case of those elective officers specified in subsection (a) of this section, and the appointing authority in the case of those appointive officers specified in subsection (b) of this section, shall review and, as necessary, promptly revise the designations of emergency interim successors to ensure that at all times there are at least three such qualified emergency interim successors or duly authorized deputies or any combination thereof for each officer specified."
3. Amend 03.35.040(a)
 "If in the event of a declared emergency, ~~an attack~~ any officer named in subsections 03.35.030 ~~(a) and~~ (b) of this chapter and any duly authorized deputy is unavailable, the emergency interim successor highest in rank in order of succession who is ~~not~~ ~~un~~available shall, except for the power and duty to appoint emergency interim successors, exercise the powers and discharge the duties of such officer.
4. Amend 03.35.040(b):
 "An emergency interim successor shall exercise these powers and discharge these duties only until such time as the lawful incumbent officer or any duly authorized deputy or an emergency interim successor higher in rank in order of succession exercises, or resumes the exercise of, the powers and discharge of the duties of the office, or until, where an actual vacancy exists, a successor is appointed to fill the vacancy ~~or is elected and qualified as provided by the Charter.~~"
5. Strike all of 03.35.080 (Assembly vacancies in an emergency)
"03.35.080 Reserved."

If this amendment passes, vacancies on the Assembly would be filled consistent with Charter 3.6-3.7 and as follows:

- Mayor: Charter 3.9 and CBJC 11.10.040
- Deputy Mayor: CBJC 11.15.015 and CBJC 11.10.040
- Other Assemblymembers: CBJC 11.10.040

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

RED FOLDER - Jones Proposed Amendments re: Ordinance 2020-16

ATTACHMENTS:

Description	Upload Date	Type
▣ RED FOLDER - Jones Proposed Amendments re: Ordinance 2020-16	4/20/2020	Miscellaneous

(Items highlighted and in italics are part of the Jones amendment. Items underlined or stricken without highlighting and italics are existing in the ordinance.)

1. Jones Amendment _____ to Ord. 2020-16

Delete 03.25.070 (Lights during blackouts declared public nuisances.)

“03.25.070 Reserve”

2. Jones Amendment _____ to Ord. 2020-16

Delete 03.25.080 (Unauthorized warning or all-clear signals prohibited.)

“03.25.080 Reserved”

3. Jones Amendment _____ to Ord. 2020-16

Amend section 03.25.130 to explicitly allow CBJ departments authority to spend CBJ funds—including entering into services and commodities contracts—for an emergency activity but only up to the amount remaining in the current fiscal year’s budget appropriated by the Assembly.

“03.25.130 Expenses of ~~civil defense~~ emergency management.

(a) No person shall have the right to expend ~~any public~~ funds of the City and Borough ***in excess of current appropriation to carry in carrying*** out any emergency management ~~civil defense~~ activity authorized by this chapter without prior approval by the assembly, nor shall any person have any right to bind the City and Borough by contract, agreement or otherwise without prior assembly approval.

(b) In the event of any disaster, and for the duration of the exigency, City and Borough contracts or purchases may be entered without regard to the procedures or formalities otherwise prescribed, when the object of the contract or purchase is to procure such services, supplies, equipment or materials as may be necessary to combat any disaster, or to protect and provide emergency assistance to victims of a disaster. ~~This section is ordained under the authority of Charter section 5-16; it is not a waiver of any other Charter requirement or of any provision in the ordinance creating the finance department and stipulating fiscal procedures.~~ “

4. Jones Amendment _____ to Ord. 2020-16

Amend 03.25.140(b) to explicitly describe that the Assembly may limit or expand the powers and duties of its boards, commissions, and committees during an emergency:

“(b) During the period when public business is being conducted at the emergency temporary location, or locations, the governing body—including its boards, commissions, committees ***unless directed otherwise by the assembly***—and other officers of the City and Borough shall have and possess, and shall exercise at such location all of the executive, legislative and judicial powers and functions conferred upon such body and officers by or under the Constitution or laws of the state, and the Charter and ordinances of the City and Borough....”

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

RED FOLDER: COVID-19 Update

ATTACHMENTS:

Description	Upload Date	Type
☐ RED FOLDER: COVID-19 Update	4/20/2020	Report



City and Borough of Juneau
City & Borough Manager's Office
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-5240 | Facsimile: 586-5385

DATE: April 20, 2020

TO: CBJ Assembly

FROM: Mila Cosgrove, Incident Commander

RE: City & Borough of Juneau COVID-19 Response – Emergency Operations Center Update

Situational Update

Incident Level: 2

Numbers changed from yesterday are highlighted

Category	Juneau	Statewide
Confirmed cases	26	321
Travel	1	
Secondary	20	
Community	5	
Under Investigation	0	
Cumulative Tests	667	10,124
% of population tested	2.09%	
BRH Community Tests Pending	35	
DPH PUIs	77	
Hospitalized	1	36 (Cumulative)
Recovered	15	161
Ventilated Patients	0	
Fatalities	0	9

CBJ operations continue with staff reassigned to EOC functions where appropriate. Minor staff outages due to childcare and medically advised quarantine. Staffing issues are not impairing operations.

BRH Operations continue as normal. They have limited staff out due to illness or quarantine. Staffing issues are not impairing operations.

Supply chain is operational with no significant reported shortages.

Additional detail is available on the CBJ Dashboard which can be found on at: [Juneau.org/COVID-19](https://juneau.org/COVID-19)

EOC Highlights

Operational Period 9 (4/16/2020 – 4/23/2020).

Testing Standards: DPH will announce tonight that they are relaxing testing standards statewide. Likely won't see a huge change in Juneau because we've already relaxed testing standards.

BRH/LCCC/CCFR: Surge drill tabletop exercise was held on Friday. LCCC is taking cautions to sequester the most vulnerable inmates.

Operational Highlights

Airport Screening: 11 passengers out of 40 arriving went through the voluntary screening process at the airport.

Mobile Screening: over 20 calls came in to the call center, 3 of which were for screening for testing. There were 4 tests at drive through and 3 at home. To date, sampled 263 for testing.

Vessel Screening: 22 passengers arrived via ferry over the weekend.

Warming Shelter: had 60 individuals overnight.

Feeding Task Force: Meal count: 35 for brunch, 40 dinner.

Mt. Jumbo: no activity over the weekend.

Centennial Hall: Power hooked up to the shower trailers. Still finalizing the plumbing. Some vandalism over the weekend. Working on securing the area.

Mill Campground: Opens on Tuesday.

BRH: Sequestering the most vulnerable inmates. Mandate 15 and how to respond to the requirements listed. Look at developing the process to expand the process for testing.

Finalize staffing plan for crisis management. Working on making sure that individuals can be credentialed as quickly as possible and setting up rest areas for medical professional for use in the case of a surge in COVID payments.

COVID Impact on CBJ Workforce:

165 employees (32.4 FTE) have not been scheduled to work (furloughed), placed on seasonal leave early, or not been called back from seasonal leave.

11 vacant positions (10.5 FTE) that we intended to fill have been held vacant.

Staff from closed operational areas (recreation facilities, Zach Gordon Youth Center, and library) have been reassigned to the Emergency Operations Center or are being used to help cover vacant positions.

Monday report focus: Juneau School District

Technology

Chromebooks distributed so far during closure: 1,251

Instruction

Monday Elementary Art Kit distribution - 1,000 mini-art kits will be available on Monday, April 20, from 9-12 at school entrances. If there are kits leftover on Monday, they are available Tuesday as well. Info and instructions are also shared by schools and teachers so families can participate using supplies they have at home.

Including the kits that have been prepared for next Monday, 3,200 art kits have been given to elementary students so far.

School Meals

This week 7,700 meals were distributed to students. This included breakfast and lunch for Monday – Sunday. Total meals served since March 16 = 32,700.

Survey

A recent school district survey of staff and families about distance education was completed this week. A total 412 classified and certified staff responded and 735 parents and guardians responded. We will share the results next week and use the info to refine our program for the remainder of the school year.