

**ASSEMBLY FINANCE COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA  
Wednesday, June 17, 2020, 5:00 PM.  
Zoom Webinar & FB Live Stream**

(webinar: <https://juneau.zoom.us/j/93239184879> or call: 1-346-248-7799 Webinar ID: 932 3918 4879)

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

- a. **Wednesday, May 27, 2020**

**IV. ITEMS FOR ACTION**

- a. **Ordinance 2019-06(AH) An Ordinance Appropriating up to \$1,000,000 to the Manager for a COVID-19 Conservation Corp Program; Funding Provided by the CARES Act Special Revenue Fund.**
- b. **Ordinance 2019-06(AG) An Ordinance Appropriating up to \$8,500,000 to the Manager for Phase 2 of a COVID-19 Business Sustainability Grant Program; Funding Provided by the CARES Act Special Revenue Fund.**
- c. **Alaska Municipal League FY20 Supplemental Billing**

**V. INFORMATION ITEMS**

- a. **Small Business Loan Recipients**

**VI. SUPPLEMENTAL MATERIALS**

- a. **Ordinance 2019-06(AK) 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.**

**VII. NEXT MEETING DATE**

- a. **Wednesday, August 5, 2020**

**VIII. SUPPLEMENTAL MATERIALS**

**IX. 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](mailto:city.clerk@juneau.org)

**DRAFT**  
**City and Borough of Juneau**  
**Minutes - Assembly Finance Committee Meeting**  
**Wednesday, May 27, 2020, 5:00 PM**

**I. Call to Order**

The AFC meeting was called to order at 5:00 PM by Loren Jones, Chair.

**II. Roll Call**

Committee Members Participating Virtually: Mayor Beth Weldon; Loren Jones, Chair; Rob Edwardson, Alicia Hughes-Skandijs, Maria Gladziszewski, Wade Bryson, Michelle Bonnet Hale, Greg Smith and Carole Triem.

Committee Members Absent: None.

Staff Present Virtually: Rorie Watt, City Manager; Mila Cosgrove, Deputy City Manager; Jeff Rogers, Finance Director; Adrien Speegle, Budget Analyst; Robert Palmer, City Attorney; Katie Koester, Public Works Director; John Bohan, Chief CIP Engineer; Dave Scanlan, Eaglecrest General Manager.

Others Present Virtually: Liz Perry, President/CEO, Travel Juneau; Kathleen Harper, Juneau Arts and Humanities Council, Centennial Hall House Manager; Midgi Moore, Owner, Juneau Food Tours; Nancy DeCherney, Juneau Arts and Humanities Council, Executive Director.

**III. APPROVAL OF MINUTES**

- a. The May 20, 2020 minutes were approved as presented.

**IV. CONTINUATION OF PENDING ITEMS**

a. **Update on COVID-19 Response**

Mila Cosgrove, Deputy City Manager, presented the most recent EOC report and gave an update on COVID-19 cases and response in Juneau. There are currently no new cases today, one additional recovered case identified. One of the newer reported cases recovered, falling off the active case tally. Reported contact tracing capability is at full capacity. Test supplies remain adequate and efforts are continued to work on standing up local testing capability – a medium to long term project. The EOC is working on improving test turnaround time with better coordination with flight schedules and the labs. All of the tests from the sheltered populations came back with no positive test cases. Centennial Hall operations will be stood down for the time being.

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Senator Sullivan focused on Washington, DC efforts while addressing the EOC at today's meeting. He talked about the CARES Act and some of the funding pieces that they put in place.

Testing numbers continue to go up as the volume of testing is dramatically increasing.

Ms. Cosgrove responded to committee questions.

b. **Macro Budget Tool**

Mr. Rogers, Finance Director, gave an update on the manager's FY21 Proposed Budget and Macro Budget Tool (MBT). This tool has been updated with current information and is presented as a tool to aid the committee in working through final FY21 budget decisions.

The pending list is now included as a secondary tab in the document, allowing approval or disapproval of pending items to populate into the MBT to determine the impacts on balancing the budget.

#### **V. ITEMS FOR ACTION**

a. **Pending List**

**Facilities Maintenance**

Mr. Watt, City Manager, discussed that the funding increment to the Facilities Maintenance Group would primarily be used to hire small dollar private contractors to do jobs like painting, ceiling work, power washing, and striping of lots, things that they are unable to do with the existing workforce. Primarily, 70 percent of the request would be used to hire small business contractors, the other 30 percent would be used for commodities to support CBJ maintenance staff. Generally, goods are bought locally.

Mr. Watt stated the request serves a couple purposes, one, it offsets the capital improvement plan reductions a small amount and two, it provides for the local economy through awarding small business contracts and procuring materials locally.

Mr. Watt responded to committee questions.

**Motion: by Mayor Weldon to move the Facilities Maintenance increment request to the budget and amend the amount to \$90,000.**

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**Objection:** by Mr. Edwardson who stated that City staff can manage for at least a year without the additional funding.

**Roll call votes:**

**Ayes:** Weldon, Bryson, Hughes-Skandijs

**Nays:** Edwardson, Gladziszewski, Hale, Smith, Triem, Jones

**Absent:** None.

**Motion failed.**

### **AHF Support**

Mr. Rogers explained that the AHF Support increment request, if approved, would grant authority to Mr. Ciambor, CBJ Chief Housing Officer, to administer a grant program in the amount of \$525,400 for affordable housing grants from the Affordable Housing Fund. The Fund receives a \$400,000 allocation each year from the 1% temporary sales tax. This allocation was voter-approved, but Mr. Rogers explained that the Assembly has the legal authority to spend the funds as they deem appropriate. If the request is not approved, the funds would still be allocated to the Affordable Housing Fund, and could be used for a different purpose in the future.

Mr. Rogers responded to committee questions.

**Motion:** by Ms. Triem to move the \$525,400 AHF Support increment request to the FY21 budget.

**Objection:** by Mayor Weldon, stating that she would not appropriate the funds for a grant program at this time, just in case CBJ needs the funds at a later date.

**Roll call votes:**

**Ayes:** Triem, Gladziszewski, Hughes-Skandijs, Smith

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

**Absent:** None.

**Motion failed.**

**Motion:** by Mr. Bryson to remove the \$400,000 1% temporary sales tax allocation from the Affordable Housing Fund on the FY21 Capital Improvement Plan.

**Objection:** by Ms. Hale.

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### **Roll call votes:**

**Ayes:** Bryson, Smith, Weldon

**Nays:** Edwardson, Gladziszewski, Hale, Hughes-Skandijs, Triem, Jones

**Absent:** None.

**Motion failed.**

### **Sealaska Heritage**

This increment request was withdrawn from the FY21 budget. Sealaska Heritage submitted a request to the Assembly to provide a letter stating their support for the project and that CBJ would consider future funding requests. This letter could aid Sealaska Heritage in securing other donors for the project.

**Motion:** by Mr. Edwardson to move that the mayor and city manager work with Sealaska Heritage Institute to draft a letter appropriate for them and potential donors expressing support for later requests for funding.

**No objection, motion passed unanimously.**

*The meeting recessed at 6:05 PM.*

*The meeting reconvened at 6:15 PM.*

### **Childcare**

**Motion:** by Mr. Gladziszewski to move the \$400,000 Childcare request to the budget for the remainder of calendar year 2020, and asked for unanimous consent.

Mr. Rogers responded to committee questions.

**Objection:** by Mayor Weldon; her objection was later removed.

**Amendment:** by Mr. Jones to change the original motion to include the \$400,000 request as recurring in both FY21 and FY22.

**No objection, motion passed unanimously.**

### **Alaska Heat Smart Support**

Mr. Rogers stated that the Assembly received an email from Alaska Heat Smart earlier that day, requesting the use of \$85,000 of unspent funding from their

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FY20 grant award for use in FY21, and an additional \$30,000 for the FY21 grant request. This is a reduction to the original request of \$235,000 for FY21.

**Motion:** by Ms. Hughes-Skandijs to direct the manager to amend the Alaska Heat Smart FY20 grant agreement to allow them to spend unspent FY20 grant funding (about \$85,000) in FY21.

**Amendment:** by Ms. Hale to appropriate the requested \$30,000 for FY21.

Mr. Jones suggested to make a separate motion instead of an amendment to the motion since the funding sits in two separate fiscal years.

Ms. Hale withdrew her amendment to the motion.

No objection, motion passed unanimously.

**Motion:** by Ms. Hale to accept the \$30,000 grant request in the FY21 budget.

No objection, motion passed unanimously.

### **Biathlon Range**

**Motion:** by Mr. Smith to accept the \$30,000 Biathlon Range funding request in the FY21 budget.

**Objection:** by Ms. Hughes-Skandijs, who voiced concerns about the current budget situation and that she did not believe now is the right time to fund the project.

**Abstained:** by Mr. Bryson, who stated he needed to recuse himself from the vote due to a financial conflict of interest.

### **Roll call votes:**

**Ayes:** Smith

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

**Absent:** None.

**Motion failed.**

### **Eaglecrest Budget**

Mr. Jones explained that \$275,000 was the amount that exceeded FY20 budget levels for Eaglecrest's FY21 request. Eaglecrest's budget was already approved

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for FY21 up to the FY20 level earlier in the budget process. Mr. Jones explained that this is the final time to take action on Eaglecrest's budget.

Mr. Scanlan discussed that the additional budgetary ask is to help cover additional costs in FY21, including an increase in interdepartmental charges, retaining staff by means of raising wages, and meeting general facility maintenance needs. He further explained that the additional general fund support will help sustain a strong ski season, acknowledging that they may experience declining revenue for the FY21 season due to the COVID-19 pandemic.

Mr. Rogers responded to committee questions.

**Motion: by Mayor Weldon to move \$275,000 additional Eaglecrest request to the FY21 budget.**

**Amendment 1: by Mr. Bryson to reduce the amount from \$275,000 to \$150,000. He explained that this still provides assistance to Eaglecrest, but does not harm the general fund budget as much.**

**Objection to Amendment 1: by Mayor Weldon, who stated that just the extra personnel services trying to get workers up to minimum wage is \$86,000, which doesn't give Mr. Scanlan much room to maneuver. Mayor Weldon later withdrew her objection.**

**Objection to Original Motion: by Ms. Hale, who expressed that she believes she can support Mr. Bryson's amendment to the original motion at the reduced amount.**

**Amendment 2: by Mr. Smith to raise the amount from \$150,000 to \$180,000, which would at least make Eaglecrest whole this year from forces outside of their fiscal control.**

**Objection to Amendment 2: by Ms. Hughes-Skandijs, who voiced that the City is taking various other cuts, including to personnel, so giving the magnitude of the budget issue cannot support an amount higher than \$150,000.**

**Roll call votes: Amendment 2**

**Ayes:** Smith, Weldon

**Nays:** Bryson, Edwardson, Gladsziszewski, Hale, Hughes-Skandijs, Triem, Jones

**Absent:** None.

**Motion failed.**

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**Roll call votes: Amendment 1**

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

**Nays:** Triem, Jones

**Absent:** None.

**Motion passed 7/2.**

**Roll call votes: Amended Original Motion**

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

**Nays:** Edwardson, Hughes-Skandijs, Triem, Jones

**Absent:** None.

**Motion passed 5/4.**

*The meeting recessed at 7:03PM.*

*The meeting reconvened at 7:11 PM.*

### **Travel Juneau / Centennial Hall**

Mr. Rogers discussed the hotel bed tax, restating staff's recommendations from the memo to the committee dated April 30, 2020.

Mr. Rogers responded to committee questions.

**Motion: by Ms. Gladziszewski to accept \$625,000 for Travel Juneau and \$534,400 for Centennial Hall into the FY21 budget.**

**Objection: by Mr. Jones, who expressed his concerns about the level of funding, stating he's unsure if Centennial Hall needed the full amount. Additionally, hotel bed tax has always supported the marketing of Juneau as a tourist destination. This would be the first time that general funds would be required to support the tourism agency.**

**Roll call votes:**

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

**Nays:** Jones

**Absent:** None.

**Motion passed 8/1.**



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### **Downtown Business Association**

Mr. Jones clarified the grant was awarded the last three years from excess receipts in the Hotel Bed Tax Fund. In FY21, there is insufficient funding available from hotel bed taxes, requiring this grant to be funded from general funds if approved.

**Motion: by Ms. Hale to move the \$75,000 for the Downtown Business Association grant to the FY21 budget as a non-recurring item, to be paid for with general funds.**

**Objection: by Mayor Weldon for purpose of a question. Mayor Weldon asked what the funds would be used for, and if the requested amount is flexible.**

Ms. Moore, Juneau Food Tours Owner, responded to Mayor Weldon's question, stating that one of the things they're focusing on is having a safe and viable downtown. They are the only municipality in Alaska to receive the certification from the Main Street America Program. The goal for use of the grant funding is to focus on bringing people to downtown and creating a safe environment.

**Objection withdrawn: by Mayor Weldon after Ms. Moore provided an explanation for use of grant funding.**

**Objection: by Ms. Hughes-Skandijs, stating that she is primarily motivated by the budgetary situation, and is concerned that this grant requires general fund support rather than support from hotel bed taxes.**

### **Roll call votes:**

**Ayes:** Hale, Bryson, Edwardson, Gladziszewski, Smith, Triem, Weldon, Jones

**Nays:** Hughes-Skandijs

**Absent:** None.

**Motion passed 8/1.**

### **Marine Passenger Fees (MPF)**

Mr. Watt presented the revised MPF recommendations from his April 8, 2020 memo to the committee.

Mayor Weldon asked if this level of funding is one time or reoccurring.

Mr. Watt clarified that it's one time, with the assumption that the City will be collecting status-quo levels of MPFs for the 2021 cruise ship season.

Mr. Rogers clarified that this has no impact in the MBT.

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**Motion: by Mayor Weldon to accept the manager's MPF recommendations for FY21 of \$2,751,850.**

**No objection, motion passed unanimously.**

### **Airport North Terminal GO Bond**

Mr. Rogers stated that earlier in the day the Airport Finance Committee voted to pay for the FY21 and FY22 North Terminal GO bond amounts with Airport CARES Act funding. The debt service is between \$600,000 and \$700,000 a year. FAA made funding available through the CARES Act to assign the debt in general obligation bonds for the next four years. The assembly has sole discretion of the approval.

**Motion: by Mayor Weldon to accept the Airport's approval of funds to offset debt service cost for FY21 and FY22 in the amount of \$602,400.**

**No objection, motion passed unanimously.**

### **Budget Reduction Scenarios**

Mr. Watt directed the Assembly to his May 12, 2020 memo to the committee that summarizes the proposed budget reductions. Mr. Watt noted that the MBT does not reflect the full amount of the budget reductions, only the amount of general fund budget reductions, excluding the Augustus Brown Pool funding decision.

Mr. Watt responded to committee questions.

**Motion: by Mayor Weldon to accept the manager's budget reduction scenarios for \$1,138,000 of general fund budget cuts.**

**Objection: by Ms. Gladziszewski for the purpose of a question. She later withdrew her objection.**

Mr. Watt responded to committee questions.

**No objection, motion passed unanimously.**

Mr. Rogers asked if the committee wished to take action on the non-general fund portion of the budget reductions.

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**Motion:** by Ms. Gladziszewski to accept the recommendations including items 11, 12 and 13 from the budget scenario list totaling \$391,700 of non-general fund position reductions.

**No objection, motion passed unanimously.**

Mr. Rogers responded to committee questions.

*The meeting recessed at 8:06 PM.*

*The meeting reconvened at 8:15 PM.*

b. **FY21 Capital Improvement Plan (CIP) Resolution 2877**

Mr. Rogers presented the CIP changes in the MBT.

Mr. Watt commented to the trail projects that could be eligible under CARES Act funding as a work training program.

Mr. Rogers responded to committee questions.

**Motion:** by Ms. Gladziszewski to move Serial No. 2877 as amended by staff (which reduces the Areawide Street Sales Tax by \$3.5 million) to the full Assembly for adoption.

Mr. Watt responded to committee questions.

**Amendment 1:** by Ms. Hale to postpone the \$3.3 million deferred maintenance for Augustus Brown in order to keep the pool open for one year, while having greater certainty of future funding to make that decision. Amend to remove the \$3.3 million from the FY21 CIP but keep it on the FY22 CIP.

**Objection to Amendment 1:** by Ms. Triem, stating that the project is already shovel-ready.

**Roll call votes:** Amendment 1

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

**Nays:** Triem

**Absent:** None.

**Motion passed 8/1.**

**Amendment 2:** by Mayor Weldon to fund the Sayeik Gastineau School partial roof replacement of \$1.5 million and move it to the Areawide Sales Tax section

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of the CIP, and fund the Eaglecrest trail work under a new section for CARES Act funding on the CIP.

Mr. Rogers responded to committee questions.

No objection, amendment passed unanimously.

**Amendment 3:** by Ms. Gladziszewski to move the \$4.5 million and \$2.3 million for Centennial Hall deferred maintenance to the unscheduled funding section of the CIP.

No objection, amendment passed unanimously.

The committee was brought back to the original motion made, with the approved first, second, and third amendments.

No objection, amended motion passed unanimously.

### **c. Mill Levy Ordinance 2020-08**

Mr. Rogers discussed the mill rate changes. The manager's FY21 Proposed Budget proposed a one mill increase to the Areawide mill rate, and the Assembly has the discretion to approve or change this proposal.

**Motion:** by Ms. Gladziszewski to move mill levy ordinance 2020-08 at 10.66 mills instead of 11.66, and reduce the Areawide mill rate to 6.70 from 7.70, to the full Assembly.

**Objection:** by Mr. Jones, stating that the committee has only postponed raising taxes a year, and has instead chosen to use savings instead of raise additional revenue.

#### **Roll call votes:**

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

**Nays:** Jones

**Absent:** None.

**Motion passed 8/1.**

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d. **CBJ Operating Budget Ordinance 2020-09**

**Motion: by Mayor Weldon to move ordinance 2020-09 for FY21 CBJ operations with amendments and corrections made by staff and during the budget review process to the full Assembly for adoption.**

Mr. Rogers responded to committee questions.

Mr. Watt responded to committee questions.

**No objection, motion passed unanimously**

**VI. INFORMATION ITEMS**

a. **AFC Meeting Schedule**

**VII. NEXT MEETING DATE**

a. **Wednesday, June 3, 2020 5:00 PM.**

**VIII. Adjournment**

*The meeting adjourned at 9:03 PM.*

Presented by: Mayor Weldon

Presented: 06/08/2020

Drafted by: R. Palmer III

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

**Serial No. 2019-06(AH)**

**An Ordinance Appropriating up to \$1,000,000 to the Manager for a COVID-19 Conservation Corps Program; Funding Provided by the CARES Act Special Revenue Fund.**

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death 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, a substantial portion of the economy in the City and Borough of Juneau is dependent on tourism, especially cruise ships; and

WHEREAS, until the COVID-19 pandemic, Juneau expected to receive 1.5 million visitors on cruise ships between May and October 2020; and

WHEREAS, a combination of Canadian, Port of Seattle, the Centers of Disease Control and Prevention directives due to COVID-19 caused the cruise lines to cancel nearly all of the 1.5 million cruise ship visitors forecasted to visit the City and Borough of Juneau; and

WHEREAS, the number of traditional unemployment type of claims increased by approximately 800 percent of normal as of late May, 2020, which equates to 1693 claimants; and

WHEREAS, nearly half of the unemployment claimants are younger people (148 claimants between 21-24 years old, and 495 claimants between 25-34 years old); and

WHEREAS, the United States developed the Civilian Conservation Corps during the Great Depression to combat high unemployment and to provide employment training; and

WHEREAS, the United States still values the underlying pillars of the Civilian Conservation Corps with the Youth Conservation Corps (16 U.S.C. 1701-1706) and the Public Lands Corps (16 U.S.C. 1721-1730); and

WHEREAS, the Congressional Findings and Purposes for the Public Lands Corps are relevant today (17 U.S.C. 1721): providing people with education and work opportunities, complete labor intensive rehabilitation of natural resource facilities that cannot be carried out by public agencies at existing personnel levels, and perform restoration and maintenance activities in a cost effective and efficient manner; and

WHEREAS, the Economic Stabilization Task Force recommended that the Assembly consider a COVID-19 Conservation Corps Program; and

WHEREAS, a COVID-19 Conservation Corps Program would help prevent eviction and assist in preventing homelessness, which is an eligible expense of CARES Act funds consistent with the Department of Treasury guidance dated May 28, 2020; and

WHEREAS, a COVID-19 Conservation Corps Program would help employ and train furloughed, unemployed, and underemployed people, which is an eligible expense of CARES Act funds consistent with the Department of Treasury guidance dated May 28, 2020; and

WHEREAS, a COVID-19 Conservation Corps Program would be equivalent to emergency financial assistance to individuals directly impacted by a loss of income due to COVID-19, which is an eligible expense of CARES Act funds consistent with the Department of Treasury guidance dated May 28, 2020; and

WHEREAS, a COVID-19 Conservation Corps Program would help prevent the unemployment program of the State of Alaska from becoming insolvent, which is an eligible expense of CARES Act funds consistent with the Department of Treasury guidance dated May 28, 2020; and

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

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

WHEREAS, the COVID-19 Conservation Corps Program expenses were 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. Emergency Appropriation.** There is appropriated to the Manager the sum of one million dollars (\$1,000,000.00) for a COVID-19 Conservation Corps Program (Program) to be appropriated as follows and used consistent with this ordinance:

Parks and Recreation Supplemental Appropriation FY21	\$250,000.00
Eaglecrest Supplemental Appropriation FY21	\$300,000.00
Trail Mix, Inc. grant	\$450,000.00

The grant to Trail Mix, Inc. shall be available immediately and through the Program Deadline in Section 4 below.

**Section 3. Source of Funds:**

CARES Act Special Revenue Fund	\$1,000,000.00
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**Section 4. COVID-19 Conservation Corps Program Purpose and Terms.** The Program is subject to the following terms and conditions:

- (a) **Intent.** The Program has multiple purposes including the following: to provide an employment training program for furloughed, unemployed, and underemployed people; to prevent eviction and homelessness; to prevent insolvency of the State unemployment fund; and to provide emergency financial assistance to individuals economically harmed by COVID-19. The recipients of Program funds must develop a work plan consistent with this intent; and
- (b) **Applicant Eligibility.** Only people furloughed, unemployed, or underemployed due to COVID-19 at time of application are eligible for crewmember positions; and
- (c) **Compensation.** Crewmembers and crew leaders must be compensated at least at minimum wage and consistent with the personnel rules of the employing entity; and
- (d) **Program Funds.** Program funds may be used for eligible payroll, program insurance, and to purchase necessary job training materials and supplies including but not limited to the following: personal protective equipment, tools, equipment rental (i.e. vehicles, heavy equipment, helicopter), consumables like fuel, de minimis materials like gravel, and transportation of materials. However, Program funds must not be used for the purchase of expensive materials (i.e. cabin kits and pre-manufactured bridges) or heavy equipment traditionally associated with a capital improvement project; and
- (e) **Public Property.** The project locations must be on publically-owned property (United States, State of Alaska, or City & Borough of Juneau); and
- (f) **Eligible Projects.** The following are labor intensive and eligible projects:
  - (1) Continuing trail improvements to the Treadwell Ditch Trail.
  - (2) Eaglecrest trail expansion.
  - (3) Bridge improvements on Perseverance and DuPont trails and Amalga Meadows.
  - (4) Placement of one or more cabins or shelters on CBJ remote lands.
  - (5) Mountain bike trail and skills park construction; and



- (g) **Administration.** The City and Borough of Juneau Parks and Recreation Department shall coordinate the projects, may add additional projects consistent with this ordinance, and may provide reasonably necessary support and personnel to Eaglecrest and Trail Mix, Inc. to accomplish the intent of this ordinance; and
- (h) **Program Deadline.** Except as authorized by an act of Congress, this Program expires on December 31, 2020. Any appropriation unexpended by December 31, 2020, shall remain in the CARES Act Special Revenue Fund. Any grant to Trail Mix, Inc. unexpended by December 31, 2020, shall be returned to the City and Borough of Juneau by February 15, 2021.

**Section 5. Appropriation Repeal.** The following appropriations are repealed:  
Trail Workforce Development Program CIP           \$300,000.00

**Section 6. 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.

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Beth A. Weldon, Mayor

Attest:

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Elizabeth J. McEwen, Municipal Clerk

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

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

**Serial No. 2019-06(AG)(b)**

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

WHEREAS, the Economic Stabilization Task Force recommended that the Assembly consider economic support to businesses suffering interruptions due to COVID-19 related business closures; and

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

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

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

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

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

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

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

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

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

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

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

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

**Section 3. Source of Funds:**

CARES Act Special Revenue Fund	\$8,500,000.00
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**Section 4. COVID-19 Business Sustainability Grant Program Terms.** The program is subject to the following terms and conditions:

- (a) **Administration.** The Manager is authorized to execute a grant agreement with the Grant Administrator for disbursement of COVID-19 Business Sustainability Grant Program funds. The Grant Administrator is responsible for assuring the program funds are disbursed only to eligible businesses. The Grant Administrator shall be provided a reasonable administration fee based on actual expenses. The Grant Administrator shall provide the Manager with program status reports at reasonable intervals. The Manager shall provide updates to the Finance Committee or Assembly.
- (b) **Entity types.** The program is open to all qualifying businesses (including a nonprofit), regardless of whether they have applied for or have obtained any other state or federal COVID-19 related assistance if (1) the business was registered in Alaska on or before January 1, 2020, (2) had a physical presence in Juneau, Alaska on February 15, 2020, and (3) continuously operated through the date of application unless the business is seasonal or was subject to a government mandated shutdown. The program will exclude from eligibility C Corporations traded on a U.S. stock exchange or a corporate-equivalent entity traded on a foreign stock exchange, and businesses owned in whole or majority—owned by such a publicly traded corporation or national chains that own and operate their premises in Juneau; franchisee owned and operated businesses in Juneau would be eligible. Any business entity is eligible (including a nonprofit), if the business (1) was registered as a business in Alaska on January 1, 2020, (2) had a physical presence in Juneau, Alaska, on February 15, 2020, and (3) continuously operated

~~through the date of application unless the business is seasonal or was subject to a government mandated shutdown.~~

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

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

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

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

- (e) **COVID-19 financial hardship.** An applicant must provide proof of a year over year decrease in revenue starting April 1, 2020, that equals or exceeds twenty percent. Year over year sales tax returns or other similar documentation of substantial revenue decline is required.
- (f) **Assertion of need.** An applicant shall disclose if the business has applied for or received any other grant or forgivable loan. An applicant that has received any other grant or forgivable loan must provide satisfactory documentation that a Business Sustainability Grant is still necessary to sustain business operations.

- (g) **Sales and property tax compliance.** A business with any sales or property tax delinquency as of March 1, 2020, is not eligible for a grant unless the business first executes a confession of judgment with the City and Borough of Juneau for all outstanding taxes. A business that is fully compliant with a confession of judgment payment plan is eligible.
- (h) **Exceptions.** The Grant Administrator, after receiving direction from the Manager or designee, has the authority to make reasonable exceptions that match the intent of this grant program.
- (i) **Phase 2 maximum grant amount.** In anticipation of excess demand for Phase 1 (Ord. 2019-06(AC)(b)(am)), Phase 2 adds an additional \$5,000,000. The maximum grant amount for Phase 2 is dependent on an additional thirty-three percent of the business' total average lease/rent, utility, and long-term debt costs between April 1 and August 31 ("fixed costs") but not to exceed \$33,000.00 per business. A business that receives a Phase 1 grant and a Phase 2 grant can receive no more than 66% of the fixed costs but not to exceed \$66,000 per business.
- (j) **Phase 3 maximum grant amount.** In anticipation of excess demand for Phase 2, Phase 3 provides an additional \$3,500,000. Any remaining Phase 1 or Phase 2 funds shall be made available for Phase 3 grants. Phase 3 is anticipated to be disbursed no later than August 15, 2020 and is dependent on an additional thirty-three percent of the business' total average lease/rent, utility, and long-term debt costs between April 1 and August 31 ("fixed costs") but not to exceed \$33,000.00 per business. A business that receives a Phase 1 grant, a Phase 2 grant, and a Phase 3 grant can receive no more than 100% of the fixed costs but not to exceed \$99,000 per business.
- (k) **Priority.** If the number of grant applications exceeds the available grants, remaining grants shall be awarded based on when the application was initially submitted. If an application is incomplete, the applicant has a three-day grace period from notice of an incomplete application to cure.

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

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

\_\_\_\_\_  
Elizabeth J. McEwen, Municipal Clerk



ONE SEALASKA PLAZA, SUITE 200 • JUNEAU, ALASKA 99801  
TEL (907) 586-1325 • FAX (907) 463-5480 • [WWW.AKML.ORG](http://WWW.AKML.ORG)

Member of the National League of Cities and the National Association of Counties

May 20, 2020

I hope that over the last few months AML has been helpful, and that our support has contributed to the good work you've been able to accomplish during this public health emergency and economic crisis. We are committed to strengthening our support in the coming months.

AML isn't just a bystander during this period; we've definitely been impacted as an organization and expect this to continue throughout next year. Staff time has been reallocated to support members during this crisis, and we expect sponsors and other outside support to diminish.

With that in mind, and in the hope that not only can we remain a strong organization but also grow and expand to meet the additional needs of our members, we are making this additional request of you.

As you can see, we hope to shore up where we are currently impacted but also make strategic decisions that strengthen our capacity to help members during the public health emergency. We believe that this is a necessary and allowable expenditure from your CARES Act funding, which makes this request less burdensome, hopefully, during a difficult time for all of us.

Ultimately, we are sure that your investment in AML will benefit you and all members over the coming months.

Please let me know if you have questions or would like to discuss this proposal in detail.

Respectfully,

A handwritten signature in blue ink, appearing to read "Nils Andreassen", with a long horizontal stroke extending to the right.

Nils Andreassen  
Executive Director



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### **Statement of Need**

AML has devoted a significant amount of staff time and organizational resources to support members through this public health emergency. While the last two months have been challenging, we're glad to have been able to play some role that's been helpful to our members. We know, too, that this public health emergency and economic crisis will continue. We've begun planning now for how to continue this support through FY21 and beyond. A lot of that will mean shoring up our current capacity and investing in additional measures – staff and outreach – that augment member capacity and support members.

### **Request of Members**

One of the very clear allowable expenditures of CARES Act funding is in support of organizations that are impacted by the public health emergency or are providing services in support of or response to this crisis. Granting funds to AML during this time, we believe, is a justifiable expense that benefits both AML and members. We've created this request for supplemental fees that you can treat as optional (but hope that you respond positively to), to be paid for from CARES Act funding as you are able. None of these funds will be used for lobbying purposes. We've estimated our total needs and pro-rated them across members. You can choose to follow this format for granting purposes or come up with a flat amount that is consistent with your budget and other community needs.

### **What AML will do with these funds:**

- Invest in the Remote Sales Tax program to further bring down fees and recruit new members
- Ensure social distancing and additional hygiene and sanitation measures at upcoming events
- Develop a shared service program in support of CARES Act compliance, reporting, and grants
- Implement a CARES Act hotline for accounting and legal questions to be answered
- Expand our support of AMLIP and AML-JIA as they respond to the economic impact
- Invest in additional crisis communications for FY21 – public outreach, local government value
- Support NLC and NACo outreach and advocacy for increased local funding and support

### **Justification**

AML is a nonprofit impacted by the COVID-19 crisis, with unanticipated costs that were not budgeted for in FY20 and that will continue to be impacted in FY21. At the same time, as a member-service organization, we can augment the capacity of local governments and provide real value in support of public health response and management, and economic relief for residents and businesses. Investments that AML makes during this time lower the costs of doing business for members and ultimately Alaska communities. These actions would not otherwise be necessary without the public health and economic crisis.

Note, for budget purposes: The AML Annual Local Government Conference will be dedicated to the Costs of COVID – Crisis Management and Recovery. We would argue that this is an allowable expenditure for participation by members, which CARES Act funding may be used for.



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Member of the National League of Cities and the National Association of Counties

June 16, 2020

Thank you for considering AML's supplemental request for dues, which we've made in relation to our additional roles during the public health emergency. The justification for the request is threefold:

- AML is anticipating lost revenue in FY20 and FY21, including from decreased sponsorship and attendance at upcoming meetings
  - For the online sales tax program, this may be as much as \$250,000 – sellers have delayed registration and jurisdictions have delayed passing the Code
  - For conferences, this may be another \$150,000 – decreased participation and sponsorship
- AML has reallocated time to support members for COVID-19, including to provide additional information to help with decision-making
  - A number of our staff have focused the majority of their time on supporting members during this time, and AML has played an important role in information exchange
  - AML has hosted between 5 and 10 member meetings each week to address topical issues during the pandemic and facilitate cooperation
- AML has added staff to augment our and member capacity to support CARES Act implementation
  - We've added a CARES Act Program Coordinator who can help answer member questions and support them during monthly reporting
  - We developed an online form for members to use to submit monthly reports to OMB
  - We've added on retainer BDO and Landye Bennett to answer accounting, audit, and legal questions
  - We'll add distancing and additional hygiene/sanitation measure at conferences, as well as remote participation, which will increase costs of these events
  - We will mount an outreach campaign to communicate the role of and impact to local governments during this crisis

The total anticipated impact to AML is estimated to be about \$1 million; our request to members is around \$700,000. Requests to members are based on program participation and per capita amounts. It is anticipated that not all requests will be funded; we may see only half of the total need met.

For Juneau, as the largest participant in the online sales tax program, the amount we're requesting is much higher than for others. The request reflects an interest in investing in this program not just to cover lost revenues but to ensure that this becomes even more helpful for municipalities in Alaska. AML hopes that this kind of investment will result in not having to pass costs on to members and ultimately that we may be able to bring down the costs of the program. For your reference:

- The majority of members received requests of between \$250 and \$10,000
- 17 members received requests above \$10,000
- Juneau's was the highest because of its online sales tax participation, but all online sales tax program participants received higher requests than others
  - These also saw higher distributions from the State, based on their economic activity
- The average request as a percentage of CARES Act funding received was 17%
- The highest was .93% - at .25% Juneau's request/distribution was 40<sup>th</sup> of 165 members





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Member of the National League of Cities and the National Association of Counties

I hope that the City and Borough of Juneau will be supportive as AML continues to strengthen its support of members during this time. This is a request that for CARES Act funds to be applied it must be determined by members as necessary in relation to the public health emergency; the justification for it as allowable relates to Treasury guidance of technical assistance and economic hardship. It is an optional request of members and alternative amounts may be applied.



ALASKA  
MUNICIPAL  
LEAGUE

One Sealaska Plaza, Suite 200  
Juneau, AK 99801

# Invoice

DATE	INVOICE ...
5/15/2020	1

**Bill To:**

City & Borough of Juneau  
155 South Seward Street  
Juneau, AK 99801

P.O. NO.	DUE DATE
	07/1/2020

ITEM	DESCRIPTION	AMOUNT
COVID-19 Response	COVID-19 Supplemental Request <ul style="list-style-type: none"> <li>• Crisis Communications</li> <li>• CARES Act Counsel</li> <li>• Bookkeeping &amp; Grant Compliance</li> <li>• Increased Member Support</li> </ul>	\$130,979.00

***FY21 Membership Invoices will be sent out as usual in late June.***

**Please make check payable to:  
Alaska Municipal League**

Thank you for your prompt payment.  
Please direct any billing questions to Shawn Myers at 907-586-1325

**Total**

**\$130,979.00**

**CBJ Emergency Small Business Loans**  
As of 6.15.2020

<b>File Name</b>	<b>Participant - Name</b>	<b>Loan Amount</b>
Juneau Alaska Commnications LLC	Sharon Lee Burns	\$ 50,000
Juneau Pharmacy Group Inc.	Daniel MacPhee	\$ 50,000
Red Dog Saloon	Eric Forst	\$ 50,000
Canton Asian Bistro	Alice Chon	\$ 50,000
Juneau Trading Co, LLC	Toni Murphy	\$ 50,000
Pavitt Health and Fitness Inc.	Joe Parrish	\$ 50,000
Sandpiper cafe	Douglas Arends	\$ 50,000
Juneau Tours LLC	Tonnie Barlow	\$ 50,000
E and M Oriental Store Inc	Marylene H Wales	\$ 50,000
Devil's Club Brewing Company	Evan Wood	\$ 50,000
Perseverance Theatre, Inc.	Benjamin Brown	\$ 50,000
Jugs Crushing	James Sidney	\$ 35,000
Alaska Juneau Construction	James Sidney	\$ 35,000
Alaskan Dames	Lisa Ibias	\$ 35,000
Northern Lights Staffing and Logistics LLC	Casey Wilkins	\$ 35,000
Books, Etc. dba Hearthside Books, Etc	Brenda Weaver	\$ 30,000
Second Wind Sports	Joshua Benevides	\$ 25,000
ACTION APPLIANCE REPAIR	BRADLEE SMATHERS	\$ 25,000
Juneau Car Rental Company LLC	Dwight Efird	\$ 25,000
Juneau Electric	william byouer	\$ 25,000
Alaska Trophy Fishing Adventures	Louis A Juergens	\$ 25,000
Amalga Distillery LLC	Brandon Howard	\$ 25,000
Moore Charters, LLC	Grantley Moore	\$ 25,000
Moondance Alaska LLC dba Annie Kails	Colleen Goldrich	\$ 25,000
Kindred Post	Christy NaMee Eriksen	\$ 25,000
V's Grinders LLC DBA V's Cellar Door	Venietia Santana	\$ 25,000
Alaska Luxury Tours, LLC	Steve Guignon	\$ 25,000
law office of bruce b. weyhrauch, llc	Bruce Weyhrauch	\$ 25,000
Alaska Juneau Mining Company, LLC	Toni Murphy	\$ 25,000
1st Impressions Hair Salon	Kathleen Donohoe	\$ 25,000
The Alaskan Fudge Co.	Alvin Bergmann	\$ 25,000
Barnaby Brewing Company LLC	Matthew Barnaby	\$ 25,000
Lucky Lady Pub	Mark Steven Erickson	\$ 25,000
Dragon Inn Chinese Cuisine	Quy "peter" Lam	\$ 25,000
Mark Kelley DBA Mark Kelley Photography	Mark Kelley	\$ 25,000
Alaska Tales LLC	Jeff Fanning	\$ 25,000
Alaska Sustainable Seafoods	david e McCasland	\$ 25,000
Betts Boat Repair	James C Betts	\$ 25,000
Alaska pure mountain spring water, inc.	Dominic Smith	\$ 25,000
Northern Cuisine	Joselyn U Ribao	\$ 25,000
Miramontes Construction	Hugo Miramontes	\$ 25,000
Twilight cafe	Catherine Hill-Cristobal	\$ 25,000
Midnight Sun Gifts	RICHARD PORRIA	\$ 25,000
Rainforest Farms	JAMES BARRETT	\$ 25,000
Airboat Alaska LLC	Brian Thatcher	\$ 25,000
Caribou Crossings	Laura Ann Martinson	\$ 25,000

**CBJ Emergency Small Business Loans**  
**As of 6.15.2020**

<b>File Name</b>	<b>Participant - Name</b>	<b>Loan Amount</b>
AJ Mine Gastineau Mill Mine LLC	gerald J harmon	\$ 25,000
K Properties,LLC	Kelli Grummett	\$ 25,000
Metcalfe Communications, Inc.	Sandra R Metcalfe	\$ 25,000
LEMON TREE CAFE	yunbi wu	\$ 25,000
Always Redeye LLC	casey wilkins	\$ 25,000
Last Chance Tours	Nancy Jones	\$ 25,000
The Bear's Lair	Kathy VanderJack	\$ 25,000
Juneau Sportfishing, LLC	Nancy Jones	\$ 25,000
Jilneth LLC, DBA Silverbow Inn	Jill Ramiel	\$ 25,000
Discovery Southeast Nature Education LLC	Shawn Eisele	\$ 25,000
Alaska Galore Tours	Jamie Letterman	\$ 21,000
PINZ LLC	Robert Petersen	\$ 20,000
Rum Runner Charters	Christopher J Conder	\$ 20,000
Egan Express Lube	Stan Lee	\$ 20,000
Inside Passage Midwifery and Natural Medicine	Deborah Gillespie	\$ 20,000
Valley Dental lab	Betty J Stidolph	\$ 20,000
Icy Strait Fisheries, LLC	Jonathan Thatcher Brouwer	\$ 18,000
Trifecta, LLC dba Harv and Marv's Outback Alaska	Jamie Letterman	\$ 15,000
Bug Busters Pest Control, LLC.	Thom Buzard	\$ 15,000
The plant people	Kerry Crocker	\$ 15,000
Planet Alaska LLC	Vivian Mork	\$ 15,000
JAHC	Nancy DeCherney	\$ 15,000
Douglas Island Development	Joanne Schmidt	\$ 15,000
Beachside Villa Luxury Inn	Susan Ashton	\$ 15,000
Alaska Avalanche Specialists, LLC	William Glude	\$ 15,000
Alpaca international Inc.	Zia Boccaccio	\$ 15,000
Kelis Concierge and Tours LLC	Colleen Kelly Donnelly	\$ 15,000
Harbor Tea and Spice	Janice McCann	\$ 15,000
Voelckers Wyatt Properties	Paul Voelckers	\$ 15,000
Fireweed Chiropractic and Massage	Keri Mell	\$ 15,000
Compton-Munro Automotive LLC	Calvin Compton	\$ 15,000
The Viking Lounge LLC	jared cure	\$ 15,000
Inn at the Waterfront DBA Boheme	Ann House	\$ 15,000
Douglas Cafe	Bernadita Bundy	\$ 15,000
Juneau's Imagination Station	ALICIA SMITH	\$ 15,000
Alaska Probiotics	kaila buerger	\$ 13,000
Hair by Tenaya	Tenaya Miramontes	\$ 13,000
Southeast Landscaping	Makai Millay	\$ 12,500
DJ LLC	Lee Mi	\$ 10,000
Swampy Acres	James Sidney	\$ 10,000
West Glacier Development LLC	James Sidney	\$ 10,000
Sea Lion AK, Inc.	Stacy Smith	\$ 10,000
Triangle Club Inc	Leeann Thomas	\$ 10,000
Sunshine Water Taxi	Wade Panzich	\$ 10,000
Roy's Custom Embroidery	Lori Styczinski	\$ 10,000
Rainforest Custom Ilc	Dean Graber	\$ 10,000

**CBJ Emergency Small Business Loans**  
As of 6.15.2020

<b>File Name</b>	<b>Participant - Name</b>	<b>Loan Amount</b>
The Red Lady	Joy cherkas	\$ 10,000
Premiere Enterprises	Romona Wigg	\$ 10,000
Alaska Knifeworks	David Summers	\$ 7,500
Natural Healthcare	Emily Kane	\$ 7,500
Alaskan Barbershop	Debra L McGehee	\$ 7,500
Doggie Do's	Benjamin Nestler	\$ 7,500
Esb Inc	Stephanie Banua	\$ 7,500
Gigi Monroe Designs	James Hoagland	\$ 7,500
Specialty Renovations	Jay Patrick Stewart	\$ 7,500
Ben Franklin	Mike Wiley	\$ 7,500
Mar y Sol	Richard Bloomquist	\$ 7,500
Treetop Tees, LLC	David Anderson	\$ 7,500
Strong Holdings LLC, DBA Papa Murphy's	Barbara Strong	\$ 7,500
Misty Savage LMT LLC	Misty savage	\$ 7,500
The Urban Eskimo	John DelGado	\$ 7,500
Sentinel Coffee LLC	David Thomas	\$ 7,500
Landscape Alaska Inc	David Lendrum	\$ 7,500
Alaskan Crepe Escape	Amanda Kohan	\$ 7,500
Last Frontier Cabinets and Millwork	Timothy Bradley	\$ 7,500
WOLFLAIR SERVICES	Sylvia M. Adams	\$ 7,500
Urban Haven Skincare	Laura Hotch	\$ 7,500
ROOTS Hair by Tiffany	Tiffany Rutherford	\$ 7,500
Northern Oasis Wellness Spa	Joan Waller	\$ 7,500
cheris therapeutic massage	Cheri Zepp	\$ 7,500
Tongass Fitness	Logan Lott	\$ 7,500
Alaska's Capital Inn	Mark Thorson	\$ 7,500
Juneau Community Preschool	Laisne' Waldron	\$ 7,500
Glacier Smoothie Soaps	Lizabeth Pat Stringer	\$ 7,500
Kyle Thomas DBA Juneau Family Acupuncture	Kyle Thomas	\$ 7,500
Alpine Acupuncture	Jill Still	\$ 7,500
Melino's Marine Services	John Melino	\$ 7,500
Cadigan Enterprrrises dba House of Russia	Liv Cadigan	\$ 7,500
Sob Grinds LLC	Erik Scholl	\$ 7,500
Oliver's Trophies and Engraving	Todd Luck	\$ 7,500
Alaska Sea to Shore	Renee Warr	\$ 7,500
Tour Forty-nine but using numbers which dont work in this fie	James E Scholz	\$ 7,500
Art Matters L.L.C.	Kayla Wyatt	\$ 7,500
Udder Culture featuring Aurora Sweets KWR Alaska LLC	Udder Culture featuring Aurora	\$ 7,500
Tripp Corp	Penny Tripp	\$ 7,500
FREYA Romance Boutique	Kari Reyes	\$ 7,500
StudioOneOFour	Tianna Banua	\$ 7,500
Cox Environmental Services	Jolene Cox	\$ 7,500
Hot Shot Coffee Co	Christina Lara	\$ 7,500
Light Alaska	Adam Obert	\$ 7,500
Sparkle Maid Service	Jamalea Martelle	\$ 7,500
The Narrows Bar LLC	Jared Cure	\$ 7,500

**CBJ Emergency Small Business Loans**  
 Repayment Schedule  
 As of 6.15.2020

<b>File Name</b>	<b>Participant - Name</b>	<b>Loan Amount</b>
capital barbershop	Ronda Adams	\$ 7,500
Juneau Rubber Stamp, LLC	Jim Miller	\$ 7,500
Coldwell Banker Race Realty	Mike Race	\$ 7,500
Schetky Home Inspections, LLC	Daniel Schetky	\$ 7,500
Fashionista	Michelle Domingo	\$ 7,500
Marthas Flowers	Debrah Clements	\$ 7,000
A Certain Charm Institute	Beatrice Caujolle	\$ 6,000
Virginias hair salon	Virginia Behrends	\$ 6,000
Like New Cleaning Service	Carol Jokerst	\$ 6,000
tot two TEEN	Katherine Brown	\$ 5,750
Studio A Juneau	Betsy Sims	\$ 5,500
Little Mermaid Beauty Salon	Patricia PaddockBetts	\$ 5,000
Juneau Stones Throw Cottage	Joan Waller	\$ 5,000
Gold Town Theater	collette costa	\$ 5,000
Sweets and Treats By Beka	Rebekah Howard Coronell	\$ 5,000
Airline Doctors, Inc	Nate Vallier	\$ 5,000
Sutton Enterprise	Sheryl Sutton	\$ 5,000

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

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

**Serial No. 2019-06(AK)**

**An Ordinance Appropriating to the Manager the Sum of \$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
---------------------	----------

**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

Ordinance 2019-06(AK)  
Manager's Report

**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 Manager recommends this ordinance be introduced and set for public hearing at the next Assembly meeting.**



## Municipal Arts & Culture Matching Grant Program

A partnership between Municipal Governments and Rasmuson Foundation

**Program Description.** The *Municipal Arts and Culture Matching Grant Program* is a partnership between Rasmuson Foundation and Alaska municipalities in cooperation with the Alaska Municipal League. It is designed to fund arts and culture organizations whose local revenue sources are disrupted by the COVID-19 pandemic. Municipal allocations of Direct Municipal Relief (a category of CARES Act funds) to local arts and culture organizations are matched by Rasmuson Foundation.

**Program Need.** Government mandates in response to the COVID-19 pandemic have caused cancellation of performances, festivals and traditional fundraising activities that local arts and culture organizations depend on for revenue. Additionally, loss of personal income has resulted in less revenue from memberships and donations. Through allocation of CARES Act funds, municipal governments can help sustain arts and culture infrastructure.

**Eligibility.** The matching grant program is intended to support arts and cultural organizations whose revenue sources have been negatively impacted by the COVID-19 pandemic. Municipalities may set their own criteria for allocation of Direct Municipal Relief funds, however, to receive *Municipal Arts & Culture Matching funds*, beneficiaries should be able to demonstrate real and projected revenue decline due to COVID-19 mandates. It is the responsibility of the municipality to ensure compliance with US Treasury guidelines for use of CARES Act funds.

Additionally, beneficiaries must:

- have been a viable nonprofit entity within the municipality on March 1, 2020; and
- have a mission to advance, support, educate or celebrate arts and culture.

Examples of qualifying entities include arts and culture camps, arts councils, dance organizations, theatre and performing arts organizations; symphonies, choral groups and other music entities; language and literary arts organizations; museums and arts-focused festivals and workshops.

**Municipal Guidelines.** Rasmuson Foundation will match a municipality's allocation of CARES Act funds to arts and culture organizations. The match ratio is 1:1 up to \$20,000 to any entity and 1:2 for allocated municipal funds in excess of \$20,000 to that entity.

Example: Municipality allocates \$40,000 of Direct Municipal Relief funds to the local theatre organization. Rasmuson Foundation will match \$20,000 @ 1:1 and remaining \$20,000 @ 1:2 (\$20,000 + \$10,000 = \$30,000). The theatre organization will receive a \$70,000 *Municipal Arts and Culture Matching Grant* (\$40,000 municipal + \$30,000 Rasmuson Foundation).

Rasmuson Foundation limits the match to \$50,000 per municipality and \$250,000 statewide.

The municipal allocation of CARES Act funds may not replace or supplant historical or budgeted municipal support.

## Municipal Arts & Culture Matching Grant Program

A partnership between Municipal Governments and Rasmuson Foundation

**How to Apply.** A municipality may administer the *Municipal Arts and Culture Matching Grant Program* directly or delegate it to a local organization tasked with administering municipal CARES Act funds. After making its allocation determinations, an authorized representative of the municipality applies to Rasmuson Foundation using the designated form. Rasmuson Foundation distributes funds to the municipality. The municipality then distributes the total grant award (CARES Act funds + Rasmuson funds) to arts and culture organizations within their community.

**Use of Funds.** *Municipal Arts and Culture Matching Grant* funds may be used for any legitimate operating or program expense incurred by the organization from March 1 through December 15, 2020 in accordance with CARES Act funding guidelines. Entities that have received funds through another CARES Act program such as PPP or EIDL are eligible for funding through the Direct Municipal Relief providing the use of funds does not duplicate or supplant those other funds.

**Reporting.** The municipality may require benefitted entities to report the use or expenditure of *Municipal Arts & Culture Matching* funds in accordance with CARES Act funding guidelines. The municipality shall verify to Rasmuson Foundation distribution program funds to organizations within 30 days of receipt of Rasmuson funds.

## Municipal Arts & Culture Matching Grant Program Application

The *Municipal Arts & Culture Matching Grant Program* is a partnership between Rasmuson Foundation and municipalities designed to increase municipal allocation of Alaska's CARES Act "Direct Municipal Relief" funds to arts and culture organizations. Rasmuson Foundation will match municipal allocation of municipal relief funds. Assuring grantee eligibility and compliance with federal guidelines released by the US Treasury on April 22, 2020 are the responsibility of the municipality. See Program Description for more information.

**HOW TO APPLY:** Municipalities apply for Rasmuson Foundation matching funds on this form and email to [grants@rasmuson.org](mailto:grants@rasmuson.org). Type "Municipal Arts & Culture" in the Subject line.

Applicant Municipality: \_\_\_\_\_

Address to send check (or preferred method of payment): \_\_\_\_\_  
 \_\_\_\_\_

Municipal Representative: \_\_\_\_\_ Title: \_\_\_\_\_  
 phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Certification:** I certify that the applicant municipality has made an allocation of municipal direct relief (CARES Act) funds to the beneficiaries listed below, and that I am authorized to submit to Rasmuson Foundation this application for funds to match the allocations, and that upon receipt of Rasmuson Foundation Funds, the total award will be distributed to the named beneficiaries.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

A	B	C	D	E
Name of Beneficiary	Municipal Allocation	Rasmuson Match 1:1*	Rasmuson Match 1:2*	Total Award
List additional beneficiaries on separate page and insert total here:				
<b>TOTALS</b>				

\* Column C: Match 1:1 up to and including \$20,000 of municipal allocation per beneficiary; Column D: Match 1:2 for allocations in excess of \$20,000 to that beneficiary. Columns C + D may not exceed \$50,000. See Program Description.

For use by Rasmuson Foundation:

Total Matching Funds Approved: \_\_\_\_\_

Program Officer Signature \_\_\_\_\_ Date \_\_\_\_\_