

On the Table

June 8 Special Mtg

Kacie Paxton

From: cityclerksaxman@kpunet.net
Sent: Thursday, June 4, 2020 2:54 PM
To: Ruben Duran
Cc: Kacie Paxton; Cynna Gubatayao; Deanna Thomas
Subject: CARES Act funding



CARES Act
funding request...

Hello All,

Please find attached a request on behalf of the Saxman City Council for a pass through of a portion of the CARES Act funding the borough received.

I am not sure what the process is for getting this request to the Assembly so I have included several departments on the email.

Thank you very much for your consideration and please let me know if there is anything I can do to help facilitate this request.

Respectfully,

Lori Richmond
City Administrator
City Clerk



Office: 907-225-4166 ext.3
Cell: 907-617-7722
Fax: 907-225-6450

Email: cityclerksaxman@kpunet.net

City Hall: 2841 S. Tongass Hwy, Saxman
Mailing Address: Route 2 Box 1 Ketchikan, AK 99901



June 3, 2020

RE: CARES Act funding

Dear Ketchikan Gateway Borough Assembly,

The City of Saxman is requesting the Ketchikan Gateway Borough allocate some of the CARES Act funding that has been allocated to the borough to the Saxman municipal government for assistance in meeting community needs due to the current COVID-19 emergency.

Saxman's total community assistance and COVID relief payment is \$293,120. Currently projects identified as being related and necessary far exceed the amount apportioned by the state.

The U.S. Treasury has stated that a unit of local government receiving a Fund payment may transfer funds to another unit of government.

The Saxman City Council would like the Ketchikan Gateway Borough Assembly to consider transferring funds to the Municipality of Saxman for funding a food voucher grant program, a utility/rent grant program, alterations to City Hall that will mitigate COVID-19 hazards, signage that allows messaging from the EOC to be delivered to the public at large, and controlling access to the borough through the Seaport Harbor.

The specifics, to the extent we are currently able to identify are attached.

Thank you for your consideration.

On behalf of the Saxman City Council,

A handwritten signature in black ink, appearing to read "Lori Richmond".

Lori Richmond, City Administrator

Project	Amount
Renovations to City Hall	\$51,800.00
Isolated Persons Grant	\$40,000.00
Utility/Rent Grant	\$160,000.00
Messaging LED Light	\$75,000.00
Seaport Security	\$40,975.00
Total Requested	\$367,775.00

City of Saxman
Request for CARES Act Funds Transfer
Renovations to City Hall to facilitate recommendations for social distancing from the CDC and the EOC

Brief Project Description:

The City of Saxman City Hall is currently identified as an emergency shelter however there is difficulty in meeting recommendations for sanitizing due to many cloth services on the floor and public chairs.

City Hall also needs alterations to increase distance from the public to the staff.

Funding Plan:

\$45,000.00 to replace fomite materials with material that can easily be sanitized.

\$6800.00 to create a physical barrier between staff and customers.

Project Description

Bids have been accepted to complete the renovations. If funded the project could be completed quickly and the Saxman City Hall can easily be used for surge capacity if the virus starts to spread again.

Timeline

This project should be complete by October 31, 2020 so the City of Saxman can return funds to the borough if any remain.

Management

The City of Saxman grant manager will manage expenditures and eligibility. The grant manager will also prepare for the single federal audit. Ultimately the Mayor and Administrator will be responsible for adherences to U.S. Treasury guidelines on funding.

City of Saxman
Request for CARES Act Funds Transfer
Food Delivery Vouchers/Isolated Persons Grant

Brief Project Description:

The City of Saxman is creating a grant program to facilitate high risk population groups in getting food and basic cleaning supplies while self-isolating at home.

Funding Plan:

\$100.00 per family member of households with high risk groups.

\$40,000 as an initial budget for the program.

Project Description

This grant is meant to give relief to those in a high-risk category who are isolating at home and unable to go to a grocery store for food and basic cleaning supplies.

The City of Saxman can provide a voucher for groceries and cleaning supplies up to \$100.00 per household member. This allows residents who are in the high-risk category to call in and place an order to be delivered by Safeway, thus mitigating the risk to high risk population groups.

Tobacco and alcohol are not eligible products to be purchased with the voucher.

Timeline

This project should be complete by October so the City of Saxman can return funds to the borough if any remain.

Management

The City of Saxman grant manager will manage expenditures and eligibility. The grant manager will also prepare for the single federal audit. Ultimately the Mayor and Administrator will be responsible for adherences to U.S. Treasury guidelines on funding.

City of Saxman
Request for CARES Act Funds Transfer
Utility/Rent Assistance Grant

Brief Project Description:

The City of Saxman is creating a grant program to give assistance to persons that have been affected financially by the current COVID emergency.

Funding Plan:

\$400.00 per household who self-identify as having financial hardship due to the isolation recommendations of the CDC and EOC.

\$160,000.00 as an initial budget for the program.

Project Description

This grant is meant to give relief to those who are experiencing a financial hardship and are thus unable to pay their rent, mortgage, electricity or other utilities necessary to keep from getting evicted or experience a loss of utility service.

The City of Saxman who pass through funds from the borough to those eligible households.

Timeline

This project should be complete by October 31, 2020 so the City of Saxman can return funds to the borough if any remain.

Management

The City of Saxman grant manager will manage expenditures and eligibility. The grant manager will also prepare for the single federal audit. Ultimately the Mayor and Administrator will be responsible for adherences to U.S. Treasury guidelines on funding.

City of Saxman
Request for CARES Act Funds Transfer
Installation of LED sign next to S. Tongass Hwy

Brief Project Description:

The City of Saxman City Hall is currently identified as an emergency shelter however currently it is unable to communicate with the public at large.

Funding Plan:

\$75,000.00 to purchase the sign, installation material and labor.

Project Description

As an emergency shelter the city needs to be able to communicate instructions and alerts to the public at large. A sign on the south end of the island can also communicate EOC messaging.

Timeline

This project should be complete by October 31, 2020 so the City of Saxman can return funds to the borough if any remain.

Management

The City of Saxman grant manager will manage expenditures and eligibility. The grant manager will also prepare for the single federal audit. Ultimately the Mayor and Administrator will be responsible for adherences to U.S. Treasury guidelines on funding.

City of Saxman
Request for CARES Act Funds Transfer
Seaport Security

Brief Project Description:

The City of Saxman has a harbor with a MARSEC rating. During the COVID emergency the EOC recommends a MARSEC level to control the flow of people into and out of the borough. Currently the city is unable to maintain the recommended MARSEC rating due to a malfunctioning gate, no security cameras, and no lighting.

Funding Plan:

Lighting \$1,191.00 each, 6 needed, \$7,146.00

Lighting Installation, 20% of cost, \$1,429.00

Cameras \$7,000.00

Installation 20% of cost, \$1,400.00

Electric Gate \$20,000.00

Installation 20% of cost, \$4,000.00

Project Description

MARSEC (MARitime SECurity) is the three-tiered United States Coast Guard Maritime Security system (alert state) designed to easily communicate to the Coast Guard and the maritime industry pre-planned scalable responses for credible threat.

The Ketchikan Gateway Borough's unified command has asked that travelers to the borough adhere to the Governor's Mandates regarding travel. The city is poorly equipped to assist persons travelling through the Seaport adhere to the travel mandates.

Timeline

This project should be complete by October 31, 2020 so the City of Saxman can return funds to the borough if any remain.

Management

The City of Saxman grant manager will manage expenditures and eligibility. The grant manager will also prepare for the single federal audit. Ultimately the Mayor and Administrator will be responsible for adherences to U.S. Treasury guidelines on funding.