



April 2, 2020

Mayor Ethan Berkowitz
Municipality of Anchorage
632 W. 6th Avenue, #840
Anchorage, AK 99501

Kim Kolvig, Rapid Response Coordinator
Alaska Dislocated Worker Unit
P.O. Box 115509
Juneau, AK 99811-5509

Dear Mayor Berkowitz & Ms. Kolvig,

This letter is written pursuant to the WARN Act. As of this date Snow City Cafe has laid off 37 employees. However, because 17 of those employees are part time as defined by the Act, we believe that the layoff does not trigger a WARN notice. Nevertheless, in keeping with the spirit of the statute and out of an abundance of caution, we have issued a notice to our staff that includes information required by the Act and we are providing this notice to you.

The majority of layoffs occurred on or around March 17, 2020. Further layoffs may happen in the future. We do not have bumping rights in our employee policies. On March 24, the Municipality of Anchorage extended Hunker Down orders and the State of Alaska has also required Shelter In Place, which will be re-evaluated in two weeks. This extends our anticipated temporary layoff that occurred around March 17 to an unknown date. We hope to reopen mid-summer but will await guidance from our local government.

For about three weeks, we operated at greatly reduced capacity and tomorrow we will cease operations completely and don't know when we will reopen completely. Once the ban on dining in restaurants is lifted, it may take awhile for guests to have confidence and frankly, money to return, to prior levels of business. We will rehire laid off employees as we are able.

As of April 1, we have laid off:

- 4 -- line cooks and prep cooks
- 7 -- servers
- 16 -- support staff, e.g. bussers, hosts, expos, food runners, counter help
- 8 -- dishwashers and deep cleaners
- 2 -- managers and supervisors



If you have any questions, please contact Kasey Johnson, HR Manager, 907.334.9700. Please know that we are working limited hours so leave a message if the call is not picked up immediately. Or send an email to kasey@locallygrownak.com.

Sincerely,

Laile Fairbairn
President, Locally Grown Properties
laile@snowcitycafe.com

Snow City Cafe
Kathleen Weller, General Manager
907.272.2489
1034 W. 4th Avenue
Anchorage, AK 99501

Enclosure: copy of notice distributed to laid off employees

Snow City Cafe
907.272.2489

1034 W 4th Ave
Anchorage, Alaska 99501



1 April, 2020

Dear Snow City Cafe Team,

This letter is sent to you pursuant to the WARN Act. The WARN Act is a federal law that requires certain employers to provide notice of "mass layoffs." Although we believe that our recent layoff does not fall within the Act's definition of a mass layoff, we are providing this notice out of a desire to provide as much information as possible to our employees.

The majority of layoffs, due to the COVID-19 pandemic, occurred on or around March 17, 2020. Further layoffs may happen depending on business levels, perceived ability to operate safely, and/or potential government action. We do not have bumping rights in our employee policies, i.e. senior employees whose position has been eliminated may take the position of a less senior employee.

On March 27, the Municipality of Anchorage extended Hunker Down orders and the State of Alaska has also required Shelter In Place, which will be re-evaluated in two weeks. This extends our anticipated temporary layoff that occurred around March 17 to an unknown date. We hope that we will be reopening mid-summer but will await guidance from our local government.

Currently, we are operating at greatly reduced capacity and don't know when we will reopen completely. Once the ban on dining in restaurants is lifted, it may take awhile for guests to have confidence and frankly, money to return, to prior levels of business. We will rehire laid off employees as we are able.

Please make sure that we have the best contact information so that we can get in touch as soon as things change. In the meantime it is important that you file for unemployment as soon as possible.

Anchorage UI Claim Center

P.O. Box 241767

Anchorage, AK 99524-1767

(907) 269-4700

(907) 375-9520 FAX

<https://labor.alaska.gov/unemployment/>

Anyone being laid off who participates in our health, dental, and/or vision insurance will be given the opportunity to extend their coverage through our COBRA provider.

Snow City Cafe
907.272.2489

1034 W 4th Ave
Anchorage, Alaska 99501



Employee Benefits Corporation. COBRA coverage allows you to keep your current coverage plan by taking financial responsibility for the full premium. Alternatively, you can apply for health insurance through the federal government marketplace, [healthcare.gov](https://www.healthcare.gov). It is likely that the marketplace will offer a less costly alternative to COBRA.

If you need it, the state offers a hotline for community resources, 211, that you can call for information about a wide variety of social service issues. You can also email alaska211@ak.org. It's free, confidential, and available in almost any language.

If you have any questions or need assistance with applying for benefits, please contact Kasey Johnson, HR Manager, 907.334.9700. Please know that we are working limited hours so leave a message if the call is not picked up immediately. Or send an email to hr@locallygrownak.com.

We wish for the safety and well-being of you and your family during these difficult times.

Sincerely,

Laile Fairbairn
President
Locally Grown Restaurants
laile@snowcitycafe.com

Kathleen Weller
General Manager
Snow City Cafe
kathleen@snowcitycafe.com

Snow City Cafe
907.272.2489

1034 W 4th Ave
Anchorage, Alaska 99501