

## Staff Response - Centennial Hall Non-Profit Rentals Additional Information

4/30/2025

American Legion Auke Bay Post 25 - CBJ Veterans Support for Centennial Hall Rental for Alaska National Guard Day (July 30) and Veterans Day (November 11) (Sponsor: Adkison)

Smith:

*What is the rate for non-profits; how many apply each year? How much is CBJ currently giving towards this program, and what would be the impact if we applied this to all non-profits who apply?*

Staff response (RB):

Centennial Hall has two rates, one for general public and one for non-profit organizations. CBJ currently funds the gap between the regular rate and the discounted rate provided to non-profits.

Additional information not included in original packet:

The attached Centennial Hall Rental Rates document lists the rates for both general public and local non-profit rentals. The non-profit rate discounts vary by rental type (room/space and length of time).

CBJ does not provide an additional subsidy for the local non-profit discount outside of the Centennial Hall operations and management hotel bed tax allocation, which is \$400,000 in the FY26 budget.

CBJ also has an Assembly Hosting Account for non-profit Centennial Hall events CBJ wants to support. This process requires an application through the JAHG (see attached application example) for funding to be approved, and has a maximum individual award amount of \$500. The amount funded from this account has varied over the years, but historically has been less than \$5,000 annually.

# 2025 Centennial Hall and Juneau Arts and Culture Center Rental Rates

BASE+ Rates	Base+ Regular Rental Rate - 1st Day			Local Non-Profit Base+ Rental Rate 1st Day			<div>RATES NOTE: FOR MULTI-DAY EVENTS AT CENTENNIAL HALL PLEASE CONTACT US FOR A QUOTE - MULTI-DAY EVENTS GET A PRORATED DISCOUNT PER DAY. 907-586-5283</div> <div>RATES INCLUDE SOME EQUIPMENT - SEE NOTE BELOW FOR DETAILS</div>		
Centennial Hall	Set up Day	1 - 9 hours	9 - 20 hours	Set up Day	1 - 9 hours	9-20 hours			
Entire Facility	\$1,073	\$2,970	\$4,455	\$800	\$2,214	\$3,697			
Ballrooms	Set up Day	1 - 9 hours	9 - 20 hours	Set up Day	1 - 9 hours	9-20 hours			
All 3 Ballrooms	\$800	\$2,214	\$3,348	\$600	\$1,661	\$2,768			
Single Ballroom	\$361	\$999	\$1,404	\$269	\$743	\$1,161			
Meeting Rooms	1 - 4 hours	5-9 hours	9-20 hours	1 - 4 hours	5-9 hours	9-20 hours			
Egan	\$257	\$378	\$608	\$203	\$284	\$473			
Hickel	\$257	\$378	\$608	\$203	\$227	\$473			
Hammond	\$257	\$378	\$608	\$203	\$227	\$473			
Miller	\$149	\$203	\$311	\$108	\$149	\$243			
Lobbies & Ancillary	1 - 4 hours	5-9 hours	9-20 hours	1 - 4 hours	5-9 hours	9-20 hours			
Single Lobby	\$257	\$378	\$608	\$203	\$227	\$473			
Both Lobbies	\$333	\$491	\$790	\$263	\$369	\$614			
Courtyard	\$257	\$378	\$608	\$203	\$227	\$473			
Kitchen	See Kitchen Rental Information			See Kitchen Rental Information					
JACC RATES	Regular Rental Rates			Local Non-Profit Rental Rate			Affiliated Member Rental Rates		
JACC	1-4 hours	5 - 9 hours	9 - 20 hours	1 - 4 hours	5 - 9 hours	9-20 hours	1 - 4 hours	5 - 9 hours	9-20 hours
Entire Facility	n/a	\$815	\$1,125	n/a	\$645	\$900	n/a	\$570	\$790
Main Hall	\$540	\$745	\$975	\$450	\$600	\$780	\$365	\$525	\$680
Gallery	\$200	\$265	\$375	\$180	\$215	\$300	\$155	\$180	\$265
Kitchen	See Kitchen Rental Information			See Kitchen Rental Information			See Kitchen Rental Informtion		

## EQUIPMENT CHARGES NOTES:

- **For Centennial Hall**, the Base+ Rate includes most items commonly used in rentals such as tables, chairs, basic sound system, standard lights and projections using our standard screens and projector positions. Other items that require excess staff time and labor are added costs. See our discrete list of possible Extended Cost items.
- **For the JACC**, many items are included but most sound and AV are an extra charge as everything requires excess staff time to set up. Please see the JACC equipment list for rates.

Plan to meet with staff to go over the plans, the layouts, and technical needs prior to your event. Staff will schedule the planning meeting with you. During the meeting, any items that would fall into the add-on equipment charges can be discussed and will be added to the estimated invoice for your review.

The intention is to arrive at an estimate prior to the event that is as close as possible to the actual charges in the final invoice.

FACILITY CAPACITIES	Dimensions	Sq Footage	Ceilings	Largest Entry	Theatre	Classroom	6' Rounds	U-shape	Exhibits (8x10)
<b>Centennial Hall</b>									
All 3 Ballrooms		12,389	25'	12'x12'	1,073	579	610		68
Sheffield Ballroom 1	85'x58'	4,988	25'	7'x8'	432/288	276/165	350/270	60	29
Sheffield Ballroom 2	79'x39'	3,081	25'	7'x8'	319	120	150	45	15
Sheffield Ballroom 3	72'x60'	4,320	25'	12'x12'	308	168	200	60	21
Egan Meeting Room	40'x25'	1,000	10'	3'x7'	90	51	60	30	
Hickel Meeting Room	37'x26'	962	10'	3'x7'	102	69	50	30	
Hammond Meeting Room	23'x23'	529	9'3"	3'x7'	60	30	40	21	
Miller Meeting Room	18'x16'	288	9'11"	3'x7'	24	24	10	N/A	
Ballroom Lobby	50'x40'	2,000	10'						
Meeting Room Lobby	30'x30'	900	10'						
<b>JACC</b>									
Main Hall	60'x70' **	4200	22.9'	9'x10'	299	192	180	45	8x8 32
Gallery	30'x16'	480	8.9'			30	20	24	4

\*\* USEABLE SPACE

NOTE: All capacity numbers are max number of people, not number of furniture.

Organization Name	Renter Type	Start Date	End Date (Final)	Set Up Days	Event Days	Event Month	Final Rental Space
Alaska Native Health Board - Mega Meeting	Government	2/4/2025	2/6/2025		3	8-Feb	CH Ballroom 3
ASEA/AFSCME Local 52 Health Benefits Trust - Board of Trustees meeting	Government	9/11/2024	9/12/2024		2	3-Sep	CH Hammond,CH Meeting room lobby
Central Council Tlingit & Haida Indian Tribes of Alaska - Presidents Banquet	Government	4/17/2025	4/18/2025	1	1	10-Apr	CH Full Facility,CH HicKel,CH Egan,CH Hammond,CH Miller
Central Council Tlingit & Haida Indian Tribes of Alaska - T&H holiday Party	Government	12/5/2024	12/6/2024	1	1	6-Dec	CH Full Facility
City and Borough of Juneau - "Our Juneau, Our Future:" CBJ Comprehensive Plan Listening Session	Government	4/22/2025	4/22/2025		1	10-Apr	CH Egan
City and Borough of Juneau - Assembly Human Resources Committee and Assembly Regular Meeting	Government	8/19/2024	8/19/2024		1	2-Aug	CH Ballroom 1
Eaglecrest - Ski Swap	Government	11/7/2024	11/9/2024	1	3	5-Nov	CH Egan
SOA Division of Elections - 2024 General Election Hand Count	Government	11/18/2024	11/20/2024		3	5-Nov	CH Ballroom 3
SOA Division of Elections - 2024 Primary Election Hand Count	Government	8/29/2024	8/31/2024		3	2-Aug	CH Ballroom 3
State of Alaska, Division of Behavioral Health, Section of Prevention and Early Intervention - 2025 Prevention Summit	Government	3/5/2025	3/6/2025		2	9-Mar	CH Egan
2025 Innovation Summit	Local Non-profit	2/25/2025	2/27/2025	1	2	8-Feb	CH Full Facility
AEYC - Early Childhood Symposium	Local Non-profit	3/14/2025	3/15/2025	1	2	9-Mar	CH Full Facility
AK State Library Association & Pacific NW Library Association - Conference	Local Non-profit	7/31/2024	8/3/2024	1	3	2-Aug	CH Full Facility
Alaska Development Corporation - Juneau Robot Jamboree	Local Non-profit	12/13/2024	12/14/2024	1	1	6-Dec	CH Full Facility
Alaska Folk Festival - 2025 Alaska Folk Festival	Local Non-profit	4/4/2025	4/13/2025	2	7	10-Apr	CH Full Facility & JACC Main Hall
Alaska Municipal League - Winter Legislative Conference	Local Non-profit	2/18/2025	2/20/2025		3	8-Feb	CH Ballroom 1,CH Hammond,CH Ballroom 2
American Legion Auke Bay Post 25 - Alaska National Guard Appreciation Day	Local Non-profit	7/30/2024	7/30/2024		1	1-Jul	CH Ballroom 1
Association of Alaska School Boards - AASB - Host Training	Local Non-profit	3/6/2025	3/7/2025		2	9-Mar	CH HicKel
AWARE - 2025 Women of Distinction	Local Non-profit	3/7/2025	3/8/2025	1	1	9-Mar	CH All Ballrooms
Black Awareness Association - Black Hair Academy	Local Non-profit	10/4/2024	10/6/2024		2	4-Oct	CH Egan
Cancer Connection - Community Health Forum	Local Non-profit	10/25/2024	10/26/2024	1	1	4-Oct	CH Ballroom Lobby,CH All Ballrooms
Ducks Unlimited - Juneau ducks unlimited chapter	Local Non-profit	11/16/2024	11/16/2024		1	5-Nov	CH Ballroom 1,CH Ballroom 2
Friends of NRA - Annual Banquet and Auction	Local Non-profit	11/1/2024	11/2/2024	1	1	5-Nov	CH Full Facility
Juneau Animal Rescue - Love Is A Four Legged Word	Local Non-profit	2/14/2025	11/15/2024	1	1	8-Feb	CH All Ballrooms
Juneau Dance Theatre - JDT Gala	Local Non-profit	2/8/2025	2/8/2025		1	8-Feb	CH Ballroom 1,CH Ballroom 2
Juneau Economic Development Council - Southeast Regional Eldercare Coalition Summit	Local Non-profit	9/30/2024	10/2/2024	1	3	4-Oct	CH Full Facility
Juneau Lyric Opera - Who's Your Div@	Local Non-profit	9/6/2024	9/7/2024	1	1	3-Sep	CH All Ballrooms,CH Egan
Juneau Pro Choice Coalition - Choicefest	Local Non-profit	1/17/2025	12/17/2024		1	7-Jan	CH Ballroom 2,CH Ballroom 3
Juneau Ski Club - Ski Sale	Local Non-profit	11/7/2024	11/9/2024	1	3	5-Nov	CH Ballroom Lobby,CH All Ballrooms
Juneau Trail and Road Runners - Fools Run	Local Non-profit	6/20/2025	6/20/2025		1	12-Jun	CH Ballroom 1
Juneau World Affairs Coucil - World Quest	Local Non-profit	1/31/2025	2/1/2025	1	1	8-Feb	CH All Ballrooms
KTOO / Erin Heist - Trollapalooza	Local Non-profit	5/24/2025	5/24/2025	3	1	11-May	CH Full Facility
Legislative Skits - 62nd Annual Legislative Skits	Local Non-profit	4/25/2025	4/26/2025	1	1	10-Apr	CH All Ballrooms
Platypus Gaming - Platypus-Con 2025	Local Non-profit	1/22/2025	1/26/2025	2	3	7-Jan	CH Full Facility
REACH - Key Campaign 2025	Local Non-profit	3/18/2025	3/18/2025	1	1	9-Mar	CH All Ballrooms
Rotary Club of Juneau - Capital Brewfest	Local Non-profit	9/27/2024	9/28/2024	1	1	3-Sep	CH All Ballrooms,CH All lobbies,CH Courtyard
Rotary Club of Juneau - Capital Brewfest Brewers Dinner	Local Non-profit	9/27/2024	9/27/2024		1	3-Sep	CH Ballroom 1
Rotary District 5010 - 2025 Rotary District 5010 Convention	Local Non-profit	4/30/2025	5/4/2025	1	4	11-May	CH Full Facility
Sealaska Heritage Institute - Christmas Party	Local Non-profit	12/20/2024	12/20/2024		1	6-Dec	CH Ballroom 1,CH Ballroom 2
Territorial Sportsmen Inc - Sportsmen Banquet	Local Non-profit	2/21/2025	2/22/2025	1	1	8-Feb	CH All Ballrooms,CH Meeting room lobby
The Alaska Committee - Legislative Welcome	Local Non-profit	1/20/2025	1/21/2025	1	1	7-Jan	CH Full Facility
The Rock Dump - Reel Rock Film Showing and Fundraiser	Local Non-profit	5/30/2025	5/30/2025		1	11-May	CH Ballroom 3
Trail Mix, Inc - Trail Mix Auction	Local Non-profit	11/22/2024	11/23/2024	1	1	5-Nov	CH All Ballrooms,CH Ballroom Lobby,CH Miller
Veterans of Foreign Wars Taku Post 5559 - Veterans Day Ceremony	Local Non-profit	11/11/2024	11/11/2024		1	5-Nov	CH Ballroom 1
2024 ATIA Annual Convention & Trade Show	Regular	10/20/2024	10/24/2024	2	3	4-Oct	CH Full Facility & JACC Full Facility
Alaska Behavioral Health Association - 2025 ABHA Members' and Affiliates' Conference	Regular	3/4/2025	3/5/2025		2	9-Mar	CH Ballroom 1,CH Ballroom Lobby
Alaska Chamber - Legislative Fly-In	Regular	1/28/2025	1/30/2025	1	2	7-Jan	CH Ballroom 1,CH HicKel
Alaska Council of School Administrators - ACSA Legislative Fly-In 2025	Regular	3/27/2025	4/2/2025		6	9-Mar	CH Ballroom 1,CH Egan,CH HicKel,CH Hammond,CH Meeting room lobby
Alaska Council of School Administrators - ASA Board Meeting	Regular	7/29/2024	7/29/2024		1	1-Jul	CH Hammond
Alaska Council of School Administrators - ASA/DEED Summer Meeting	Regular	7/27/2024	7/31/2024		4	1-Jul	CH Ballroom 1,CH HicKel,CH Egan
Alaska Credit Union League - Annual Conference 2025	Regular	5/15/2025	5/17/2025	1	2	11-May	CH Full Facility
Alaska Oil and Gas Association - Legislative Luncheon & Meetings	Regular	1/22/2025	1/23/2025		2	7-Jan	CH Ballroom 1,CH HicKel
Alaska Power Association - State Legislative Conference	Regular	2/4/2025	2/6/2025		3	8-Feb	CH Egan,CH Ballroom 1,CH Ballroom 2

Organization Name	Renter Type	Start Date	End Date (Final)	Set Up Days	Event Days	Event Month	Final Rental Space
Alaska Primary Care Association - APCA - Legislative Fly-In 2025	Regular	2/17/2025	2/19/2025	1	2	8-Feb	CH Ballroom 3
Cabin Door Productions - Michael Franti & Spearhead	Regular	8/5/2024	8/6/2024		0	2-Aug	CH Full Facility
Coeur Alaska Kensington - Kensington Annual Refresher Training	Regular	3/4/2025	4/1/2025		5	9-Mar	JACC Main Hall,CH Ballroom 3
Goldbelt Inc. - Shareholder Opportunity Meeting	Regular	1/11/2025	1/11/2025	1	1	7-Jan	CH Full Facility
Goldbelt, Inc - Annual Shareholders Meeting	Regular	7/12/2024	7/13/2024	1	1	1-Jul	CH Full Facility
Greater Juneau Chamber of Commerce - Annual Dinner	Regular	10/12/2024	10/12/2024	2	1	4-Oct	CH Full Facility
Holland America Princess - Hospitality Room for Seabourn Guests	Regular	7/5/2024	7/19/2024		2	1-Jul	CH Ballroom 3
Juneau Emergency Medical Associates - JEMA holiday party	Regular	12/7/2024	12/7/2024		1	6-Dec	CH Ballroom 1,CH Ballroom Lobby
Lindblad Expeditions - 2024 Juneau Hospitality	Regular	7/7/2024	9/6/2024		21	1-Jul	JACC Main Hall,CH Ballroom 1,CH Ballroom 2
Pacific Health Coalition - Pacific Health Coalition Health Fairs	Regular	10/4/2024	10/6/2024	1	2	4-Oct	CH Ballroom 1,CH Ballroom 2,CH Ballroom Lobby
Public Market - Public Market	Regular	11/27/2024	12/1/2024	1	3	5-Nov	Entire Campus,CH Full Facility
Sealaska Corporation - Holiday Fair	Regular	12/10/2024	12/11/2024	1	1	6-Dec	CH Full Facility
Sealaska Corporation - Sealaska Internship - Connect Week	Regular	6/24/2025	6/27/2025			12-Jun	TBD - Centennial Hall
Travel Juneau - Tours and Attractions Training for TJ Volunteers	Regular	4/19/2025	4/19/2025		1	10-Apr	CH Hickel,CH Meeting room lobby
Travel Juneau Volunteer What's New Training	Regular	4/24/2025	4/24/2025		1	10-Apr	CH Ballroom 3
True North Art Collective, LLC - True North Art and Tattoo Expo	Regular	10/27/2024	10/30/2024	1	3	4-Oct	CH All Ballrooms,CH Egan
University of New Hampshire - SHINE 2024	Regular	8/10/2024	8/16/2024	1	6	2-Aug	Entire Campus - CH & JACC
US Foods - SE AK Roadshow	Regular	3/20/2025	3/20/2025	1	1	9-Mar	CH Ballroom 1,CH Ballroom 2

## ASSEMBLY HOSTING ACCOUNT LOCAL NON-PROFIT APPLICATION

Customer/Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Event Date: \_\_\_\_\_

Purpose of event (fundraiser, celebration, etc.): \_\_\_\_\_

Benefit to the Community: \_\_\_\_\_

Targeted Audience/Attendee: \_\_\_\_\_

How will you publicize that The city and Borough of Juneau is a contributor to the event? \_\_\_\_\_

I have read the conditions below and agree to abide by them:

- ☐ Event shall be open to the general public.
- ☐ Event publicity shall include the City and Borough of Juneau as a contributor to the event.
- ☐ Agency must be current on the CBJ Sales Tax office list of exempt organizations.
- ☐ No agency will receive more than \$500.00 in any fiscal year
- ☐ (July 1-June 30); only one rental per fiscal year.
- ☐ Emphasis for expenditure of funds for youth activities or issues affecting health and welfare of Juneau residents.
- ☐ Alcoholic beverages may not be served.
- ☐ No fees of any kind may be charged for attendance.
- ☐ Award of funding may be applied to room rental only.
- ☐ Completed application must be received (30) days prior to the event.

X

(Signature)

(Print Name)

(Date)

\*\*\*\*\*Below for Centennial Hall use only\*\*\*\*\*

Received

Approved:

Amount: