



ASSEMBLY LANDS HOUSING AND ECONOMIC DEVELOPMENT AGENDA

April 13, 2026 at 5:00 PM

Assembly Chambers/Zoom Webinar

Assembly Lands Housing and Economic Development Worksession

<https://juneau.zoom.us/j/94215342992> or 1-253-215-8782 Webinar ID: 942 1534 2992

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. *Gunalchéesh!*

C. ROLL CALL

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

1. March 16, 2026 Draft LHED Minutes

F. AGENDA TOPICS

1. Juneau Gun Club Request to Continue to Lease CBJ Property
2. Ordinance Amending Chapter 69.40, Short-Term Residential Rental Registration Program, by Establishing Limitations and Establishing a Registration Fee

G. STAFF REPORTS

1. U.S. Coast Guard Housing in Juneau, Alaska
2. CARES Lease - Verbal Update
3. Juneau Animal Rescue Lease Verbal Update

H. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

I. NEXT MEETING DATE May 4, 2026

J. ADJOURNMENT

K. SUPPLEMENTAL MATERIAL

**1. Corrected Version of: Ordinance 2026-XX_Short_Term_Rental_Registration_Limits
vLANDS v. 2 corrected**

ADA accommodations available upon request: contact the Clerk's Office (907)586-5278 or city.clerk@juneau.gov at least 36 hours prior to a meeting, to request ADA arrangements.



**ASSEMBLY LANDS HOUSING & ECONOMIC
DEVELOPMENT COMMITTEE MINUTES**

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C. ROLL CALL

Assemblymembers Present: Chair Alicia Hughes-Skandijs, Paul R. Kelly, Neil Steininger, Maureen Hall

Assemblymembers Absent: None

Additional Assemblymembers Present: Mayor Beth Weldon (in audience), Christine Woll, and Nathaniel (Nano) Brooks (in audience)

Liaisons Present: Paulette Schirmer, PRAC liaison (via Zoom)

Liaisons Absent: Jim Becker, Docks & Harbors Board Liaison; Lacey Derr, Planning Commission liaison

Staff Present: Acting Community Development Department Director Scott Ciambor, City Manager Katie Koester, City Attorney Emily Wright, Municipal Clerk Breckan Hendricks, and Meeting Technician Kevin Allen

D. APPROVAL OF AGENDA – APPROVED AS PRESENTED

E. APPROVAL OF MINUTES

1. February 23, 2026 Draft LHED Minutes – APPROVED AS PRESENTED

F. AGENDA TOPICS

1. Affordable Housing Fund Annual Report

Mr. Ciambor discussed this topic. Mr. Steininger asked about the Accessory Dwelling Unit Grant Program, looking at the numbers, it looks there's 28 denials and 35 grants. It seems like a high rate of denials. Can you speak to why an application might get denied? Mr. Ciambor replied that one of the components of the program is a certificate of occupancy has to be received within 18 months, some of those projects don't get built in time, or they don't come back for the grant, that's the primary reason for those denials. However, there were periods, especially during the COVID years, where we extended the grant period from 18 months to 2 years based on project by project. Everybody understands there's contractor delays or some extenuating circumstances, so there's a

lot of approvals that we've had extensions on, and we try to work with applicants, but the primary reason for the denials was not completing it or getting the grant in time.

Ms. Woll asked on that same table there on the ADU grant program, just making sure I understand this table, when it says total number of ADUs, does that mean how many were built in that year, unrelated to the program, just total in our community based on permitting data, is that correct? Mr. Ciambor confirmed that was correct. Ms. Woll followed up to say we're making just a small dent in terms of how many we are granting relative to how many are being built. Do you know why people are not applying for funds, are the funds too restrictive? Do people do not know about the program, are we hitting our limits. Mr. Ciambor replied that in general the grant program is popular. We get inquiries all the time. It's become more popular in the last year, year and a half, since two things happened, the grant amount has increased to \$13,500, as well as the change in the ordinance allowing for more opportunity for people to create ADUs on their property. In the past, we've heard concerns that some people just don't want to engage with local government grant programs or they're of means, and they don't need the grants, or they don't think it applies to them. We could probably do better marketing. However, like I say, now that spring is arriving, I have got a list of people to contact with who are interested in the program and want to get on the list. Another reason for people maybe not participating in the ADU grant program is the funding isn't enough. There was a proposal a couple years ago to bring it up to \$50,000. We hear a lot of people are more in line with what it would take to get them to do it because the overall cost.

Mr. Kelly asked about the budget and revenue sources. He was noticing that the general fund appears to have the same numbers, it looks like it's \$1 million for FY27, \$750,000 for 28 and 29, and then it goes up to over a million for FY30. I was wondering where those numbers came from. Mr. Ciambor replied that when the 1% sales tax was voted on, those were the amounts that came along with that vote and that the finance department had projected out once revenue was collected. For that line, that comes from the 1% sales tax conversation that the Assembly has had.

Mr. Kelly asked if given the additional exemptions, are we still budgeting about the same amount in the general fund? Ms. Koester replied that for this year, the direction was not to reduce all of our sales tax capital projects across the board, but to reduce certain projects. For FY27, the CIP that was introduced at PW&F Committee today, that does include that, and the manager's budget does include that full scheduled funding amount. In future years, the Assembly may want to tackle that revenue reduction differently, but that's the direction that we're working under.

Ms. Woll asked about the Manufactured Home Down Payment Assistance Program, with rising sale prices, we increased the amount people can borrow, are we, in terms of the interest we're seeing in the program, are we seeing steady dropping increase as some of those things have changed? Mr. Ciambor replied that in 2024, we worked with True North to update the program, because just like housing costs everywhere, manufactured homes saw a rise in costs that the original terms of the program weren't really working to attract people. We bumped it up to \$20,000, or 50% of the required down payment, based on what they're seeing with their clients. It seems to be working well because we are getting more applicants than we've had the previous 3 or 4 years. There is definitely interest at that level. I did reach out to True North last week to say, hey, let's reconvene, because I did hear from other manufactured homeowners that they are thinking there might be a need to boost it a little bit more because the prices are still going up for that type of a unit. I've reached out to True North to converse on what that might look like in the future, and if they're seeing the same thing.

Ms. Woll asked about when the program was originally set up, it was intended to target both affordable housing, being less than 80% AMI, and workforce housing, which is up to 130, and it was my understanding that we made it a requirement for all funded projects to have some less than 80% AMI. I'm getting a head nod, so good. We obviously need affordable housing, we also need workforce housing, are we seeing applicants that are interested in workforce housing that are not interested in our program because of that requirement or is that preventing anyone from coming into our pipeline that might help us meet those goals. Mr. Ciambor replied with a little background on the Affordable Housing Fund Program, for clarity on how unique our fund program is. Back in 2010, when we created this program it was considered a housing trust fund program. In the memo, there's a link to the Housing Trust Fund project, which gives the guidance on the 350 state and local housing trust funds that there are across the country. Those housing trust funds are basically all 80% AMI and below. When ours was created, it was originally intended just to be a non-profit regional housing authority grant program. Over time, in between 2012 and 2018 with the Affordable Housing Commission, there was debate that multifamily workforce housing loans is also a huge problem in our community, why can't we create a program that does both? We've fused both goals together through this one program, which is extremely efficient, and the caveat, when you want to use private developer using public funds, is you have to get something in return for it. At the time in the 2018 rewrite, it was, what is a good return, but not going to kill projects, that's where 20% of the units at 80% AMI came into. Since 2018, the AMI rates have increased, it's not a high barrier for private developers to meet. In some cases, to be competitive, they aren't going to charge 80% AMI, they might even go lower, based on the numbers that come out annually. Long story short, unique program, meeting both of the community's goals, and it's not really a deterrent to developers who want to engage and use it, because the threshold to participate isn't very high. But what you will see about the spreadsheet in your packet is the 5-year trend. Rounds 1 and 2, affordable housing developers were on it. They were ready, they had projects, they knew how to work with local government. Workforce housing loans, that's a different relationship. Fair market, government funding sources, two different languages, like, different countries. It's taken a couple of times to get them to engage and now you're starting to see in rounds 3, 4, and 5, we've got a model, we've made some modifications, and private developers who want to do projects that want to use this funds for this little bit of incentive, it's pretty tight right now. You can see how to participate. I look at it as we have hit our stride with the program, to hit both goals, which is unique amongst housing trust funds across the country.

Mr. Kelly commented that maybe he wasn't very clear in what he was asking for, it's suggesting that it would be narrowing the number of available units, where he was thinking this would be additional units that could be available for professionals. I'd like to work and refine this idea more, such as maybe figuring out the monitoring thing, or maybe an alternative to that, would I still have some time to come back to the Lands Committee to study this with the additional changes. Mr. Ciambor replied that he thinks timeline-wise, realistically, the next round doesn't go in place until you pass the budget. From admin staffing, the day after you pass the budget, we want our new application up with the new terms, so we can go out and promote it. I'd say if we stay on schedule, you have a window to make changes through the Assembly.

Ms. Woll asked that with Southeast Endeavor's project, the fourplex, I believe he provided public comment at one of our recent meetings about the price per year, or the amount awarded per unit is fixed, but he said when you're building, say, a 3 or 4 bedroom, he was advocating for more per bedroom to encourage more family housing, can you speak to that request? Mr. Ciambor replied

that the safeguard for the Assembly is a \$50,000 cap, that's fixed for, both affordable housing developers and fair market housing developers, and it's a way to be equitable amongst projects. Those are also 2018 dollars, and it was done with some research through the Housing Action Plan and some other economic sources that would kind of bridge the gap. You do have information, the Second Crossing study by DOWL. Agnew Beck did a study that said that a multifamily per unit gap is around 120. At this point, we worked with them on that report and said, hey, can you put tax abatement, can you put our housing fund, metric in there? If you do that, it's about \$75,000 reduction, so there's still a significant financial gap, depending on the project. Some developers are able to handle it, and some maybe aren't. I think in the future, the Assembly will have to determine what that financial analysis is for going up or is this going to be your donation to the housing game, and keep it while it is, as people continue to come and utilize it, there's further analysis that the Assembly will have to do.

Chair Hughes-Skandijs asked about the number that came out that makes that challenging to do, go lower than 80% just to meet the realities of our market. It's helpful to know that this is unique in that it does both workforce and affordable. With those numbers going up, other states or housing trust funds have refined the percentage if, for instance, they are focused on affordable housing to lower that percentage down as those numbers go up. In the past, sometimes we've been surprised by how much you could charge for a studio or something, Juneau is an expensive place, but more importantly, we have people who do have money and that changes our numbers. Is there any kind of trend with that you could speak to? Mr. Ciambor replied that strategy-wise, in our market, given the fluctuating costs and the absolute need to develop units, it's hard to play the game of are we getting enough with our participation? Do we need to require more, that's always going to be difficult to point down, because it changes. You do see housing trust funds all around the country that are 30% AMI and below. Basically, there's very low-income populations that need public money, and they're only going towards projects like that. Based on 2018, the Assembly wanted to get multifamily units on board, and left it at that kind of threshold. It has changed because of the annual numbers, but that can be revisited, and you could make it a lower target if you wanted. My sense, having gotten Chilkat Vistas online this round and giving their feedback, there's still some trepidation to use the program as it is, given the risk involved, so I wouldn't monkey around with it too much. The other key component, for these programs is for affordable housing and fair market developers to know exactly what the terms are from year to year, so that they can make the rest of the budget fit. If you're going to change the AMI every year, that's a moving target. People will be like, I'm not messing with that, because that's risk. So, the more you can stay consistent, the better.

Ms. Hall asked how the data is collected to know where the need is, is it workforce housing, how are we collecting that data? Mr. Ciambor replied that a lot of the data collection to create this version of the program was done in 2018, it was a housing needs assessment from JEDC, their annual economic data, updates, the Housing Action Plan, and then the Regional Housing Authority needs assessments in multiple years, that went into this format. There's also state data, AHFC has a rental market survey they do every year, that you can consult, but there hasn't been a specific needs assessment done for housing that I know of in the recent years. That DOWL and Agnew Beck study, from 2 years ago is really phenomenal for understanding our market. If you read the executive summary of our CBJ's pro-housing grant on the CDD website, that was a collaboration of all the most recent data at that time, about a year and a half ago.

Chair Hughes-Skandijs noted that a lot of the time we focus our attention on the fund, and specifically about keeping it consistent helps it be successful, because then people know what they're expecting. It sounds like yes, but are the ADU program and the Manufactured Home Down Payment Assistance Program, from the staff side, do those feel as easily defined or easy to administer, or at least hopefully comparable to the fund? Mr. Ciambor replied that from the staff, daily administration side, all three programs, no significant changes. Like I say, they've been pretty fine-tuned, and there's good relationships with True North to make changes if needed, let's see how \$13.5 works for a couple of years, and can maybe bring that \$50,000 per unit back. you have a budget for the housing fund, keep that intact, or keep a version of it going, so that we can continue to build this relationship with the affordable and fair market developers.

No motion on this topic.

2. Short Term Rentals – One Per Person Limits

City Attorney Wright and Manager Koester discussed this topic. Mr. Steininger asked if the requirement that short-term rental operators register with the city is that public information? Is that something that can be provided to the committee in terms of how many short-term rental operators have more than one, that kind of information to help us get an idea of if we did implement limits, how many people it would impact. Ms. Koester replied that we could provide you that data but want to check with Finance if we needed to provide it, more aggregate so you didn't know the individual details. Chair Hughes-Skandijs added that the materials weren't linked withing that toolkit that the task force received, but at that time the task force was able to get a lot of good data. There's already existing data, just from the work that's been done on this. It's a simple idea mechanically, but we can think about what would go into that if we were interested.

Ms. Hall asked if we have had many complaints, like party houses in neighborhoods, or, I realize we're not a beachfront, summer, or spring break vacation destination, but is that anything we're tracking? Ms. Koester replied that she didn't know of any complaints, that being said hasn't specifically asked that question. It just hasn't percolated up to my office, as those type of complaints have a tendency to do. Chair Hughes-Skandijs added that when the task force looked at this, generally, when you're trying to tear into the problem, some communities have more of a party house problem, lots of complaints in the neighborhood versus overall numbers for Juneau, there certainly have been some, but that was not the problem we were trying to solve, because it is generally not a problem. Of course, that could always come with growth into residential areas.

Mr. Kelly was interested in knowing how it would affect people to limit to just one unit per person or address and looking at fees for permits. I'm interested in looking at using the revenue that we might get from these fees to support additional housing.

Chair Hughes-Skandijs asked for discussion on what legislation and mechanisms would look like, fees, cap, what are we doing with those fees and is there a phasing out period. Is there specific aspects that you think were lacking in the materials that were in the last packet that you have questions on; we can chase those down but there's probably good stuff we can fall back on.

Ms. Hall commented that if it's not broken, don't fix it.

Mr. Steininger commented that he's not opposed to any of these concepts and feels we should define the angle that we're looking for. On the fee side, is it generating revenue from economic

activity, we're starting to collect sales tax, that's good. Is it a permitting issue where charging a fee for the permit might help us with some of that management, or is this bringing housing stock back into long-term rentals, is that specifically our goal? To Ms. Hall's comments, is there a need to supplement hotel inventory at certain times, what's our policy objective? That leads you down different avenues. It's kind of hard for me to envision if it's just about getting housing stock online, but keeping it affordable to buy a home in Juneau, sure, allow one per residence, and that helps you work through your loan costs on buying a home, but if it's an issue in some areas where you've seen people create off-book hotels, effectively, that operate as hotels, but are not under the same kind of regulatory regime that hotels have, it might be a different avenue that we'd want to go down. Not having been in the prior short-term rental task force, and not having the benefit of having intimately gone through all of the data they went through, I feel that I need to go through some of that data, that information, to get a better idea of the objective. I've heard from enough people trying to find housing in Juneau, trying to find long-term rental units, frustrated by rental units switching over to short-term rental, and believe, at least anecdotally, it seems to be a problem. I just want to understand a little bit better before I commit to a course of action.

Chair Hughes-Skandijs wants to bring housing stock back into use as housing, rather than being used commercially, and to help with some of those rental situations where knowing you can incentive behaviors, but you can't force anyone to rent. We've heard loud and clear from people who had owned traditional rentals, when they switched to short-term rentals they liked that a lot better, and they were very clear about not wanting to go back. If you take away that option, maybe they won't go back, but also the only way you know is by flipping some policy levers. I agree, anecdotal evidence is not the same thing as some things being borne out in the data. My own experience, looking at all the data on the task force, the majority of our short-term rental operators are not operating 5 or 15, that is the minority of them. Knowing that there are some that are doing that, then personally, I feel good about having an upper limit, and whatever they do at those houses is up to them, but I doubt that they will hold that many empty, and if they go back into use as any number of things that the homes could be used for, I would feel like that it's probably a better public use to Juneau. I agree that there is always going to be a need for them, because we don't have much of a housing stock, we have long-term travelers, we know this from the hospitals and we know how they're used in Juneau in a number of ways, I'm not trying to get rid of them, but I do think we could have some common sense limits on them, and if we were looking at per entity in a limit of something like 1 or 2, that would be a good starting place. Fees are a different way we could go. If we do, Mr. Kelly, I agree with you, I like the idea of having it be designated for housing, but just based on the length of time that I've seen it get worked on at the Assembly level, I would be interested in staff bringing us back, an ordinance that limited, per entity, and I think, obviously, this is something that's going to have to go to the COW. I think we'll see public interest in it, because the short-term rental operators were very engaged every time we've talked about the topic, but that is something that I would like to see happen, and the topic is something that the mayor asked us to take up as a committee.

Mayor Weldon added that she would prefer that this topic stay in committee to work on and then to give something to the COW.

Mr. Kelly moved that staff bring back an ordinance to the LHED committee that would set an upper limit (per applicant) on the amount of units that someone could have on short-term

rentals. Ms. Hall objected for the purposes of a question; would that be an upper limit per applicant or upper limit in town. Mr. Kelly replied, per applicant. Objection removed, motion passed by unanimous consent.

Mr. Kelly moved that staff bring back an ordinance to the LHED committee that would charge a fee for applications for short-term rentals and direct those fees to be put towards the Affordable Housing Fund. Chair Hughes-Skandijs objected to comment that she likes conceptually designing some money to keep the Housing Fund going and that if you need approval from the city to have a short-term rental, then the city is going to charge a fee for that for administrative overhead. Objection removed, motion passed unanimously.

G. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

Ms. Schirmer from the PRAC commented that their last meeting was canceled so that individuals of PRAC could go and look at Diamond Park maintenance requirements.

Ms. Koester asked for more direction from Assemblymember Kelly on the program changes he'd like to see to the Affordable Housing Fund, because I believe I am the person who may be misinterpreted that direction. And, since we want to make sure that we're responsive and make those changes, or give you the information you need to discuss those changes, any direction from this body would be helpful. Mr. Kelly replied that what he is looking at is an incentive for developers to make available additional units in addition to the units that are already available that anybody can apply for, but these units would be specifically for licensed individuals, so it wouldn't be that we would be cutting into the 20% that are ADMI, we would have an additional number. The incentive could be in the amount of points that the developer has weighed in their application. I was even thinking for people who have already been approved that there could be an incentive added into the terms of their loan if they were to make additional units affordable for these professionals. And I think maybe I can think about and we could discuss maybe offline the issues having to do with monitoring. Ms. Koester asked to clarify, this would be an additional, potential term, or desired criteria for the existing program. It's hard for me to see how if we are not creating a new program, then we would be creating an additional requirement that could be, you know, voluntary or not, depending... you guys could give that direction for the existing program. Mr. Kelly replied that it was correct, an additional term was his thoughts, it wouldn't be mandatory, but it would give incentive.

H. NEXT MEETING DATE April 13, 2026

I. ADJOURNMENT – 5:55PM

MEMORANDUM

CITY/BOROUGH OF JUNEAU

Lands and Resources Office
155 Heritage Way, Juneau, Alaska 99801
Dan.Bleidorn@juneau.gov
(907) 586-5252

TO: Alicia Hughes-Skandijs, Chair of the Assembly LHED Committee
FROM: Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*
SUBJECT: Juneau Gun Club request to continue to lease CBJ property
DATE: April 8, 2026

The Juneau Gun Club, a nonprofit organization that has provided community shooting opportunities since 1977, currently operates a trap-shooting facility on City and Borough land near Montana Creek. The organization has requested a 25-year renewal of its lease for the 21.5-acre site. Because the Gun Club uses the property for a quasi-public purpose, the lease qualifies for exemption from the requirement for an appraised annual rent under CBJ 53.20.050. The current lease expires on April 1, 2027.

In accordance with CBJ Code 53.09.260, if the LHED Committee provides a motion recommending approval to renew this lease "after review by the assembly lands committee, and authorization by the assembly by ordinance, the manager may conclude arrangements for the lease, sale, exchange, or other disposal of City and Borough land."

In accordance with CBJ Code 53.09.270 this property has been previously leased at less than fair market value:

The sale, lease, or other disposal of City and Borough land or resources may be made to a private, nonprofit corporation at less than the market value provided the disposal is approved by the assembly by ordinance, and the interest in land or resource is to be used solely for the purpose of providing a service to the public which is supplemental to a governmental service or is in lieu of a service which could or should reasonably be provided by the state or the City and Borough.

If authorized, the Manager will negotiate a lease renewal that includes all of the same terms and conditions of the lease amendment that was completed in 2003, including a lease rate at less than fair market value, the site will be limited to trap shooting, target shooting, hunter education, and firearms training, tree removal within the forested buffer will require Planning Commission approval, a safety and security caretaker must reside on the property throughout the lease, and use of firearms louder than shotguns will be reviewed every five years or upon any proposed subdivision within one-quarter mile.

Staff request that the Lands, Housing, and Economic Development Committee pass a motion of support to renew the lease of 21.5 Acres of CBJ land in the Montana Creek area to the Juneau Gun Club.

Attachments:

1. 1977 Lease
2. Resolution 77-02
3. 2003 Lease Amendment

LEASE

This indenture made this 1st day of April, 1977, by and between the City and Borough of Juneau, Alaska, a municipal corporation, hereinafter called "lessor" and Juneau Gun Club, a nonprofit corporation, hereinafter called "lessee".

WITNESSETH

1. This lease is entered pursuant to the authority of the City and Borough of Juneau Code, Title 53, Chapter 20, Lease of Lands.
2. Incorporated by reference and made a part of this lease, as if fully set forth herein, are the following:
 - (a) Lease items and conditions of the City and Borough of Juneau ordinance code provisions contained in City and Borough of Juneau 53.20.190.
 - (b) That certain Term Special Use Permit issued by the U.S. Department of Agriculture, Forest Service to the City and Borough of Juneau, dated April _____, 1977.
 - (c) That certain Timber Settlement Timber Sale Contract entered into between the U.S. Department of Agriculture, Forest Service, dated April _____, 1977, copies of which are attached hereto.
3. Lessee agrees to fully comply with all terms and conditions of the above listed documents and to be fully bound thereby.
4. Lessor does hereby let and lease, and lessee does hereby take from lessor the premises held by the City and Borough of Juneau under the attached Forest Service Permit and more particularly described as follows:

A tract of land within protracted Sec. 12, T.40 S., R. 65 E., CRM of Tongass National Forest, being described as follows:

Beginning at Cor. 2, U.S. Survey 1536, said Cor. being N 13°10' E, 1683.24' from 3 1/2 Mi. Mon., U.S. Survey 1536 and also being N 78°06' E, 1354.32' from Cor. 1, M.C., Tr. A, U.S. Survey 2337; thence N 18°30' W, 396.00' along the west property line of Mendenhall Lake, public service site; thence W, 958.00'; thence S, 438.50'; thence S 14°54' E, 33.39'; thence S 30°40' W, 235.91'; thence S 9°18' W, 23.08' to the north right-of-way limits of Montana Creek Road; thence along said right-of-way limits S 31°31'15" E, 77.46'; thence along a 15°13'40" curve to the left (R = 376.26'), through an arc of 71°30'00", an arc length of 469.54' (chord = S 67°16'17"E, 439.66'); thence N 76°58'45" E, 540.56'; thence along a 16°43'06" curve to the right (R = 342.71') through an arc of 23°55'22" an arc length of 143.09' (chord = N 88°56'30"E, 142.06') to the west property line of U.S. Survey 1536; thence along said property line N 13°10' E, 435.88' to Cor. 2, U.S. Survey 1536, the point and place of beginning, containing 21.50 acres!

The above land is required for site development, while the following is required for a safety (shot-fall) zone.

Beginning at a point which bears N 18°30' W, 396.00' from Cor. 2, U.S. Survey 1536; thence W, 958.00'; thence N, 500.0'; thence E, 790.7'; thence S 18°30' E, 527.25' to the point and place of beginning.

5. Lessee agrees to use said premises in accordance with all the terms and conditions of the attached Forest Service Permit for the purpose of constructing, operating and maintaining a trap shooting facility consisting of the following: trap houses, and trap fields, one club house, one caretaker dwelling, access roads, parking area, walkways, well and water system, sewage disposal system, miscellaneous related minor structures and improvements.
6. The premises hereby leased shall be used for the above purposes only except when otherwise approved in writing by the City and Borough Manager.
7. The terms of this lease shall be for a period of 25 years commencing on April 1, 1977 and terminating on April 1, 2002 unless sooner terminated by action of the Forest Service pursuant to the terms and conditions of the attached Forest Service Permit or as permitted under section 8 of this lease.
8. If lessee violates or defaults in any of the provisions of this lease, including all provisions incorporated herein by reference, the lessor may cancel this lease by giving 30 days' notice.
9. Lessee shall pay directly to the Forest Service the amount of \$1,654.00 for timber on the premises which is to be cut or destroyed and will be responsible for the removal of same pursuant to the terms of the attached Timber Settlement Timber Sale Contract.
10. Lessee covenants and agrees to pay lessor rent for the premises in an amount equal to the amount required by section 2 of the attached Forest Service Permit. It is expressly understood that all amounts as may be due to the Forest Service by the lessor under the terms of said permit shall be paid directly to the Forest Service by the lessee on behalf of lessor and shall be deemed to be payment of the rent under this lease.
11. Lessee shall indemnify and save harmless lessor from and against any and all liability, damage, penalties or judgements arising from injury to persons or property sustained by anyone in and about the demised premises resulting from any act or acts or omission or omissions of lessee, or lessee's officers, agents, servants, employees, contractors or sublessees.
12. Lessee shall provide the insurance required by section 26 of the attached Term Special Use Permit however, the coverage to be provided shall be \$50,000 property damage and \$1 million single limit for death or personal injury. The policy shall name the lessor as a co-insured and shall provide for specific coverage of lessee's contractually assessed obligation to indemnify lessor under this lease in addition to the specific coverage required of lessor as to its contractual obligation to indemnify the United States under section 26 of the permit.
13. In the event the State of Alaska selects and receives the demised property under section 6(a) of the Alaska Statehood

Act (P. B. 508) and conveys said property to the lessor, lessor may, at any time two years after conveyance to lessor require lessee to enter into a new lease of the demised premises in accordance with applicable ordinances or resolutions of lessee. Such new lease shall not be subject to competitive leasing procedures.

14. Any notice, which under the terms of this lease or any statute or ordinance must be given or made by the parties hereto, shall be in writing and be given or made by registered certified mail, return receipt requested, addressed to the other party at the following addresses:

City and Borough of Juneau Office of City and Borough Clerk 155 South Seward Street Juneau, Alaska 99801
Juneau Gun Club, Inc. P.O.Box 2444 Juneau, Alaska 99803

In Witness Whereof the lessor and lessee have caused this lease to be executed and their respective seals affixed the day and year first above written.

CITY AND BOROUGH OF JUNEAU, ALAS

By [Signature]
M. B. Winegar, Manager

Attest:

[Signature]
Clerk

Approved as to form.

[Signature]
City-Borough Attorney

JUNEAU GUN CLUB
By [Signature]
By [Signature]

STATE OF ALASKA)
FIRST JUDICIAL DISTRICT) ss.

This is to certify that on the 26th day of April, 1977, before undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, appeared M. B. Winegar and E. J. Emery, to me known and known to me to be the person they represent themselves to be and the Manager and Clerk respectively of the City and Borough of Juneau, Alaska, who acknowledged to me that they executed the foregoing instrument as the free act and deed of the said city and borough for the purposes therein mentioned, being fully authorized to do so.

WITNESS my hand and official seal the day and year in this certificate first above written.

[Signature]
Notary Public for Alaska
My commission expires: 12/2/79

STATE OF ALASKA)
FIRST JUDICIAL DISTRICT) ss.

This is to certify that on the 26th day of April, 1977, before me, the undersigned, a Notary Public in and for the

State of Alaska, personally appeared James White
and Peter Carlson, to me known and known to me
to be the President and Treasurer
respectively of Juneau Gun Club, the corporation that executed the
foregoing instrument, and acknowledged the said instrument to be
the free and voluntary act and deed of said corporation, for the
uses and purposes therein mentioned, and on oath stated that they
were authorized to execute the said instrument and the seal affixed
is the corporate seal of said corporation.

WITNESS my hand and official seal hereto affixed the day and
year first above written.

Clay C. Berry
Notary Public for Alaska
My commission expires: 2/23/81

Presented by: The Manager
Introduced: 01/22/2001
Drafted by: J. R. Corso

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2070

A Resolution Authorizing the Manager to Negotiate and Enter into a Renewal of a Lease for 21.5 Acres of Municipal Land in the Montana Creek Area to the Juneau Gun Club.

WHEREAS, the Juneau Gun Club is a nonprofit organization which provides shooting opportunities for the community, and

WHEREAS, the Juneau Gun Club has since 1977 operated a trap shooting facility pursuant to its lease of City and Borough land near Montana Creek, and

WHEREAS, the Juneau Gun Club desires to renew the lease of the site for an additional 25-year term, and

WHEREAS, the Assembly Lands Committee reviewed and recommended approval of the requested lease renewal at its meeting of November 8, 2000, and

WHEREAS, the Planning Commission reviewed and recommended approval of the lease renewal with certain conditions contained in this resolution, and

WHEREAS, the Juneau Gun Club is a nonprofit organization using the property for a quasi-public purpose and the lease is therefore exempt from the requirement for an appraised annual rent pursuant to CBJ 53.20.050;

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

Section 1. Authorization. The Manager is authorized to negotiate and enter into a renewal of a lease for 21.5 acres of land as shown on Exhibit A from the City and Borough as lessor to the Juneau Gun Club as lessee.

Section 2. Lease Terms. The Manager shall negotiate and include lease terms sufficient to accomplish the following purposes:

(a) Rent. The rent shall be one dollar or such other token amount as may constitute legally sufficient consideration.

(b) Use. The lessee shall be limited to using the leasehold for trap shooting, target shooting, hunter education, and firearms training.

(c) Trees. Any removal of trees within the existing forested buffer on the lease site during the term of the lease shall be subject to approval by the Planning Commission.

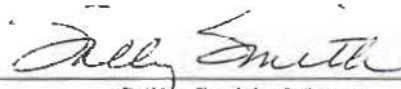
(d) Caretaker. A safety and security caretaker will be resident on site for the duration of the lease.

(e) Rifles. Use of the site for firing firearms louder than shotguns shall be subject to review by the Lands Division every five years or upon proposal of a land subdivision with ¼ mile of the site.

(f) Indoor Shooting Range. The Manager is authorized to negotiate an amendment of the lease after its execution to provide for the construction by the Alaska Department of Fish and Game of an indoor shooting range in accordance with any conditions imposed by the Planning Commission. The amendment shall not include an increase in the lease rate.


Section 3. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 22nd day of January, 2001.



Sally Smith, Mayor

Attest:



Laurie J. Sica, Clerk

A
L
A
S
K
A



First Amendment to Juneau Gun Club Lease Agreement

CC

PART I: PARTIES

This lease amendment is between the Parks & Recreation Department, City and Borough of Juneau, Alaska, a municipal corporation in the State of Alaska, ("City"), and the Juneau Gun Club, a nonprofit organization, ("Lessee").

PART II: LEASE BEING AMENDED

This is the first amendment to Juneau Gun Club Lease Agreement. This amendment modifies:

DOCUMENT 2003-006056-0, dated 6-16-2003

- 1. Original Lease Agreement dated: April 26, 1977. That document is incorporated by this reference. Except for the modifications set forth below, the contract and any prior amendments remain unchanged and in full force and effect.

PART III: LEASE AMENDMENT

This amendment shall take effect on April 1, 2002. The lease is amended as follows:

- 1. Paragraph 5, append a new sentence to read:
The lessee shall be limited to using the leasehold for trap shooting, target shooting, hunter education, and firearms training.
- 2. Paragraph 6 is deleted.
- 3. Paragraph 7. The term of the lease is extended for an additional 25 years, from April 1, 2002 through April 1, 2027.
- 4. Paragraph 10 is amended to read:
The rent shall be one dollar per year or such other token amount as may constitute legally sufficient consideration.
- 5. A new paragraph, Paragraph 15, is added, to read:
15. Any removal of trees within the existing forested buffer on the lease site during the term of the lease shall require the prior approval of the CBJ Planning Commission.
- 6. A new paragraph, Paragraph 16, is added, to read:
16. A safety and security caretaker will be resident on the site at all times for the duration of the lease.
- 7. A new paragraph, Paragraph 17, is added, to read:
17. Use of the site for firing firearms louder than shotguns shall be subject to review by the CBJ Parks and Recreation Department every five years or upon proposal of a land subdivision within one-quarter mile of the site.

Amendment to Juneau Gun Club Lease

**METES AND BOUNDS DESCRIPTION
JUNEAU HUNTER SAFETY BUILDING LAND LEASE
FRACTION ALASKA STATE LAND SURVEY NO. 98-6/U.S. SURVEY NO. 10242**

A CERTAIN TRACT OR PARCEL OF LAND LOCATED AND BEING IN SITUATED WITHIN A FRACTION OF U.S. SURVEY NO. 10242 (AND ALASKA STATE LAND SURVEY NO. 98-6), PROTRACTED SECTION 12, T.40S., R.65E., C.R.M. FIRST RECORDING DISTRICT, CITY AND BOROUGH OF JUNEAU, ALASKA, BEING MORE PARTICULARLY BOUNDED AND DESCRIBED, AS FOLLOWS TO WIT;

BEGINNING AT CORNER 20, U.S. SURVEY NO. 10242, SAID CORNER BEING COMMON TO CORNER 2, U.S. SURVEY NO. 2079, AND ALSO COMMON TO THE EASTERLY MOST CORNER OF ASLS NO. 98-6 AND BEING LOCATED N28°32'50"E A DISTANCE OF 527.90' FROM THE CENTERLINE P.T. POINT OF MONTANA CREEK ROAD AND ALSO BEING ON THE SOUTHERN BOUNDARY OF NORTH TONGASS NATIONAL FOREST; THENCE ALONG THE COMMON BOUNDARY OF NORTH TONGASS NATIONAL FOREST AND U.S. SURVEY NO. 10242 (COMMON TO ASLS NO. 98-6), N62°30'00"W, A DISTANCE OF 170.0'. TO THE NORTHERN MOST CORNER OF THE INDOOR RANGE TRACT; THENCE 13°01'00"W-A DISTANCE OF 302.00' TO A POINT ON THE EASTERLY EASEMENT LINE OF AN ACCESS ROAD TO THE JUNEAU GUN CLUB AND THE ADF&G INDOOR HUNTER SAFETY FACILITY; THENCE PARALLEL WITH AND 20' PERPENDICULAR TO THE CENTERLINE OF A PAVED ACCESS ROAD TO THE JUNEAU GUN CLUB S16°59'00"E A DISTANCE OF 195.85 FEET TO THE NORTHERN MOST RIGHT-OF-WAY LIMITS OF MONTANA CREEK ROAD; THENCE ALONG THE NORTHERN MOST RIGHT-OF-WAY LIMITS OF MONTANA CREEK ROAD, ALONG A 12°25'36" CURVE TO THE RIGHT (RADIUS = 461.07') THROUGH AN ARC OF 8° 23'54" AN ARC LENGTH OF 67.58' (CHORD = N86° 05'42"E-67.52'), TO THE COMMON BOUNDARY OF U.S. SURVEY NO. 10242 AND 2079; THENCE ALONG THE COMMON BOUNDARY OF U.S. SURVEY NO. 10242 AND 2079, N13°01'00"E A DISTANCE OF 415.68' TO CORNER 20, U.S. 10242 COMMON TO CORNER 2 U.S.S 2079, THE TRUE POINT AND PLACE OF BEGINNING.

CONTAINING 65,410 SQUARE FEET (1.5 ACRES).

ACCESS EASEMENT DESCRIPTION, JUNEAU HUNTER SAFETY FACILITY INDOOR RANGE

A CERTAIN PARCEL OR TRACT OF LAND LOCATED WITHIN A FRACTION OF U.S. SURVEY NO. 10242, FIRST RECORDING DISTRICT, CITY AND BOROUGH OF JUNEAU, ALASKA, BEING MORE PARTICULARLY BOUNDED AND DESCRIBED AS FOLLOWS TOWITH;

BEGINNING AT THE SOUTHWESTERLY MOST CORNER OF THE ABOVE DESCRIBED LEASE LANDS FOR THE JUNEAU HUNTER SAFETY (INDOOR RANGE) FACILITY, SAID CORNER BEING LOCATED S21°50'54"W-434.25' FROM CORNER 20 U.S.S. NO. 242 AND ALSO BEING LOCATED N56°12'52"E-109.09 FROM THE CENTERLINE POINT OF TANGENCY FOR MONTANA CREEK ROAD; THENCE ALONG THE EASTERLY EASEMENT LIMIT, N16°59'00"W A DISTANCE OF 195.85'; THENCE S13°01'00"W A DISTANCE OF 40'; THENCE S73°01'00"W A DISTANCE OF 50.00'; THENCE S16°59'00"E A DISTANCE OF 94.00'; THENCE N73°01'00"E A DISTANCE OF 30'; THENCE S16°59'00"E A DISTANCE OF 157.15' TO THE NORTHERN RIGHT-OF-WAY LIMITS OF MONTANA CREEK ROAD; THENCE ALONG A 12°25'36" CURVE TO THE RIGHT (RADIUS = 461.07') THROUGH AN ARC OF 5°07'38" AN ARC LENGTH OF 41.26' (CHORD = N87°08'24"E-41.25') TO THE TRUE POINT AND PLACE OF BEGINNING.

CONTAINING 9,401 SQUARE FEET.

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3 of 4

2003-006057-0

RSM



U.S.S. No. 10242
 (A.S.L.S. No. 98-6)
 TRACT A

JUNEAU GUN CLUB
 TRAP RANGE

**JUNEAU HUNTER SAFETY
 BUILDING SITE
 LEASE LAND AREA
 1.50 ACRES**

- SYMBOLS**
- ⊕ G.L.O./B.L.M./A.S.L.S. MONUMENT
 - MONUMENT SET THIS SURVEY
 - PROPERTY LINE
 - ~~~~~ EXISTING TREE LINE

EAST FRACTION
 U.S. SURVEY 2079
 41.20 AC.
 (GLACIER LANDS BORROW PIT)



**RECORD OF SURVEY
 JUNEAU HUNTER SAFETY
 BUILDING SITE
 PLAT OF LAND LEASE
 WITHIN
 A FRACTION OF A.S.L.S. 98-6
 OF
 U.S. SURVEY No. 10242
 CITY & BOROUGH OF JUNEAU, ALASKA**

CURVE DATA
 $\Delta = 3^{\circ}07'38''$
 $R = 461.07'$
 $L = 41.25'$
 $T = 20.84'$
 $CH = 387^{\circ}08'24''W$
 $41.25'$

CURVE DATA
 $\Delta = 8^{\circ}23'54''$
 $R = 461.07'$
 $L = 67.58'$
 $T = 33.85'$
 $CH = N86^{\circ}05'49''W$
 $67.52'$

CENTERLINE P.T.
 (RAP SURFACE)
 (ASPHALT SURFACE)

TO: BACK LOOP ROAD
 ±0.75 MILES

DATE: DEC. 2001 SHEET 2 OF 1
 R&M PROJ. NO. 011306



2003-006057-0

Presented by: The Manager
Presented:
Drafted by: Law Department

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2026-XX

An Ordinance Amending Chapter 69.40, Short-Term Residential Rental Registration Program, by Establishing Limitations and Establishing a Registration Fee.

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

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment of Chapter. Chapter 69.40, Short-Term Residential Rental Registration Program, is amended to read:

CHAPTER 69.40 SHORT-TERM RESIDENTIAL RENTAL REGISTRATION PROGRAM

69.40.020 Definitions.

Operator means a person, ~~firm, corporation, or other designated legal entity,~~ who is an owner of a short-term rental, who furnishes, offers for rent, or otherwise makes available in the City and Borough rooms in a hotel-motel or residence for monetary consideration, whether acting directly or through a marketplace facilitator, agent, or employee.

69.40.020 Registration required.

- (a) ~~The operator of a~~ A person who offers a short-term residential rental must register with the CBJ sales tax office on a form or platform specified by the CBJ prior to offering a unit for rent.
- (b) Registration numbers are valid for a period of 12 months unless revoked pursuant to code and must be renewed annually.

- (c) Once an applicant has submitted a complete and qualifying registration application along with any applicable fee, the CBJ shall issue a registration number, subject to other existing regulations or laws. The applicant may immediately begin advertising and operating the short-term rental using the registration number. Upon final approval, the CBJ may maintain or issue a new registration number.
- (d) There is ~~no~~ an annual registration fee for registration of \$ [REDACTED] per short-term residential rental unit.
- (e) The ~~operator~~ applicant shall provide the CBJ with the following at the time of registration:
 - (1) Their state business license number.
 - (2) Name, address, phone number, and email address for the operator or operator's designee.
 - (3) A general description of the short-term residential rental unit, to include address, property type, number of bedrooms, and capacity.
- (f) If there is a change in the information submitted pursuant to subsection (e) of this section, a new registration must be completed within 30 business days.
- (g) The property owner of the short-term rental is responsible for taxes, fees, interest, and/or penalties associated with the rental unless such payment obligations are made through a hosting platform as required elsewhere in this chapter.
- (h) A person may register and operate only [REDACTED] short-term rental property at a time under this chapter.
- (i) Registration fees collected under this provision shall be directed, through the budget process, to administrative costs and affordable housing programs.

69.40.030 Penalty.

- (a) Renting, or offering for rent, a short-term residential rental without complying with the registration requirement in 69.40.020 is prohibited.
- (b) An ~~operator~~ person required to register a property pursuant to this chapter who offers or uses such property without being registered is subject to a penalty in the amount of \$25.00 ~~\$100.00~~ per violation. A separate violation shall be deemed committed each day during or on which a property is offered or used as a short-term residential rental without registration. Such ~~operator~~ person may not offer or use, or continue to offer or use, such property for a short-term residential rental, unless and until the penalty is paid and the property is properly registered.

- (c) If a marketplace facility has not removed any listings of an operator from their platform within five days after notification by the city manager or a CBJ sales tax office employee that the operator’s rental registration is not valid, the marketplace facilitator shall be subject to a penalty in the amount of \$100.00 per violation. A separate violation shall be deemed committed each day during or on which such a property is advertised after five days of notice.
- (d) A person required to register a property pursuant to this chapter who offers or uses such property in violation of 69.40.020 is subject to a penalty in the amount of \$25.00 per violation. A separate violation shall be deemed committed each day during or on which a property is offered or used as a short-term residential rental while in violation of this chapter.

69.40.045 Applicability of 69.40.020 to short-term residential rental property in current operation.

- (a) A person who is compliant with registration requirements and, as of the effective date below, is operating more than one short-term rental property shall be exempted from the limitation of one unit per operator for those properties.
- (b) The exemption granted is limited to the current registered units, shall apply only to the current person operating the units, and is non-transferable.

Section 4. Effective Date. This ordinance shall be effective **January 1, 2027**, days after its adoption.

Adopted this ____ day of _____, 2026.

Beth A. Weldon, Mayor

Attest:

Breckan L. Hendricks, Municipal Clerk

MEMORANDUM

CITY/BOROUGH OF JUNEAU

Lands and Resources Office
155 Heritage Way, Juneau, Alaska 99801
Dan.Bleidorn@juneau.gov
(907) 586-5252

TO: Alicia Hughes-Skandijs, Chair of the Assembly LHED Committee
FROM: Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*
SUBJECT: U.S. Coast Guard Housing in Juneau, AK
DATE: April 8, 2026

On March 10th, 2026, CBJ staff from the Lands Office attended a USCG RFI Forum which was hosted by a team of USCG personnel. This forum was well attended by local developers that are interested in learning more about the Coast Guard's growing need for housing in Juneau. The Forum included information on the evolution of family housing project development, new Contracting tools, what's different from the past, the process and partnership opportunities, Q&A, and the next steps to provide the USCG with information. The new contracting tools that were presented include the new regulation change to Title 10 and that the "Title 10 authority will allow greater contracting flexibility" and "Allows for execution of contracts with developers that includes leasing of new or 'to-be-constructed' housing" (attachment 1).

According to the information provided at the forum, the USCG needs 27x 3-bedroom units, 21x 4-bedroom units, 10x 2-bedroom units and 3x 1-bedroom units. The "acceptable options" for the 3- and 4-bedroom units (48 units total) are for single family homes, duplexes or 4-plexes. (see slide 15 of attachment 1). The remaining 1- and 2-bedroom units (13 units) include the option for condo/apartment style housing. Acceptable locations will have a minimum of 10 housing units. The USCG provided the CBJ with the high-level USCG process for this initiative as covered in the attached slides from the RFI Forum:

1. RFI Phase
 - a. Assess market interest and general capabilities/opportunities/limitations
 - b. Obtain high-level project information via one-on-one discussion with developers
2. Internal Feasibility Stage
 - a. Compile RFI responses
 - b. Obtain "go" or "no-go" from CG leadership
 - c. Validate required housing inventory based on mission need
3. RFP Phase
 - a. Release Request for Proposals via SAM.gov
 - b. Receive and review proposals from developers
 - c. Select winner or winners (depending on market offerings and CG mission need)
4. Contract Execution Phase
 - a. Option to Purchase fee agreed upon and placed in escrow

- b. Construction begins (doesn't just have to be CG housing – CG housing can be just a portion of a larger development)
 - c. Lease payments from CG initiate when beneficial occupancy commences
- 5. Due Diligence Phase
 - a. CG manages lease and pays monthly payments to owner
 - b. CG assesses quality and habitability of homes
 - c. CG readies funds for purchase of the homes
- 6. Purchase Phase
 - a. CG executes purchase of homes, less OtP fee already in escrow

The Assembly and the CBJ have always been very support of the USCG and on September 29, 2025, the Committee of the Whole Directed the City Manager to work on a MOU with USCG on the potential of offering CBJ land at Pederson Hill and Telephone Hill for consideration by private developers to build housing suitable for USCG personnel. In response to the Assembly direction, and in response to the USCG Request for Information (RFI), the Manager's Office created the attached CBJ response to the USCG RFI. The purpose of this response was to inform the USCG and to also inform local developers that CBJ property could be considered as part of a larger plan for housing.

Attachments:

- 1. U.S. Coast Guard Housing Open Forum Presentation
- 2. CBJ Response to USGC Housing RFI

Open Forum Discussion

US Coast Guard Housing in Juneau, AK



Agenda

Opening Remarks

- Commanders Message
- Introductions
- “Rules-of-the-road” (Forum etiquette)

The CG Vision

- Evolution of Family Housing Project Development
 - New Authorities = New Contracting “Tools”
 - What’s Different?
- Process and Partnership Opportunities
- Overview of Potential Deliverables
- Open Q&A Session
- Next Steps: Provide Us Information



Commanders message

Coast Guard Commander
Tyler Heffner
Civil Engineering Unit (CEU)
Juneau Commanding
Officer

The “Team” Behind the Scenes

Chuck Simerick – Coast Guard Chief of Real Property

LCDR Steven Becker-CEU Juneau XO

LCDR Erick Jackson-Housing Product Line

LCDR Jordan Converse-CEU Oakland Planning & RP Chief

LT Moira ‘Mo’ Meek-CEU Juneau Planning & RP Chief

Chris Coutu – Project Attorney

Bryan Ellis – Senior Planner

Rules-of-the-Road (Forum Etiquette)



At the end of each slide you will have an opportunity to ask questions

Feel free to type questions in the chat and we will address those first



Please keep your microphones on “mute”. If you wish to ask a question, please use the “raise your hand” button, and we’ll call on you in the order hands are raised (remember to un-mute your mic when asking your question though).



Please introduce yourself first (name/organization)



We will not be discussing specific projects here
However, we can schedule a time to meet in the future

Our Vision for Housing Development

➤ CG Family housing project development has “evolved”

- New (to us) Title 10 authority will allow greater contracting flexibility (more on that later....)
- The current (“old”) process:
 - Historical/typical approach of purchasing land and then fully developing the site with roads, utilities and other infrastructure, then constructing homes (two separate contracting actions)
- The CG vision for a “new” process:
 - Quicker 2-step process to acquire housing units; 1) LEASE* first, then 2) option to purchase (*biggest process change)
 - CG owned homes on standard lots, integrated into the community
 - Projects that work *with* the community not *separate* from...
 - Property that is consistent/aligned with the existing market
 - “Right Sized” property to support what we need (minimal federal footprint)
 - Reduced “owned” infrastructure (maintenance cost savings)



Traditional CG Housing Acquisition (“Old” Way)

- **Lifecycle Steps:**

- Identify and purchase land (first contracting effort)
- Develop preliminary designs
- Solicit construction bids
- Award construction contracts (second contracting effort)
- Develop site, install infrastructure and construct housing
- Address post-construction issues
- Maintain housing
- Sell housing as one large lot

- **Challenges:**

- Expensive and time-consuming
- Complex transfer of roads and utilities to local municipalities
- Often wastes valuable land resources (larger federal footprint)
- Limited community involvement
- Coast Guard bears full responsibility for quality
- Difficult to divest (pennies on the dollar)

The “New” Process: Leased housing?? Why not just buy?

- **Acquisition Paradox**

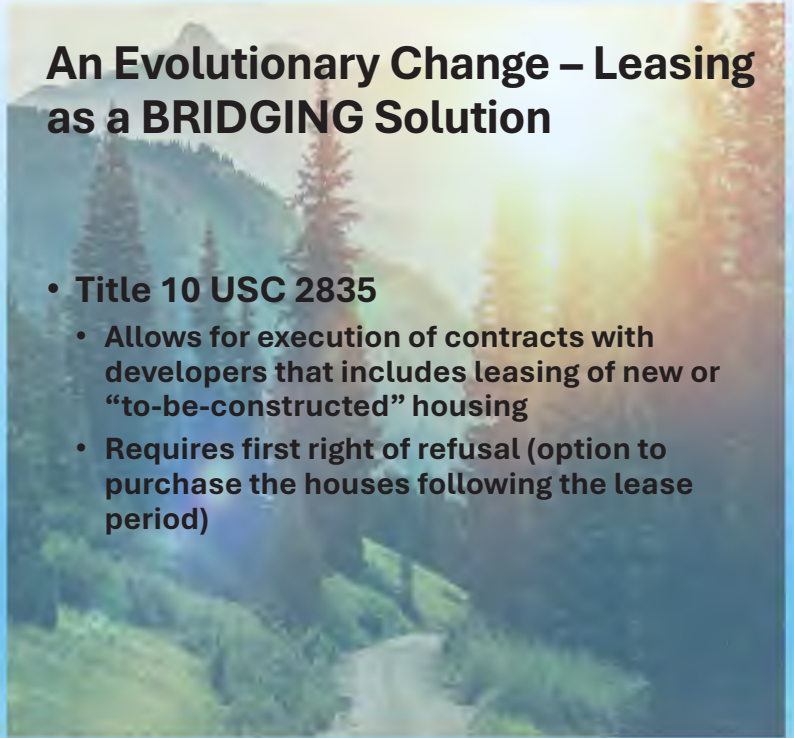
- The CG can purchase land or existing housing units, BUT: we cannot purchase a future home – a house must exist before we can purchase.
- So.... this means we cannot approach a typical developer and purchase a lot that includes the house cost BEFORE the house is constructed.
- This restriction poses a challenge in rural areas that may have land available, but only through a developer who rarely is willing to just sell the land independent of the housing.





An Evolutionary Change – Leasing as a BRIDGING Solution

- **Title 10 USC 2835**
 - Allows for execution of contracts with developers that includes leasing of new or “to-be-constructed” housing
 - Requires first right of refusal (option to purchase the houses following the lease period)



Leasing New Construction Homes w/Option to Purchase

The Process “Vision”
(MANY Moving Parts – Flexibility is Key)

➤ Key Steps

- **Seek Input from the Private Sector - Is there a market? (RFI process)**
- **Present results to leadership for “Go/No-Go” decision**
- **If “Go”, then solicit formal participation (RFP process)**
- **CG will evaluate proposals based on specific set of selection criteria**
- **Winning bid is selected**
- **14-Day Congressional Notification period**
- **Lease terms are negotiated**
- **Option-to-Purchase terms negotiated**



Leasing New Construction Homes w/Option to Purchase

The Process “Vision” (Cont’d)

➤ Key Steps (Cont’d)

- Congressional input is evaluated and final approval determined
- If project is greenlighted, construction may start (contracts are signed)
- Once home is constructed and accepted, lease starts (Base year + 4 options – max expected lease should not exceed 3 years)
- CG will perform due-diligence during lease period (appraisal, survey, environmental, etc.)
- If due-diligence actions validate purchase, then CG assembles acquisition package for final approval.
- If final approval granted, deed(s) are executed.

10 Minute break

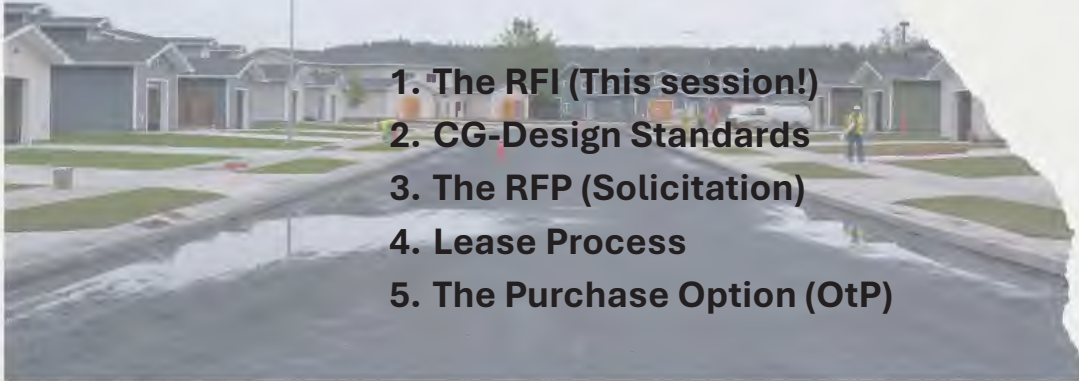
Please use this time to also formulate your questions – we know you will have many!

Following the break, we will provide some more detail on the process for clarity, which will then be immediately followed for the formal Q/A session.

Let's Get Into the Weeds!



The slides that follow will focus on five (5) key areas (please focus on the details and think of specific follow-on questions):



1. The RFI (This session!)
2. CG-Design Standards
3. The RFP (Solicitation)
4. Lease Process
5. The Purchase Option (OtP)

The CG's Request-for-Information (RFI) – What you need to consider:



1. Are you interested?
2. Do you have a potential project you would like to do a “one-on-one” to further discuss?
3. This is not a solicitation (**note: no contract will be awarded, however; the formal solicitation will target those who present existing/planned project details**)
4. There is flexibility within the process since it is new, so we value your input and want to hear your ideas and figure out solutions.
5. **Big Note:** If you have something constructed and ready to sell, we can skip the leasing portion! (provided there are sufficient numbers of homes available to meet the need and our minimum design standards.)

CG Housing Standards (Notional Design)



1. **Number/Size/Configuration**
 - 27 units: 3-bedroom / 2 bath
 - 21 units: 4-bedroom / 2(or3) bath
 - 2 to 3: ADA-compliant homes
 - 10 units: 2-bedroom / 2 bath
 - 3 units: Single-bedroom / 1 bath
 - 2-car garages & off-street parking
2. **Acceptable Options for the 3/4 Bedroom Homes:**
 - Single Family
 - Duplex
 - 4 plex
3. **Acceptable Options for the 1/2 Bedroom Homes”**
 - Condo/Apartment style is acceptable
 - Can be on a separate site from 3/4 bedroom units
4. **Minimum 10 housing units per site (if not contiguous).**
5. **Preference given to projects that are already in development.**
6. **Not solely CG property/Not federalized**
7. **Close to CG operations**

CG Housing Standards, Cont'd (Notional Design)



8. **Upgrades**
 - Fire sprinklers
9. **Optional support facilities**
 - Community facilities (Child Development Center, schools, etc.)
 - Housing Maintenance building

The “Rally Call” – CG’s Solicitation for Proposals (**RFP**)

What to Expect in the RFP:



1. The CG will provide a copy of the Notional Design Parameters
2. An acceptable geographic boundary for the housing site location(s) (Delineated Area) will be provided
3. Developer/Contractor will be asked for a specific purchase price for qualifying houses and the associated unit lot.
4. Developer/Contractor will be asked to provide a projected rent amount per unit (to be applied to a separately executed lease agreement) with a max 5-year term (base year plus 4 options)
5. Developer/Contractor shall also provide a narrative on prior use for their site as well as general development details (i.e.; roads, sidewalks, utilities, etc.), and basic construction standards/practices for the houses.
6. Expectation is that construction phases for housing completion will not exceed 1-year. Developer/Contractor to indicate maximum number of units they can provide per phase.
7. Selection criteria will be based on “Best Value” and not just best price.

A Lease to Get us There

How will the LEASE be structured?



1. Base rent amount is set per winning bid, but is subject to negotiation regarding utilities, escalation, unit type, etc.
2. Payments start when house construction is complete and has been accepted by the CG (beneficial occupancy).
3. Lease terms expected to be 5-years (base year + 4 options) but may be longer (open to negotiation). The general expectation is that CG will need roughly 2 years to complete due-diligence actions prior to making an offer to purchase.
4. Developer/Contractor (or their designated officials) will be responsible for general building maintenance and warranty work during the lease period.
5. CG will manage occupancy assignments and cycles, so some units may remain vacant, but the CG will still pay rent during post-construction, due-diligence period.

Closing the Deal

How is the Option-to-Purchase (OtP) structured?



1. Housing purchase price set per winning bid.
2. CG reserves first right to make a purchase offer for the houses following the LEASE period (typically between 1 to 5 years).
3. The LEASE period is when the CG will perform due-diligence (surveys, appraisals, environmental, structural assessments, etc.) which will factor-in to final purchase decision.
4. CG is willing to negotiate an OtP Fee (specific \$\$ amount, % of list price, or other value) to protect CG's future purchase interest.
5. OtP Fee would be held in escrow during LEASE period.
6. Full OtP Fee could be issued in increments based on negotiated project milestones.
7. If CG opts to purchase, then fee would be applied to purchase payment.
8. If CG rejects purchase or fails to make an offer by the end of the LEASE period, then Developer/Contractor may keep the OtP Fee.

Next Steps



- **Confirm market capacity & interest**
 - Setup a one-on-one
 - Review your project
 - Discuss opportunities
 - Develop building floorplans & site layout
 - Approximate Delivery Date(s)
 - Status of development approval from CBJ
 - Proposed lease terms w/CG
- **Watch for the solicitation**
 - Present your project/opportunity
- **Pricing will be secondary to preferences**

Final Questions



Title 10 USC 2835

Build and lease authorized.--Subject to subsection (b), the Secretary of a military department, or the Secretary of Homeland Security with respect to the Coast Guard when it is not operating as a service in the Navy, may enter into a contract for the lease of family housing units to be constructed or rehabilitated to residential use near a military installation within the United States under the Secretary's jurisdiction at which there is a shortage of family housing. Housing units leased under this section shall be assigned, without rental charge, as family housing to members of the armed forces who are eligible for assignment to military family housing.

Submission and authorization of proposed lease contracts.--(1) The Secretary of a military department, or the Secretary of Homeland Security with respect to the Coast Guard, may enter into a lease contract under subsection (a) for such military housing as is authorized by law for the purposes of this section.

Lease term.--A contract under this section may be for any period not in excess of 20 years (excluding the period required for construction of the housing facilities).

Right of first refusal to acquire.--A contract under this section shall provide that, upon the termination of the lease period, the United States shall have the right of first refusal to acquire all right, title, and interest to the housing facilities constructed and leased under the contract.

Support buildings.--A contract for the lease of family housing under this section may include provision for the lease of a child care center, civic center building, and similar type buildings constructed for the support of family housing.

Title 10USC2835a Allows for conversion of housing for unaccompanied members.

The Assembly and the City Manager's office have spent the past several months working closely with the US Coast Guard to develop a partnership aimed at providing suitable housing for the crew of the new Juneau-based polar icebreaker, *Storis*. Recognizing that the current housing stock does not meet the needs of USCG personnel, the Assembly has directed the CBJ Manager to consult with the Coast Guard on potential CBJ-owned land at Pederson Hill and Telephone Hill.

In response to the [UNITED STATES COAST GUARD \(USCG\) Request for Information \(RFI\)](#) regarding Juneau Family Housing, the following guidance is provided concerning CBJ-owned property. This information is offered as a direct follow-up to the RFI listing CBJ Lands & Resources as a contact to discuss potential housing options on municipal land. The CBJ Assembly has previously discussed making specific parcels available as an option for a USCG housing development. This aligns with the community's interest in supporting the homeporting of federal assets and addressing local housing challenges. Details on the CBJ parcels previously identified for potential housing development including the Telephone Hill and Pederson Hill subdivisions can be found in the [Assembly Committee of the Whole Work session](#) documents.

The goal is to evaluate these sites for possible partnership with private developers to construct housing designed specifically for USCG crew members, ensuring that facilities are adequate, accessible, and appropriate for their needs. This effort reflects a collaborative approach to support both the local community and the Coast Guard personnel stationed in Juneau. The USCG RFI deadline is December 15 at 5:00 pm Alaska-time.

For further information or to discuss potential development options, please reach out to the CBJ Lands & Resources division using the contact information provided in the RFI solicitation, by emailing Lands_Office@juneau.gov, or by calling 907-586-5252.



TELEPHONE HILL

Juneau, Alaska

**A transformative housing
development opportunity in
Alaska's Capital City**

Telephone Hill: Housing in the Heart of Juneau

Location & Size

The City & Borough of Juneau (CBJ) is excited to offer a unique housing development opportunity for interested developers.

Covering 1.4 acres in the heart of scenic downtown Juneau, Telephone Hill is a highly desirable residential location for which CBJ is seeking development proposals. This area represents a prime housing opportunity for various industry professionals, as well as inbound US Coast Guard service members, retirees, and potential business owners at ground-level storefronts.

Market Demand & Community Incentives

A recent market analysis found that Juneau is in need of 400–600 new housing units to meet market need. CBJ is committed to promoting accessibility and affordability by offering subsidies in exchange for developments that include affordable housing options. Market studies show an acute need for workforce housing (studio and one bedroom apartments).



Development-Ready Site

CBJ is minimizing developer risk by prepping the site for immediate redevelopment. We aim to select a development partner in early 2026, for construction initiation in 2027.

Final designs consisting of mixed-income housing of various types are preferred. Recent design concepts have presented four separate buildings with at least 155 units.

New development should be distinct with its own identity, while respecting the identity and traditions of our community-focused city.

Contact

Dan Bleidorn
Lands & Resources Manager
City & Borough of Juneau
dan.bleidorn@juneau.gov
(907)586-5252

Get involved today - CBJ would love to learn about your interest and vision!

Tools & Details For Developers

- Size: ~18,000 ft², mixed use
- No max units/acre
- No height limit
- Accommodates 4 multi-family buildings
- CBJ-funded topographical & geographical studies
- No wetlands
- <0.5 miles from the Subport
- No conditional use permit required
- Project eligible for Affordable Housing Fund applications
- Project eligible for 12-year tax abatement programs

Telephone Hill Place Guide:

bit.ly/THplaceguide

Redevelopment Study:

bit.ly/THredevelopment

Market & Feasibility Analysis:

bit.ly/THmarketanalysis

Google Maps:

bit.ly/THlocation

58.300431, -134.410114





PEDERSON HILL

Juneau, Alaska

**A transformative housing
development opportunity in
Alaska's Capital City**

Pederson Hill: Creating Capacity in the Mendenhall Valley

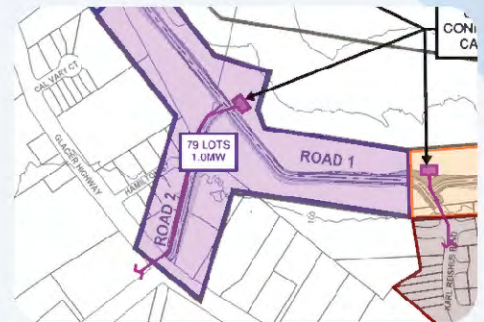
Location & Size

The City & Borough of Juneau (CBJ) is excited to offer a robust housing development opportunity for interested developers.

Pederson Hill consists of over 100 acres of land, and is located 10 miles from Downtown Juneau. A ~15-acre portion of this property is under investigation by the City and Borough of Juneau for housing development. This is a highly desirable residential location which can be developed both single family and multi-family buildings.

Market Demand & Community Incentives

Market analysis found that Juneau requires 400-600 new housing units to meet market need. CBJ is committed to promoting accessibility and affordability by offering subsidies to developers for inclusion of affordable housing options.



Development-Ready Site

CBJ is minimizing developer risk by designing a secondary access road to Glacier Highway, future road alignments and utility locations. CBJ is developing a preliminary subdivision design and outlining a permitting process which includes wetlands, stormwater, and topography mapping.

CBJ envisions final designs consisting of housing of various types, and the property is zoned to allow for 10 housing units per acre. This includes single family homes and multifamily buildings.

New development should be distinct with its own identity, while respecting the values and traditions of our community- focused city.

Get involved today - CBJ would love to learn about your interest and vision!



Contact

Dan Bleidorn

Lands & Resources Manager

City & Borough of Juneau

dan.bleidorn@juneau.gov

(907)586-5252

Tools & Details For Developers

- Size: ~15 acres
- Zoned to 10 housing units per acre
- Large enough for multi-family buildings and single-family homes
- Favorable topography
- Forested peatlands
- Road alignment study in progress
- Utilities to the property line
- 10 miles from the Subport
- No conditional use permit required
- Project eligible for Affordable Housing Fund applications
- Project eligible for 12-year tax abatement programs

Pederson Hill Development Study:

bit.ly/48osCLM

Wetland Report:

bit.ly/3XLzNZh

Delineation Report:

<https://bit.ly/4imxCVN>

Google Maps:

bit.ly/44coygb

58.376603, -134.618075



Presented by: The Manager
Presented:
Drafted by: Law Department

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2026-XX

An Ordinance Amending Chapter 69.40, Short-Term Residential Rental Registration Program, by Establishing Limitations and Establishing a Registration Fee.

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

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment of Chapter. Chapter 69.40, Short-Term Residential Rental Registration Program, is amended to read:

CHAPTER 69.40 SHORT-TERM RESIDENTIAL RENTAL REGISTRATION PROGRAM

69.40.020 Definitions.

Operator means a person, ~~firm, corporation, or other designated legal entity,~~ who is an owner of a short-term rental, who furnishes, offers for rent, or otherwise makes available in the City and Borough rooms in a hotel-motel or residence for monetary consideration, whether acting directly or through a marketplace facilitator, agent, or employee.

69.40.020 Registration required.

- (a) ~~The operator of a~~ A person who offers a short-term residential rental must register with the CBJ sales tax office on a form or platform specified by the CBJ prior to offering a unit for rent.
- (b) Registration numbers are valid for a period of 12 months unless revoked pursuant to code and must be renewed annually.

- (c) Once an applicant has submitted a complete and qualifying registration application along with any applicable fee, the CBJ shall issue a registration number, subject to other existing regulations or laws. The applicant may immediately begin advertising and operating the short-term rental using the registration number. Upon final approval, the CBJ may maintain or issue a new registration number.
- (d) There is ~~no~~ an annual registration fee for registration of \$ [REDACTED] per short-term residential rental unit.
- (e) The ~~operator~~ applicant shall provide the CBJ with the following at the time of registration:
 - (1) Their state business license number.
 - (2) Name, address, phone number, and email address for the operator or operator's designee.
 - (3) A general description of the short-term residential rental unit, to include address, property type, number of bedrooms, and capacity.
- (f) If there is a change in the information submitted pursuant to subsection (e) of this section, a new registration must be completed within 30 business days.
- (g) The property owner of the short-term rental is responsible for taxes, fees, interest, and/or penalties associated with the rental unless such payment obligations are made through a hosting platform as required elsewhere in this chapter.
- (h) A person may register and operate only [REDACTED] short-term rental property at a time under this chapter.
- (i) Registration fees collected under this provision shall be directed, through the budget process, to administrative costs and affordable housing programs.

69.40.030 Penalty.

- (a) Renting, or offering for rent, a short-term residential rental without complying with the registration requirement in 69.40.020 is prohibited.
- (b) An ~~operator~~ person required to register a property pursuant to this chapter who offers or uses such property without being registered is subject to a penalty in the amount of \$100.00 per violation. A separate violation shall be deemed committed each day during or on which a property is offered or used as a short-term residential rental without registration. Such ~~operator~~ person may not offer or use, or continue to offer or use, such property for a short-term residential rental, unless and until the penalty is paid and the property is properly registered.

- (c) If a marketplace facility has not removed any listings of an ~~operator~~ person from their platform within five days after notification by the city manager or a CBJ sales tax office employee that the ~~operator's~~ person's rental registration is not valid, the marketplace facilitator shall be subject to a penalty in the amount of \$100.00 per violation. A separate violation shall be deemed committed each day during or on which such a property is advertised after five days of notice.

69.40.045 Applicability of 69.40.020 to short-term residential rental property in current operation.

- (a) A person who is compliant with registration requirements and, as of the effective date below, is operating more than one short-term rental property shall be exempted from the limitation of one unit per operator for those properties.
- (b) The exemption granted is limited to the current registered units, shall apply only to the current person operating the units, and is non-transferable.

Section 4. Effective Date. This ordinance shall be effective **January 1, 2027**, days after its adoption.

Adopted this ____ day of _____, 2026.

Beth A. Weldon, Mayor

Attest:

Breckan L. Hendricks, Municipal Clerk