ASSEMBLY STANDING COMMITTEE
COMMITTEE OF THE WHOLE
THE CITY AND BOROUGH OF JUNEAU, ALASKA

March 2, 2020, 6:00 PM.
Assembly Chambers - Municipal Building

AGENDA

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. January 6, 2020 Assembly Committee of the Whole Draft Minutes

B. February 10, 2020 Assembly Committee of the Whole Draft Minutes

IV. AGENDA TOPICS

A. Affordable Housing Fund Process

B. Franklin Dock

C. Morris Letter/Parking

D. Museum Update

V. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

DRAFT

ASSEMBLY STANDING COMMITTEE
COMMITTEE OF THE WHOLE
January 6, 2020, 6:00 PM.
Assembly Chambers - Municipal Building

MINUTES

I. ROLL CALL

Deputy Mayor Maria Gladziszewski called the meeting to order at 6:02 p.m. in the Assembly Chambers.

Assemblymembers Present: Mayor Weldon, Maria Gladziszewski, Loren Jones, Rob Edwardson, Wade Bryson, Carole Triem, Alicia Hughes-Skandijs and Greg Smith (telephonic)

Assemblymembers Absent: Michelle Bonnet Hale

Staff present: City Manager Rorie Watt, Deputy City Manager Mila Cosgrove, Deputy City Attorney Teresa Bowen, Deputy Municipal Clerk Diane Cathcart, Chief Housing Officer Scott Ciambor, Finance Director Jeff Rogers, Public Works & Facilities Interim Director Robert Barr, Port Director Carl Uchytil

II. APPROVAL OF AGENDA

Hearing no objection, the agenda was approved as presented.

III. APPROVAL OF MINUTES

Hearing no objection, the minutes of the October 28, 2019 Assembly Committee of the Whole meeting were approved.

A. October 28, 2019 Committee of the Whole Minutes

IV. AGENDA TOPICS

A. Lego Robotics

The Lego Robotics presentation was postponed to a future date due to a scheduling issue.

B. Senior Housing RFP Results

Chief Housing Officer Scott Ciambor gave an overview of the process to-date. He noted the significant role CBJ needed to take to make assisted living happen within the community. Last year a multiple step process was put forth for discussion through the Committee of the Whole which involved purchase of Vintage Park property by CBJ in August 2019. They also discussed a 12 year tax abatement system for new assisted living units; that ordinance was adopted in July. With those two things in place the Assembly instructed staff to work through a sealed competitive bid process to find developers who were interested in using those resources to build an assisted living facility within Vintage Park. CBJ had an active bid process open from September to November 2019 and during that time we received 2 proposals. After review and scoring the committee recommended entering into discussions with Torrey Pines Development; that was brought before the Committee of the Whole in December and the Assembly directed staff to move into negotiations with Torrey Pines. Based on those negotiations within this COW packet are the following materials: memo outlining the terms of agreement with Torrey Pines, Q and A of potential items that members may be interested in, property sale payment schedule, full Torrey Pines Development proposal, draft land disposal ordinance as well as a draft appropriation ordinance.

Mr. Watt recapped how the process evolved from the first discussions several years back with a non-profit group and developers coming directly to the Assembly which proved unsatisfying to the Assembly, to the final decision of CBJ purchasing land in order to maintain control of the process which has brought us to this point. Prior to putting the solicitation out there was a discussion around grant incentive which created a “fork in the road” decision; one fork was to state the amount of grant support the Assembly is willing to provide and the other fork was to cast a net and see what proposals came in and pick a proposal. The “fork” chosen was the casting of a net for a proposal chosen by letting the proposer put the number on the table which is $2 million. Mr. Watt took a deeper dive into outlining the proposal, a tax abatement, if $2 million is the right number and assumptions or “what if’s” that go into a project of this type.

Mr. Watt wrapped up his discussion by noting the goal is to keep the process moving forward. From an Assembly process standpoint, a draft land sale ordinance and draft grant appropriating ordinance will need to go before the Assembly at some point along with cash flow considerations as the Assembly gives direction on management to the municipal treasury.

Mr. Jones asked how much is foregone in property tax abatement. Mr. Watt said the total project cost is estimated at $32 million, the ordinance would only apply to improvements and not the land cost and authorized 8 mills per year for 12 years, nets out to about $240,000 in property tax per year for 12 years or roughly $2.5 million. Mr. Jones then asked about the $400,000 of the $2 million grant being taken out of the housing fund vs. the full $2 million out of the general fund. Mr. Watt said it was listed as an option but really it’s up to the Assembly of where to pull funds from. Chair Gladziszewski said this is a discussion for the Finance Committee. Mr. Jones asked about the number of Medicare beds available and Mr. Watt noted the developer would set a minimum not a maximum with regards to Medicare bed availability.

Ms. Triem asked about the payment schedule on the land and who has the liability on the land if it’s a 20 year schedule. Mr. Watt said this is the debt fee and it would be the developers land and they hold the responsibility. Ms. Bowen equated it to a mortgage. Mr. Ciambor noted the developer is fully aware of their responsibly with regards to any land issues that arise.

Mr. Edwardson asked for staff to explain why this proposal is reasonable. Mr. Ciambor noted it’s outlined in the first half of the memo, the community is going to get 80 units and potentially 88 beds, build senior housing needs and the senior economy. It will provide a huge economic boost to the economy and satisfy long term goals of the community. Mr. Watt added while it’s uncomfortable to think of spending $2 million it’s a larger investment in our community and a way to serve our seniors.

Mayor Weldon asked if Torrey Pines would be interested in a partial loan on the $2 million vs. a grant. Mr. Watt said there is a lot of project risk and might undercut the strength of the project. The committee went into a deeper discussion of whether a grant vs. a loan or partial loan was the better option and what would work best for both CBJ and the developer and keep the project moving forward.

MOTION: By Mayor Weldon to recommend Ordinance 2020-05 Committee of the Whole version 3 to the next Assembly meeting for introduction and Ordinance 2019-06(Q) to the next Finance Committee meeting and asked for unanimous consent. ***Hearing no objections, motion passed.***

C. Assembly Goals 2020

MOTION: by Mayor Weldon to remove any goal from the list that received 2 or less votes and approve the remaining goals and asked for unanimous consent. ***Hearing no objections, motion passed.***

D. Assembly Role in Waterfront Leasing Process

Docks and Harbors Board and staff have done really well but Mayor Weldon felt it's time for the Assembly to take over review of uplands and tideland leases in the corridor of the Rock Dump to the Bridge. The Assembly would not be looking at operation of the docks but at the various leases with the thought being; does the full Assembly need to see a lease, does Lands Committee need to review a lease or is this a lease that Docks and Harbors can review.

Mr. Edwardson requested definitions of uplands, tidelands, submerged lands, etc. Chair Gladziszewski said that would be included as part of any larger discussion. Assemblymembers discussed and agreed they were in favor of moving this item forward for deeper conversation around leases and questions that may arise along with any ordinances that would need to be introduced and potential code changes.

Mr. Watt said Assemblymembers may wish to consider the threshold question; do we negotiate with the original proposer, not at all or broader competition. One lease that may come before the body soon is on the Franklin Dock with a floating berth possibility. Mr. Watt asked the committee how and when they wish to discuss this item further.

Chair Gladziszewski requested this come to a future Committee of the Whole meeting.

V. ADJOURNMENT

There being no further business to come before the committee, the meeting was ajourned at 7:32 p.m.

DRAFT

ASSEMBLY STANDING COMMITTEE
COMMITTEE OF THE WHOLE
February 10, 2020, 6:00 PM.
Assembly Chambers - Municipal Building

MINUTES

I. ROLL CALL

Deputy Mayor Maria Gladziszewski called the meeting to order at 6:04 p.m. in the Assembly Chambers.

Assemblymembers Present: Maria Gladziszewski, Loren Jones, Rob Edwardson, Wade Bryson, Michelle Bonnet Hale, Alicia Hughes-Skandijs, Greg Smith and Mayor Beth Weldon.

Assemblymembers Absent: Carole Triem

Staff present: City Manager Rorie Watt, Deputy City Manager Mila Cosgrove, Deputy City Attorney Teresa Bowen, Municipal Clerk Beth McEwen, Finance Director Jeff Rogers, Public Works & Facilities Interim Director Robert Barr, Port Director Carl Uchytil, Parks & Recreation Director George Schaaf, Community Development Director Jill Maclean, Senior Planner Irene Gallion

II. APPROVAL OF AGENDA

Hearing no objection, the agenda was approved as presented.

III. APPROVAL OF MINUTES

A. December 9, 2019 Assembly Committee of the Whole Minutes

MOTION by Ms. Hale to approve the minutes of the December 9, 2019 Committee of the Whole meeting with minor corrections and asked for unanimous consent. *Hearing no objection, the minutes were approved with corrections.*

IV. AGENDA TOPICS

A. Sealaska Heritage Institute (SHI) Arts Campus Project

Dr. Rosita Worl gave a presentation about the proposed SHI Arts Campus Project highlighting the information provided in the meeting packet. They spoke about the importance of this project in helping make Juneau a cultural destination for the whole region. She provided detailed information about the proposed economic impacts to the Juneau community including impacts on the students within the Juneau School District, the employment opportunities, and the operational expenditures and the impact of Celebration every two years. More than 5,000 attended Celebration in 2018. They hope to break ground on this new project at Celebration 2020 being held June 10-13, 2020.

SHI is asking the Assembly for a $1,500,000 contribution towards this project. Ms. Hale asked about the timing of the funds they are requesting from the city. Dr. Worl said they would like to receive partial funding in 2020 and partial funding next year. She went on to answer a number of questions from Assemblymembers related to security, parking, and the fact that they had not yet gone through the Planning Commission permitting process.

Mayor Weldon suggested they move this funding request to the Assembly Finance Committee for consideration with the rest of the budget requests.

B. Ordinance 2020-02 An Ordinance Regulating Commercial Rental, Provision, and Use of Shared Micromobility Devices

Mr. Bryson recused himself from the dais due to a conflict of interest in this matter.

Chair Gladziszewski noted that they would allow for public comment to be taken on this ordinance and that they had two speakers signed up to testify.

Public Comment:

Mr. John McConnochie, owner of Cycle Alaska, provided written testimony as well as testifying in person. He requested that the Assembly consider an amendment to the map (Ordinance 2020-02, Exhibit A). The way the map is currently drawn, it has their business within the boundaries which would be prohibited from renting e-bikes and conducting their tours from their shop location. Their business model is to rent bikes from their shop and they were wanting to offer guided tours from their shop location to the Mendenhall Glacier and back. When asked by the Assembly, Mr. McConnochie said they do approximately 500 rentals of e-bikes from their shop outside of any tours.

Mr. Reuben Willis, owner of Segway Alaska, spoke about the work they have been doing since September 2019 with the CBJ Parks and Recreation staff to ensure that their business model was compliant with CBJ code and regulations for the uses they were building into this new business. Last summer's ordinance regarding the moratorium on dockless vehicles did not seem to apply to the business model they were building with the segways since theirs are not dockless vehicles and they were building tours that would be led by a tour guide. He said the segways are low speed devices and should not be prohibited or limited from the downtown area but if they were to be excluded from the downtown area, he asked that the map be adjusted to allow for them to cross 10th street and to have access to the whale statute in Overstreet Park.

Assemblymembers then proceeded to discuss the boundaries on the map in the packet. They also discussed other areas of town that they may eventually want to look at limiting tour traffic but that was something they felt needed to be part of a later conversation and not part of this ordinance. The main concerns that were expressed about the map and boundaries were related to trying to find a balance between people wanting to use alternative methods of transportation and the need to keep congestion down during the busy summer season.

AMENDMENT #1 by Mayor Weldon to change the definition of "micromobility device" to include the word "segway" so that it would now read ***"Micromobility device means a bicycle, a bicycle with an electric assist, a scooter, a scooter with an electric assist, a segway, and similar micromobility devices."*** *Hearing no objection, amendment #1 passed by unanimous consent.*

AMENDMENT #2 by Mayor Weldon to change the northwestern boundary on the map from 10th Street to end at Glacier Avenue next to Gold Creek.

Mr. Jones objected and suggested the boundary be moved to 12th Street.

Additional discussion took place and Mr. Jones removed his suggestion and his objection.

Hearing no objection, amendment #2 passed by unanimous consent.

Assemblymembers then discussed this ordinance as being a clumsy and blunt way of regulating tourism opportunities. Ms. Gladziszewski noted that if that was the intent behind any additional changes, they may want to accomplish that using a different mechanism. She suggested that they may see a recommendation coming out of the work of the Visitor Industry Task Force (VITF). Mr. Edwardson said that while he was in favor of a moratorium on scooters, he didn't have the same feeling about bikes and segways. He said there have been rental bikes and bike tours in the community and there has not been a problem. Ms. Gladziszewski suggested he may want to consider a change to the definition of micromobility device.

AMENDMENT #3 by Mr. Edwardson to change the definition of "micromobility device" to strike the reference to bicycles and segways so that it read: "*Micromobility device means a scooter and a scooter with an electric assist.*"

Mayor Weldon expressed her concern that this ordinance was primarily about controlling congestion in the downtown area and she objected to the amendment. Additional discussion took place regarding the difference between bike and scooter rentals that were unattended as opposed to tour groups that were led by guides. A roll call vote was taken on Amendment #3.

ROLL CALL VOTE - Amendment #3
Ayes: Edwardson
Nays: Hale, Hughes-Skandijs, Jones, Smith, Gladziszewski, Weldon
Motion failed 1:6

Additional discussion took place regarding any other changes to the ordinance. Mr. Smith said he thought he might have some changes but was not ready at this time. Mr. Jones expressed his concern that in listening to the comments at the VITF, reading the concerns of the neighbors on River Road about the uses of the trail that ends at that road and other areawide issues, that he felt there was a need for a broader discussion on these types of devices.

Ms. Gladziszewski suggested Mr. Smith work with the staff in forwarding any other changes to the ordinance to the Assembly and Mayor Weldon said it was her intent that any of the Assemblymembers with possible changes could work with staff on this further. Ms. Gladziszewski asked if members were ready to move this ordinance back to the Assembly. Mr. Jones objected.

ROLL CALL VOTE on referring Ordinance 2020-02, as amended, back to the Assembly for public hearing and action.
Ayes: Weldon, Edwardson, Hale, Hughes-Skandijs, Smith, Gladziszewski
Nays: Jones
Motion passed 6:1

C. Historic & Cultural Preservation Plan

Electronic copy of the plan is available online at https://3tb2gc2mxpvu3uwt0l20tbhq-wpengine.netdna-ssl.com/wp-content/uploads/2020/01/Historic-Preservation-and-Cultural-Plan_Final-Version-w-Draft.pdf

Historic Resources Advisory Committee Chair Zane Jones and Community Development Department Director Jill Maclean were present to provide information about the Historic and Cultural Preservation Plan. The Planning Commission, at its November 26, 2019 meeting, recommended the Assembly adopt the Historic and Cultural Preservation Plan (HCPP) as an addendum to the Comprehensive Plan (via ordinance). If this plan was adopted, it would replace the Historic District Development Plan that was adopted into the Comprehensive Plan in 1981. Ms. Maclean explained that there had been a preservation plan brought forward in 1996 but it was never adopted or incorporated into the Comprehensive Plan.

Ms. Maclean gave an overview of the public process undertaken in writing the HCPP and said that Planner Allison Eddins has been the project manager on this since 2016. The development of the plan was made possible through a Federal Historic Preservation Fund grant. They held multiple charrettes, worked with the Historic Resources Advisory Committee, the Douglas Indian Association, the Sealaska Heritage Institute, the Downtown Business Association and other focus groups as well as holding public meetings to identify the goals for future preservation during the drafting of this plan. The purpose of the plan is to guide efforts to preserve and protect the valuable historic and cultural resources within the community.

The 1981 version of the plan was focused on the downtown area and on Juneau's mining history to the exclusion of the rest of the area and other historical eras. This new plan takes a broader approach and expanded on the periods covered and the areas of town to which it applied. She also explained that the organization of the plan document is now set up differently with the anticipation that it would guide CBJ's preservation activities over the next 20 years with implementing progress monitored every two years and updates to the plan anticipated in ten years.

Ms. Maclean said that they hope to be more proactive in surveying and conducting inventory management and anticipate seeking additional national grants towards historic and cultural preservation. She said there is a lot to learn about Juneau's history and this will help CDD staff work with citizens towards preservation. She said that few people know there are property tax incentives for historic buildings. Mr. Edwardson asked about whether this applied to other areas as well as buildings since the National Historic Preservation Act applies to more than just buildings. Ms. Maclean said that yes, it does apply to more than just buildings.

Ms. Maclean said the Planning Commission's recommendation was that the Assembly adopt this plan via ordinance but Option B would be to adopt the plan via resolution. If the plan were adopted by ordinance, if there were conflicts between the Comprehensive Plan and the Historic and Cultural Preservation Plan or if the HCPP is more specific, the HCPP would supersede the Comprehensive Plan. Otherwise, if they chose Option B and adopted the plan via resolution, the HCPP would not supersede the Comprehensive Plan and it would not replace the 1981 plan.

MOTION by Ms. Hale to move this to the Assembly to adopt the Historic and Cultural Preservation Plan via ordinance which would replace the 1981 Historic Plan.
Hearing no objection, the motion carried.

Mayor Weldon extended her thanks to staff, the Historic Resources Advisory Committee and all the people who worked on this. She said that she too was unaware that there was funding available for historic properties. She said that she noticed properties which were listed on the National Register of Historic Places and noted that while it would be a loss if they were torn down, the plan does allow for them to be torn down if necessary.

D. Franklin Dock Lease Request and Seawalk Update

Mr. Watt stated that the packet contained a memo from himself, a letter from Mr. Reed Stoops, a draft resolution with an attachment, some drawings and a section of Alaska statute. As noted in his memo, there are three primary questions for the Assembly to consider:
1) Should CBJ acquire tidelands?
2) Should CBJ lease tidelands that it already owns and that it may acquire to Franklin Dock to allow construction of a floating berth?
3) Should CBJ negotiate for easements to allow extension of the waterfront seawalk?

Mr. Watt said these are all bundled up and Mr. Stoops was present at the meeting. Mr. Watt said that at Mr. Stoops' request, Port Director Carl Uchytil began pursuit of tideland acquisition from the state. Mr. Watt said that he thought from Mr. Stoops' view, it would be easier to work with the city and that revenue from tidelands for a project like this belong with the city. Mr. Watt said everyone involved sees this as a local activity.

Mr. Watt said that with regard to the floating berth, he has given a short summary of Mr. Stoops' view. Franklin Dock is the only fixed pier that we have that accommodates large cruise ships. Last summer, with the installation of the newer big white bumpers/fenders, the largest ships in the fleet did tie up at the Franklin Dock which would be possible again this year and more frequently as the fleet continues to move to bigger ships.

Ms. Gladziszewski noted that the reason they are considering this matter at this meeting was due to a process question that had come up earlier about the leases and whether it was being done in the right order. Their questions were if CBJ needed to apply for the tidelands first or if they had to approve a specific project. She said there was some disagreement about that and that the nut of the issue is on page 51 of the packet which was the Alaska statute 38.05.825 (a). She said that the statute sections 1-5 were pretty easily solved but AS 38.05.825 (a)(6) contained the questions that needed to be addressed. She said the dock project is a separate issue and they have not gone through the process to say that this is a project that they would lease tidelands to. She said the question before them at this time is "When do we ask for the state tidelands?" She asked the manager what he could say about the resolution of AS 38.05.825 (a)(6)(A):

> AS § 38.05.825 Conveyance of tide and submerged land to municipalities
> (a) Unless the commissioner finds that the public interest in retaining state ownership of the land clearly outweighs the municipality's interest in obtaining the land, the commissioner shall convey to a municipality tide or submerged land requested by the municipality that is occupied or suitable for occupation and development if the...
> ...
> (6) land
> (A) is required for the accomplishment of a public or private development approved by the municipality;
> (B) is the subject of a lease from the state to the municipality; or
> (C) has been approved for lease to the municipality.

Mr. Watt said that in order to get DNR to convey tidelands, the Assembly is required to convince DNR that the land is required for the accomplishment of a public or private development approved by the municipality. He said there are different views of what exactly that means. He said that Mr. Uchytil reached out to DNR staff earlier that day to ask them specifically that question and he was unable to get clarification. Mr. Watt said the question comes down to whether this is a specific development or if something like the Long Range Waterfront Plan is sufficient to point out the public and private developments that they had envisioned.

Mayor Weldon said she agreed with Mr. Edwardson's concerns about this putting the cart before the horse and she asked if they could submit the request and keep (6)(A) generic about overall economic development of that area for potential docks or does it need to be tied to a specific private or public development to turn it in. She asked what the ramifications would be if they turn in something generic and it gets turned down, could we reapply with a specific request.

Mr. Watt said we could likely keep applying as long as we want but the question would be if it was likely to be granted. He said we don't know and when we tried to find that out, they didn't get an answer to that. He said that Mr. Edwardson had a related issue in that he was concerned about the public's ability to comment on the project after the Assembly had potentially passed a resolution asking for the acquisition of the tidelands that indicated that we already supported the project.

Ms. Gladziszewski said that she agreed with Mr. Edwardson. She said that there was an argument to be made that we should get these tidelands for a number of economic development possibilities. She asked if it takes a long time to get the tidelands from DNR or if they should just go through the dock issue and then apply.

Mr. Edwardson said that in one of his previous jobs, this would have come across his desk. He said that in that position, they tended not to telegraph any kind of information about what they may or may not approve because people have used that in the past to say that they were told they had pre-approval. DNR's practice is to point them back to the statutes and say they need to comply with the statutes. He said that as for the project itself, he agrees that they should get this land. The bias in the state constitution is that the municipalities do get it if they need it. CBJ just needs to check the boxes in the right order. He said that we don't have a pre-approved plan that he would have accepted when he was working at DNR. He said that a project is a project and a plan isn't a project anymore than an area plan for the state is a project. He said that when you look at (A), (B), and (C) one of them is "Do we have a lease?" He said that when you already have a lease, basically full cost which is in the thousands of dollars and not in the millions, then that is one of the categories that could be used to fill out the requirements under the statute. He said there are a lot of different ways to do it, you just have to check the boxes in the right order.

Additional discussion took place to clarify the statutory requirements. Ms. Gladziszewski asked Mr. Edwardson if he had a motion that he would like to put forward. He said that he did not and was looking to the manager for a recommendation. Ms. Gladziszewski asked Mr. Watt if he had a recommendation.

Mr. Watt said that he did not have a recommendation. He said the tidelands leasing and acquisition experience rests with the Port and it is not something he has any experience in but on the advice of Mr. Edwardson, if it is the most practical thing to do to lease the land from the state first and then apply for the conveyance, that seems pretty straight forward. Mr. Watt said there are other policy issues that the Assembly probably wants to think about in light of the rather intense focus they have on tourism issues in the community. He said that Mr. Stoops is trying to figure out basic project timelines. He has an important timeline that is dependent upon construction season. He is either looking for an indication that is strong enough from the Assembly to proceed with manufacturing that would lead to installation next fall and he has to have a "go/no go" decision within less than 10 weeks. Mr. Watt said Mr. Stoops is likely astute enough to calculate the risks of proceeding without a firm decision by the Assembly. He said there is that as well as the question from Mr. Edwardson's earlier testimony about public input. In some ways, it is hard to know if the public is going to be interested in this or not until they actually have public hearing on a topic. Mr. Watt said that he has paraphrased Mr. Stoops' approach in which he believes the larger ships are already coming here and that this wouldn't represent growth or facilitate growth but it would actually facilitate easier movement of passengers. Mr. Watt said that members of the public might come and testify before the Assembly and argue differently. He said that the Assembly has a lot of issues before them.

Mr. Watt said that the last question is with regard to negotiating for the seawalk, is the Assembly comfortable moving forward the pieces as they are ready or is the Assembly going to ask staff to put together a more global deal.

Assemblymembers then discussed the processes (6)(A) and (6)(C) under the statutes and the options before them as well as the public process.

MOTION by Mr. Edwardson to apply for a lease. *Hearing no objection, the motion to apply for the lease passed by unanimous consent.*

Ms. Gladziszewski said that the next thing would be to have a public process in the COW about the project. Mr. Edwardson said that is correct and that would be an entirely different thing.

Mr. Smith asked about the next steps in that process and if a conditional use permit would be required and what the public comment process would be. Ms. Gladziszewski explained that following their recent meeting with the Docks and Harbors Board, the Assembly is the initial body to determine yes or no to a lease request. If yes, then it would continue with the Docks and Harbors Board and Planning Commission.

Mr. Watt asked that they go back to Mr. Edwardson's motion. He said that he didn't know if Mr. Edwardson or Mr. Uchytil know the answer to this. He said that Mr. Uchytil was advised that he needed a resolution from the governing body to get tidelands conveyed. Mr. Watt said that what he does not know is if a resolution from the governing body is required to get a lease and if that was the case, he wanted that to come from the COW tonight. Mr. Edwardson was shaking his head and said that getting the resolution is an entirely different process than the AS 38.05.825 process. He said it is necessary to have that process complete in order to meet (6)(A) but the requirement to have a resolution is only needed for (6)(A) and not required for (6)(B) or (6)(C).

Ms. Gladziszewski noted that the motion was for the city to apply for a lease so whatever is required to do that is in the motion.

Ms. Hale asked Mr. Edwardson if the city were to apply for a lease, why we don't want to apply to acquire the tidelands at the same time and she asked if that would complicate this and it would go to the bottom of the DNR stack if they tried to do that. Mr. Edwardson said it wouldn't necessarily complicate it but it would extend the time that it would take because CBJ would have to do a public process first to approve a project that would qualify for (6)(A). Ms. Hale asked about proceeding under (6)(C) and applied simultaneously for the lease as well as the acquisition of the tidelands. Mr. Edwardson said that would be a question for the current regional manager if they could apply for both at the same time. He said that when he was in that position and he received an application for something that they weren't ready for, it would have gone to the bottom of the stack and they had 900 applications. He said he had applications in his office that were older than two of his managers. Ms. Hale said that is what worries her that we are talking about a process that could take decades. She said she didn't feel that she had enough information at this meeting and would appreciate hearing from DNR.

Mr. Smith asked if the Assembly could just provide more general guidance on this to have the tidelands conveyed to CBJ and that we know that the Assembly will continue to have oversight of the tidelands lease when they actually apply to them for it.

Mr. Palmer said that what he is hearing is that the body is giving direction to staff to pursue a lease of this area and that when that process is ongoing, staff can maybe have an informal conversation with DNR about what their position is on a concurrent conveyance application as well or if there needs to be a pause between the lease and the conveyance application. Mr. Palmer said he was hearing the direction to pursue the lease in order to get the conveyance. Ms. Gladziszewski said that implicit in the motion to apply for a lease means we want these tidelands by whatever is the proper way to get them.

Mr. Edwardson said that when he worked at DNR, this was one of those statutes that he suggested they clean up and make a little easier to understand.

MOTION by Ms. Hale to change the wording of the previous motion to say they are pursuing a lease and pursuing conveyance of tidelands.

Ms. Hale said she didn't feel that pursuing a lease necessarily implied that they were also pursing the conveyance of tidelands and this would be an amendment to the previously adopted motion. *Hearing no objection, the motion carried.*

Mr. Smith asked if they proceed any further if they could get some verification that what they are doing is useful to both staff and the proposed developer. Ms. Gladziszewski said they will hear about the project at the next COW. Mr. Watt said to clarify Mr. Smith's earlier question on public process, any lease of municipal tidelands takes an ordinance so there will be public hearing when that happens. He said that projects have to get permits and he doesn't know if a floating berth requires a conditional use permit or not but maybe Mr. Stoops knows or doesn't know.

Mr. Stoops spoke on behalf of Franklin Dock Enterprise and said that in listening to the discussion, he was somewhat confused. He said they could go straight to DNR and apply for a lease from the state. He said that it seemed to him that since they already lease the adjacent tidelands from the city, it would be in the interest of the city as well as Franklin Dock to lease from the city instead of the state. In order to lease from the city, the city has to request conveyance from the state to the city first and then consider his tidelands lease application which they could approve or disapprove. He said that what their proposal was and would make logical sense would be for the city to endorse the application for conveyance of those tidelands to the city from DNR and not presuppose the outcome of that. He said there is a reasonable chance that the state would convey those to the city. He said that at the same time, they could begin the process of negotiating a lease with the city assuming that conveyance from the state to the city took place with a conditional approval. He said at that point, there would be all the public process that the Assembly has been discussing. By requesting those tidelands from DNR, they are not presupposing the outcome of the lease with them. They would have had an appraisal and they would have to agree on an appraisal amount. There would be an opportunity for the public to testify, whether that is to the Harbor Board or the Assembly, that would be their choice. He said that in the interest of time, it would be his hope that they can get through this quickly enough to make a decision to try to get started later this year. He said that if that proves to be impossible because of a road block that comes up, it will take however long it takes and then it would be a year or more before they could do their project.

Additional discussion took place between Mr. Stoops and Ms. Gladziszewski regarding the language of the statutes and what the action would be in order to convey the tidelands to the city. Ms. Gladziszewski thanked Mr. Stoops for attending the meeting and for his testimony.

V. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at: 8:09pm

Submitted by,
Beth McEwen, MMC
Municipal Clerk

MEMORANDUM

CITY AND BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY
HOUSING PROGRAM
155 S. Seward St. Juneau, Alaska 99801
Scott.Ciambor@juneau.org
Voice (907) 586-0220
Fax (907) 586-5385

Date: March 2, 2020
TO: Committee of the Whole
FROM: Scott Ciambor, Chief Housing Officer

Re: Juneau Affordable Housing Fund

Dear Committee of the Whole:

The Juneau Affordable Housing Fund (JAHF) was discussed at the October 22, 2018 Committee of the Whole meeting. The goal of the meeting was to update the JAHF program to reflect priorities established in the Housing Action Plan and provide clarity for potential applicants.

The updated JAHF program description and guidelines and the JAHF application are included with this memo.

Three decisions need to be made before fully implementing the JAHF program.
1. Determine the funding amount available for the initial competitive round;
2. Confirm a timetable for Round One; and
3. Confirm a review committee structure.

1. Funding Amount Available
As of July 1, 2020, the Juneau Affordable Housing Fund (JAHF) will have $1,325,400 available for use toward the creation of affordable and workforce housing units in the City and Borough of Juneau.

- **Dashboard**: A JAHF dashboard has been provided in the packet that shows current and future status of the Fund. *Note:* The dashboard includes funding allocated for the CBJ Mobile Home Down Payment Assistance Program and the CBJ Accessory Apartment Incentive Grant Program.
- Staff is looking to the Assembly to determine the amount available in a competitive round. One option for the Assembly would be to put forward a smaller amount for Round One with increases in the amount available in Round Two in FY22.

2. Timetable for Round One
Staff recommend establishing an annual competition timeline like the one listed below. This is similar to other CBJ processes for grant funding, like the CDD Community Development Block Grant process, and would begin July 2020.

Juneau Affordable Housing Fund Application and Selection Timeline

- **March:** CBJ Assembly to determine funding availability for next round.
- **July**: Press release and information on funding available
- **Mid-July:** JAHF guidelines and applications posted and available

- **Mid-August:** Housing project proposals due
- **Late- August:** Projects submitted to review committee for scoring
- **Early September:** Project ranking and staff analysis prepared for COW
- **Late September/October:** COW recommendation to Assembly for approval
- **October:** Staff to put in place grant/loan agreements with awardees.
- **Jan-March:** Staff report on Juneau Affordable Housing Fund to the COW to prepare for budget meetings and to provide guidance for next JAHF funding round.

3. Review Process

At the October 28, 2018 COW meeting, there was discussion on the structure of the review committee to rank and score housing fund applications. There was interest in outside expertise to participate in the committee review of housing applications.

- Staff recommend the Chief Housing Officer to establish a committee that includes one member of the local housing development or banking community who is not associated with any potential JAHF applications to assist in ranking and review of applications.

Future Expectations

Once these programmatic decisions are made staff will make preparations for the upcoming funding round.

In late September/October, the COW can expect to see housing project proposals and applications, a project application list and ranking, and a staff recommendation for consideration. At this meeting, the COW can decide to forward funding requests to the Assembly for approval.

Note: All housing projects must go through established CBJ processes through the Community Development Department and the Planning Commission.

MEMORANDUM

CITY AND BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY
HOUSING PROGRAM
155 S. Seward St. Juneau, Alaska 99801
Scott.Ciambor@juneau.org
Voice (907) 586-0220
Fax (907) 586-5385

Date: October 22, 2018
TO: Committee of the Whole
FROM: Scott Ciambor, Chief Housing Officer

Re: Improvements to the Juneau Affordable Housing Fund

Dear Committee of the Whole:
At the August 9, 2018 COW meeting, as part of a larger housing incentives discussion, staff was tasked with bringing back suggested improvements to the Juneau Affordable Housing Fund to spur development of affordable and workforce housing.

Summary of recommendations

1. **Creating and defining two categories for funding eligibility.** This will address developer confusion about what projects might qualify for funding and help to track and monitor the types of requests to the Assembly. Recommended new definitions:
    - Affordable Housing (0% to 80% AMI), typically non-profits with grant requests, targeting low-income or special needs housing.
    - Workforce Housing (80% to 120% AMI), for-profit or non-profit, most likely to be zero-interest loans.
2. **Establishing a grant or loan limit of $50,000 per unit created.** By increasing the eligibility award this would address the affordability gap outlined in the Housing Action Plan and spur development. Current maximum loan available to developers is the lesser of $150,000 or 50% of a project's total cost *and* indicates that no more than 5% of JAHF funds can be dispersed as zero-interest loans. This level of funding is ineffective.
3. **Streamline the application process**. An annual application process, similar to the Community Development Block Grant program, will improve transparency, reduce confusion for developers, and reduce workload for Assembly and staff.
    a. **Create an application review committee**. The committee would include Manager's staff representing departments that partner with developers to make sure that the Assembly is presented with options that have been appropriately vetted. Proposed departments include Community Development Department, Lands & Resources, Public Works, and Finance.
4. **Continue City funding stream, and advocate for State match**. This creates stability in our housing program, a key consideration for developers and financers. The Assembly recommended and the voters approved Sales Tax extension that will provide $2M over five years. Other options include placing one time monies in the fund, such as the $1.5M in settlement payments from the Gastineau Apartments litigation.

Tonight, the request of the Assembly is:

- Approve or alter recommended course of action; and
- Approve streamlined process and request draft ordinance reflecting these changes in the management of the Juneau Affordable Housing Fund.

The following pages provide more details on these recommendations.

Background

The Juneau Affordable Housing Fund (JAHF) is the main tool for the City and Borough of Juneau to provide grant and loans to workforce, affordable, and special needs housing projects. The JAHF was established in 2010 and has not been significantly updated since then.

The CBJ Housing Action Plan, passed by resolution in December 2016, indicated a need to improve and expand the uses of the JAHF to meet more of the identified housing goals. These goals for Fund improvements include:

1. Increasing the Fund capital;[1]
2. Broaden the scope of the fund;
3. Prioritize for new fair market workforce (80% to 120% AMI) and senior housing;
4. Report on annual projects supported by the Fund; and
5. Develop a sustainability and operational plan for the Fund.

FY19 budget balance is $927,700 – after a $116,000 set aside for use for the CBJ Homeowner Accessory Apartment Incentive Grant program.

Proposed Changes

1. Clarify use of Juneau Affordable Housing Fund by creating and defining two categories for funding eligibility.

Eligible Juneau Affordable Housing Fund projects range from 0% to 120%AMI. This eligibility spans affordable, special needs, and fair market housing projects.

One proposed change would be to clarify the terms for potential eligible applicants and align with a goal of the Housing Action Plan. Potential developers have expressed confusion on how and if they can access the funds. The following categories would be made clear in the application and guidelines:

- Affordable Housing (0% to 80% AMI), typically non-profits with grant requests, targeting low-income or special needs housing.
- Workforce Housing (80% to 120% AMI), for-profit or non-profit, most likely to be zero-interest loans.

Affordability: By nature**,** affordable housing projects target other state or federal funding sources that also have income restrictions (0% to 80% AMI) or focus on certain sub-populations (re-entry, seniors, chronically homeless). No additional affordability language or requirements are needed for these types of projects to utilize JAHF funds.

For for-profit workforce housing programs (80% to 120% AMI) across the country, states and municipalities put affordability language in place requiring that the subsidy is used for at least a

[1] In 2017, the CBJ Assembly and Juneau voters approved using $2 million of the FY2019-FY24 1% sales tax renewal for the Fund.

portion of the units at the lower end of the eligible income spectrum. For the Juneau Affordable Housing Fund, the following affordability target could be used to provide clarity for workforce housing developers:

> *At least 20% of units must be reserved for tenants with gross incomes at 80% or less AMI for ten years or the life of the loan.*

This target language is fair in that 1) it should be attainable for for-profit housing developers; 2) still ensures housing for a targeted need, and 3) is consistent with terms used by CBJ in the past. (1982 Juneau Rental Housing Stimulation Program)

A rental verification form would be collected annually to verify compliance with loan requirements – similar to how local Low-Income Housing Tax Credit (LIHTC) programs report yearly to the Assessor's office.

Senior Housing: The Housing Action Plan notes prioritizing senior housing along with workforce housing. Senior housing projects would qualify for funding in the affordable and workforce housing categories, so a separate category was not created.

Recommendation: CBJ staff to reflect these category changes and add affordability language for workforce housing in the JAHF guidelines and application packet.

2. <u>Increase limits on grant and loan requests</u>

Current JAHF grant and loan limits are too low to be effective given the high cost of local housing development. Even historically, CBJ has provided much larger grants and loans to spur housing construction. Also, the Housing Action Plan notes that to have a significant impact on the housing market that it will take close to $45,000 per unit in subsidy to meet the financing gap and 30-year housing targets.

The recommendation is to increase the JAHF grant and loan limits to $50,000 per qualifying unit -- affordable or workforce housing. By putting in place these parameters, it will provide clarity to developers as they put together projects and these terms are comparable to other workforce housing programs:

- Iowa Finance Authority: $50,000 per unit at/or below 140% AMI.
- MassHousing Workforce Housing Initiative: $100,000 per workforce unit, with a limit of $5,000,000 per development.

Rents in Juneau tend to be 77% higher than those in Iowa but roughly 36% lower than Boston, Massachusetts. (https://www.bankrate.com/calculators/savings/moving-cost-of-living-calculator.aspx).

How would this work? A couple of scenarios:

- A for-profit developer might propose a 50-unit development, 10 of which would be targeted toward an affordable of workforce housing unit. The developer would qualify for a $500,000 loan – subject to funding availability.

- In the case of the recent Juneau Housing First Collaborative grant request for 32 units of permanent supportive housing, the qualifying grant would have been $1.6 million

The 2010 Juneau Affordable Housing Fund guidelines indicate that the maximum loan available to developers is the lesser of $150,000 or 50% of a project's total cost *and* indicates that no more than 5% of JAHF funds can be dispersed as zero-interest loans. The 2010 JAHF guidelines were conservative due to 1) not identifying a consistent future funding source to add resources to the JAHF and 2) because of the narrow goal at the time to serve as final gap funding for affordable housing projects.

Recommendation: With the 30-year Housing Action Plan focus in mind, increase the grant and loan eligibility amount to $50,000 per affordable or workforce housing unit created. CBJ staff to reflect these changes in JAHF guidelines and application packet.

3. **Streamline Juneau Affordable Housing Fund Process:**

A consistent annual application process will provide clarity and structure for interested developers with funding requests. This would reduce impact on Assembly and staff that otherwise field requests on an *ad hoc* basis. The recommendation is to mirror the existing process for the Community Development Block Grant (CDBG) program, managed through the Community Development Department.

Potential Juneau Affordable Housing Fund Application and Selection Timeline

- **Early July**: Press release and information on funding available
- **Mid-July:** JAHF guidelines and applications posted and available
- **Mid-August:** Project proposals due
- **Late- August:** Projects submitted to review committee for scoring
- **Early September:** Project ranking and staff analysis prepared for COW
- **Late September:** COW recommendation to Assembly for approval
- **Jan-March:** Staff report on Juneau Affordable Housing Fund to the COW to prepare for budget meetings and to provide guidance for next JAHF funding round.

Throughout the year CBJ staff would be available to field questions and work with developers on how best to prepare projects for JAHF funding.

Review Committee

Housing development projects touch on a wide-range of CBJ departments. A JAHF proposal review committee would include the Chief Housing Officer and representatives from Community Development, Lands & Resources Department, Public Works & Engineering, and Finance Department.

Currently the working ordinance Serial No. 2010-11(G) (b) 06/28/2010 for the Juneau Affordable Housing Fund bases use of funds on review and recommendation of the Affordable Housing Commission. Since 2010, as housing has become a higher priority for the Assembly, a number of additional pieces have been put into place; the Housing Action Plan was approved, a Chief Housing Officer was hired, additional funds were added to the JAHF, and there is a greater capacity to handle developer requests and administrative responsibilities.

Recommendation: CBJ Assembly to approve of streamlined JAHF process and introduce an ordinance that reflects these changes for future management of the JAHF.

4. **Future Funding**

The City and Borough of Juneau has been a leader in the state in its' willingness to put local dollars into affordable housing projects, land and infrastructure development for housing (Renninger, Pederson Hill), housing programs (CBJ Mobile Home Loan Down Payment Assistance Program and CBJ Homeowner Accessory Apartment Incentive Program) and the Juneau Affordable Housing Fund.

Affordable Housing Funds are most successful with a consistent funding stream, so it is not too early to begin thinking about inputs to the JAHF post-FY'24.

Affordable Housing Funds are also more successful when paired with additional state matching funds that mirror the housing needs at the local level. Currently the state does not have a State Housing Trust Fund or a workforce housing fund for local developers to target as well.

Recommendation: Continue to consider direct resources for the Juneau Affordable Housing Fund and encourage matching opportunities for developers at the state and federal level.

Contents

Background

The City and Borough of Juneau (CBJ) created the Juneau Affordable Housing Fund (JAHF) to promote the creation of affordable housing in the Capital City. On July 19, 2010, the CBJ Assembly passed an ordinance that steered $400,000 into the JAHF to begin funding local projects that promote and provide affordable housing in Juneau.

In 2017, the CBJ Assembly recommended and CBJ voters approved $2 million of the 1% Special Sales Tax renewal funds to go into the JAHF over five years (FY19-FY23).

On _____, 2020 the CBJ Assembly allocated XXXX for use in Round One.

Program Goals and Objectives

The primary purpose for establishing the JAHF is to direct resources toward the creation of affordable (0% to 80% Area Median Income (AMI)) and workforce housing units (80% to 120% AMI) in the City and Borough of Juneau through the following activities:

- Funding capital costs of rental and ownership housing;
- Funding for capacity-building activities of non-profit housing developers;
- Funding supportive services for occupants of affordable housing; and
- Funding operating expenses of housing developments.

Availability of Funds & Funding Terms

The CBJ Assembly will determine the amount of funding available each year. JAHF funds will be made available for qualifying affordable and workforce housing projects that meet goals of the CBJ Housing Action Plan.

Funds will typically be made available in the form of grants for non-profit organizations and public housing authorities targeting households in the affordable housing range (0% to 80% AMI) and zero-interest loans for private developers that meet workforce housing (80% to 120%) affordability requirements.

- **Qualifying projects are eligible for grants and loans up to $50,000 per affordable or workforce housing unit created, or for other eligible uses on a similar per unit basis.**
- **For profit-developer projects utilizing JAHF funds for workforce housing must reserve at least 20% of units for tenants with gross incomes at 80% or less AMI for at least ten years or the life of the loan.**

The scope and nature of these projects may require deviation from these program guidelines that CBJ Housing staff will review with the City Manager on a case by case basis.

Eligibility

Eligible Applicants

- Nonprofit organizations
- Public housing authorities
- For-profit developers

Eligible Uses

- For acquisition, construction, rehabilitation or preservation of affordable housing located within the City and Borough of Juneau, including activities such as:
    - Pre-development project expenses, such as land surveys, site engineering, and permitting;
    - Purchase of developed real estate or land;
    - Fees for architects and other professionals;
    - Demolition to make way for affordable housing; and
    - Building materials and labor costs.

- Costs incurred by nonprofit organizations to develop or implement a specific affordable housing project. Examples include:
    - Capacity building such as training, legal and accounting costs;
    - Technical assistance such as development consultants; and
    - Project operating assistance following completion of construction or rehabilitation, such as utilities, support services staff, debt service, and rent subsidies.
- Operating Expenses for up to three years for existing and new housing developments in the promotion of affordable housing. Examples include project-specific assistance for:
    - Security deposit escrows; and
    - Operating costs, such as utilities, debt service, and rental subsidies.

- Self-sufficiency assistance such as job skills training, job search assistance, financial/housing counseling, substance abuse aid, mental health care, and childcare.

Priorities for the Juneau Affordable Housing Fund

The priorities of the JAHF match with the CBJ Housing Action Plan

1. ***Use of capital to develop housing units*****:** Funding for capital costs for acquisition, construction, rehabilitation, or preservation of affordable housing especially workforce housing, senior housing, and homeowner opportunities for young adults and families are preferred.

2. ***Long-Term Affordability****:* Units created using JAHF funds that include affordability covenants or that are permanently affordable are preferred.

Application Process

Applications for the JAHF will be posted online and made available when the Assembly determines funding availability each year. Prior to application release, potential applicants are encouraged to contact the CBJ Chief Housing Officer with questions about the program and how individual housing projects may utilize the funds.

Completed applications will be reviewed by a committee to include the Chief Housing Officer and representatives from CBJ Community Development, Lands & Resources Department, Public Works & Engineering, and Finance Department; and to include a public member with direct experience operating, developing, building, and financing affordable housing projects. The review committee will score projects based on the selection criteria and score sheet.

A tentative annual schedule for each funding round is as follows:

- **March:** CBJ Assembly to determine funding availability for next round.
- **July**: Press release and information on funding available
- **Mid-July:** JAHF guidelines and applications posted and available
- **Mid-August:** Housing project proposals due
- **Late- August:** Projects submitted to review committee for scoring
- **Early September:** Project ranking and staff analysis prepared for COW
- **Late September/October:** COW recommendation to Assembly for approval
- **October:** Staff to put in place grant/loan agreements with awardees.
- **Jan-March:** Staff report on Juneau Affordable Housing Fund to the COW to prepare for budget meetings and to provide guidance for next JAHF funding round.

All applications are ultimately approved by the CBJ Assembly in an open public process. Applicants should expect their submitted project plans, costs and other supporting documentation will be available to the public. The Assembly may impose or modify terms, conditions, and other provisions that clearly protect the public interest.

Selection Criteria

Projects considered to be ready or feasible will be evaluated with the following criteria:

1. **Team Experience:** (1)Demonstrated experience on projects of similar size and scope; (2) Established development and/or operating partnerships, including support services; (3) Qualified staff – Developer, Director, Property Manager, Supportive Services; and (4) Capacity to maintain/manage project.

2. **Population Targeting & JAHF Priority Targeting**: (1) Use of capital to develop housing units; and (2) Long-term or permanent affordability.

3. **Project Design and Characteristics**: **For Capital projects**: (1) Plans stamped by appropriate engineer or architect, or professionally qualified staff on the development team; (2) Energy Efficiency: JAHF projects should be energy-efficient and adhere to either the Alaska Building Energy Efficiency Standard (BEES) or HUD's Energy Star Home Standard. **For programs/operational projects**: (1) Comply with national guidance/best practice for target population. **For all projects**: (1) Accessibility Standards**:** Proposals must be comply with the federal Fair Housing Act (42U.S.C. 3601-3619) and the Americans with Disabilities Act of 1990.

4. **Feasibility:** (1) Ability to secure other financing needed to carry out project; (2) Operational feasibility/long-term financial viability; and (3) Reasonable and balanced budget with cost controls. The intention for JAHF funds is to assist projects that need gap financing and have a 100% chance of being successful. Site ownership, the percentage of total costs supported by other funding sources, and work schedule for the project will factor.

5. **Readiness to Proceed:** (1)Leveraging/percentage of total cost with commitments; (2) Site ownership; (3) Plans, environmental permitting, estimate complete; (4) Construction/Operation within following fiscal year

6. **Juneau Applicant Preference**: Locally owned project proposals will be weighed higher than other JAHF proposals.

Score Sheet: A sample of the score sheet used by the review committee is included as Appendix C.

Compliance and Monitoring

The CBJ, at any time, inspect and monitor the records and work of the proposed project as to performance and compliance with JAHF program rules and loan requirements. Project information, including rents and tenant income will be collected annually through the affordability period.

The CBJ City Manager may terminate any agreement in the event that awardees: 1) lose the ability to proceed with the project, 2) make material alterations, or 3) fail to comply with the project schedule.

Annual Report

An annual JAHF report will be presented to the CBJ Committee of the Whole in preparation for future funding rounds. The report will include:

- project progress reports;
- Details on funds disbursed, JAHF expenses, amount of leveraged funds acquired; and
- Guidance on funding availability for the following year.

Appendix A: Glossary of Terms

- **Affordable Housing -** The U.S. Department of Housing and Urban Development defines “Affordable” as housing costs no more than 30 percent of a household’s monthly income. This means rent and utilities in an apartment or the monthly mortgage payment and other housing expenses (utilities, home maintenance and repairs) for a homeowner should be less than 30 percent of monthly household income. Housing programs targeting households with income between 0% and 80% AMI are also considered “affordable” programs.
- **Area Median Income** HUD uses the median income for families to calculate income limits for eligibility in a variety of housing programs. HUD Income Limits by size of household are used by JAHF to determine level of affordability. See Appendix B.
- **Assumable soft debt –** Mortgages or loans that can be taken over by anther individual to maintain favorable interest rates or affordability.
- **Capacity-building** - Activities that increase the operating efficiencies of agencies or organizations that create more affordable housing, including organizational assistance, training, legal, and accounting costs – but specifically to support the housing project proposed.
- **Capital Funds** - Funding contributed for the development, acquisition, rehabilitation, or new construction of the physical structure.
- **Extremely Low-income households** - Households with incomes at the HUD 30% Limit. See Appendix B.
- **Gap Financing** - Loans or grants used for housing development projects that bridge the gap between available funding sources, usually a combination of raised capital and state or federal housing subsidies.
- **Local dedicated revenue source** - Affordable housing funds are most successful when securing a local dedicated revenue source; a source of public revenue directed at affordable housing activities.
- **Low-income households** - Households with incomes at the HUD 80% Limit. See Appendix B.
- **Non-profit Organization** - A corporation of foundation granted exemption from income taxation by the IRS.
- **Ownership housing** - Housing for which the sales price minus the sum of grants and deferred loans provided to the borrower results in a monthly payment which qualifies a low-income household for a mortgage loan under standard lender underwriting standards.
- **Recoverable Loans** - Loans provided for activities such as predevelopment costs. Loans are required to be paid back once long-term funding has been secured for the project.
- **Self-sufficiency Assistance** -Services that help residents become more productive and capable of independent living, such as job training, budget counseling, substance-abuse treatment, and childcare.
- **Unit** - A self-contained apartment with sanitation and kitchen facilities within the apartment or partial facilities in the unit and other shared facilities located on the same floor as the unit.
- **Very Low-income households** - Households with incomes at the HUD 50% Limit. See Appendix B.
- **Workforce housing:** Workforce housing is not a HUD recognized term and has a number of different meanings as used throughout the country. Workforce housing is used to target households with slightly higher incomes than those typically eligible for federal programs, for job classes deemed essential, or for housing built near job centers or certain locations. In the case of the Juneau Affordable Housing Fund, workforce housing is generally used to mean affordable housing to households between 80% and 120% of area median income – typically without attachment to other subsidy or rental assistance.
- **Zero-interest loans** - Zero interest loans are loans with full repayment of the principle is expected.

Appendix B: Income Limits and Maximum Affordable Rents

2019 Income Limits							
2018	Area Income	1 Person	2 People	3 People	4 People	5 People	6 People
80% AMI	$ 83,920.00	$ 40,280.00	$ 46,040.00	$ 51,800.00	$ 57,520.00	$ 62,160.00	$ 66,760.00
85% AMI	$ 89,165.00	$ 42,797.50	$ 48,917.50	$ 55,037.50	$ 61,115.00	$ 66,045.00	$ 70,932.50
90% AMI	$ 94,410.00	$ 45,315.00	$ 51,795.00	$ 58,275.00	$ 64,710.00	$ 69,930.00	$ 75,105.00
95% AMI	$ 99,655.00	$ 47,832.50	$ 54,672.50	$ 61,512.50	$ 68,305.00	$ 73,815.00	$ 79,277.50
100% AMI	**$ 104,900.00**	**$ 50,350.00**	**$ 57,550.00**	**$ 64,750.00**	**$ 71,900.00**	**$ 77,700.00**	**$ 83,450.00**
105% AMI	$ 110,145.00	$ 52,867.50	$ 60,427.50	$ 67,987.50	$ 75,495.00	$ 81,585.00	$ 87,622.50
110% AMI	$ 115,390.00	$ 55,385.00	$ 63,305.00	$ 71,225.00	$ 79,090.00	$ 85,470.00	$ 91,795.00
115% AMI	$ 120,635.00	$ 57,902.50	$ 66,182.50	$ 74,462.50	$ 82,685.00	$ 89,355.00	$ 95,967.50
120% AMI	$ 125,880.00	$ 60,420.00	$ 69,060.00	$ 77,700.00	$ 86,280.00	$ 93,240.00	$ 100,140.00

Source: https://sites.google.com/site/alaskamortgagelimits/hud-median-income-limits

2019 Maximum Affordable Rents						
	Studio	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom	5 Bedroom
30% AMI	$ 377.63	$ 404.63	$ 485.63	$ 561.00	$ 625.88	$ 690.56
50% AMI	$ 629.38	$ 674.38	$ 809.38	$ 935.00	$ 1,043.13	$ 1,150.94
80% AMI	$ 1,007.00	$ 1,079.00	$ 1,295.00	$ 1,496.00	$ 1,669.00	$ 1,841.50
85% AMI	$ 1,069.94	$ 1,146.44	$ 1,375.94	$ 1,589.50	$ 1,773.31	$ 1,956.59
90% AMI	$ 1,132.88	$ 1,213.88	$ 1,456.88	$ 1,683.00	$ 1,877.63	$ 2,071.69
95% AMI	$ 1,195.81	$ 1,281.31	$ 1,537.81	$ 1,776.50	$ 1,981.94	$ 2,186.78
100% AMI	**$ 1,258.75**	**$ 1,348.75**	**$ 1,618.75**	**$ 1,870.00**	**$ 2,086.25**	**$ 2,301.88**
105% AMI	$ 1,321.69	$ 1,416.19	$ 1,699.69	$ 1,963.50	$ 2,190.56	$ 2,416.97
110% AMI	$ 1,384.63	$ 1,483.63	$ 1,780.63	$ 2,057.00	$ 2,294.88	$ 2,532.06
115% AMI	$ 1,447.56	$ 1,551.06	$ 1,861.56	$ 2,150.50	$ 2,399.19	$ 2,647.16
120% AMI	$ 1,510.50	$ 1,618.50	$ 1,942.50	$ 2,244.00	$ 2,503.50	$ 2,762.25

Appendix C: Score Sheet

Evaluation Criteria	Total Points	Outstanding (10 points)	Good (6 to 8points)	Marginal (3 or 4 points)	Unacceptable (0 points)	Subtotal
1. Team Experience • Demonstrated experience on projects of similar scope & nature • Established development and/or operating partnerships, including support services • Qualified staff – Developer, Director, Property Manager, Supportive Services • Capacity to maintain/manage project	15					
2. JAHF Priority and Population Targeting • Capital projects to develop housing • Long-term or permanent affordability	20					
3. Project Design and Characteristics For Capital projects: • Plans stamped by appropriate engineer or architect, or professionally qualified staff on the development team • Energy Efficiency (Alaska Building Energy Efficiency Standard or HUD's Energy Star Home Standard) • Accessibility (Comply with Fair Housing Act and the Americans with Disabilities Act) Operational Projects: comply with national guidance/best practice	20					
4. Feasibility • Ability to secure other financing needed to carry out project • Operational feasibility/long-term financial viability • Reasonable and balanced budget with cost controls	20					
5. Readiness to Proceed • Leveraging/percentage of total cost with commitments • Site ownership • Plans, environmental permitting, estimate complete • Construction/Operation within following fiscal year	20					
6. **Juneau Applicant Preference**	5					
Total	100					

Applicant:____________________________Evaluator:__________________________Date:

Application Checklist

Check all items that you have included with this application.
Note: The items identified as Borrower Information must be provided for each applicant. If separate entities will operate and own the real property, both must be applicants/co-borrowers.

- ❑ **Property information**
- ❑ Copies of deeds, permits, purchase agreement, lease, home inspection reports (now required for homeownership rehab or acquisition)
- ❑ Appraisal (as-is, as proposed if available)
- ❑ Location map /site description

- ❑ **Project Information**
- ❑ Market study, housing waiting list, etc.
- ❑ Evidence of local support for the project
- ❑ Green Building and Sustainable Housing Communities Criteria
- ❑ Preliminary design drawings, housing unit floor plans
- ❑ Project budget
  - ❑ Construction Budget/Bids
  - ❑ Property Operating Budget
  - ❑ Support Services Budget if applicable
- ❑ Copies of any commitment letters or loan documents from other lenders for this project
- ❑ Copies of any loan declination letters you have received for this project

- ❑ **Financing Information**
- ❑ JAHF Application for Funding, completed and signed
- ❑ Documentation of financing gap
  - ❑ Senior loan terms (loan documents/commitment letters)
  - ❑ Documentation of grants requested/received
  - ❑ Credit denial letters if any

- ❑ **Borrower Information. Provide the info below for any entity operating the project property and/or for any entity who will own the project property.**
- ❑ Borrower Financial Statements (balance sheet and current operating statements < 90 days old)
- ❑ Board resolution(s) authorizing the application, if required by your organization
- ❑ Resumes/Organizational History for Developer, Project Sponsor, Property Manager
- ❑ Articles of Incorporation & Bylaws (S & C Corps, including non-profits); Articles of Incorporation & Operating Agreement (LLC); Partnership Agreement (General & Limited Partnerships) for each borrower.
- ❑ Current List of Officers & Directors, General/Managing Partners, Authorized Members

Juneau Affordable Housing Fund

Application for Funding

1. APPLICANT IDENTIFICATION – for capital projects, the entity owning the property must be an applicant/co-borrower and sign below.

Copy and complete the information below for each applicant/co-borrower.

Legal Enity: ❑ Non-profit ❑ Public Housing Authority ❑ Ltd./Gen'l Partnership ❑ S/C Corp
❑ LLC ❑ Individual ❑ Other (Describe):

Applicant Name:

Mailing Address: Street/City/State/Zip

Phone:

Fax:

Contact Name/Title:

Email:

Applicant's Federal I.D. or Social Security Number:

Contact Person for Award Notification:

The Juneau Affordable Housing Fund (JAHF) is a program of the City and Borough of Juneau (CBJ). Approval of all grants and loans from the JAHF is a public process and loan files maintained by the CBJ are subject to open government policies and procedures observed by the CBJ. By signing and delivering this application to JAHF, I/we hereby WAIVE ANY RIGHTS TO OBJECT TO OR PREVENT THE DISCLOSURE TO THE PUBLIC OF THE FOLLOWING INFORMATION: Grantee's/Borrower's name; name and location of the project; grant or loan amount and terms; amounts and source of other financing; public purpose of the grant or loan; a description of the project including the number of units and number of units set aside for the public purpose.

I/we, am/are authorized to apply for financing from the City and Borough of Juneau Affordable Housing Fund on behalf of the applicant and certify that the information contained in this application is true and accurate.

Signature ____ Date _________________

Printed Name:
Title:
Applicant:

Juneau Affordable Housing Fund

2. PROJECT IDENTIFICATION. If multiple sites, provide information below for each site.

Copy and complete the information below for each site.

Project Name	
Project Address Street/City/Zip	
Property Complete Legal Description	
Site Size	
Current Site Zoning	

Type of project:

❑ Affordable, low-income, senior, or special needs housing

❑ Fair market workforce housing

❑ Other:

PROJECT DESCRIPTION

Brief description of the project and the gap financing that JAHF funds will be filling. Limit 250 words.

3. HOUSING UNITS & AFFORDABILITY

The project consists of _______ total housing units*, of which _______ will be funded through JAHF.

Of the JAHF funded units, how many will be affordable to the households:

Income Level	Total # of Units
Extremely Low Income (30% HUD Income Limits	
Very Low Income (31-50% HUD Income Limits)	
Low Income (51%-80% HUD Income Limits)	
Workforce Housing (80%-120% HUD Income Limits)	

See Appendix B of Juneau Affordable Housing Fund Program Description and Application Guidelines or go to http://www.huduser.org/portal/datasets/il/il12/index.html

Juneau Affordable Housing Fund

Population to be served:
Affordable Housing: ❑ Single adults ❑ Families with minor children ❑ Chronic homeless ❑ Seniors
❑ Assisted Living ❑Veterans ❑ Special needs (describe)
❑ Workforce Housing
❑ Other (describe)

Number of years units will be committed to serving the population above:
❑ 15 years (minimum) ❑ 20 years ❑ 30 years ❑ Other (describe)

Unit Type	Total # of Units	Unit Size (Sq. Ft.)	Total Unit Area: Garage + Unit Size	# ≤ 30% HUD Income Limit	# ≤ 50% HUD Income Limit	# ≤ 80% HUD Income Limit	Market Rate Units
SRO							
Efficiencies							
1 Bedroom							
2 Bedroom							
3 Bedroom							
4 Bedroom							
5 Bedroom							
Total Units							

Total Residential Square Footage:

Manager's Unit included? ❑ Yes ❑ No If Yes, describe:

DEVELOPMENT DESIGN	# Units	# Buildings
Detached Single Family		
Townhouse		
2-, 3-, 4-plex		
Multi-Family		
Scattered Sites		
# Scattered Sites		

OTHER AMENITIES:
❑ Units contain Washer/Dryer Appliances ❑ Units contain Washer/Dryer hook-ups only
❑ Common Laundry with: # washers and # dryers.
❑ Covered parking spaces: # ❑ Uncovered parking spaces: #
❑ Other amenities (describe)

FOR RENTAL PROJECTS ONLY

List Rental Rates for each type of unit

Unit Type	Rental Rate @ ≤ 30% HUD Income Limit	Rental Rate @ ≤ 50% HUD Income Limit	Rental Rate @ ≤ 80% HUD Income Limit	Market Rate Rental Rate
SRO				
Efficiencies				
1 Bedroom				
2 Bedroom				
3 Bedroom				
4 Bedroom				
5 Bedroom				
Total Units				

Describe the process you will use to set and adjust rents.

FOR HOMEOWNERSHIP PROJECTS ONLY

List proposed sales price of all homes in project. Indicate if the project will include affordability covenants, e.g. community land trust.

Unit Type	JAHF Financed Units	Financed by Other Affordable Housing Lenders	Market Price Units
1 Bedroom			
2 Bedroom			
3 Bedroom			
4+ Bedroom			
Total Units			

4 PROJECT COSTS AND RESOURCES

4a. USES OF FUNDS

Purpose	Sections Required if funding requested for these purposes	Amount
Acquisition, Construction, Rehabilitation	5a, 6, 7	$
Pre-Development Costs	5b	$
Operating Assistance (max one year)	5c	$
Capacity Building	5d	$
Self-Sufficiency/Support Services (max one year)	5e	$
Project Total		**$**
Less Cash provided by owner or borrower	4b	$
Less Other Financing	4b	$
JAHF grant or loan requested		**$**

4b. TOTAL PROJECT FUNDS

Funder	Specify Agency/ Program/Investor Name	Amount Committed or Received[1]	Amount Requested[2]	Date of Application	Anticipated Approval Date
Alaska Housing Finance Corporation	HOME				
	LIHTC				
	SNHG				
	Other:				
Other Alaska State Govt.					
Federal Govt.					
Local Govt. (not JAHF)					
Subsidies					
Bank Loan					
Private Loan					
Private Grant					

1 Please attach documentation verifying non-JAHF funds including the interest rate, repayment period, and other terms governing committed or received funds.

2 Please list amounts applied for which are pending approval here. Do not show any requests which have been declined or any unfunded portion of an application which was committed for less than the amount requested.

Funder	Specify Agency/ Program/Investor Name	Amount Committed or Received[1]	Amount Requested[2]	Date of Application	Anticipated Approval Date
Private Investor					
Applicant's Funds					
Other					
	Totals	**$**	**$**		

Total non-JAHF funds committed and requested above: + ______________________________

Total JAHF loan requested from 4a above + ______________________________

Total project funding from all sources. Total project cost must match total project funding in 4a. Above. = ______________________________

Reminder:

- Qualifying projects are eligible for grants and loans up to $50,000 per affordable or workforce housing unit created, or for other eligible uses on a similar per unit basis.
- For profit-developer projects utilizing JAHF funds for workforce housing must reserve at least 20% of units for tenants with gross incomes at 80% or less AMI for at least ten years or the life of the loan.

Your loan may be approved for an amount less than requested.

5. DETAILED USE OF FUNDS

For section 5, applicants only need to complete the sub-section(s) for which funding is being requested. (See 4a. above) The total JAHF funds requested and the total of funds provided by others should match the total in Section 4a and 4b.

5a. CAPITAL COSTS. Please include below the total project cost for each type of capital cost (Acquisition, New Construction, or Rehabilitation) regardless of funding source.

Capital Costs	Acquisition	Construction	Rehabilitation	Admin/Overhead
Land				
Residential structures				
Nonresidential structures				
On Site improvements				
Off Site improvements				
Remove, Refinance Liens/ Encumbrances				
General requirements				
Contractor Fees				
*Developer's Fee				
Architect Fee				
Design				
Supervision				
Legal Fees				
Packaging/Processing				
Other (describe)				
Other (describe)				
			Total Capital Costs	$

General requirements: % of 5a Total	
Builder's General Overhead: % o5a Total	
Builder's Profit: % of 5a Total	

PROJECT COST PER UNIT $____________

*The amount and use of developer's fee will be relevant to the evaluation of the application.

5b. PREDEVELOPMENT COSTS (list cost of each item below)

Predevelopment Costs	JAHF Funds	Other Funds	Total Cost
Architect Fee			
Design			
Supervision			
Legal Fees			
Packaging/Processing			
Surveys and Soil Borings			
Appraisal			
Environmental Study			
Market Study			
Other (describe)			
Other (describe)			
		Total Predevelopment Costs	$

5c. OPERATING ASSISTANCE request for one (1) year

Operating Costs (Annual)	JAHF Funds	Other Funds	Total Cost
Salaries – Office & Admin			
Advertising and Marketing Management Fees			
Accounting Services and Fees			
Auditing Expenses (project only)			
Insurance			
Legal Expenses (project only)			
Office Supplies, Postage, etc.			
Permits, Licenses and Misc. Taxes			
Telephone and Answering Services			
Other			
Other			
ADMINISTRATIVE Subtotal(A)			
Salaries – Maintenance & Janitorial			
Exterminating			
Costs associated with lead-paint reduction			
Electrical Repairs & Supplies			
Garbage and Trash Removal			
Grounds Maintenance Contract and Supplies			
Heating & Air Conditioning Maintenance			
Janitorial Supplies			
Painting			
Plumbing Repairs & Supplies			
Rental Equipment/Small Tools			

Operating Costs (Annual)	JAHF Funds	Other Funds	Total Cost
Roof Repairs			
Other			
Other			
MAINTENANCE & REPAIRS Subtotal (B)			
UTILITIES PAID BY OWNER			
REAL ESTATE TAXES			
GROUND RENT			
RESERVE FOR REPLACEMENT			
Other (describe)			
Other (describe)			
Total Operating Costs (A+B+this subsection)			

Revenues Earned Year 1:

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Year 1
Unit Rentals					
Fees/Other					
Total					

5d. CAPACITY BUILDING COSTS must be directly related to the specific housing project covered by this application. General organizational development or broad-based client needs assessments will not be funded. Examples of capacity building include training for on-site property manager or maintenance staff, acquisition of software for facility management, website development for rental information, etc.

Purpose/Use of Funds (list)	JAHF Funds	Other Funds	Total Cost
Total Capacity Building Costs			

5e. SELF-SUFFICIENCY / SUPPORTIVE SERVICES

Enter funding amounts anticipated for salaries and other expenses related to providing the services offered to residents in the specific housing project named in this application:

Purpose/Use of Funds (list)	Y/N	JAHF Funds	Other Funds	Total Cost
Rental/Down Payment Assistance				
Job Skills Training				
Educational Courses				
Budget Counseling/Financial Literacy				
Substance Abuse Aid				
Mental Health Care				
Other Health Care				
Child Care				
Other Project-Specific Costs:				
Total				

The funding requested is for a ❑ new position ❑ current position

For services not to be provided by applicant, please list service(s) and service provider(s):

ALL APPLICANTS MUST COMPLETE SECTIONS 6 through 12

6. PROJECT READINESS AND SITE INFORMATION

How is control of the project property site established? ❑ Ownership ❑ Purchase Agreement
❑ Purchase Option ❑ Lease ❑ Other (describe)

If no site control exists, describe plans to acquire the project property:

Current property owner's name:

Is site properly zoned for your development?

- Attach evidence that the site is properly zoned for the proposed use or if a variance or exception is required, evidence that a request has been filed and a hearing date has been scheduled.

Does the project operator plan to own the property directly?

If property is to be owned by related entity, please provide name of entity and specify relationship (e.g., subsidiary corporation or partnership of which applicant is general partner)

Name of entity:
Relationship:

PLEASE NOTE: Entity proposed to own the property must be co-applicant and co-borrower for any JAHF Financing.

Are there liens or other encumbrances on the property that must be cleared by allocating funds to them? If so, be sure to list the cost of clearing liens in Section 5a. Describe any other factors below:

If yes, please describe amount due, date due, nature of obligation and cost of clearing title.

Have you obtained	Yes/No	If No, when will these be completed?
Blueprints[3]		
Zoning changes		
Building permits		
Utility hookups		
Environmental report		

3 Attach copies of unit floor plans

Have you obtained	Yes/No	If No, when will these be completed?
Commitments from service providers		

Will the project require any displacement of current occupants?

If yes, will you compensate or relocate those who are displaced?

Describe your proposed plan for relocation assistance:

Please attach copies of supporting documents – evidence of zoning, deeds, permits, leases, options, sales agreements, etc. Projects requesting assistance for homeownership (rehab or acquisition) must include a current Home Inspection Report.

7. PROJECT TIMELINE: Use anticipated or actual calendar dates. Be sure to include dates of initial closing, construction start and substantial completion.

Milestone	Anticipated completion date
Financial Commitment for funding sources	
Initial closing date	
Location survey complete	
Preliminary site plan complete	
Design, development and pricing	
Site plan approval	
Construction and bid documents	
Engineering plan approval	
Final pricing	
Building permit	
Construction contract executed	
Start construction	
Substantial completion	
Final completion/Certificate of Occupancy	

8. NEED FOR JAHF FUNDING[4]: Describe the specific need for JAHF funds for the proposed housing project, e.g. why is there a funding gap?

4 Attach corroborating information, such as: budget and financing information indicating gap in funding, appraisal, market study, waiting list, etc.

Please describe the need for the total project and the existing housing and economic conditions for the project. Explain how the number and type of units to be provided will address the need.

a) Has the applicant consulted the Juneau Housing Needs Assessment as a resource? If so, please describe the identified community need the project proposal is targeting.

b) Has the applicant conducted its' own needs assessment of market study? If so, please describe:

c) If the answer to b) is yes, please attach a copy of the results of the needs assessment.

d) Please describe any additional evidence available to substantiate the economic demand and need for the proposed project:

Limit 250 words.

9. SITE DESCRIPTION

Describe the area in which the project is located, including types and condition of housing nearby; availability of public transportation; location of schools, shopping and employment centers, information on crime and other information relevant to the site.

Limit 250 words.

10. COMMUNITY INVOLVEMENT[5]

Explain how long and in what manner the applicant has served the community/population for which the project is designed. Describe any support the proposed project has received from local political officials, community groups, potential project residents and residents who live near the project site.

Limit 250 words.

11. ORGANIZATIONAL CAPACITY[6]

1. Describe the objective, management structure and staffing of your organization.

5 Attach copies of any letters/evidence of local support for the project.

6 Attach applicant/co-applicant financial statements, organizational documents, partnership agreements, service provider agreements.

2. Explain your organization's experience and ability to implement and manage housing projects/ complex capital projects.

3. If applicable, summarize your prior experience in providing self-sufficiency services for the target population.

4. If a third party will be involved in management or service provision, describe its role.
   Limit 250 words.

Please Attach Resumes and/or organizational references for the Project Development Team Members below
❑ Developer ❑ Project Sponsor ❑ Property Manager

Project Development Team Members	Name and Organization	Telephone Number and Email
Developer		
Project Sponsor[7]		
Property Manager		
General Contractor		
Architect		
Structural Engineer		
Mechanical Engineer		
Electrical Engineer		
Attorney		
Consultant		
CPA/Tax Advisor		
Other:		

7 If Project Sponsor is other than Developer, provide three years' CPA Prepared financial statements, if available.

12. GREEN BUILDING AND SUSTAINABLE HOUSING[8]

Describe how this project addresses green building technologies and how your organization encourages sustainable development. Use criteria from Earthcraft, the National Association of Homebuilders Model Green Home Building Guidelines, U.S. Green Building Council (LEED) criteria or criteria from Green Communities Initiative of Enterprise Community Partners when submitting a response to this section.

Limit 250 words.

8 Attach documentation including checklists for criteria from any of the entities above.

Juneau Affordable Housing Fund Model

	REVENUE				EXPENSE					
Fiscal Year	***Legislative Grants***	***Sales Tax****	***Loan Repayments***	***Other Revenue***	***Grants***	***Loans***	***Programs***	***Ending Fund Balance***	***Fund Balance Target Range***	***Fund Balance Available for Projects***
FY18	17,000	-	6,578	281	(24,000)	(16,950)	-	732,200	300,000	432,200
FY19	-	400,000	9,800	300	(30,000)	(15,200)	-	1,097,200	300,000	797,200
FY20	-	400,000	50,000	100	(496,000)	(30,000)	-	1,021,300	1,021,300	-
FY21	-	400,000	30,000	100	(96,000)	(30,000)	-	1,325,400	800,000	525,400
FY22	-	400,000	30,000	100	(96,000)	(30,000)	-	1,629,500	300,000	1,329,500
FY23	-	400,000	30,000	100	(96,000)	(30,000)	-	1,933,600	300,000	1,633,600
FY24	-	-	30,000	100	-	(30,000)	-	1,933,700	300,000	1,633,700
FY25	-	-	30,000	100	-	(30,000)	-	1,933,800	300,000	1,633,800

Program Assumptions:	Y/N
xxxxx	0
xxxxx	0
xxxxx	0

Juneau Affordable Housing Fund - FY2020 Project List

Project Name	Agency/Org	Project Location	Funding Request	Total Project cost	Leveraging (%)	Units (80% AMI or below)	Workforce units (80-120% AMI)	Total Units	Target Population	Agency Type
New Housing Construction										
Subtotal										
Acquisition of housing										
Subtotal										
Rehabilitation of housing (already owned by agency)										
Subtotal										
Non-profit capacity-building, supportive services (rapid re-housing, rental assistance, etc.)										
Subtotal										
FY2020 Total										

Approved Award

Juneau Affordable Housing Fund

Fund Balance

Fiscal Year	Fund Balance
FY20	$1,020,300
FY21	$1,325,400
FY22	$1,629,500
FY23	$1,933,600

Tonight's Goals: Assembly to confirm details to activate the JAHF Program.

- Determine Funding Amount for Round One.
- Confirm Competition Timeline
- Confirm Review and Ranking Committee

Note: Funding for the CBJ Accessory Apartment Grant Incentive ($96K through FY23) and the CBJ Mobile Home Loan Down Payment Assistance Program ($100K revolving loan) are included.

CITY AND BOROUGH OF JUNEAU ALASKA'S CAPITAL CITY

Juneau Affordable Housing Fund

- On July 19, 2010, the CBJ Assembly passed Ordinance 2010-11(G)(b)that created the Juneau Affordable Housing Fund.

- **Primary Purpose** is to direct resources toward the creation of affordable and workforce housing units through the following activities:
  - **Funding capital costs** of rental and ownership housing;
  - Funding for capacity-building activities of non-profit housing developers;
  - Funding supportive services for occupants of affordable housing; and
  - Funding operating expenses of housing developments.

CITY AND BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

JAHF: Annual Competition for Funds

- **Eligible Applicants**: Non-profit developers, for-profit developers, and public housing authorities.
- **Eligible Uses**: *Complete list in the program guidelines*
- **Priorities**: Use of capital to develop housing units, and long-term affordability
- **Availability of Funds and Funding Terms**:
  - Assembly determines total funding available for each round.
  - Funds available as grants or loans up to $50,000 per unit.
  - For-profit developer projects utilizing JAHF funds for workforce housing are eligible for zero-interest loans and must reserve at least 20% of units for tenants with gross incomes at 80% or less AMI for at least ten years or the life of the loan.

CITY AND BOROUGH OF JUNEAU ALASKA'S CAPITAL CITY

JAHF: Competition Timeline

- **March:** CBJ Assembly to determine funding availability for next round.
- **July**: Press release and information on funding available
- **Mid-July:** JAHF guidelines and applications posted and available
- **Mid-August:** Housing project proposals due
- **Late- August:** Projects submitted to review committee for scoring
- **Early September:** Project ranking and staff analysis prepared for COW
- **Late September/October:** COW recommendation to Assembly for approval
- **October:** Staff to put in place grant/loan agreements with awardees.
- **Jan-March:** Staff report on Juneau Affordable Housing Fund to the COW to prepare for budget meetings and to provide guidance for next JAHF funding round.

CITY AND BOROUGH OF JUNEAU ALASKA'S CAPITAL CITY

City and Borough of Juneau
City & Borough Manager's Office
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-5240| Facsimile: 586-5385

DATE: February 26, 2020

TO: Deputy Mayor Gladziszewski and Assembly Committee of the Whole

FROM: Rorie Watt, City Manager

RE: Franklin Dock Proposed Floating Berth and Seawalk Negotiations

Two related actions are possible for the southern area of the waterfront around the privately owned Franklin Dock. They are:

1. The request to lease additional tidelands to the Franklin Dock to allow construction of a floating berth.
2. Negotiation for easements to allow extension of the waterfront seawalk.

My brief recommendations and comments are:

Should CBJ Lease Tidelands for a floating berth:

The Assembly should consider the potential effect of leasing tidelands to allow a floating berth. The public has not commented on the proposal yet (or had the opportunity). There will likely be public comments centered around the issues of passenger growth and the work of the VITF.

I will paraphrase the applicant's view as follows:

A floating berth does not represent an expansion of berthing capacity. The larger ships in the cruise industry have already tied up to the existing fixed pier and regardless of whether a floating berth is installed, the industry will continue to switch out larger ships for smaller ones (many larger ships are already under construction). A floating berth allows for much more efficient unloading and loading of passengers which will allow for greater time for shore side commerce (tours and shopping). A floating berth would facilitate additional shore power connections if the shore power infrastructure is installed (and if power is available). When used, interruptible shore power creates a cost savings on our local electricity bills. Franklin Dock is the only fixed pier dock in our port that is used by large cruise ships and is cumbersome for the current and projected fleet.

If forwarded to the Assembly, an Ordinance authorizing a lease will afford citizens the ability to publicly comment.

Seawalk:

Franklin Dock owns necessary tidelands for the extension of the seawalk to the National Guard Dock (small dock that was conveyed to the CBJ in 2006). Franklin Dock would like to exchange the value of tidelands that CBJ desires for use of the National Guard Dock. The details have not been worked out, it is a conceptual idea at this point.

Docks & Harbors has not found much interest in utilization of the National Guard Dock. It does, however, take boats of a size that do not fit in the harbor system. A major issue is that the Dock does not have supporting uplands and this fact diminishes its functional value. Secondly, the NGD comes with impractical access easements through Franklin Dock property. These impractical easements effectively carve up the private uplands and limit the development options of the property. Franklin Dock would like to remove as many of these problematic easements as possible.

The Assembly should conceptually consider the proposed exchange of land rights. Seawalk construction has advanced incrementally over the years, and in this scenario the seawalk would be extended, but would not reach the AJ Dock. My recommendation would be to attempt to extend the seawalk and support continued negotiations with Franklin Dock.

February 3, 2020

Mayor Beth Weldon
Members of the City and Borough of Juneau Assembly
155 South Seward Street
Juneau, Alaska 99801

Dear Members of the Assembly:

At the next Committee of the Whole (COW) meeting, there will be discussion of a proposed tidelands lease application for transfer of ownership from the State to the City and a concurrent tidelands lease application from Franklin Dock Enterprises (FDE) to the Harbor Board. Both applications involve some additional tidelands adjacent to existing CBJ and private tidelands surrounding the Franklin Dock.

FDE is seeking some additional tidelands needed to add a floating dock structure to its existing fixed dock. At the time the Franklin Dock was constructed in 1996 It became the third fixed cruise ship dock in Juneau, joining the two wood piling city docks. Today, there are four cruise ship docks of which Franklin remains the only fixed dock.

The purposes of the proposed project are threefold:

1. To increase the efficiency and safety of loading and unloading passengers at the dock. While we already have a full schedule of ships and can handle the largest of the ships, a floating structure allows people to get on and off the ship more easily, regardless of the tide levels without having to move the gangways 5 or 6 times a day.
2. To make the approach and departure from the dock safer for the ships as it would allow a shallower approach to the dock by bringing the dock face further out into the Channel, closer in alignment to the two city docks.

3. To allow ships to moor in either direction which could provide for increased use of our existing shore power system. Currently we can accommodate shore power on ships with port side connections but not starboard side connections. This floating berth would permit the use of a mobile shore power jib which would allow for both portside and starboard side connections.

The new proposed float would be 50 ft in width and 500 ft in length. It would be somewhat similar to the two new city floating berths, but would be positioned closer to the existing dock face to avoid having to drive all new mooring dolphins.

It would be designed for both passenger and vehicle access which would permit emergency vehicle access to the float.

The proposed dock would not increase the number of cruise ships coming to Juneau nor would it add an extra berth to our current port infrastructure. In 2019, Princess' largest ship, the Royal Princess docked successfully at Franklin Dock. A floating dock would simply mean quicker, safer and less expensive movement of passengers and would be particularly helpful to passengers with mobility challenges. It was for those same reasons that the city converted its fixed docks to floating berths.

FDE will not be requesting marine passenger fees to support the construction of the new float. It may, however, request marine passenger fees for the cost of expanding the existing shore power system to accommodate a greater number of ships.

The existing shore power system, which was the first in the world, was paid for over time, in part, by marine passenger fees.

At this point, we don't have an accurate cost estimate for the extension, but we doubt it would exceed $500,000.

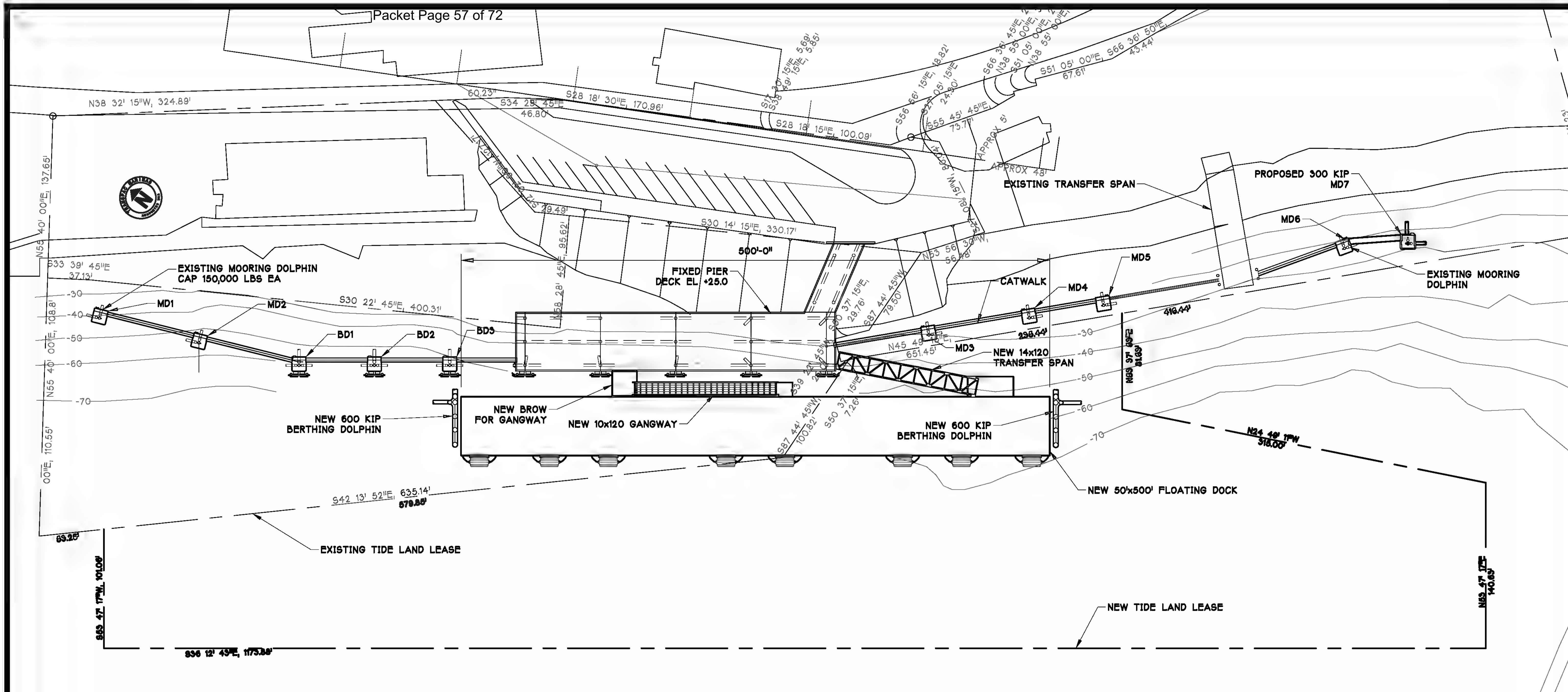
The reason for the request for concurrent consideration of the tidelands lease application is the time line for the project. We hope to start construction of the float in October of this year so it can be completed by May of 2021. The lead time to order materials and acquire permits requires that we know a tidelands lease with CBJ will be consummated sometime next month. A conditional approval from CBJ, subject only to transfer of the tidelands from ADNR to CBJ or permission for early entry pending transfer should be sufficient.

I will be at the COW meeting on February 10th if you have additional questions.

Thank you for your consideration.

Sincerely,

Reed Stoops
Franklin Dock Enterprises



12/31/2019

REV	BY	DATE	DESCRIPTION

AJD
TRANSPAC MARINAS
Turnagain Marine Construction

SOUTH FRANKLIN CRUISE DOCK
JUNEAU AK
SITE PLAN - OPTION B
50'x500' FLOAT

DATE: MAR 2019	JOB NO. 19_114_A	SHEET: 1B	OF	REVISED:
DRAWN BY: AJD	CHECKED BY:	APPROVED BY: DJJ		

CITY AND BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

REVISIONS

REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.

P N D
ENGINEERS, INC.
9360 Glacier Highway Ste 100
Juneau, Alaska 99801
Phone: 907-586-2093
Fax: 907-586-2099
www.pndengineers.com

DESIGN: CRS CHECKED: CRS
DRAWN: PJD APPROVED: CRS

SCALE: SCALE IN FEET 0 100 200 FT.

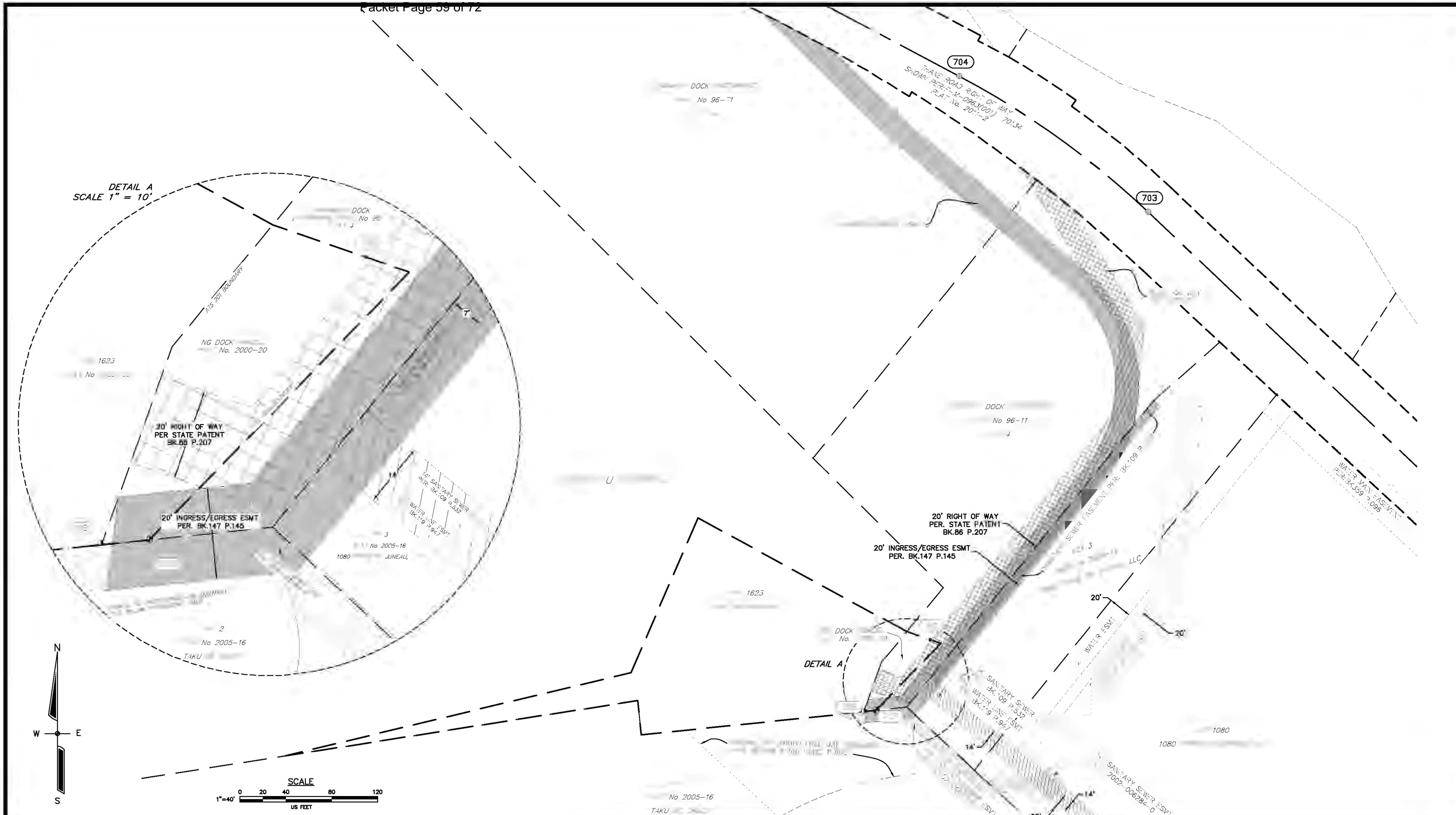
DATE: 8/7/19

SEAWALK DESIGN
FRANKLIN DOCK TO AJ DOCK

SHEET TITLE:
CONCEPT PLAN NO.1

1

PND PROJECT NO.:172110 C.A.N. NO.:AECC250



REV	DATE	DESCRIPTION

DATE:

1506 West 36th Avenue
Anchorage, Alaska 99503
Phone: 907.561.1011
www.pndengineers.com
AK. LIC# AECC250

PND ENGINEERS, INC.

PROJECT:
SEAWALK DESIGN SERVICES
FRANKLIN DOCK TO AJ DOCK

TITLE:
NGD PROPERTY
EASEMENT EXHIBIT

SCALE:	1" = 40'	FIELD BOOK:	N/A
DESIGNED BY:	IB	DATE:	2/20/2020
CHECKED BY:	DS	PROJECT NO:	172110.01

SHEET NO: 1 OF 1

City and Borough of Juneau
City & Borough Manager's Office
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-5240| Facsimile: 586-5385

TO: Deputy Mayor Gladziszewski and Assembly COW February 26, 2020

FROM: Rorie Watt, City Manager

RE: Archipelago Development....Parking Variance....Parking Code

On February 18th, we received the attached letter from Mr. Kuhar of the Morris group regarding their rejected request for a parking variance. As noted in the letter, the applicant has stated that they do not intend to appeal the decision.

By considering this issue before the 20 day appeal period is over, if the applicant reverses course and appeals, and the Assembly takes up the issue now, the Assembly likely may not be able to hear an appeal at a later date. As a practical matter, the applicant greatly desires that the Assembly take the parking code up as a possible code amendment. In their letter, they note that the timing of appeals is not at all favorable or helpful. Moreover, there is little to no sense that the Commission ruled improperly. The applicant, staff and the Commission recognize that CBJ code likely needs adjustment.

The fundamental question that the Assembly is being asked to consider is whether or not the parking requirements are appropriate and equitable. If the Assembly desires to change those requirements, then in accordance with 49.10.170 (d), the Planning Commission must advise the Assembly.

Parking issues are never easy - parking is land intensive and usually costly. In considering parking policy, the following issues have to be weighed:

A. Appropriate requirements for new development.

Over time, Assemblies have found that lesser parking requirements are necessary and appropriate for downtown developments. The attached PD-1 and PD-2 Parking Districts are zoning overlays that allow for 60% and 30% parking reduction (as compared to the borough wide requirements) because the desired model of development downtown was determined to be different than that of a residential neighborhood, or a commercial shopping retailer (examples include Mendenhall Valley neighborhoods, or grocery stores).

Even with these overlay reductions in place, at a later date the Assembly still found in 2006 that downtown development was still too difficult and authorized the Fee-In-Lieu District overlay. The FIL allows a developer to pay cash as an alternate to providing parking. When the Assembly adopted this code section, they did so partly because developers could not realistically develop without creative "solutions" like the shuttles to the rock dump that Mr. Kuhar mentions.

Even with both of these parking relaxations, there has been limited new development over the past 20 years.

B. Lack of historical requirements.

Numerous properties were developed without parking. The existing City Hall and the Front Street businesses are good examples. Both City Hall and Front Street rely upon public on-street parking, and public garage parking. Neither City Hall, nor Front Street, provide parking or contributed through a FIL measure (which was implemented after the facilities were constructed).

Other properties have developed by claiming existing parking. The SHI Soboleff center is a good example. When it was constructed, it satisfied the parking code by allocating space across the street Sealaska Building parking lot. Because of the applicant's ownership circumstances, the code requirement was minimally satisfied in a manner that did not create or fund new parking.

C. Development Goals.

In making parking decisions, the Assembly can steer development patterns. If provision of parking is important, require it. If greater pedestrian orientation is desired, then we should incentivize it.

There is a valid argument that the most appreciated portions of downtown were developed before there were parking requirements and that imposition of parking requirements has dis-incentivized that type of investment. That argument has to be balanced against a secondary argument – that downtown property receives valuable commerce and those owners should contribute to the greater parking good. And again, a counter balancing argument that downtown properties are valuable, pay large property tax and are hard to operate (because they don't control their parking and have places for useful things like garbage cans, fuel tanks, dedicated customer parking…).

There is no one right answer, this is a difficult issue and the Assembly has to balance competing interests.

Recommendations:

Parking is a weedy and difficult issue. CDD staff and the Planning Commission are the best part of the CBJ to work on possible changes.

1. Forward consideration of parking code amendments to the Planning Commission.
2. Direct CDD and Planning Commission to only work on the issue globally, for all of downtown, not specifically for Archipelago development.
3. Ask the Planning Commission to invite code amendment comments from the public.
4. Tonight or at a later date, consider providing some guidance to CDD or the Planning Commission.

Advisory Notes:

A. When the Assembly considers means to incentivize housing downtown, please be advised that a very likely and obvious recommendation will be to greatly reduce the parking requirement for housing (new or renovated), perhaps to zero.
B. The Morris group is anxious and wants to proceed with their development. I have counseled patience, the Assembly could ask CDD and the Planning Commission to prioritize this issue.

****

Planning Commission
49.10.170 - Duties.

(d) Development code amendments. The commission shall make recommendations to the assembly on all proposed amendments to this title, zonings and rezonings, indicating compliance with the provisions of this title and the comprehensive plan.

Morris Communications Company, LLC

P.O. BOX 936, AUGUSTA, GEORGIA 30913
(706) 823-3556

Robert J. Kuhar, AIA
Vice President of Property & Facilities

February 18, 2020

City and Borough of Juneau
Department: Borough Assembly
Attn: Beth Weldon, Mayor
155 S. Seward Street
Juneau, Alaska 99801

Re: Archipelago Property – Parking Variance

Dear Mayor Weldon,

Thank you for all that you and the Assembly do for the citizens of Juneau. The scope of issues that you tackle is broad and the complexity is great.

Morris wants to meet the city's waterfront goals while creating a development that raises the bar for downtown and is economically viable. With no blame cast at all, it has been a very frustrating process. Let me frame the events in a way that the Assembly probably has not had time to appreciate.

We began developing our project in 2017 in concert with Docks & Harbors staff. We agreed on purpose and goals (pedestrian oriented development, support of the growing cruise ship industry, space for incubator businesses) and agreed to purchase and sell exactly the property that each party needed. In furtherance of those goals, we made a number of concessions when Docks and Harbors needed to purchase more land than originally calculated. This compelled us to redesign our development and reduce the number of commercial buildings from 3 to 2.

Both parties knew that the CBJ development code around parking was an obstacle to the development that the Assembly and public appeared to want, particularly after exhaustive public comment. In the public planning process, not once did anyone propose that automobile parking would be compatible with the proposed plan.

Early on, we rejected a development option that would have placed surface parking on the waterfront. As conceptualized, a single row of cheaply-constructed storefronts on South Franklin could have had surface parking in the rear. We rejected the idea as we attempted to reach a higher goal, which eventually became the project that we proposed to the Planning Commission.

In the interests of time and moving the project forward, and following counsel with the Assembly, the City Manager pushed forward the minimum legal agreement necessary. We agreed, with the clear expectation that the City would continue to negotiate the necessary details for both parties to bring both projects to fruition. For us, that meant a trip to the Planning Commission.

Unfortunately, our development application resulted in a calculated "need" of 114 parking spaces or a fee-in-lieu charge that is estimated at nearly nine hundred thousand dollars. That kind of a charge breaks the financial viability of our project. We must evaluate the profitability of our development options to decide whether or not to proceed.

We are aware that retail competitors to our project have not had to pay this cost. They solved their regulatory parking obligations with small in-lieu fees or "phantom" remote parking lot/shuttle systems that were approved by the Planning Commission, but never implemented. The City has not addressed this disparity. Accordingly, we sought a variance to reduce the regulatory parking requirement to zero, essentially in conformance to our competition and precedence (which I won't rehash here, but is included in our application for reference). Additionally, Fee In Lieu has not equitably been applied to applicants in our opinion. City Staff recommended denial and the Board of Adjustment did in fact deny the request. However, there were comments by the Board members during the process that showed considerable interest in resolving our situation. There was discussion over ideas to grant relief but there was frustration among Planning Commission members over the inability to generate new "findings" to justify a decision that was different from what City Staff provided.

Due to construction delays on the site as Docks and Harbors moves forward with their portion of the development, we have made the decision to slide our opening until the 2022 season. In order to make the 2022 season, however, we must complete all private horizontal improvements (piling, utilities, foundation, etc.) by the end of this year. We need to order construction material in the next 45 days in order to ensure we stay on schedule. We cannot order materials until we have a permit in hand, which necessitates resolution of this burdensome parking requirement. Similarly, we will not appeal the denial of our variance request because that process would take too long, and even if successful, would delay us yet another year.

For clarity, we are still fully committed to this project, as well as future partnerships with CBJ to include a new museum for the city. Unfortunately, we find ourselves staring at a brick wall and request your assistance. We believe only the Assembly, acting in the best interests of the entire community, can resolve the situation in a timely manner to preserve this project.

In the spirit of finding solutions, please evaluate the following questions:

- Does the CBJ parking code incentivize the pedestrian oriented development that the extensive CBJ master planning process envisions?

- Has the parking code been implemented in a manner that is fair and equitable?

- What CBJ code modification could solve these problems in the near term for us, and in the long term for the entire community? A new PD designation? Relaxing the requirements in existing PD 1 and 2? An offsite option?

We ask that the city simply recognize the reality of infill, urban redevelopment and reduce the parking requirement in this sub-area to zero or as close to zero as can be managed, just as untold municipalities have done across the country.

We would love to develop our project as proposed, but a parking fee of this magnitude makes it impossible. Please prioritize resolution to this issue. We look forward to being of assistance.

Sincerely,

Robert J Kuhar, AIA

RK/mac

CC: Rorie Watt
William S. Morris III

Community Development
(907) 586-0715
PC_Comments@juneau.org
www.juneau.org/plancomm
155 S. Seward Street • Juneau, AK 99801

BOARD OF ADJUSTMENT
NOTICE OF DECISION

Date: February 6, 2020
File No.: VAR2019 0005

Tiland/Schmidt Architects, P.C.
3611 Southwest Hood Avenue, Suite 200
Portland, OR 97239

Proposal:	A Variance to reduce the parking requirement to zero in association with USE2019 0021, a proposed two (2) two-story commercial mixed-use development
Property Address:	365 S. Franklin St.
Legal Description:	Lot 1A Archipelago
Parcel Code No.:	1C070K830022
Hearing Date:	January 28, 2020 and February 4, 2020

The Board of Adjustment, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated January 22, 2020, and denied the non-administrative variance to reduce the off-street parking requirement to zero in association with USE2019 0021, a proposed two (2) two-story commercial mixed-use development. The Board of Adjustment amended Finding 2C as follows:

c. ***The grant of the variance is not detrimental to public health, safety, or welfare…***

No. Based on the preceding analysis, a grant of the variance for a zero parking requirement may be detrimental to the public health, safety, or welfare by pushing employees or customers of the development to park in surrounding neighborhoods.

Attachment: January 22, 2020 memorandum from Teri Camery, Community Development, to the CBJ

Board of Adjustment regarding VAR2019 0005.

This Notice of Decision does not authorize construction activity. Prior to starting any development project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Board of Adjustment. Appeals must be brought to the CBJ Assembly in accordance with CBJ 01.50.030. Appeals must be filed by 4:30 p.m. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ 01.50.030 (c). Any action by the applicant in reliance on the decision of the Board of Adjustment shall be at the risk that the decision may be reversed on appeal (CBJ 49.20.120).

Project Planner: ______________________
Teri Camery, Senior Planner
Community Development Department

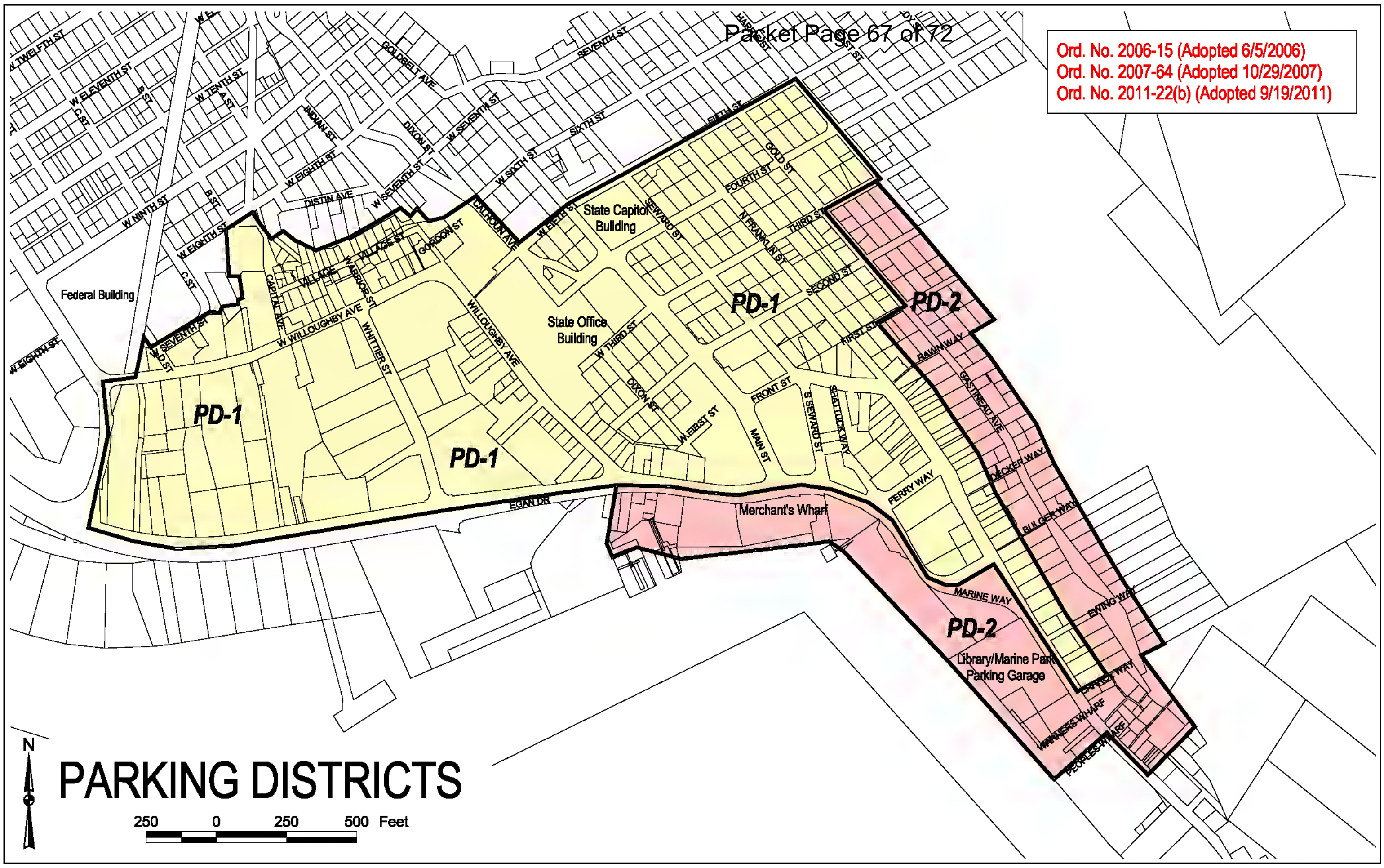
____
Michael LeVine, Chair
Planning Commission

____
Filed With Municipal Clerk

2/11/2020
Date

cc: Plan Review

NOTE: The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this development project. ADA regulations have access requirements above and beyond CBJ-adopted regulations. Owners and designers are responsible for compliance with ADA. Contact an ADA-trained architect or other ADA trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center (800) 949-4232, or fax (360) 438-3208.


Ord. No. 2006-15 (Adopted 6/5/2006)
Ord. No. 2007-64 (Adopted 10/29/2007)
Ord. No. 2011-22(b) (Adopted 9/19/2011)
PD-1
PD-1
PD-1
PD-2
PD-2
Federal Building
State Capitol Building
State Office Building
Merchant's Wharf
Library/Marine Park Parking Garage
W WILLOUGHBY AVE
WILLOUGHBY AVE
EGAN DR
MAIN ST
FRONT ST
FERRY WAY
MARINE WAY
GASTINEAU AVE
DECKER WAY
BULGER WAY
EWING WAY
FIRST ST
SECOND ST
THIRD ST
FOURTH ST
FIFTH ST
SIXTH ST
SEVENTH ST
N FRANKLIN ST
SEWARD ST
S SEWARD ST
GOLD ST
DIXON ST
W THIRD ST
W FIRST ST
WHITTIER ST
CAPITAL AVE
CALHOUN AVE
GORDON ST
VILLAGE ST
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W ELEVENTH ST
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INDIAN ST
GOLDBELT AVE
W SIXTH ST
W SEVENTH ST
N
PARKING DISTRICTS
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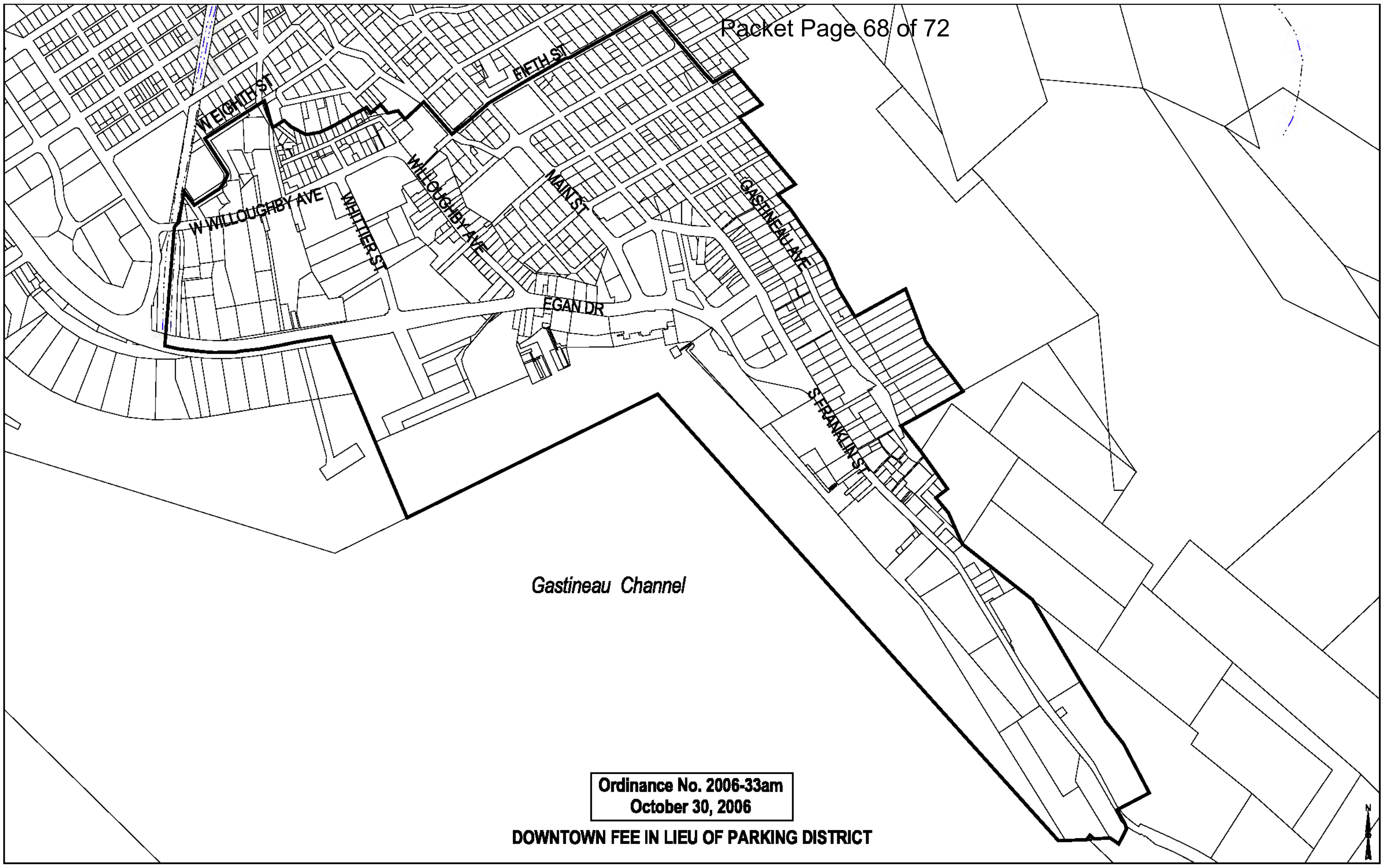
10/14/2011


W EIGHTH ST
FIFTH ST
W WILLOUGHBY AVE
WHITTIER ST
WILLOUGHBY AVE
MAIN ST
GASTINEAU AVE
EGAN DR
S FRANKLIN ST
Gastineau Channel
Ordinance No. 2006-33am
October 30, 2006
DOWNTOWN FEE IN LIEU OF PARKING DISTRICT

City and Borough of Juneau
City & Borough Manager's Office
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-5240| Facsimile: 586-5385

TO: Deputy Mayor Gladziszewski and Assembly COW February 26, 2020

FROM: Rorie Watt, City Manager

RE: Waterfront JDC Museum Concept Update, Potential Next Steps

The Assembly asked for an update on the proposed new waterfront museum concept. The link to the 12/6 COW packet for the initial proposal is here:

https://packet.cbjak.org/CoverSheet.aspx?ItemID=7706&MeetingID=1191

The Assembly expressed interest in the waterfront museum concept with some reservations on two topics. Some comments on those include:

A. Lifecycle Costs

Lifecycle costs would include operations and maintenance. As there is no facility plan, it is not feasible to perform that analysis at this time. However, the Assembly should generally expect that long term building renewal and replacement costs should be similar at either the current location or a new location. Best facility management practice indicates an annual average investment of around 2-3% of the value of the facility. Investment in the existing facility has lagged behind that practice. If a waterfront museum was developed at a cost of $8M, 2.5% annually computes to $200,000. Per CBJ codes, a new facility would be a high performing building and would be more efficient than the existing.

B. Location

Depending on purpose, different locations are more or less favorable. I recommended the waterfront location for several reasons as was detailed at the 12/6 meeting (economic self-sufficiency, activating waterfront with year round use, able to use passenger fees). Other locations could be equally good, but for different reasons. As an example, a location at the former Public Safety building site could be supported in support of an arts/culture campus that would build off of the State Museum, Centennial Hall and the JACC (or eventually a New JACC). But that location would unlikely be economically self-supporting.

Next Recommended Steps

If the Assembly wants to advance the waterfront museum concept, I recommend the following approach :

Public Comment through a City Project Review at the Planning Commission
Support Application for Grants (incl. Rasmuson)
Preparation of Business Plan to Properly Evaluate Self-Sufficiency
Request Comment from the Fund Advisors for the Capital Fund
Formalize Agreement with CLIA on use of PFs
Begin Community Fundraising through Friends of JDCM/Community Foundation
Provide Project Start-up Funding (consider conceptual budget, attached)

Conceptual Waterfront Museum Funding Goals

Planning Funds	50,000
Passenger Fees	3,000,000
Foundation Grants	500,000
Community Fundraising	500,000
Capital Fund Advisor Contribuiton	?
Corporate Donations	1,000,000
Assembly Fund Balance (Symbolic)	1,000,000
Preliminary Project Cost Estimate	$8,000,000

Notes:

1. Planning funds would be used for business case, development of operational budget.
2. Corporate support targets would include cruise ship, mining and power companies.
3. Fund Advisors have used their funds to acquire other properties for the Capital Campus.
4. Symbolic fund balance would indicate Assembly conceptual support, but would not be spent.

Goal is to develop funding so that Assembly can evaluate expenditure of local funds in comparison to pay back period. Current general fund suport = ~$425,000/year.

City and Borough of Juneau
City & Borough Manager's Office
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-5240| Facsimile: 586-5385

TO: Deputy Mayor Gladziszewski and Assembly COW February 26, 2020

FROM: Rorie Watt, City Manager

RE: Downtown Infrastructure Plan Concept, Connecting the Dots

There are a number of big picture ideas for the downtown area that could benefit from coordinated consideration. In my experience, the two most successful and enduring municipal facility planning processes are:

Long Range Waterfront Plan
Dimond Park Master Plan

Over the years, we have had other attempts to develop or locate facilities that have been less successful, but the planning processes are still instructive. Some interesting reports include:

Heery Report (for the siting of a new Capital facility)
Auke Village District Parking Facility Options

I have triggered discussions on two newer ideas (City Hall and Museum) and the State's potential disposal of the Telephone Hill properties widens the downtown development possibilities.

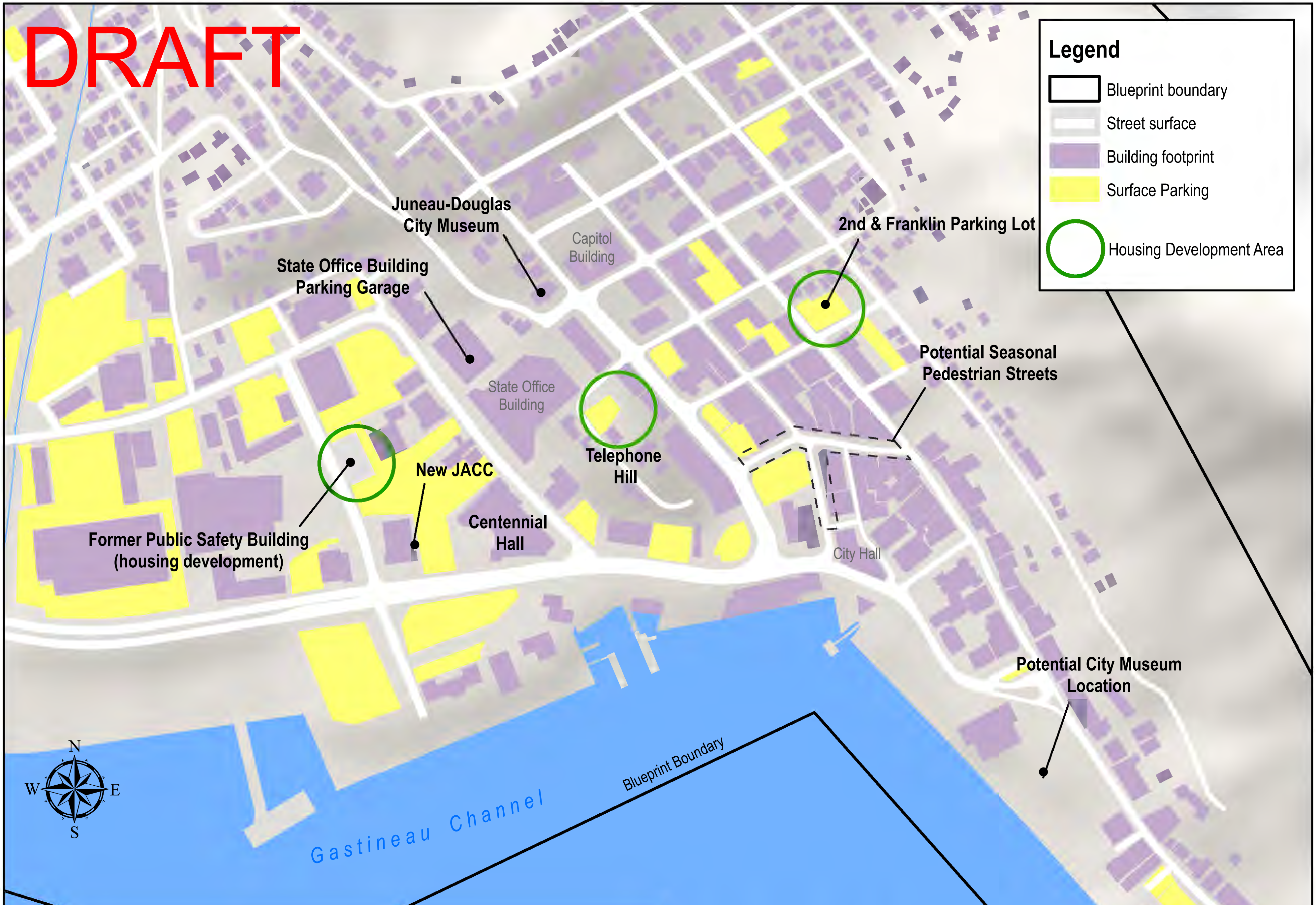
As part of the Blueprint (or perhaps Comp Plan process), it may be helpful to develop a downtown facility plan for major public facility and private sector investment. That plan could show/reserve/consider the proper locations for: Capital Facilities, Housing, Centennial Hall, New JACC, Parking, New City Hall, and a Waterfront City Museum.

I have included a parking facility on the list as surface parking is the single biggest user of land downtown and any progress made on housing will likely be at the expense of parking. While that list of projects may look large and expensive, over time many things can be accomplished. As the leading example, the Dimond Park plan started as dirt and a vision and through several decades of diligent effort we now have a wonderful collection of facilities. Proponents of adult and youth sports, indoor and outdoor recreation, education and the library came together to make and implement the plan over a twenty year period.

I recommend that the Assembly consider the idea of a broad facility plan where advocates can collectively support a unifying vision. That vision should include public and private investment. Some projects can move fast, some will be slow, some will be contingent on each other. The projects that are ready or lucky enough to experience opportunistic circumstances should go first.

Recommendation:
Consider discussing this idea at the joint meeting with the Planning Commission in early April or when the Assembly receives an update on the Blueprint planning process.

A conceptual draft map is included that could be a starting point of discussions.



Downtown Infrastructure Plan Reference Map