



ASSEMBLY LANDS HOUSING AND ECONOMIC DEVELOPMENT AGENDA

April 24, 2023 at 5:00 PM

Assembly Chambers/Zoom Webinar

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

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

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

C. ROLL CALL

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES - April 3rd, 2023 Draft Minutes

[1.](#) April 3, 2023 Draft Minutes

F. AGENDA TOPICS

[2.](#) ADUs: An Integral Part of the Juneau Housing Strategy

G. STAFF REPORTS

[3.](#) Housing Loans

[4.](#) Travel Juneau 3rd Quarter Update

[5.](#) Land Use Code Work Status Verbal Update

H. STANDING COMMITTEE TOPICS

[6.](#) Telephone Hill Updates

[7.](#) LHED Committee Goals

I. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

J. NEXT MEETING DATE - May 22, 2022

K. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org.



ASSEMBLY LANDS HOUSING AND ECONOMIC DEVELOPMENT MINUTES

April 03, 2023, at 5:00 PM

Assembly Chambers/Zoom Webinar

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

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

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

C. ROLL CALL

Members Present: Acting Chair Wade Bryson, Alicia Hughes-Skandijs, Christine Woll

Members Absent: Wáahlaal Gíidaak

Liaisons Present: Mandy Cole, PC

Liaisons Present: Chris Merti, PRAC; D&H liaison

Staff Present: Dan Bleidorn, Lands Manager; Roxie Duckworth, Lands & Resources Specialist; Jill Maclean, CDD Director; Michele Elfers, P&R Deputy Director

D. APPROVAL OF MINUTES - February 17, 2023, Draft Minutes – approved with change to correct a typo in Ms. Triem's first name.

E. APPROVAL OF AGENDA – approved as presented

F. AGENDA TOPICS - No Action Items

G. STAFF REPORTS

2. Telephone Hill Update

Mr. Bleidorn gave an update on this topic. Acting Chair Bryson asked when the property manager meeting is. Mr. Bleidorn replied that it is taking place on Tuesday, April 4, at 5:00 p.m.

Ms. Hughes-Skandijs asked about the upcoming meeting, is it with the community or just the neighborhood association. Mr. Bleidorn replied that this meeting is just with the city Lands office, the new property managers, and the just the residents of Telephone Hill.

3. 35 Mile Off Road Vehicle Park Update

Ms. Elfers gave an update on this topic. Acting Chair Bryson asked what the official title of this project is. Ms. Elfers replied that there isn't one right now. Acting Chair Bryson replied that this could be a great P&R activity to come up with the name of the off-road vehicle location.

Ms. Hughes-Skandijs thanked staff for their hard work on this project and is excited to see this move forward.

Acting Chair Bryson asked if this is on track to become a real thing or needs further help from the assembly. Ms. Elfers replied that it is on track right now, things are moving. We have a funding plan and are positive about getting a state grant. We do have a CIP request that you'll be seeing as part of the budget. We will hopefully continue to apply for more grant funding. That is the plan this fall, as long as we can keep finding funding, which we'll try hard to do, the project should be on track. We have an avid user group that is committed to helping and working with the city.

Ms. Woll asked about the assumption that if we receive state grants, where does that put us, what percentage of the trails would be built, or some percentage of the design. Where will we be by the end of 2024. Ms. Elfers replied that the plan that we've put out and are submitting for an army core of engineers' permit, is for about 5 miles of trails, a parking area, a mud pit area, and so on. The funding that is laid out here is about a million dollars a little bit less, but that's not enough money for 5 miles of trails. We don't have

an exact cost estimate and part of that is because we expect to see a lot of donations and a lot of volunteer labor. This first effort is that we applied for the grant to do a one-mile loop trail, basically a beginner loop trail, that can be accessed from other areas, and then we would build out from there. I think we have funding for that as well as a parking area, and maybe the mud pit and the cross-country area. I think this first year is going to be very telling in terms of the types of donations we get, and how far we can take the volunteer labor with trail mix, and then we'll really be able to build out a plan for the next stages.

4. Status Update on Land Use Code Revisions

Ms. Maclean gave an update on this topic. Ms. Hughes-Skandijs asked about the recommendations for avalanches that are now moderate and severe, with the most severe would be for landslides. Ms. Maclean confirmed that was correct.

Ms. Hughes-Skandijs asked about how the hazard mapping conversation went in terms of regulating. PC Cole replied that there was an administrative change afterward, with the edits for regulating both the severe avalanche and severe landslide, and the language for moderate in avalanches was added as something for us to consider in this next meeting. We had a good discussion about it, and there was some public input, maybe less than the first time around, but there was. My sense is that the committee is leaning toward more acceptance of risk as long as it's informed. What I mean by that is, we made the case for folks to be able to use their property, as we don't want to be in a situation where someone can't develop their property. We want to make sure that they're at least able to build their single-family home. We got into whether a single-family home could have an accessory apartment, and whether what the risk of that would be, if we wanted to avoid the risk all together, or if we wanted to assume some additional risk with informed consent to the renter, buyer, whoever that person is. I think part of what the committee is looking at is can we still have these properties be of value to the owners and to the community while balancing the fact that there's some risk for it. We had a nice discussion about where we are, and the PC will be somewhere on the risk spectrum and the assembly may not be. We're going to give you our best assessment of that question. I suspect just off the top of my head because this is the first time, I'm hearing about the moderate zone being added, I suspect there'll be a little push back on the committee about adding the moderate zone, and that we may end up trying to advocate for the for keeping severe, but we don't have all the information yet.

PC Cole was wondering what brought about the change or the suggestion of the moderate zone to be added. Ms. Maclean replied that it was a more careful review of the motion that the assembly sent out, and it was to direct staff to basically mirror the current ordinance for those zones. It was originally thought that we were only doing severe avalanche, and looking back, we opted to put it forth to the PC again that way and have them discuss it at the COW.

Ms. Maclean added that the Title 49 Committee will continue to look at Chapter 35, which is public and private infrastructure. She highlighted that one of the items that the committee is looking at changing, which has come up with a few of the Assembly members, is specifically the subdivisions on arterials. Right now, minor and major arterials, which are roads like Glacier Highway, Mendenhall Loop Road, and North Douglas Highway, regardless of your zoning district, if you want to subdivide on any of those roads you have to meet the D1 standard, which is 36,000 square feet. You could be in D3, where you only have a minimum lot size of 12,000 or D5, where you only have to have a minimum lot size of 7,000, but if you're on those roads, you have to have 36,000, and we're working with DOT and CBJ, the governing agencies of the rights-of-way. If they don't run into any issues with these, which so far, they have not, the committee is looking at this, among other things, to change this in Chapter 35. They'll meet again on April 20th, and I don't know yet what the intent is, if we're going to go all the way through that chapter, or maybe just push out a few that has agreement on. These are the quicker changes, hopefully. I keep calling them quick changes, and they don't quite work out that way, but at least quicker. This is impactful to quite a few property owners and helps us

with housing because they could subdivide the land and put more units out there. The stream ordinance was sent out of the PC at the last meeting, they recommended it to the assembly. There were changes so we are working on those, and we don't anticipate it, taking too long, but it is working its way right now, back-and-forth between CDD and Law Staff. We're hoping to have a final draft ordinance next month for the Assembly. I don't know if it will make your May meeting, but it should be wrapping up. The other item that I just wanted to touch on again is accessory apartments, which we're just going to switch up now and get with modern times and call them accessory dwelling units. I've taken over this ordinance, and I'm going to try very hard to get it wrapped up in April, so that I can bring something to the PC, maybe in May, or June. I'm not sure what level that will be at, because the Title 49 committee has seen most of that ordinance, the only newer thing that they wouldn't have seen is looking at the ADUs in the Industrial Zoning districts. I'm not sure if they're going to want that to go back through Title 49, or maybe started at COW, but we'll see where we get so that one should also be moving along. We're making progress just not quite as quickly as we had hoped.

H. STANDING COMMITTEE TOPICS

5. LHED Committee Goals – no updates

I. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

Ms. Woll asked about Douglas cemeteries and if that topic will come before this committee. Mr. Bleidorn commented that it has been discussed internally and with Ms. Hughes-Skandijs. This topic involves a lot of components, including quiet action titles for the properties and a lot that goes into this process. We would need to think about allocating those resources to move something like that forward. It is on my list of potential agenda topic items and as the Assembly would like to choose to move it forward, we can add it to the agenda as well.

J. NEXT MEETING DATE - April 24, 2023

K. ADJOURNMENT – 5:25 p.m.



(907) 586-0715
CDD_Admin@juneau.org
www.juneau.org/community-development
155 S. Seward Street • Juneau, AK 99801

MEMORANDUM

DATE: April 13, 2023

TO: Alicia Hughes-Skandijs, Chair and Members of the Lands Housing & Economic Development Committee

FROM: Joseph Meyers, Housing & Land Use Specialist

SUBJECT: **ADUs: An Integral Part of the Juneau Housing Strategy**

Background

Juneau began permitting accessory dwelling units (ADUs) in 2001, before many other communities were permitting such structures. The accessory apartment ordinance was updated in 2009 and 2015, and is currently under revision with a new, more applicable title: Accessory Dwelling Units Ordinance (ADUs).

ADUs are integral to quality housing in most communities and are particularly critical in Juneau where there exists a multi-faceted community of consumers (e.g. legislature, tourism, Coast Guard, traveling medical, university).

In order to support and encourage the development of ADUs, staff recommends updating the ADU ordinance and the Accessory Apartment Grant Program.

Staff anticipates presenting an overview of the ADU Ordinance to the LHEDC in May 2023. Proposed key updates include:

- ADUs: approved by the director via building permit regardless of lot size; do not require a public hearing before the Commission;
- ADUs: on lots equal to or greater than 150% the minimum lot size (minimum required for a duplex) may have an ADU up to 600 sq. ft. with up to one-bedroom;
- ADUs: on lots equal to or greater than 250% the minimum lot size may have two single-family dwellings each with its own ADU of up to 1,000 sq. ft. and up to two-bedrooms; and
- ADUs: permissible in the Industrial Zoning Districts

Accessory Apartment Grant Program

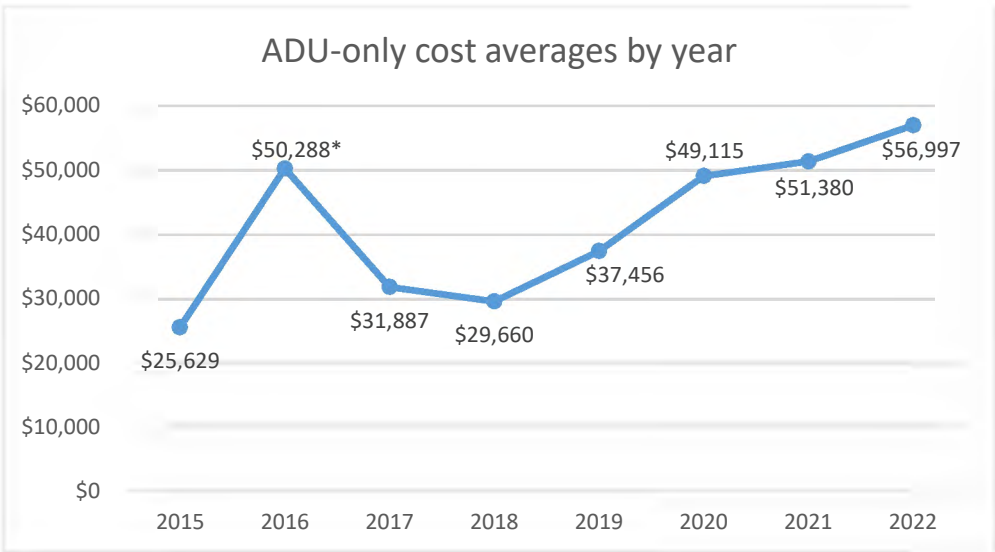
Since 2015, Community Development has administered the Accessory Apartment Grant (AAG) program. Details for the program including pilot program details, application, and general information can be found at <https://juneau.org/community-development/grants-aagpgp>.

The program awards sixteen (16) \$6,000 grants annually on a first-come-first-served basis as an incentive to develop ADUs in the community. The program was ahead of its time when established, and staff continues to receive inquiries on the process to create this program.

The Accessory Apartment Grant Program is set to expire in June 2023.

Current Grant Program Status

At the inception of the AAG Program, the grant amount of \$6,000 was a reasonable incentive to stimulate production of ADUs. Due to recent economic challenges related to inflation, \$6,000 does not go as far as it once did in producing the results needed to meet our program goals. As evidence to this, from 2015 to 2022 the average cost of an ADU has risen by nearly 45%. The initial grant of \$6,000 could cover around 23% of the total cost of an ADU in 2015, however in 2022 that percentage covers just under 11% of total cost. The graph below illustrates the average cost of constructing an ADU in Juneau through permitting data.



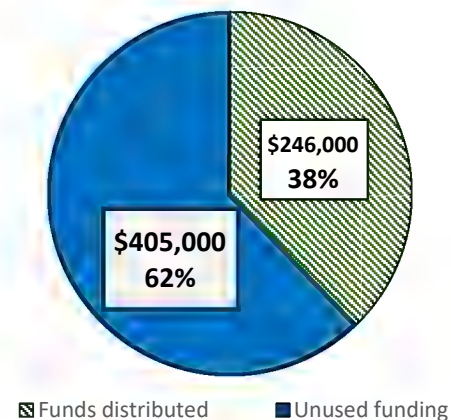
*data for 2016 is slightly skewed due to a single outlier within the 22 ADUs. The average cost for 2016 without this unit would average around \$36,000.

Since the program’s inception, 38% of the funding has been distributed. While funding has been distributed and ADUs built, the \$6,000 grant in many cases has not been a deciding factor in development of an ADU; rather a small bonus after the development decision has been made. Current cost estimates for an ADU average a minimum of around \$57,000, while at the onset of the program, the average cost was around \$26,000. The current grant is for \$6,000. It is reasonable to assume that more funds could be used by property owners if the grant was more in line with current day costs to construct.

Grant Fund Distribution by Year

Year	Grants issued	Amount available	Funds distributed	Unused funding	Percentage used
FY2016	1	\$77,000	\$6,000	-\$71,000.00	7.79%
FY2017	9	\$71,000	\$54,000	-\$17,000.00	76.06%
FY2018	4	\$96,000	\$24,000	-\$72,000.00	25.00%
FY2019	5	\$96,000	\$30,000	-\$66,000.00	31.25%
FY2020	10	\$96,000	\$60,000	-\$36,000.00	62.50%
FY2021	2	\$96,000	\$12,000	-\$84,000.00	12.50%
FY2022	6	\$96,000	\$36,000	-\$60,000.00	37.50%
FY2023	4	\$96,000	\$24,000	-\$72,000.00	25.00%
	41	\$653,000	\$246,000	-\$405,000	37.67%

AAG overall funding disposition



It should be noted that the COVID-19 pandemic may have had an impact on how much funding was able to be disbursed by CBJ. Five (5) grants were issued in the period between April 2020 (FY20 Q4) and ending in June 2021 (FY21 Q4), with three of the five financial quarters having disbursed zero grants.

Future “Accessory Dwelling Unit Grant” Program Options

Name change

Staff recommends that the name of the program should be changed in order to better align the program with upcoming code changes and the broader conversation around this type of development; both community-wide and nationwide. *Accessory dwelling unit* is the nomenclature used in an upcoming ordinance and is the predominant term used nationwide for this type of development by both public and private planning entities. Staff proposes changing the name of the Accessory Apartment Grant Program to the “Accessory Dwelling Unit Grant Program” or the “ADU Grant Program”.

Program changes

The Assembly will determine how the ADU Grant Program proceeds. Staff has reviewed the following recommendations to guide the decision-making process:

	Option 1 – Existing	Option 2 – \$13,500 grant	Option 3 – \$50,000 grant	Option 4– Discontinue
Grant Amount	\$6,000	\$13,500	\$50,000	
Number of grants	16	16	16	
Short-term Rental (STRs)	No STRs for 3 years	No STRs for 3 years	No STRs for 10 years	
Qualification parameters	Receive CO within 1 year of permit issuance	Receive CO within 1 year of permit issuance	Receive CO within 1 year of permit issuance	

Affordability	No requirement	No requirement	Affordability for 80% AMI for 10 years through a recorded covenant	
Distribution strategy	First come, first served	First come, first served	First come, first served	
Reporting	None currently; can add three-year annual reporting	Annual reporting requirement for three years	Annual reporting requirement for ten years	

Option 1 (\$6,000) and Option 2 (\$13,500)

The first option is status quo. The second option is largely the same as the existing program with a greater award amount and fewer grants. Option 2 would be administered the same as Option 1 with the same standards, and provide a larger incentive. The \$13,500 amount was chosen to cover the same approximate percentage of the cost of an ADU; proportional to the \$6,000 amount in the first program year. Increasing the number of grants with the higher award amount is a favorable option. Both of these options bar using the resulting unit as a short-term rental (STR) for three years.

Option 3 (\$50,000)

The third option is an overhaul of the existing program. This iteration will open up economic opportunity for residents that did not have the opportunity to participate in the previous program. This option is a more equitable way to provide both housing and economic development opportunities community-wide. Funds would be distributed on a first-come, first-served basis.

If more control is desired, a potential option could be to set aside a portion of awards for applicants within a certain income threshold or cap applicant income at 80% of AMI (area median income) and pinned to HUD income data. This grant program differs from the Juneau Affordable Housing Fund (JAHF) in that all awards are grants specifically to construct an ADU, and awards are only eligible to individual homeowners.

Option 4

The final option is to discontinue the ADU grant program. Discontinuing the ADU program is not a desirable option and is offered only to provide an overview of possible options. Staff does not recommend discontinuing this program.

RECOMMENDATION

Staff recommends that the LHEDC provide a motion of support for the continuation of the Accessory Dwelling Unit Grant Program (formerly the Accessory Apartment Grant Program) at \$50,000 per unit, STR not allowed for 10 years, and affordability for 80% AMI for 10 years through a recorded covenant.

Attachments

- Attachment A: Juneau Accessory Apartment Grant Program Application Packet
- Attachment B: 2022 HUD Income Limits for Juneau document
- Attachment C: Juneau Accessory Dwelling Unit Grant Program annual reporting document
- Attachment D: Glossary of Terms



Accessory Apartment Grant Program

Section F, Item 2.

The Accessory Apartment Incentive Grant program is intended to provide encouragement for homeowners to add an accessory apartment to their home. This incentive is a \$6,000 grant per new apartment created. Funding for this program is provided by the Juneau Affordable Housing Fund.

Preliminary Eligibility to Apply

- One grant per person
- One grant per property
- Applicant must be the property owner and at least 18 years of age.
- Outstanding Code Enforcement cases must **not** exist on the subject property.
- Only new accessory apartment units are eligible for this incentive program. Building permit must have been issued after the program launch date.
- Building permit and grant application must be compliant with Title 19, Title 49, CBJ Engineering Code, and incentive grant criteria.

Eligibility for Award

- Pass final inspection within one year of issuance of associated building permit.
- Receive a full Certificate of Occupancy within 1 year from date building permit was **issued**. A Temporary Certificate of Occupancy is insufficient.
- Have no outstanding or active code enforcement cases on subject property.
- Submit exterior and interior photo of new unit.
- Property taxes and assessments, including bonds, must be in good standing.
- Must agree not to rent the apartment as a short term rental for three years from receipt of Certificate of Occupancy

Application and Disbursement Process

Property owners shall complete an Accessory Apartment Incentive Grant application concurrently with a Building Permit application for an Accessory Apartment. Applications are accepted at the Community Development Department Permit Center on the 4th floor of the Marine View Building, located at 230 South Franklin Street. Staff will be available to provide assistance and answer any questions.

Availability of funding currently allows for 16 grant awards per fiscal year, from FY18 – FY22. Applications are received on a first come, first served basis. Grant application approval will be determined by the Community Development Department; approval is subject to meeting preliminary eligibility requirements. The first 16 eligible applicants will be awarded after meeting the final eligibility for award requirements. After the first 16 applications have been received, eligible applicants will be placed on a waitlist in the event more funding becomes available, or an applicant on the primary list fails to meet award eligibility requirements.

Grant proceeds will be disbursed after a full Certificate of Occupancy is issued by the CBJ Building Division, within the 1 year timeframe, and all other award eligibility requirements are met. Extension of grant deadlines will not be provided. Temporary Certificates of Occupancy are insufficient to receive an incentive grant award.

The applicant must agree not to rent the apartment as a short-term rental from issuance of the Certificate of Occupancy for three years, and a default would cause the property owner to owe the CBJ the grant award. A short-term rental means a dwelling unit, or portion of a dwelling unit, offered for overnight occupancy in exchange for a fee and that is available for rent for fewer than 30 consecutive days.

Final Inspections

Applicants are cautioned that the building inspection process often takes more time to complete than one may anticipate. Inspectors may have several inspections pending. Depending on the season, inspectors may be unable to respond rapidly to a request for an inspection. Please allow adequate time after inspections to make necessary corrections. **Final inspections should be scheduled at least 1 month in advance of the 1 year deadline.**

Income and Taxes

Applicant is solely responsible for any tax implications upon receiving this incentive grant.



CBJ ACCESSORY APARTMENT INCENTIVE PROGRAM APPLICATION

Section F, Item 2.

Owner information	
Name:	Mailing address:
Email:	Phone number:
Property & Permitting Information	
Property address:	Parcel Code Number:
Accessory apartment grant number (AAG):	Accessory apartment number (AAP):
Building Permit number (BLD):	Building Permit issue date:
Application expiration date:	Certificate of Occupancy issue date:

1. **Grants:** Grants are limited based on available funding. The CBJ is free to reduce or eliminate the funding for this program. Applicants do not vest any rights in this program.
2. **Certificate of Occupancy:** The CBJ intends to award \$6,000 grants to the first 16 eligible applicants who also receive a *full* Certificate of Occupancy within one year of issuance of associated building permit. A temporary Certificate of Occupancy is insufficient.
3. **Eligible applicant:** Only the property owner may apply and a person may not receive more than one grant. Only one grant per lot is permitted. This award is non-transferable; therefore, if there is a conveyance of property prior to awarding this grant, this application becomes null and void. The resulting apartment must not be rented as a short-term rental for three years from the receipt of the Certificate of Occupancy.
4. **Taxes and Assessments:** All taxes and assessments, including bonds, due to the CBJ at the time of issuance of a Certificate of Occupancy shall be in good standing prior to the award of this grant.
5. **Compliance:** All development on the subject property shall comply with all applicable laws, including CBJ Title 19, Title 49, and Engineering Code. This application is void if there is an outstanding code enforcement case or if the apartment development creates a code enforcement case before award of the grant.

Owner Signature:

This form and all documents associated with it are public record once submitted. For assistance filling out this form, contact the Permit Center at 586-0770.

Intake signature:	Date Received:

Form W-9
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

**Request for Taxpayer
Identification Number and Certification**

► Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give Form to the
requester. Do not
send to the IRS.**

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ► _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

6 City, state, and ZIP code

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

				-			-				
--	--	--	--	---	--	--	---	--	--	--	--

or

Employer identification number

--	--	--	--	--	--	--	--	--	--	--	--

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign
Here**

Signature of
U.S. person ►

Date ►

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Appendix B: 2022 Income Limits and Rental Limits

City and Borough of Juneau Income Limits for 2022 (effective 4/18/22)

4-person AMI \$120,900

	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
30% AMI	25,380	29,010	32,640	36,270	39,180	42,060	44,970	47,880
60% AMI	50,760	58,020	65,280	72,540	78,360	84,120	89,940	95,760
80% AMI	67,680	77,360	87,040	96,720	104,480	112,160	119,920	127,680
100% AMI	84,600	96,700	108,800	120,900	130,600	140,200	149,900	159,600
120% AMI	101,520	116,040	130,560	145,080	156,720	168,240	179,880	191,520

Source: HUD User Datasets:

https://www.huduser.gov/portal/pdrdatas_landing.html

City and Borough of Juneau Rental Limits for 2022 (effective 4/18/22)

Bedrooms (People)	Fair Market Rent	30% AMI	60% AMI	80%AMI	100% AMI	120% AMI
Efficiency (1.0)	958	634	1,269	1,692	2,115	2,538
1 Bedroom (2.0)	1,154	725	1,450	1,934	2,417	2,901
2 Bedrooms (3.0)	1,442	816	1,632	2,176	2,720	3,264
3 Bedrooms (4.0)	2,048	906	1,813	2,418	3,022	3,627
4 Bedrooms (5.0)	2,432	979	1,959	2,612	3,265	3,918
5 Bedrooms (6.0)	N/A	1,051	2,103	2,804	3,505	4,206

Source: HUD User Datasets: https://www.huduser.gov/portal/pdrdatas_landing.html

Juneau Affordable Housing Fund Unit Compliance Report

Development: _____
Location: _____
Loan ID: _____
Date prepared: _____
Workforce Housing Units #: _____
Initial AMI set at closing: _____
Current approved AMI: _____

[illegible]

Attachment D: Glossary of Terms

AAG: Accessory apartment grant program

ADU: accessory dwelling unit

AMI/Area median income: the midpoint of a specific area's income distribution that is calculated on an annual basis by the Department of Housing and Urban Development (HUD)

CO: Certificate of Occupancy; a certificate of occupancy is a legal document that proves a structure, such as a house or office building, is safe to inhabit.

HUD: Department of Housing and Urban Development

JAHF: Juneau Affordable Housing Fund

STR: Short-term rentals: A short term rental means a dwelling unit, or portion of a dwelling unit, offered for overnight occupancy in exchange for a fee and that is available for rent for fewer than 30 consecutive days

ADUs: An Integral Part of the Juneau Housing Strategy

A brief overview of the Accessory Apartment Grant program and proposed updates

Accessory Dwelling Unit (ADU) History in Juneau

2001: CBJ allows permitting of Accessory Dwelling Units (ADU's)

2009; 2015: ADU code updates

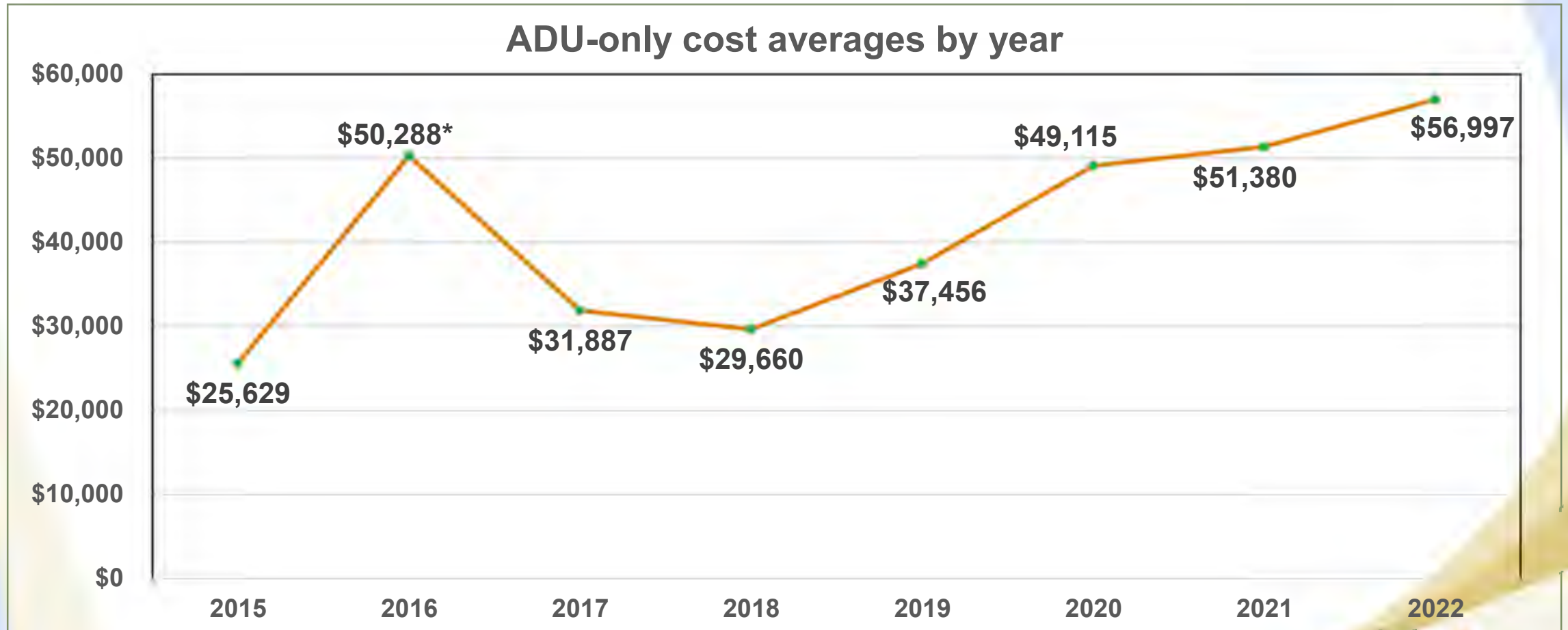
2015: Accessory Apartment Incentive Grant Program pilot launches

2018: 5-year Grant Program Extension Begins

2023: Grant Program Expires June 30; LHED Committee considers program future

2023: Update of ADU Code Expected in Summer/Fall

Accessory Apartment Development Cost Data



*data for 2016 is slightly skewed due to a single outlier within the 22 ADUs. The average cost for 2016 without this unit would average around \$36,000.

Current Grant Program Status

- ADU's are a critical element of Juneau's housing supply
- Since inception, 38% of the total program funding has been distributed for the creation of ADU's
- Average cost to construct an ADU today (~\$57k) has more than doubled since 2015 (~\$26k)
- COVID-19 impacts (2020-2022): The number of accessory apartment grants issued in first year of pandemic dropped to five and has yet to recover to pre-COVID levels

Future “Accessory Dwelling Unit Grant” Program Options

Section F, Item 2.

	Option 1 – Existing	Option 2 – \$13,500 grant	Option 3 – \$50,000 grant	Option 4– Discontinue
Grant Amount	\$6,000	\$13,500	\$50,000	
Number of grants	16	16	16	
Short-term Rental (STRs)	No STRs for 3 years	No STRs for 3 years	No STRs for 10 years	
Qualification parameters	Receive CO within 1 year of permit issuance	Receive CO within 1 year of permit issuance	Receive CO within 1 year of permit issuance	
Affordability	No requirement	No requirement	Affordability at 80% AMI for 10 years through a recorded covenant	
Distribution strategy	First come, first served	First come, first served	First come, first served	
Reporting	None currently; can add three-year annual reporting	Annual reporting requirement for three years	Annual reporting requirement for ten years	

Recommendation

Staff recommends that the LHEDC provide a motion of support for the continuation of the Accessory Dwelling Unit Grant Program (formerly the Accessory Apartment Grant Program) at \$50,000 per unit, STR not allowed for 10 years, and affordability for 80% AMI for 10 years through a recorded covenant

- Grants would be for \$50,000 per unit
- Participants would agree not to use the unit as a short-term rental (STR) for 10 years
- Rents would be kept affordable at 80% AMI for a 10-year period
- Agreement would be documented through a recorded covenant



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

TO: Chair Hughes-Skandijs, LHEDC
FROM: Rorie Watt, City Manager
RE: Housing Loans Revised Draft

DATE: April 21, 2023

Attached is a revised draft Ordinance for the Ridgeview Subdivision project that would authorize a loan of \$1.2M. This loan for a multi-family development would be the first of its kind for CBJ and it is intended that it serve as a template for future development loans. This Ordinance will be placed for introduction at the regularly scheduled Assembly meeting on May 8th.

Basic Terms of multi-family development loans:

- Loans of up to \$50K per multi-family unit created
- Amortization is calculated on a 25 year period, commencing within 6 months of occupancy
- Developer begins paying principal six months after obtaining occupancy permits
- Years 0-5, interest is 0%
- Years 5-10, interest is 2%
- At year 10 (after occupancy + 6 months), the loan must be paid off

Prior to execution of the loan, the developer must:

- Obtain a commitment from a financial institution for a loan not to exceed 75% Loan to Value
- Agree to reduce the bank loan by the amount of the CBJ loan
- Agree to provide real property (or other mechanism) as loan collateralization

CBJ would need to agree:

- CBJ funds are in second place, behind the bank funding.

Benefits of this approach:

- Funds are returned to CBJ within 15 years, can be reinvested.
- A \$10M investment by CBJ could result in 200 housing units
- CBJ's risk is mitigated by the 75% LTV requirement (the participation and analysis of the bank)
- Bank participation and project analysis provides risk mitigation to CBJ.
- CBJ principal is reduced monthly upon occupancy
- CBJ funds help free up private funds for other development activities.
- CBJ funds are less expensive than bank funds, but also have lower opportunity cost to the municipality as CBJ does not invest its portfolio aggressively.

Recommendation:

Forward this Ordinance for introduction.

Presented by: The Manager
Presented: 02/27/2023
Drafted by: Manager

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2022-06(b)(AK)(b)

An Ordinance Appropriating \$1,200,000 to the Manager for a Loan for the Ridgeview Subdivision Project; Funding Provided by the Affordable Housing Fund.

WHEREAS, during the 2022 Juneau Affordable Housing Fund solicitation, the City and Borough of Juneau received a proposal from a private development group for a construction loan of \$1,200,000 for 24 apartment units in a multifamily building configuration in the midtown area of Juneau near Juneau International Airport; and

WHEREAS, the scoring team (including a banker and a developer) supported a loan to the private development group with the condition that the loan was collateralized; and

WHEREAS, the developers, Rooftop Properties, LLC, and Glacier Heights, LLC, have proposed that the City and Borough accept real property as collateral for the loan, which property is all or a portion of the land with a street address of 7400 Glacier Highway, a legal description of USS 1568 TRB1, with a total size of 19.71 acres that is zoned D18; and

WHEREAS, prior to executing a loan agreement with CBJ, Rooftop Properties, LLC, and Glacier Heights, LLC, will have secured an appraisal of the Ridgeview Subdivision Project which indicates that project is financially feasible given the housing market situation in Juneau and the Southeast Alaska economy; and

1
2 WHEREAS, CBJ, Rooftop Properties, LLC, and Glacier Heights, LLC agree that the
3 maximum debt allowed between the private commercial loan and the CBJ loan will not exceed a
4 loan to value of 75% of the appraised value of the project; and

5 WHEREAS, given the high demand for housing and the potential benefits for the community
6 if the Ridgeview Subdivision Project is fully developed, the following appropriation terms and
7 conditions are in the best interest of the community.

8
9 BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

10 **Section 1. Classification.** This ordinance is a noncode ordinance.

11 **Section 2. Appropriation.** There is appropriated to the Manager the sum of
12 \$1,200,000 for a loan to the Ridgeview Subdivision Project.

13 **Section 3. Source of Funds.**

14 Juneau Affordable Housing Fund \$1,200,000

15 **Section 4. Loan Purpose and Terms.** The Manager is authorized to negotiate a loan
16 contract with Rooftop Properties, LLC, and Glacier Heights, LLC, with the following essential
17 terms, in addition to other reasonable contractual and financing provisions deemed necessary
18 by the Manager to protect the City and Borough:
19

20 **(a) Intent.** Housing, especially workforce housing in the midtown area of Juneau near Juneau
21 International Airport, is in high demand. The purpose of this loan is to provide capital in the
22 form of a construction loan, secured by a deed of trust, to help encourage and facilitate the
23 development of 24 housing units.

24 **(b) Borrower.** The Developer and Borrower are Rooftop Properties, LLC, and Glacier Heights,
25 LLC, represented by Garrett Johnson, who is a Manager of both these Limited Liability
Companies.

(c) Real Property (“Property”). This appropriation is for 24-unit apartment building on a portion of the following real property:

USS 1568 TRB1.

(d) Loan Amount. A construction loan of \$1,200,000 shall be made to Rooftop Properties, LLC, or Glacier Heights, LLC, in a single disbursement.

(e) Payment Term. Rooftop Properties, LLC, or Glacier Heights, LLC, shall pay CBJ monthly once repayment of the loan commences. Monthly payments shall begin the first business day of the first month that occurs 6 months after a final certificate of occupancy is obtained from the CBJ Building Official. The loan payments shall be calculated on a 25-year amortization schedule and the full amount of the loan shall be due after 10 years of payments (120 monthly payments).

(f) Interest Rate and Calculation. The loan authorized by the ordinance will be at zero *per cent* (0%) *per annum* for the first five years of the loan and two per cent (2%) *per annum* for the remaining five years of the loan. After ten years of payments, the loan shall be repaid in full.

(g) Security. In exchange for the City and Borough providing the loan, Rooftop Properties, LLC, and/or Glacier Heights, LLC, will agree and grant authority to the City and Borough to secure the loan with a deed of trust conveying the real property. Rooftop Properties, LLC, and/or Glacier Heights, LLC, and the City and Borough may renegotiate the terms of the property which provides security for the loan over the life of the loan. Rooftop Properties, LLC, and/or Glacier Heights, LLC further agrees to authorize the City and Borough to secure the loan with liens on any materials purchased with the loaned money; the City and Borough will release the materials liens either upon Rooftop Properties, LLC, and/or Glacier Heights,

1
2 LLC, completing repayment or upon the permanently installing the materials onto or into
3 the property.

4 **(h) Additional Loan Terms.** The Manager may add additional terms consistent with the
5 intent of this ordinance.

6 **Section 5. Effective Date.** This ordinance shall be effective 30 days after its adoption.

7 Adopted this _____ day of _____ 2023.
8

9
10 _____
Beth A. Weldon, Mayor

11 Attest:

12
13 _____
Elizabeth J. McEwen, Municipal Clerk
14
15
16
17
18
19
20
21
22
23
24
25

DATE: April 18, 2023

TO: Alicia Hughes-Skandijs, Chair
Dan Bleidorn, Staff
CBJ Lands, Housing, and Economic Development Committee

FROM: Liz Perry 
Travel Juneau

RE: Update to LHED for quarter ended 03/31/02023 (Rev)

Ms. Hughes-Skandijs and Mr. Bleidorn,

This memo outlines our marketing work over the 3rd quarter. Financial and metrics information through March are attached. Event & Group Sales Pipeline and Definite/Assisted Business are current as of today.

Event & Groups Sales is seeing an uptick in interest from meeting and event planners, and is now working into 2026. By the end of FY2023, Juneau will see 27 events with an estimated economic impact of \$9.3M secured by Travel Juneau. Centennial Hall renovations have impacted our work, but we have over \$17.9M of business currently secured or in the pipeline as leads. The attached report shows business currently in our pipeline. Heather Collins has joined the team as the Event & Group Sales Manager, taking over from Vicki Logan who retired in December. Ms. Collins and I are evaluating several trade shows which have been consistent sources of meeting leads.

Destination Marketing is finishing its trade show season, having participated at the following events:

During Q3, Destination Marketing attended Travel & Adventure Shows in both Chicago and New York, attended a travel advisor training in Detroit with other destinations and tour operators throughout the state, and met with 20 members of the international travel trade and media at GoWest Summit in Anchorage. After GoWest we invited 6 international travel advisors to join us in Juneau for 2 nights and we introduced them to our winter tourism scene. Other Destination Marketing highlights:

- Hosted travel advisor from Denmark, Hanne Toft
- Teamed with Eaglecrest, UnCruise Adventures and Alaska Powder Descents in hosting renowned ski photographer Tony Harrington for one week.
- Served as a panelist at the Heritage and Cultural Tourism Conference in Sitka
- Attending Cruise360 with two TJ partner businesses

Travel Juneau is happy to announce a co-branded campaign with Alaskan Brewing Company in conjunction with a product introduction to the Lower 48. The promotion will include a trip giveaway for 2024 and includes air fare, lodging, and a number of excursions provided by Travel Juneau partners. Both organizations anticipate that the campaign, running May-September, will be seen by approximately 3.9 million people.

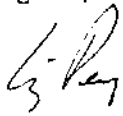
We continue our collaboration with Eaglecrest, hosting ski media and rolling out seasonal promotions aimed at skiers in the Pacific Northwest.

TravelJuneau.com saw over 62,000 users this quarter and had close to 160,000 page views. Since the beginning of the fiscal, the site has had nearly 178,000 users. Call and email volume is up as are requests for the visitor guide. More than 18,000 print guides have been distributed to visitors, media, and travel agents since January 1.

Travel Juneau will host the annual Travel Fair on Saturday, April 22, 2023 at the JACC. This is our free community event where partners offer locals discounts and giveaways; this year, Travel Juneau is collaborating with the JAHC and their open air market.

Thank you for your continued support of Travel Juneau's work on behalf of our community. Please contact me if you have questions or comments.

Regards,

A handwritten signature in black ink, appearing to read 'Liz Perry', with a stylized flourish at the end.

Liz Perry
President & CEO
Travel Juneau

DATE: April 4, 2023

TO: CBJ Grants Budget Analyst
Adrien Speegle

FROM: Liz Perry - Travel Juneau 

RE: FY23 Travel Juneau grant report – 3rd quarter

Dear Ms. Speegle,

Please accept this memo and attached documents as Travel Juneau's 3rd quarter Hotel Bed Tax and Marine Passenger Fee grants report. The attached report shows the performance metrics as set in the FY23 MOA. *This memo is also our request for the Q4 grant payment from both sources.*

Hotel Bed Tax Grant

Destination Marketing:

During Q3, Destination Marketing attended Travel & Adventure Shows in both Chicago and New York, attended a travel advisor training in Detroit with other destinations and tour operators throughout the state, and met with 20 members of the international travel trade and media at GoWest Summit in Anchorage. After GoWest we invited 6 international travel advisors to join us in Juneau for 2 nights and we introduced them to our winter tourism scene. Other Destination Marketing highlights:

- Hosted travel advisor from Denmark, Hanne Toft
- Teamed with Eaglecrest, UnCruise Adventures and Alaska Powder Descents in hosting renowned ski photographer Tony Harrington for one week.
- Upcoming participation as a panelist at the Heritage and Cultural Tourism Conference, attending Cruise360 with two TJ partner businesses, and participation at IPW in Florida.
- Collaborating with Alaskan Brewing Co. to launch a promotional campaign and trip giveaway in the Lower 48 alongside their opening new markets. The campaign is expected to reach close to 4M people.

Event & Group Sales:

Heather Collins has joined the team as the Event & Group Sales Manager (formerly Convention Sales). During the 3rd quarter, this department saw increased interest in Juneau as a meeting destination. There are currently 58 events valued at over \$17.8M in the pipeline through 2026. Travel Juneau is planning a familiarization trip (FAM) for a planner in May; the estimated economic impact of this meeting is \$458,000. Hotel occupancy was 48.5% in January and 53.3% in February. Centennial Hall renovations held back opportunities to bring groups in for fly-ins. Occupancy over the last 12 months was 67.9%, up 6.8% from the same period in 2022.

MPF Grant

Visitor Information Services:

The MPF grant continues to support two FTE positions. The Visitor Information Services staff will host volunteer trainings starting in April, has hired two seasonal staff, and is readying the visitor information centers downtown. VIS is also planning a welcome of our first ship on April 17. Call volume has risen over this quarter, and over 18,000 print guides have been distributed to potential visitors, travel agents, media, and trade show attendees.

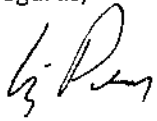
Crossing Guard Program:

Goldbelt Security is actively recruiting and training staff for the program. They have indicated that hiring is more successful this year.

We invite the public to attend the annual Travel Fair on Saturday, April 22, at the JACC. This is a free community event where attendees can take advantage of specials offered through Travel Juneau partners.

Please let me know if you need additional information.

Regards,

A handwritten signature in black ink, appearing to read 'Liz Perry'.

Liz Perry
President & CEO
Travel Juneau



Travel Juneau MOA Quarterly Performance Metrics Q3 FY23

A. Number of YTD of the following persons visiting Juneau:

	Goal	YTD Actuals
Meeting planners participating in Travel Juneau-sponsored FAMs	2	0
Number of organizations who have sent one or more persons to scout and assess Juneau's suitability as a destination for their events or conventions	2	0
Tour and cruise operators participating in Travel Juneau-sponsored FAMs	3	0
Number of travel writers & influencers meeting with Travel Juneau staff while on visits to Juneau or participating in Travel Juneau-sponsored FAMs	4	9
Monthly hotel/overnight accommodation occupancy	Ave 65% for the fiscal	67.9%*

*Running 12 months; does not include March 2023

FAMS for planners and many tour operators/agents typically takes place in the last 2 quarters of the fiscal year.

B. Number YTD of trade shows attended by Travel Juneau's staff and number of resulting as follows:

	Goal	YTD Actuals
International trade shows and number of resulting DM leads	1	2 Conferences 50 leads
Travel agent and tour operator appointments held	12	7

Domestic trade shows and number of resulting leads for DM and CS	4 shows, 3 qualified leads each	4 shows, 28 media leads 338 Travel Trade leads for DM
--	---------------------------------	--

C. Travel Juneau's website statistics

	Goal	YTD Actuals
Users to traveljuneau.com	170,000	174,819
The average session duration	2:43	2:06
Number of requests for Juneau visitor information (through VIS)	30,000	18,072*

*Total requests for the print guide; number is driven by website visits and other means

D. YTD social media engagement across all platforms

	Goal	YTD Actuals
Facebook	56,000	50,000
Instagram	9,500	11,014
YouTube	600	529
Twitter	3,800	3,655
TikTok	500	477

E. YTD media reach and Advertising Equivalency (earned media)

	Goal	YTD Actuals
Media Reach	1.5B	482.5M
Advertising equivalency	\$15M	\$12M

- F. Confirmed bookings and estimated economic impact (EEI) for all meetings, conventions, conferences, and similar events secured through Travel Juneau marketing efforts for FY23 and each of the next three fiscal years – **See attached PDF of Definites & Assists.**
- G. All pending and confirmed Travel Juneau-secured business in the pipeline and the total pending and confirmed EEI – **See attached PDF Pipeline report.**



Prepared On: 04/18/2023
Prepared By: Liz Perry

DEFINITE OR ASSISTED BUSINESS MEETING THIS FY

MEETINGS THIS FISCAL YEAR

Organization	Meeting	Status	Arrival	Departure	Event Days	EEI	RA	SA	Requested Room Nights	Requested Rooms	Source Code	Meeting Location
Krewe of Europa	2022 Krewe of Europa July 4th	Definite	07/01/2022	07/06/2022	6	\$65,952.00	12	24	6	72	Direct Inquiry	
The Ironman Group	2022 Ironman Triathlon Race	Definite	08/03/2022	08/08/2022	10	\$4,122,000.00	1000	1500	10	5550	Direct Inquiry	Centennial Hall
Sealaska Heritage Institute	2022 Through the Cultural Lens - Teacher Orientation	Assist	08/11/2022	08/13/2022	3	\$549,600.00	20	400	3	50	TJ Archive/Return Business	Elizabeth Peratrovich Hall
Juneau Douglas High School 50th Class Reunion	50th Reunion JDHS Class of 1972	Definite	08/16/2022	08/19/2022	4	\$183,200.00	30	100	4	120	Direct Inquiry	Yacht Club
AK Society of Civil Engineers	2022 Salmon Creek Dam Honor Ceremony	Assist	09/09/2022	09/10/2022	2	\$22,900.00	20	25	2	20	Local Champion - Bid	
Pioneers of AK	2022 Pioneers of AK Grand Igloo Convention	Definite	09/21/2022	09/24/2022	6	\$293,120.00	120	160	6	405	Local Champion - Bid	Centennial Hall
Glacier Valley Baptist Church	2022 Glacier Valley Baptist Church Conference	Assist	09/25/2022	09/27/2022	3	\$82,440.00	40	60	3	85	Direct Inquiry	
AK Cabaret, Hotel, Restaurant and Retailers Assn	2022 AK CHARR Convention	Definite	10/03/2022	10/06/2022	4	\$238,160.00	100	130	4	400	TJ Bid Prospect	
Juneau School District	2022 AK STEAM Teacher Conference	Definite	10/13/2022	10/15/2022	3	\$274,800.00	100	200	3	250	Direct Inquiry	Community Schools
Metcalfe Communications	2022 Public Market	Assist	11/21/2022	11/27/2022	7	\$138,750.00	30	450	7	117	Direct Inquiry	Centennial Hall
Juneau Ski Club	Junior Ski Race	Assist	01/20/2023	01/22/2023	3	\$55,120.00	35	100	3	26	Direct Inquiry	
Assn of AK School Boards	2023 AASB Leadership & Legislative Fly-In Academy	Definite	02/02/2023	02/07/2023	6	\$219,840.00	70	80	6	420	Local Champion - Bid	Elizabeth Peratrovich Hall
AK Democratic Party	2023 AK Democrats Planning Meeting	Definite	02/03/2023	02/05/2023	4	\$68,700.00	15	75	4	35	Local Champion - Bid	Westmark Baranof
AK Hospital & Healthcare Association AHHA	2023 AHHA Legislative Fly-in	Definite	02/13/2023	02/14/2023	3	\$45,800.00	30	50	3	50	Direct Inquiry	Elizabeth Peratrovich Hall
AK Sea Grant Marine Advisory Program	2nd Annual Mariculture Conference of AK	Assist	02/16/2023	02/17/2023	4	\$152,300.00	100	200	4	104	Direct Inquiry	JACC
Southeast Alaska Watershed Coalition	2023 SE AK Watershed Coalition Symposium	Assist	03/06/2023	03/09/2023	5	\$96,190.00	65	100	5	220	Direct Inquiry	
AK School Activities Assn	2023 Region 5 Basketball Championships	Definite	03/08/2023	03/12/2023	6	\$367,550.00	250	350	6	425	Local Champion - Bid	Community Schools

Section G, Item 4.												
Organization	Meeting	Status	Arrival	Departure	Event Days	EEI	RA	SA	Requested Room Nights	Requested Rooms	Source Code	
Juneau Douglas Ice Assn	2023 AK State Hockey Assn (ASHA) Tournament	Definite	03/09/2023	03/12/2023	4	\$343,500.00	100	250	4	325	Local Champion - Bid	
AK Retirement Management Board	2023 AK Retirement Mgmt. Board of Trustees Meeting	Assist	03/15/2023	03/17/2023	4	\$41,220.00	10	30	4	35	TJ Archive/Return Business	
Juneau Lions Club	2023 Lions Club Gold Medal Basketball Tournament	Definite	03/19/2023	03/25/2023	7	\$801,500.00	100	250	7	550	Direct Inquiry	Community Schools
University of AK - Southeast	2023 H R Leaders of Tomorrow Conference	Definite	04/21/2023	04/22/2023	3	\$68,700.00	50	75	3	105	Local Champion - Bid	Univ of SE
Tongass Democrats	Mary Peltola Fundraising Event 2023	Assist	04/23/2023	04/23/2023	1	\$2,640.00	0	80	1	0	Direct Inquiry	
Western Division of the American Fisheries Society (AFS)	2023 Western Groundfish Conference	Definite	04/24/2023	04/28/2023	6	\$458,000.00	250	200	6	1050	Local Champion - Bid	Elizabeth Peratrovich Hall
Tribal Tech, LLC	SAMSHA Native Connections Regional Meeting	Assist	05/02/2023	05/04/2023	7	\$103,120.00	65	120	7	260		Elizabeth Peratrovich Hall
Visit Anchorage	Visit Anchorage Meeting Planner Appreciation event	Assist	05/04/2023	05/04/2023	2	\$17,870.00	10	70	2	20	Direct Inquiry	
Alaska Robotics	2023 AK Robotics MiniCon	Assist	05/11/2023	05/16/2023	7	\$75,325.00	50	75	7	120	TJ Archive/Return Business	
Oweesta Corporation	2023 Native CDFI (Community Development Financial Institute) Conference	Definite	06/26/2023	06/29/2023	6	\$458,000.00	200	250	6	1350	Local Champion - Bid	Elizabeth Peratrovich Hall
COUNT: 27	COUNT: 27	COUNT: 27	COUNT: 27	COUNT: 27	COUNT: 27	SUM: \$9,346,297.00	SUM: 2872	SUM: 5404	SUM: 126	SUM: 12164		



PIPELINE REPORT - POTENTIAL & SECURED BUSINESS

Organization	Meeting	Status	Convention Center	EEI	RA	SA	Mtg start	Mtg end	Total Rm Nights	Requested Rooms	Source Code
The Ironman Group	2022 Ironman Triathlon Race	Definite	No	\$4,122,000.00	1000	1500	08/03/2022	08/08/2022	10	5550	Direct Inquiry
Sealaska Heritage Institute	2022 Through the Cultural Lens - Teacher Orientation	Assist	No	\$549,600.00	20	400	08/11/2022	08/13/2022	3	50	TJ Archive/Return Business
Juneau Douglas High School 50th Class Reunion	50th Reunion JDHS Class of 1972	Definite	No	\$183,200.00	30	100	08/16/2022	08/19/2022	4	120	Direct Inquiry
McVeigh Global Meetings & Events, LLC	2022 Annual Meeting	Tentative	No	\$79,450.00	50	100	09/06/2022	09/11/2022	6	270	Trade Show Contact
AK Society of Civil Engineers	2022 Salmon Creek Dam Honor Ceremony	Assist	No	\$22,900.00	20	25	09/09/2022	09/10/2022	2	20	Local Champion - Bid
Pioneers of AK	2022 Pioneers of AK Grand Igloo Convention	Definite	Yes	\$293,120.00	120	160	09/21/2022	09/24/2022	6	405	Local Champion - Bid
Glacier Valley Baptist Church	2022 Glacier Valley Baptist Church Conference	Assist	No	\$82,440.00	40	60	09/25/2022	09/27/2022	3	85	Direct Inquiry
AK Cabaret, Hotel, Restaurant and Retailers Assn	2022 AK CHARR Convention	Definite	Yes	\$238,160.00	100	130	10/03/2022	10/06/2022	4	400	TJ Bid Prospect
Juneau School District	2022 AK STEAM Teacher Conference	Definite	Yes	\$274,800.00	100	200	10/13/2022	10/15/2022	3	250	Direct Inquiry
Metcalfe Communications	2022 Public Market	Assist	Yes	\$138,750.00	30	450	11/21/2022	11/27/2022	7	117	Direct Inquiry
Orutsararmiut Native Council	2022 Orutsararmiut Native Council Board Retreat	Lead	No	\$27,480.00	20	20	12/12/2022	12/16/2022	5	100	Direct Inquiry
Juneau Ski Club	Junior Ski Race	Assist	No	\$55,120.00	35	100	01/20/2023	01/22/2023	3	26	Direct Inquiry
Assn of AK School Boards	2023 AASB Leadership & Legislative Fly-In Academy	Definite	No	\$219,840.00	70	80	02/02/2023	02/07/2023	6	420	Local Champion - Bid
AK Democratic Party	2023 AK Democrats Planning Meeting	Definite	No	\$68,700.00	15	75	02/03/2023	02/05/2023	4	35	Local Champion - Bid
AK Hospital & Healthcare Association AHHA	2023 AHHA Legislative Fly-in	Definite	No	\$45,800.00	30	50	02/13/2023	02/14/2023	3	50	Direct Inquiry
AK Sea Grant Marine Advisory Program	2nd Annual Mariculture Conference of AK	Assist	No	\$152,300.00	100	200	02/16/2023	02/17/2023	4	104	Direct Inquiry
Southeast Alaska Watershed Coalition	2023 SE AK Watershed Coalition Symposium	Assist	No	\$96,190.00	65	100	03/06/2023	03/09/2023	5	220	Direct Inquiry
AK School Activities Assn	2023 Region 5 Basketball Championships	Definite	No	\$367,550.00	250	350	03/08/2023	03/12/2023	6	425	Local Champion - Bid
Juneau Douglas Ice Assn	2023 AK State Hockey Assn (ASHA) Tournament	Definite	No	\$343,500.00	100	250	03/09/2023	03/12/2023	4	325	Local Champion - Bid
AK Retirement Management Board	2023 AK Retirement Mgmt. Board of Trustees Meeting	Assist	No	\$41,220.00	10	30	03/15/2023	03/17/2023	4	35	TJ Archive/Return Business

Organization	Meeting	Status	Convention Center	EEI	RA	SA	Mtg start	Mtg end	Total Rm Nights	Reque Rooms	Section G, Item 4.
Juneau Lions Club	2023 Lions Club Gold Medal Basketball Tournament	Definite	No	\$801,500.00	100	250	03/19/2023	03/25/2023	7	550	Direct Inquiry
University of AK - Southeast	2023 H R Leaders of Tomorrow Conference	Definite	No	\$68,700.00	50	75	04/21/2023	04/22/2023	3	105	Local Champion - Bid
Tongass Democrats	Mary Peltola Fundraising Event 2023	Assist	No	\$2,640.00	0	80	04/23/2023	04/23/2023	1	0	Direct Inquiry
Western Division of the American Fisheries Society (AFS)	2023 Western Groundfish Conference	Definite	Yes	\$458,000.00	250	200	04/24/2023	04/28/2023	6	1050	Local Champion - Bid
Specialty Planners International	2022 Masterminds Annual Retreat	Tentative	No	\$54,960.00	20	30	04/25/2023	04/29/2023	5	80	Trade Show Contact
Tribal Tech, LLC	SAMSHA Native Connections Regional Meeting	Assist	No	\$103,120.00	65	120	05/02/2023	05/04/2023	7	260	
Visit Anchorage	Visit Anchorage Meeting Planner Appreciation event	Assist	No	\$17,870.00	10	70	05/04/2023	05/04/2023	2	20	Direct Inquiry
Storck USA, L.P.	2022 Sales Stars Incentive Trip	Tentative	No	\$32,976.00	18	18	05/07/2023	05/11/2023	5	77	Trade Show Contact
Alaska Robotics	2023 AK Robotics MiniCon	Assist	No	\$75,325.00	50	75	05/11/2023	05/16/2023	7	120	TJ Archive/Return Business
Creative Group Inc.	2023 President's Club & Annual Meeting	Tentative	Yes	\$366,400.00	250	200	05/31/2023	06/04/2023	5	820	Trade Show Contact
Infinite Strategic Solutions	2022 Ring of Honor Sales Meeting	Tentative	No	\$91,600.00	25	50	06/04/2023	06/08/2023	5	100	Trade Show Contact
Oweesta Corporation	2023 Native CDFI (Community Development Financial Institute) Conference	Definite	Yes	\$458,000.00	200	250	06/26/2023	06/29/2023	6	1350	Local Champion - Bid
Nextiva Technology Events	Global Nextiva Sales Managers Annual Incentive Trip	Tentative	No	\$54,960.00	25	30	07/06/2023	07/09/2023	4	85	Trade Show Contact
AK Assn of School Business Officials	2023 ALASBO Summer Leadership Conference	Definite	No	\$119,080.00	45	65	07/14/2023	07/18/2023	5	172	Direct Inquiry
National Black Coalition of Federal Aviation Employees	2023 NBCFAE National Training Conference	Lead	Yes	\$549,600.00	250	300	08/21/2023	08/24/2023	4	650	Trade Show Contact
RE/MAX	2023 West Region Fall Retreat	Tentative	Yes	\$183,200.00	60	100	09/05/2023	09/08/2023	4	240	Trade Show Contact
Natl Hydropower Assn	2023 AK Regional Meeting	Lead	No	\$64,697.00	43	80	09/05/2023	09/08/2023	4	74	Direct Inquiry
Entrepreneurs' Organization	2023 International Entrepreneurs' Organization Event	Tentative	Yes	\$68,700.00	25	50	09/08/2023	09/11/2023	4	85	Direct Inquiry
Morehouse School of Medicine, Inc.	2023 Morehouse School of Medicine Faculty Retreat	Tentative	No	\$183,200.00	89	100	09/10/2023	09/13/2023	4	320	Trade Show Contact
National Association Of African Americans In Human Resources	2023 NAAHR National Conference	Tentative	Yes	\$274,800.00	150	200	09/21/2023	09/24/2023	4	400	Trade Show Contact
Paris Tattoo Body Art	2023 Paris Tattoo Body Art Expo	Definite	Yes	\$137,400.00	40	100	09/29/2023	10/01/2023	4	130	Centennial Hall Referral
Amer Inst of Architects - AK Chapter	2023 Annual Conference - AIA - AK Chapter	Definite	No	\$87,915.00	60	75	10/05/2023	10/07/2023	5	200	Website Inquiry
AK Sea Grant Marine Advisory Program	2024 Wakefield Fisheries Symposium	Lead	Yes	\$206,100.00	75	150	01/09/2024	01/11/2024	4	300	Direct Inquiry

Organization	Meeting	Status	Convention Center	EEI	RA	SA	Mtg start	Mtg end	Total Rm Nights	Reque Rooms	Section G, Item 4.
AK Democratic Party	2024 AK Democrats Planning Meeting	Definite	No	\$68,700.00	15	75	02/02/2024	02/03/2024	3	30	Local Champion - Bid
Southeast Regional Emergency Medical Services	2024 Southeast Region EMS Symposium SEREMS	Tentative	Yes	\$412,200.00	100	150	03/27/2024	03/31/2024	5	0	Local Champion - Bid
American Welding Association	2024 American Welding Assn Officers Meeting	Lead	No	\$103,050.00	40	75	05/02/2024	05/05/2024	4	100	Local Champion - Bid
AK Democratic Party	2024 AK Democratic Party Biennial Convention	Lead	No	\$109,920.00	100	120	05/10/2024	05/11/2024	2	150	Local Champion - Bid
Koru Counseling	Affirming Our Identities 2024	Lead	No	\$152,300.00	100	200	05/14/2024	05/17/2024	4	350	
Iron Peacock Events	2021 National Landscaping Company Annual Conference	Tentative	Yes	\$572,500.00	150	250	05/28/2024	06/01/2024	5	0	Trade Show Contact
Sealaska Heritage Institute	2024 Sealaska Heritage Inst - Celebration	Assist	Yes	\$1,832,000.00	500	1000	06/05/2024	06/08/2024	6	1200	TJ Archive/Return Business
BJ Klophaus	BJ Klophaus 2024 Wedding	Tentative	No	\$139,100.00	100	100	06/07/2024	06/09/2024	3	300	
National Audubon Society	2024 National Audubon Engagement Conference	Definite	Yes	\$164,880.00	50	60	06/17/2024	06/24/2024	9	320	Direct Inquiry
AK Assn of School Business Officials	2024 ASBO International Eagle Institute	Tentative	No	\$109,920.00	55	60	07/16/2024	07/19/2024	4	220	TJ Bid Prospect
AK Sheet Workers Local Union 23	2024 Northwest Sheet Metal Workers Board Meeting	Lead	No	\$27,480.00	25	30	07/17/2024	07/18/2024	2	50	Direct Inquiry
AK Library Assn	2024 AK Library Assoc & Pacific NW Library Assoc Conference	Lead	Yes	\$343,500.00	200	250	08/01/2024	08/03/2024	3	450	Local Champion - Bid
AK Travel Industry Assn (ATIA)	2024 ATIA Annual Convention & Trade Show	Definite	Yes	\$916,000.00	450	500	10/21/2024	10/24/2024	8	1905	TJ Archive/Return Business
NTCSA	NTCSA Annual Conference 2024	Lead	Yes	\$362,600.00	250	300	10/25/2024	10/31/2024	9	1290	Direct Inquiry
Rotary District 5010	2025 Rotary District 5010 Conference	Definite	Yes	\$458,000.00	200	250	05/01/2025	05/04/2025	4	700	Local Champion - Bid
AK Peace Officers Assn	2026 APOA State Conference	Lead	Yes	\$274,800.00	150	200	05/04/2026	05/06/2026	4	400	TJ Archive/Return Business
USS Juneau	2026 USS Juneau Reunion	Lead	No	\$65,952.00	36	36	07/16/2026	07/19/2026	4	118	Direct Inquiry
		COUNT: 60	COUNT: 60	SUM: \$17,975,765.00					SUM: 276	SUM: 23778	

Travel Juneau Financial Report		03.31.23				03.31.22		
Period Number	9					9		
Annual Periods	12					12		
YTD Percentage	75.00%					75.00%		
		FY2023		Notes		FY2022		
Revenue	YTD Actual	Budget	%		YTD Actual	Budget	%	
4000* Hotel Tax	696,675	928,900	75.00%		468,750	625,000	75.00%	
4001* Partner Dues	65,717	80,000	82.15%		57,822	80,000	72.28%	
Approved Increment	0	0	0.00%		0	0	0.00%	
4002 Carry Forward	0	0	0.00%		159,300	159,300	100.00%	
4003 TJ Reserved	0	106,500	0.00%		0	245,200	0.00%	
4025* Other Grants	0	0	0.00%	Juneau Cares	0	0	0.00%	
4100 AD Sales	12,662	9,000	140.69%		12,510	6,000	208.51%	
CST	1,000	1,000	100.00%		1,498	0	0.00%	
4110* Print Guide Ad	119,180	114,625	103.97%		94,281	105,000	89.79%	
4200* Web Additional Listings	3,300	3,500	94.29%		3,050	3,500	87.14%	
4201* Residual Tier Revenue	3,457	10,000	34.57%		13,943	0	0.00%	
4250* Travel Planner Additional Listings	2,442	3,000	81.39%		3,325	3,000	110.83%	
4350* Travel Fair Vendors	364.29	5,000	7.29%		120	5,000	2.40%	
4400* Annual Meeting	4543.87	350	1298.25%		113.74	350	32.50%	
4450* HIVE/Marketing Momentum	0	1,000	0.00%		0	1,000	0.00%	
4500* Booth Share	11,650	4,500	258.89%		0	0	0.00%	
4550* Mtg Planner Event Vendor								
4600* Interest	303.46	0	0.00%		127.32	325	39.18%	
4650* MPFs for Visitor Services	111,000	148,000	75.00%		0	0	0.00%	
4675* Label Sales	0	0	0.00%		0	0	0.00%	
4700* Other Revenue & Income	830.04	100	830.04%		0	100	0.00%	
4770* Transfer from Designated Reserve	0	0	#DIV/0!		0	0	#DIV/0!	
Crossing Guard 10%	6,022	37,378	16.11%		36,342	36,342	0.00%	
4800*ATIA/RCL					2,000	2,000	100.00%	
4801*FNBA PPP					0	33,976	0.00%	
Total Revenue	1,039,146	1,452,853	71.52%		853,182	1,306,093	65.32%	
Expenditure (includes all payroll)	YTD	Budget	%		YTD	Budget	%	
Convention Marketing	160,069	297,917	54%		157,588	351,919	45%	
Destination	406,445	545,506	75%		292,767	432,090	68%	
Visitor Information	135,737	219,195	62%		143,261	221,966	65%	
Partner	85,269	114,854	74%		74,214	124,313	60%	
Administration	194,128	275,381	70%	Cares & FNBA PPP Included	115,640	175,805	66%	
Total Expenditure	981,649	1,452,853	68%		783,469	1,306,093	60%	
FNBA Savings	262,809							
Wells Fargo Savings	464,464							
Total in Savings	727,273							

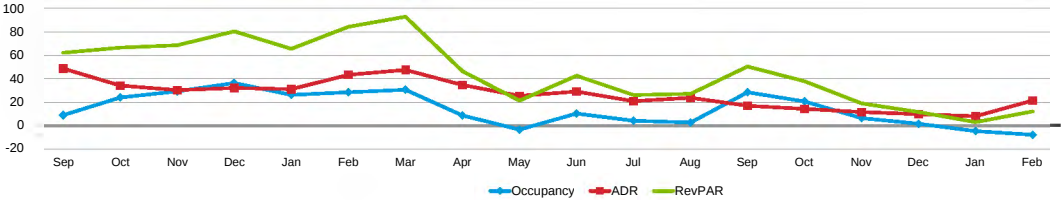
Tab 2 - Trend: Travel Juneau

Travel Juneau
For the Month of February 2023

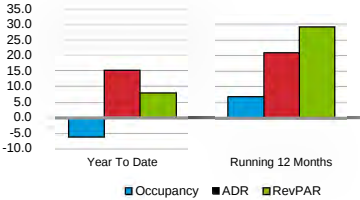
Currency: USD - US Dollar

Section G, Item 4.

Monthly Percent Change



Overall Percent Change



Occupancy (%)	2021					2022					2023				
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
This Year	54.0	53.7	49.7	48.7	50.9	57.8	73.5	66.0	65.8	83.4	88.1	87.0	69.4	64.8	53.0
Last Year	49.5	43.3	38.5	35.7	40.3	45.0	56.3	60.7	68.0	75.6	84.5	84.7	54.0	53.7	50.9
Percent Change	9.0	24.0	29.2	36.4	26.2	28.4	30.6	8.7	-3.2	10.3	4.3	2.7	28.5	20.6	6.5

ADR	2021					2022					2023				
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
This Year	153.97	125.22	118.43	115.57	118.22	134.98	143.02	135.57	170.04	217.55	228.63	233.81	180.17	143.11	132.30
Last Year	103.59	93.31	90.86	87.44	90.19	94.16	96.93	100.64	135.54	168.49	189.00	188.86	153.97	125.22	118.43
Percent Change	48.6	34.2	30.3	32.2	31.1	43.4	47.5	34.7	25.5	29.1	21.0	23.8	17.0	14.3	11.7

RevPAR	2021					2022					2023				
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
This Year	83.16	67.28	58.88	56.33	60.17	77.96	105.14	89.49	111.90	181.50	201.51	203.41	125.05	92.73	70.05
Last Year	51.32	40.42	34.96	31.25	36.37	42.34	54.55	61.11	92.19	127.39	159.75	159.97	83.16	67.28	58.88
Percent Change	62.0	66.4	68.5	80.2	65.4	84.1	92.7	46.4	21.4	42.5	26.1	27.2	50.4	37.8	19.0

Supply	2021					2022					2023				
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
This Year	31,290	23,746	22,980	23,746	23,746	21,448	23,746	22,980	32,333	31,290	32,333	32,333	31,290	23,746	22,980
Last Year	23,190	22,041	21,330	22,041	22,041	19,908	22,041	21,330	23,963	31,290	32,333	32,333	31,290	23,746	22,980
Percent Change	34.9	7.7	7.7	7.7	7.7	7.7	7.7	7.7	34.9	0.0	0.0	0.0	0.0	0.0	0.0

Demand	2021					2022					2023				
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
This Year	16,901	12,758	11,426	11,574	12,085	12,388	17,456	15,169	21,278	26,104	28,498	28,129	21,716	15,386	12,168
Last Year	11,489	9,548	8,206	7,878	8,889	8,952	12,404	12,952	16,299	23,657	27,330	27,388	16,901	12,758	11,426
Percent Change	47.1	33.6	39.2	46.9	36.0	38.4	40.7	17.1	30.5	10.3	4.3	2.7	28.5	20.6	6.5

Revenue	2021					2022					2023				
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
This Year	2,602,197	1,597,578	1,353,175	1,337,605	1,428,727	1,672,085	2,496,590	2,056,399	3,618,043	5,679,013	6,515,427	6,576,857	3,912,672	2,201,891	1,609,827
Last Year	1,190,199	890,952	745,620	688,842	801,734	842,881	1,202,344	1,303,534	2,209,164	3,985,902	5,165,269	5,172,380	2,602,197	1,597,578	1,353,175
Percent Change	118.6	79.3	81.5	94.2	78.2	98.4	107.6	57.8	63.8	42.5	26.1	27.2	50.4	37.8	19.0

Census %	2021					2022					2023				
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Census Props	13	11	11	11	11	11	11	11	13	13	13	13	13	11	11
Census Rooms	1043	766	766	766	766	766	766	766	1043	1043	1043	1043	1043	766	766
% Rooms Participants	67.6	64.0	64.0	64.0	64.0	64.0	64.0	64.0	67.6	67.6	67.6	67.6	67.6	64.0	64.0

A blank row indicates insufficient data.

2023 © CoStar Group. This STR Report is a publication of STR, LLC and STR Global, Ltd., CoStar Group companies, and is intended solely for use by paid subscribers. The information in the STR Report is provided on an "as is" and "as available" basis and should not be construed as investment, tax, accounting or legal advice. Reproduction or distribution of this STR Report, in whole or part, without written permission is prohibited and subject to legal action. If you have received this report and are NOT a subscriber to this STR Report, please contact us immediately. Source: 2023 STR, LLC / STR Global, Ltd. trading as "STR".

Assembly Goals 2023

Assembly Goals-Approved at the
1/30/2023 Assembly Meeting

1. Housing - Assure adequate and affordable housing for all CBJ residents

		Implementing Actions	Responsibility	Notes:
A	P	Revise and improve Title 49 to facilitate housing	Assembly, Planning Commission, Manager's Office, CDD	
B	P/F	Continue to monitor and track progress towards advancing the goals of the Housing Action Plan	Assembly, Manager's Office	<i>Revised goal</i>
C	P/F/ O	Continue aggressive use of the Affordable Housing Fund, tax abatement, and other loan and grant programs	Assembly, Manager's Office	<i>Revised goal</i>
D	P/F/ AA	Evaluate and revise current CBJ systems associated with managing land and revising T49 in order to get big things done fast	Assembly, Manager's Office, CDD, Law	<i>New goal</i>
E	P/F	Continue planning and implementation of (re)development of Telephone Hill, Pederson Hill, and the 2nd/Franklin property	Assembly, Manager's Office	<i>New goal</i>
F	P/F	Reduce barriers to downtown housing development	Assembly, Manager's Office, CDD	<i>Revised goal</i>

2. Economic Development - Assure Juneau has a vibrant, diverse local economy

AA*		Implementing Actions	Responsibility	Notes:
A	F/O	Update the Comprehensive Plan	Assembly, Planning Commission, Manager's Office, CDD	
B	O	Draft a resolution adopting the long term goals of the VITF, establish contractual relationships with private dock managers, analyze existing passenger fee structure, and explore methods to create a pathway towards functional municipal management of the waterfront.	Assembly, Manager's Office, Docks & Harbors	<i>Revised goal</i>
C	P/F/ O/S	Implement project strategy for Juneau Economic Plan, including revitalizing downtown, with regular updates	Assembly, Manager's Office	
D	F	Explore financing for the Capital Civic Center	Assembly, Manager's Office, Finance	
E	P/F/ S	Support Eaglecrest's objective of becoming self-sufficient	Assembly, Manager's Office, Eaglecrest	<i>Revised goal</i>
F	P/F	Pursue and plan for West Douglas and Channel Crossing	Assembly, CDD, Planning Commission, Manager's Office	
G	P/F/ S	Explore options for redeveloping under used downtown property	Assembly, CDD, Manager's Office, Engineering & Public Works	<i>New goal</i>

Assembly Goals 2023Assembly Goals-Approved at the
1/30/2023 Assembly Meeting**3. Sustainable Budget and Organization - Assure CBJ is able to deliver services in a cost efficient and effective manner that meets the needs of the community**

AA*		Implementing Actions	Responsibility	Notes:
A	P/F	Develop strategy for fund balance and protect restricted budget reserve	Assembly, Manager's Office, Finance	
B	P/F	Continue to evaluate sales tax structure including equity and evaluate removing sales tax on food	Assembly, Manager's Office, Finance	
C	P	Long term strategic planning for CIPs	Assembly, Manager's Office, EPW	
D	P/F	Reduce mil rate as appropriate	Assembly, Manager's Office, Finance	
E	F/O	Allocate resources to implement Assembly goals	Assembly, Manager's Office, Finance	
F	F/O	Maintain Assembly focus on deferred maintenance including BRH and JSD.	Assembly, Manager's Office, EPW, all operating departments with facilities	
G	P/F	Examine social service funding levels and process	Assembly, Manager's Office	Moved from Community, Wellness, and Public Safety
*Assembly Action to Move Forward: P = Policy Development, F = Funding, S = Support, O = Operational Issue				

Assembly Goals 2023Assembly Goals-Approved at the
1/30/2023 Assembly Meeting**4. Community, Wellness, and Public Safety - Juneau is safe and welcoming for all citizens**

	AA*	Implementing Actions	Responsibility	Notes:
A	P/O/S	Acknowledge and honor Juneau's indigenous culture, place names, naming policy, and recognize Elizabeth Peratrovich Day	Assembly, Manager's Office, Human Resources Committee	
B	P/S	Explore government to government relations with tribes	Assembly, Manager's Office	
C	P/O/F	Explore fully subsidizing transit and eliminating fares	Assembly, Manager's Office, EPW	<i>New goal</i>

5. Sustainable Community - Juneau will maintain a resilient social, economic, and environmental habitat for existing population and future generations.

	AA*	Implementing Actions	Responsibility	Notes:
A	P/O	Develop a zero waste or waste reduction plan	Assembly, Manager's Office, EPW, Finance	
B	P/O	Develop strategy to measure, track and reduce CBJ energy consumption.	Assembly, Manager's Office, all departments	
C	P/O/F	Implement projects and strategies that advance the goal of reliance on 80% of renewable energy sources by 2045	Assembly, Manager's Office, all departments	
D	P/F	Prepare a changing climate hazards mitigation / resilience strategy	Assembly, Manager's Office, EPW	<i>New goal - nb: JCOS retreat memo I&I, Mass Wasting</i>
E	P/O/F	Develop strategy to reduce abandoned/junked vehicles	Assembly, Manager's Office, EPW, Law, P&R, D&H	

*Assembly Action to Move Forward: P = Policy Development, F = Funding, S = Support, O = Operational Issue