

ASSEMBLY HUMAN RESOURCES COMMITTEE THE CITY AND BOROUGH OF JUNEAU, ALASKA

September 16, 2019 6:00 PM
Assembly Chambers

AGENDA

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. 2019-06-24 Assembly Human Resources Committee Minutes-DRAFT

B. 2019-07-22 Assembly Human Resources Committee Minutes DRAFT

IV. PUBLIC PARTICIPATION

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

1. Americans with Disabilities Act (ADA) Committee Appointment & Annual Report

The ADA Committee is a seven member committee with each member serving staggered three-year terms.

There are currently two seats up for renewal on the ADA Committee. One incumbent has submitted an application for reappointment. No other applications have been received. Both terms are beginning immediately and ending August 31, 2022.

2. Douglas Advisory Board Appointment

The Douglas Advisory Board is a seven member board with each member serving a staggered three-year term. There are currently four seats with terms coming due. Per Resolution 2331, members of the board must be a qualified voter of the City and Borough of Juneau residing on Douglas Island.

3. Community Development Block Grant Presentation and Recommendation

B. Other Business

1. Survey Update

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. 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

ASSEMBLY HUMAN RESOURCES COMMITTEE

June 24, 2019 6:00 PM

Assembly Chambers

MINUTES

I. ROLL CALL

The Assembly Human Resources Committee meeting was called to order at 6:00 p.m.

HRC Members Present: Rob Edwardson, Alicia Hughes-Skandijs, Carole Triem

HRC Members Absent: Wade Bryson

Others Present: Diane Cathcart, Deputy Municipal Clerk, Loren Jones, Assemblymember, Mila Cosgrove, Deputy City Manager, Fire Chief Rich Ethridge

II. APPROVAL OF AGENDA

HRC Agenda approved as presented

III. APPROVAL OF MINUTES

None

IV. PUBLIC PARTICIPATION

None

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

A. Juneau Human Rights Commission - Annual Report and Appointment

Motion: by Hughes-Skandijs to forward to the full Assembly for approval, the recommendation to appoint Michelle Burlin to the Juneau Human Rights Commission for a term beginning immediately and ending May 31, 2021. ***Hearing no objection, motion passed.***

B. Juneau Commission on Aging - Appointments

Motion: by Ms. Hughes-Skandijs to forward to the full Assembly for approval, the following recommendations for appointment to the Juneau Commission on Aging, Justin Jones to a seat finishing out a term ending December 31, 2019 then a full term beginning January 1, 2020 and ending December 31, 2021; and to appoint Will Muldoon to a seat with a term beginning immediately and ending December 31, 2020. ***Hearing no objection, motion passed.***

C. Wetlands Review Board - Appointments

Motion: by Ms. Hughes-Skandijs to forward to the full Assembly for approval, the recommendation to appoint Emily Haynes to the Wetlands Review Board for a term beginning immediately and ending December 31, 2021 and to appoint Michelle Burlin to the Wetlands Review Board for a term beginning immediately and ending December 31, 2020. ***Hearing no objection, motion passed.***

D. Board of Equalization - Appointment

Motion: by Ms. Hughes-Skandijs to forward to the full Assembly for approval, the recommendation to appoint Emily Haynes to the Board of Equalization for a term beginning immediately and ending December 31, 2021. ***Hearing no objection, motion passed.***

E. Other Business

A. Resolution 2854 A Resolution Changing the Methodology for Calculation of Reimbursement for Emergency Service Volunteers, and Repealing Resolution 2554.

Motion: by Ms. Triem to forward Resolution 2854 to the full Assembly and recommend approval. ***Hearing no objections, motion passed.***

B. Review Draft HRC Survey

Mr. Edwardson and Ms. Hughes-Skandij's thanked Ms. Triem, Ms. Cathcart and Ms. Cosgrove for helping create this survey.

Committee members discussed timeline changes and having final recommendations finished by November. Clerk's Office will send out the survey link to all past and present board/committee members as well as to members of the community who applied for a board/committee but have yet to be appointed to one. The survey will be live for two weeks and survey results will be available at the August 19 HRC meeting.

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

There being no further business to come before the committee; meeting adjourned at 6:16 pm.

ASSEMBLY HUMAN RESOURCES COMMITTEE

July 22, 2019 6:00 PM

Assembly Chambers

MINUTES DRAFT

I. ROLL CALL

The Assembly Human Resources Committee was called to order at: 6:00 PM

Members Present: Chair Rob Edwardson, Alicia Hughes-Skandij, Carole Triem and Wade Bryson

Members Absent: None

Other's Present: Diane Cathcart, Deputy City Clerk, Rob Palmer, City Attorney, Beth McEwen, City Clerk, Beth McKibben, CDD Senior Planner, Michelle Hale, Assemblymember, Duff Mitchell; Chair JCOS, Rorie Watt, City Manager, Mila Cosgrove, Deputy City Manager, Beth Weldon Mayor, and Chuck Bill, BRH Administrator

II. APPROVAL OF AGENDA

Agenda approved as presented

III. APPROVAL OF MINUTES

None

IV. PUBLIC PARTICIPATION

None

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

A. Juneau Commission on Sustainability - Annual Report and Appointments

Duff Mitchell, JCOS Chair read the mission of the Juneau Commission on Sustainability and gave an overview of the annual report. JCOS serves as an advisory to the Assembly and the community. The commission held several visitor industry sessions this spring/summer, reviewed the livestock ordinance, have been working with UAS to update sustainability indicators and updated the JCOS website. The commission is a hardworking group of people dedicated to researching the best sustainable futures for Juneau.

Mr. Bryson: what are the actions/accomplishments that you are most proud of?

Mr. Mitchell: Moving the Juneau Renewable Energy Strategy (JRES) forward. Also, JCOS was first on the push for electric vehicles and buses within CBJ.

Mr. Edwardson thanked Mr. Mitchell and the Juneau Commission on Sustainability members for all their work over the last year.

MOTION: by Ms. Hughes-Skandijs to recommend forwarding to the full Assembly for approval to the Juneau Commission on Sustainability, the reappointment's of Duff Mitchell and John Smith and the appointment of Lisa Daugherty to full terms beginning immediately and ending June 30, 2022 and the reappointment of Iura Leahu to a partial term beginning immediately and ending June 30, 2021. **Hearing no objection, motion passed.**

B. Aquatics Board Annual Report

Chair Edwardson noted that the full Assembly sitting as the Human Resources Committee at its July 17, 2019 meeting, made appointments to the Aquatics Board for staggered terms all beginning immediately and ending either June 30, 2020, June 30, 2021 or June 30, 2022.

C. Other Business

A. Assembly Rules of Procedure Amendments.

Mr. Palmer outlined his memo regarding the Assembly Rules of Procedure Resolution and the two rule amendments that are being contemplated tonight, mainly Rule 4 (two parts) within it and Rule 5. The first part is to add that any Assemblymember can have legislation presented to the Assembly and the Assembly can decide what to do with it. The second part involves whether to limit the City Manager's presentation of legislation. The governing rule is the Charter [5.3] it provides that an ordinance may be presented for consideration only by a member or committee of the Assembly or by the Manager at a regular or special meeting of the Assembly. According to Mr. Palmer that seemed pretty straight forward and able to be addressed easily in that any member of the Assembly, along with the Manager, could present legislation for introduction and the Assembly would decide whether to move it forward. Amendment to Rule 5 regarding the Aquatics Board and appoints to that board moving to the Human Resources Committee (HRC) and its regular meetings vs. having the full Assembly sit as the HRC for Aquatics Board appointments.

Mr. Edwardson requested Mr. Palmer speak to his statement of Rule 4 being more of a legal matter vs. a policy matter and rule 5 being more of a policy matter.

Mr. Palmer said rule 5 regarding the Aquatics Board would be an example of a policy matter due to the nature of the Assembly deciding to how to manage its time and how to manage the applicant process.

Regarding rule 4 Mr. Palmer stated, as the Charter is the governing doctrine for us, we cannot change it without a vote of the people and the Assembly rules need to be consistent with the Charter. In reviewing the minutes from the committee who drafted the Charter, it is clear they gave a lot of credence to the voters and if the voters felt someone deserved to be on the Assembly that person should have the ability to bring

legislation forward and the check and balance was then on the Assembly. The Charter was fairly clear on that and the Assembly Rules were less consistent; Mr. Palmer said this is a good opportunity to bring the Assembly Rules of Procedure more in alignment with the Charter.

Mr. Bryson said, so any member of the Assembly can bring legislation (ordinance/resolution) forward for presentation. Mr. Palmer said that was correct. If an Assemblymember is interested in having legislation drafted for presentation they would contact the Attorney and discuss exactly what the request is so the Attorney knows how it fits into the code or if it's a non-code issue, how to draft that legislation. It would be included as an agenda item in the packet then it would up to the Assembly to decide what to do with it.

Mr. Palmer cautioned that if this option is used extensively where individual Assemblymembers are bringing many items forward; it could have a financial impact if it creates enough of a workload to have to hire another attorney. Ms. Hughes-Skandij's asked if there was a way to bring something forward but not cause a lot of added work for staff. Mr. Palmer gave the example of Assemblymember Jones asking at an Assembly meeting during Board Comments if he had the approval of the Assembly to move forward on an item of interest, the Assembly did not object and Mr. Jones was able to work with the Law Department over several months to move it forward. Mr. Palmer said, in the Charter minutes that was considered "a gentlemen's agreement" and was the preferred method during that time.

MOTION: by Mr. Bryson that the Human Resources Committee direct Attorney Palmer to do the Assemblymember presentation Rule 4 A component and Section B Rule 5 to the Committee of the Whole's July 29, 2019 meeting. ***Hearing no objections, motion passed.***

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

Mr. Bryson has been working on how to save our landfill by reducing single use plastics. He will be bringing more information forward at a later date.

VIII. ADJOURNMENT

There being no further business to come before the Human Resources Committee, meeting was adjourned at 6:29 p.m.

Presented by: HRC
Introduced: 11/26/2007
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2429

A Resolution Reestablishing the Americans with Disabilities Act Committee, and Repealing Resolutions 1585, 1769, 1928, 2204, and 2359.

WHEREAS, the Americans with Disabilities Act (ADA) was signed by President Bush in July, 1990; and

WHEREAS, one purpose of the Americans with Disabilities Act is to help people with disabilities achieve full participation in our society by giving civil rights protection to individuals with disabilities; and

WHEREAS, the ADA mandates equal opportunity for people with disabilities in employment, public accommodations, transportation, state and local government services, and telecommunications; and

WHEREAS, it is the policy of the City and Borough to promote and support the goals of the ADA, and promote participation in its services, programs, or activities by the general public and by people with disabilities; and

WHEREAS, the City and Borough desires to continue to promote and support the goals of the ADA, and incorporate participation by the general public and by individuals in the community with disabilities, by reestablishing a committee to advise the Assembly on implementing the requirements and goals of ADA; and

WHEREAS, in 1992 Resolution 1585 initially established the Americans with Disabilities Act Committee of the City and Borough of Juneau; Resolutions 1769, 1928, 2204, and 2359 each amended the former resolution by extending the sunset date of the ADA Committee; and

WHEREAS, the Human Resources Committee, at its meeting of October 29, 2007, concurred to reduce the membership of the ADA Committee from nine to seven members.

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

Section 1. Committee Reestablished. There is reestablished the City and Borough of Juneau Americans with Disabilities Act Committee. The committee shall consist of seven members appointed by the Assembly to serve for three-year staggered terms; provided the terms of the initial committee members shall be as follows:

- (a) 3 members shall be appointed for a three-year term;
- (b) 3 members shall be appointed for a two-year term; and
- (c) 1 member shall be appointed for a one-year term.

Section 2. Committee Purposes. The purpose of the committee shall be to advise and assist the Assembly and the Manager in implementing and carrying out the goals and provisions of the Americans with Disabilities Act. The committee may review the interim plan setting forth the City and Borough's efforts for compliance with the ADA; review of the policies, for compliance with ADA; and promote public awareness of the ADA requirements; and undertake other tasks and assignments relating to the ADA as requested by the Assembly or the Manager.

Section 3. Rules of Procedure. The rules of procedure for Assembly advisory committees as established by Resolution 2246, as may be amended from time to time, shall be govern the conduct of business of the committee.

Section 4. Staff Assistance. Staff support and assistance to the committee shall be provided by the City and Borough ADA coordinator.

Section 5. Committee Recommendations. The committee will present updated annual reports on the implementation of the recommendations and further recommendations as appropriate.

Section 6. Repeal of Resolutions. Resolutions 1585, 1769, 1928, 2204, and 2359 are hereby repealed.

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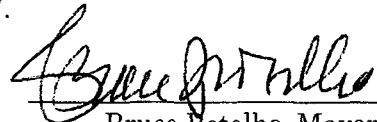
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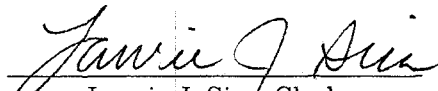
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Section 7. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 26th day of November, 2007.


Bruce Botelho, Mayor

Attest:


Laurie J. Sica, Clerk



AMERICANS WITH DISABILITIES ACT COMMITTEE

BOARD ROSTER



PAMELA S MUELLER-GUY

7th Term Nov 01, 1998 - Aug 31, 2019

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 5
Special Needs Needs Sign Language Interpreter



MATTHEW MCGUAN Not Reapplying

2nd Term Nov 04, 2013 - Aug 31, 2019

Appointing Authority Assembly
Position Voting Member
Office/Role Chair
Category Public
Dais Seat 3



ELIZABETH (BECKY) HARRINGTON

1st Term Dec 18, 2017 - Aug 31, 2020

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 2
Special Needs Person with Disability



MARIANNE MILLS

3rd Term Sep 19, 2011 - Aug 31, 2020

Appointing Authority Assembly
Position Voting Member
Office/Role Vice-Chair
Category Public
Dais Seat 4



ROSS DOUGLAS

2nd Term May 23, 2016 - Aug 31, 2020

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 1



CHARLENE STEINMAN

2nd Term Sep 01, 2018 - Aug 31, 2021

Appointing Authority Assembly
Position Voting Member
Office/Role Secretary
Category Public
Dais Seat 7



DANIEL HARRINGTON

Partial Term Apr 02, 2018 - Aug 31, 2021

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 6
Special Needs Person with Disability



ADA Committee

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

DATE: August 31, 2019

TO: Human Resources Committee of the Assembly

FROM: Matt McGuan, Chair
Americans with Disabilities Act (ADA) Advisory Committee

SUBJECT: ADA Committee 2019 Annual Report

On behalf of our committee of dedicated members, I am pleased to present the following accomplishments since the last Annual Report:

In September, we elected the following officers for the year: Matthew McGuan, Chair; Marianne Mills, Vice Chair; Charlene Steinman, Secretary.

Public Input: During the year, the Committee often receives input from the public regarding ADA concerns throughout the city. The Committee strives to make sure that public input is directed to the appropriate CBJ staff member for follow-up action. Staff Liaison, Charlie Ford, is extremely helpful in this regard. Input received this year included:

- Difficulty navigating through construction zones, for both pedestrians and motorists. In particular, the Committee fielded several complaints regarding temporary traffic controls associated with the sewer replacement project on Douglas Highway.
- Lack of accessible parking Downtown.
- General uncertainty about accommodating individuals with service animals and service animal credentialing.
- Difficulties having sign language interpreters available at Bartlett Regional Hospital.

Departures and Appointments: The terms of Ms. Mueller-Guy and Mr. McGuan expire this year. Ms. Mueller-Guy has applied for a new term. Mr. McGuan will be stepping away from the Committee at the end of his term.

Juneau Coordinated Transportation Coalition and Lift-Equipped Taxis: The limited availability of lift-equipped taxis has been an on-going issue for the Committee for several years. In October 2018, the Committee discussed the issue with CBJ Deputy City Manager and ADA Coordinator, Mila Cosgrove. One of the major obstacles to progress in this matter is funding. The Committee and Ms. Cosgrove discussed the possibility of pursuing funding through a Community Development Block Grant (CDBG). Ms. Cosgrove noted that the CDBG grant program is highly competitive and suggested that the Committee draft a letter to the

Assembly to request funding and advised us to be as specific as possible. Unfortunately, the Committee was not able to meet again until January 2019 and was not able to meet the early-March timeframe for CDBG application process. SAIL and the Juneau Coordinated Transportation Coalition have also been advocating in support of additional lift-equipped taxis. The Committee will continue to explore this issue in the coming year.

Interpreter Services at Bartlett Regional Hospital (BRH): The Committee received several complaints throughout the year regarding the availability of interpreter services for deaf and hearing-impaired patients and care-givers at BRH. Live interpreters are ideal, but are not always available and are in short supply in Juneau. Video remote interpreting (VRI) is available, but BRH staff are not always familiar with how to operate it. In some instances, patients have been asked to lip read, which clearly falls short of the ADA's requirement to provide reasonable accommodations to persons with disabilities.

The Committee discussed the matter with Ms. Cosgrove at the October 2018 meeting. In April 2019, the Committee hosted Ms. Cosgrove, Jeannette Lacey-Dunn (BRH Director of Case Management), and Mary Crann (BRH Risk Management) for a follow-up meeting. Two of the Committee members are deaf and shared some of their personal experiences with interpretive difficulties at BRH. Ms. Lacey-Dunn and Ms. Crann were very understanding and, if nothing else, the meeting served to give the issue a personal perspective. The BRH staff and the Committee discussed possible solutions and training ideas. The BRH staff reiterated their commitment to accommodating persons with disabilities.

There have been some improvements in the months since, but the Committee is still hearing reports of shortcomings. For instance, one of our Committee members who is deaf volunteered to help produce a training video. However, when the member showed up to participate, there was no interpreter available.

The Committee appreciates that providing accommodations for deaf patients is one of many challenges that BRH must face on a daily basis and we acknowledge that BRH is making progress, but there is still plenty of room for improvement. The Committee will stay engaged with BRH on this issue in the coming year.

Service Animals: There seems to be a noticeable increase in the number of 'service animals' and 'comfort' or 'companion animals' in our community and in the U.S. in general. The ADA requires State and local government agencies, businesses, and non-profit organizations (covered entities) that provide goods or services to the public to make "reasonable modifications" in their policies, practices, or procedures when necessary to accommodate people with disabilities. The service animal rules fall under this general principle.

The Committee feels that a lack of public awareness regarding service dog requirements coupled with perceived abuses of 'service dog' designations by pet owners may negatively impact genuine service dog users. Fortunately, the U.S. Department of Justice (DOJ) provides online resources to help the public better understand the issue. In order to raise awareness, the Committee would like to share some of the fundamental service animal FAQs published by the DOJ:

What is a service animal?

A: Under the ADA, a service animal is defined as a dog that has been individually trained to do work or perform tasks for an individual with a disability. The task(s) performed by the dog must be directly related to the person's disability.

What does “do work or perform tasks” mean?

A: The dog must be trained to take a specific action when needed to assist the person with a disability. For example, a person with diabetes may have a dog that is trained to alert him when his blood sugar reaches high or low levels. A person with depression may have a dog that is trained to remind her to take her medication. Or, a person who has epilepsy may have a dog that is trained to detect the onset of a seizure and then help the person remain safe during the seizure.

Are emotional support, therapy, comfort, or companion animals considered service animals under the ADA?

A: No. These terms are used to describe animals that provide comfort just by being with a person. Because they have not been trained to perform a specific job or task, they do not qualify as service animals under the ADA. However, some State or local governments have laws that allow people to take emotional support animals into public places.

Does the ADA require service animals to be professionally trained?

A: No. People with disabilities have the right to train the dog themselves and are not required to use a professional service dog training program.

Do service animals have to wear a vest or patch or special harness identifying them as service animals?

A: No. The ADA does not require service animals to wear a vest, ID tag, or specific harness.

Does the ADA require that service animals be certified as service animals?

A: No. Covered entities may not require documentation, such as proof that the animal has been certified, trained, or licensed as a service animal, as a condition for entry.

Can municipalities require service animals to be registered?

A: No. Mandatory registration of service animals is not permissible under the ADA. However, service animals are subject to the same licensing and vaccination rules that are applied to all dogs.

What questions can a covered entity’s employees ask to determine if a dog is a service animal?

A: In situations where it is not obvious that the dog is a service animal, staff may ask only two specific questions: (1) is the dog a service animal required because of a disability? and (2) what work or task has the dog been trained to perform? Staff are not allowed to request any documentation for the dog, require that the dog demonstrate its task, or inquire about the nature of the person’s disability.

Visit from SAIL: In July, Ms. Sherri von Wolfe from SAIL was invited to speak to the Committee to discuss various issues and initiatives that SAIL is working on. One of the initiatives Ms. von Wolfe is working on is Blue Path. BluePath is an accessibility website for people with disabilities. It connects local consumers and their families with local businesses who want to work together towards a more accessible world by providing the tools needed to identify barriers to accessing a business and their goods and services. BluePath also serves as a marketing web page for businesses and programs that meet a level of accessibility and are committed to making efforts to effectively serve people with a disability. BluePath was started by Don Brandon of the

Northwest ADA Center in partnership with others. Juneau is not on the BluePath website yet; Ms. von Wolfe would like to raise awareness about the website and encourage Juneau businesses to participate.

As requested by the Human Resources Committee, following is the **Committee Attendance Record for the past 12 months:**

Meetings	Matthew McGuan	Dan Harrington	Marianne Mills	Pamela Mueller-Guy	Becky Harrington	Charlene Steinman	Ross Douglas
September 2018	X	X	X	X	X	X	X
October 2018	X	X	X	X	X	Absent	Absent
November 2018	Meeting cancelled.						
December 2018	No meeting, lack of quorum.						
January 2019	X	X	X	X	X	X	X
February 2019	X	Absent	Absent	X	Absent	X	X
March 2019	X	X	X	X	X	X	X
April 2019	X	X	Absent	X	X	X	X
May 2019	X	Absent	X	X	Absent	X	X
June 2019	X	X	X	X	X	X	X
July 2019	X	X	X	X	X	Absent	Absent
August 2019	X	X	X	X	X	X	X

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING**" address in the first address block labeled "**HOME.**" The optional secondary address field is for your "**RESIDENCE**" address.]

Pamela S Mueller-guy
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] [Redacted]
Home Address Suite or Apt
[Redacted] [Redacted]
City State Postal Code

[Redacted] [Redacted]
Primary Phone Alternate Phone

Reach Direct services professional
Employer Job Title

Residence Address if different from your Mailing "Home" Address listed above

[Redacted]

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

- text only on 907 314 0732 call 907 268 3144 if no answer then leave message will call u back

Secondary Email Address (if any)

Which Boards would you like to apply for?

Americans with Disabilities Act Committee: Submitted

Are you applying for reappointment to this board?

☒ Yes ☐ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Hearing Disabled-requires sign language interpreter

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

Like to stay on board for American disability act again cuz I am deaf like to support all disabilities

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

Just one

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

Education/Training: Please list both formal and informal education & training experiences:

Many years as a board member

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Upload a Resume

Demographics

The following *optional* information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree



OFFICE OF THE MUNICIPAL CLERK

155 S. Seward St., Room 202
Phone: (907)586-0216 Fax: (907)586-4552
email: di.cathcart@juneau.org

Date: September 11, 2019
To: Chair Edwardson and Assembly Human Resources Committee members
From: Di Cathcart, Deputy Municipal Clerk
Subject: Douglas Advisory Board Seats

The Douglas Advisory Board is a seven-member board with each member serving a staggered three-year term. Per Resolution 2331, members of the board must be a qualified voter of the City and Borough of Juneau residing on Douglas Island.

When the Clerk's Office transitioned to the Granicus Board program in July 2018, part of the transition was manually entering all board/committee members into Granicus. As we complete this first year we are finding some errors. One such error was in Teri Tibbett's term end date. She filled a seat midway through a term that should have ended on September 30, 2018. Granicus auto-filled it to end September 30, 2019. She has continued to serve and has applied for reappointment.

In order to bring the board back into proper term ending staggering, it is the request of the Clerk's Office to have Ms. Tibbett's seat with a term ending September 30, 2021. This will enable the Douglas Advisory Board seats to return to a 3-2-2 original staggered cycle vs. what has now happened of a 4-2 staggered cycle, with four members having the same end date.

If approved by the Human Resources Committee, the upcoming seats would fill as follows: one seat for a term beginning immediately and ending September 30, 2021 (currently filled by incumbent Teri Tibbett) and three seats with terms beginning October 1, 2019 and ending September 30, 2022.

Presented by: HRC
Introduced: 04/23/2007
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2331

A Resolution Reestablishing and Renaming the Douglas Service Area Advisory Board, and Repealing Resolution Nos. 210 and 1665.

WHEREAS, a temporary Advisory Board for Douglas Service Area, Service Area No. 2, was established by the Charter in Section 16.8(d); and

WHEREAS, the Douglas Service Area Advisory Board has continued to function under authority granted by the Assembly; and

WHEREAS, it is desirable that this board continue to function, and that it be renamed.

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

Section 1. The Douglas Service Area Advisory Board, shall be known as the Douglas Advisory Board

Section 2. The board shall consist of seven members appointed by the Assembly for staggered three-year terms.

Section 3. Any person appointed to serve on the Douglas Advisory Board must be a qualified voter of the City and Borough residing on Douglas Island.

Section 4. The purposes of such board shall be to advise the City and Borough Assembly and the City and Borough administration on matters which affect Douglas Island and its facilities and residents.

Section 5. Repeal of Resolutions. Resolution Nos. 210 and 1665 are repealed.

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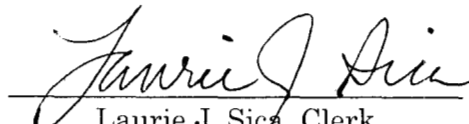
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Section 6. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 23rd day of April, 2007.


Bruce Botelho, Mayor

Attest:


Laurie J. Sica, Clerk

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING**" address in the first address block labeled "**HOME.**" The optional secondary address field is for your "**RESIDENCE**" address.]

Teri Tibbett
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] [Redacted]
Home Address Suite or Apt
 [Redacted] [Redacted]
City State Postal Code

[Redacted] [Redacted]
Primary Phone Alternate Phone

State of Alaska Advocacy Coordinator
Employer Job Title

Residence Address if different from your Mailing "Home" Address listed above

[Redacted]

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Douglas Advisory Board: Submitted

Are you applying for reappointment to this board?

☒ Yes ☐ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

I'm a 42-year resident of Juneau and 30-year resident of Douglas Island. I am committed to continuing to serve on the Douglas Advisory Board to continue addressing the issues the board has been working on this last year, including upkeep of the island's cemeteries, signage at the round-about, North Douglas expansion, and more. I care deeply about the island and the people living there and want to continue being an active participant in the issues that affect us.

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

Co-chair, Juneau Reentry Coalition; Employee, Alaska Mental Health Board/Advisory Board on Alcoholism and Drug Abuse (State of Alaska); Secretary, Douglas Advisory Board.

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

Member, Montessori Borealis Site Council (2012-2014); Member, Juneau Homeless Coalition (2007-2010); Chair (two terms) and Member (two terms), Juneau-Douglas High School Site Council (2006-2010); Member and Secretary, Eaglecrest Board (2003-2008); Member, Children's Community Center Board (1992-1993).

Education/Training: Please list both formal and informal education & training experiences:

Master of Fine Arts (Institute of American Indian Arts) 2015; Bachelor of Liberal Arts (University of Alaska Southeast) 1991. Training in mental health counseling, Spanish and Latin culture, advocacy and social change, early childhood development.

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Upload a Resume

Demographics

The following **optional** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree

Application Form

Profile

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[When completing the application, please put your "MAILING" address in the first address block labeled "HOME." The optional secondary address field is for your "RESIDENCE" address.]

Mary Kay Pusich

First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Employer

Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Douglas

Residence State

AK

Residence Postal Code

99824

Comments

Downtown Douglas Resident

Secondary Email Address (if any)

Which Boards would you like to apply for?

Douglas Advisory Board: Reapplying

Are you applying for reappointment to this board?

☒ Yes ☐ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

My family has deep roots in the Douglas community and I wish to continue to contribute to the DAB. Douglas is unique and I want to ensure the future of the island is not compromised as it moves forward with development and that its recreational opportunities are met as well. I would like to participate and help to advise CBJ on potential problems or opportunities that will keep Douglas a safe and prosperous place to live.

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

Treadwell Historic Society (DAB member seat)

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

State of Alaska/DNR Volunteer work at Catholic Church & Glory Hall

Education/Training: Please list both formal and informal education & training experiences:

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

[Upload a Resume](#)

Demographics

The following *optional* information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

None Selected

Gender

☒ Female

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree



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

DATE: September 10, 2019

TO: Assembly Human Resources Committee

FROM: Laurel Christian, Planner
Community Development Department

SUBJECT: FFY 2019 Community Development Block Grant Project Proposal Recommendation

INTRODUCTION

This memorandum contains the staff recommendation for a co-applicant for the FFY 2019 Community Development Block Grant (CDBG).

Project proposals were solicited from the community for funds through the Federal CDBG. Through this program, a project may be eligible for a grant up to \$850,000 through the City and Borough of Juneau (CBJ) and the Division of Community and Regional Affairs, Department of Commerce, Community, and Economic Development (DCCED).

Grant applications must be sponsored by a local government and sent to DCCED by December 6, 2019. A local government may choose to generate its own project ideas or chose a community organization as a co-applicant for these funds. In the past, CBJ has chosen to partner with a community organization and has been successful in obtaining CDBG funds using this method.

PROCESS

The Community Development Department (CDD) uses a standardized process for soliciting project proposals, review, selection, and timelines. This process was developed by CDD staff and has been endorsed by the Human Resources Committee (HRC). The purpose of this standardized process is to create an equal opportunity for all co-applicant proposals and ensure that similar types and amounts of information are submitted in a proposal. This process also helps staff gather grant application materials early on, which makes the grant writing process more efficient.

An informational meeting was held on July 31, 2019 to discuss CDBG guidelines, as well as CDD's standardized process. This meeting was advertised in the "Your Municipality" section of the Juneau Empire four (4) days prior, and was also promoted by Information Officer Lisa Phu on social media and Newsroom. Additionally, letters of invitation were sent to 33 social service agencies throughout the community. Approximately five (5) people attended the informational meeting. The deadline to submit project proposals was August 21, 2019; two proposals were submitted for review.

A staff review committee was made up of three (3) CDD staff and two (1) staff from the CBJ Housing Program. Staff individually reviewed the project proposals. The staff review committee met on September 3, 2019 to discuss each proposal and then decided which proposal to recommend as a co-applicant for CDBG funds.

The staff review committee presents their recommendation to the HRC with a recommendation to forward a recommendation to the full Assembly. That recommendation is presented to the Assembly with a resolution, which must be included in the grant application. Completed grant applications, printed with original signatures, must be received in Fairbanks by 4:30 p.m. on December 6, 2019.

BACKGROUND

All eligible municipal governments in Alaska (except Anchorage) are allowed to apply for the CDBG. In a typical year, application packets are distributed to municipalities in the fall and awards are made the following spring. Federal regulations require that at least fifty-one (51%) of the persons who benefit from a funded project be low- to moderate-income individuals as defined by the federal Department of Housing and Urban Development (HUD) or the project must benefit an identified special population as defined by HUD.

The goals of the CDBG Program are to:

- Ensure that the CDBG funds will be used to principally benefit low- and moderate-income persons;
- Provide financial resources to address public facility problems which encourage community self-sufficiency, increase health and safety of local residents, and reduce the costs of essential community services and;
- Provide capital to assist in the creation or retention of jobs that primarily benefit low- and moderate-income persons.

Past successful projects that CBJ has funded through the CDBG program include the Catholic Community Services Juneau Adult Daycare Center, St. Vincent de Paul's family oriented homeless shelter, and renovations and energy improvements for AWARE, St. Vincent de Paul, Glory Hole, and Gastineau Human Services. The most recent funded project was the AWARE shelter; however, the grant funds were not used and returned due to unexpected and prohibitive project costs.

PROJECT PROPOSALS

This year, the CDD received two proposals: 1) Tlingit and Haida Regional Housing Authority, and 2) St. Vincent de Paul. The maximum funding available for a single project from CDBG for FFY 2019 is \$850,000.

Tlingit Haida Regional Housing Authority – Playground Upgrades

Tlingit Haida Regional Housing Authority (THRHA) proposes to use CDBG funds to re-build two playgrounds, one owned by CBJ and one owned by THRHA in their Kanata Deyi and Glacier Village subdivisions. This project would improve safety and accessibility at these two parks, while providing safe and engaging spaces for the community. The playground upgrades would include purchasing new playground equipment, fencing, and accessibility upgrades. THRHA proposes to request \$712,000 for this project, exclusive of contingency.

St. Vincent de Paul Dan Austin Transitional Support Services Center

St. Vincent de Paul (SVDP) proposes to use CDBG funds to renovate their existing facility and expand transitional support services for low-income individuals, especially those experiencing homelessness and/or extreme disability. The services that will be offered at the facility include transitional planning and support; service agency exam, counselling, meeting and conference rooms; a thrift store exclusively for those in transition; a food pantry; laundry, locker room, and shower facilities; and meeting, training and event rooms. SVDP is requesting \$450,000 to renovate an existing facility to accommodate these services. SVDP was chosen as the co-applicant for FY 2018 for this project; however, CBJ was not awarded CDBG funding. SVDP has revised their application this year to request less CDBG funds, tightened the scope of the project, and has shown that the services are presently being utilized in the space.

EVALUATION OF PROJECT PROPOSALS

The CDD has created an evaluation matrix for the review of project proposals. The evaluation matrix aims to answer these questions:

1. Will the proposal compete well at the state level?
2. Does the project meet local needs and concerns?
3. How much matching contribution will be provided by the project sponsors? Is the match reliable?

Tlingit Haida Regional Housing Authority Playground Upgrades

- Has the potential to impact a broad range of individuals.
- THRHA has experience administering federal grants.
- CBJ and THRHA have site control.
- The proposal reduces direct threats to health and safety for children.
- Benefits to those of low/moderate-income (LMI) will have to be documented for the grant application. Playgrounds are public open spaces, so anyone can use them. Documenting LMI would be difficult. CBJ does not qualify for projects that benefit the entire borough because CBJ does not exceed 51% LMI borough-wide.
- The total project is estimated to cost \$818,800;
 - o \$712,000 is requested from CDBG
 - o \$106,800 is for “contingency” (not covered by CDBG funds).
 - o No cash match is identified; value of the land may count as match.

St. Vincent de Paul

- The project is eligible under CDBG as a Community Development project.
- SVDP has site control.
- The project is ready to start immediately upon grant award.
- Benefits an identified special population, so LMI does not need to be documented.
- Provides a broad range of services.
- Has documented community support.
- Will use land as In-Kind Contribution.
- No cash match is provided.
- The total project is estimated to cost \$1,098,253.50
 - o \$450,000 is requested from CDBG funds
 - o \$80,000 provided as “in-kind” from CCFR Sobering Center Upgrades
 - o \$568,253.50 will come from in-kind contributions from SVDP in the form of land and building.

RECOMMENDATION

The staff review committee recommends that the HRC recommend to the full Assembly that the City and Borough of Juneau co-apply with St. Vincent de Paul for a FFY 2019 Community Development Block Grant based on the above review and for the reasons given below :

- The SVDP project is ready to start immediately.
- The SVDP proposal has documented community support in the form of letters from community organizations.
- The SVDP proposal is consistent with CDBG goals and objectives.
- The SVDP proposal provides a broad range of services that will be beneficial to the community and specifically benefit a special identified population.
- The SVDP has the potential to serve a large number of clients over the lifetime of the project.

SVDP provided the most complete project proposal and will be the most likely project to receive CDBG funding from the DCCED.

ATTACHMENTS

Attachment A:	List of eligible activities from the DCCED Rating Criteria in Detail (from the 2019 CDBG Grant Application Handbook)
Attachment B:	Tlingit Haida Regional Housing Authority Proposal
Attachment C:	St. Vincent de Paul Proposal

F. ELIGIBLE PROJECT CATEGORIES & ACTIVITIES

The State of Alaska CDBG Program may be used to fund projects in three categories: **Community Development, Planning, and Special Economic Development**. The following summary, identifying the common types of eligible activities in each category, is for general reference only. A complete list of eligible and ineligible activities can be found in Title I of the Housing and Community Development Act of 1974, as amended.

Each applicant is expected to consult with CDBG Program staff about project eligibility prior to submission of an application. It is important that applications be submitted under the appropriate category.

Community Development

Under Section 105(a)(2),(4),(5),(14)&(15), CDBG grant funds may be used for:

Public Facilities

- | | |
|-----------------------------------|-----------------------------------|
| ✓ Health Clinics | ✓ Acquisition |
| ✓ Daycare Centers | ✓ Construction |
| ✓ Homeless Shelters | ✓ Reconstruction |
| ✓ Water & Sewer Systems | ✓ Installation |
| ✓ Solid Waste Disposal Facilities | ✓ Improvements |
| ✓ Flood & Drainage Facilities | ✓ Electrical Distribution Lines |
| ✓ Docks & Harbors | ✓ Fuel & Gas Distribution Systems |

Transportation Improvements

- | | |
|-----------------------|--------------------|
| ✓ Local Service Roads | ✓ Barge Facilities |
| ✓ Boardwalks | ✓ Airports |

Access to Public Facilities & Structures

- | | |
|---|--|
| ✓ Removal of architectural barriers in conjunction with current renovations | ✓ Improve access for handicapped & elderly persons |
|---|--|

Real Property

- | | |
|--------------------|--------------|
| ✓ Acquisition | ✓ Clearance |
| ✓ Building Removal | ✓ Demolition |
| ✓ Improvements | |

Fire Protection Facilities & Equipment

- | | |
|----------------|------------------|
| ✓ Acquisition | ✓ Rehabilitation |
| ✓ Design | ✓ Purchase |
| ✓ Construction | |

Note: Community Development activities do not include the purchase of any personal property or any equipment unless it is attached to a facility or building and considered an “integral structural feature.” Fire protection equipment is the only exception.

Planning

Under Section 105(a)(12), CDBG grant funds may be used for:

- ✓ Data Collection
- ✓ Analysis
- ✓ Plan Preparation
- ✓ Marketing Studies
- ✓ Feasibility Studies
- ✓ Community Economic Development Plans
- ✓ Community Land Use Plans
- ✓ Capital Improvement Plans
- ✓ Plan Updates

Note: Planning activities do not include engineering, architectural, and design costs related to a specific project activity. These activities may be eligible under the Community Development category.

Special Economic Development

“Special Economic Development,” as used in the CDBG Program, must meet the criteria below. See “Unique Requirements of Special Economic Development Projects” on page 9 for more information about the specific requirements for projects under this funding category.

Under Section 105(a)(14) CDBG grant funds may be used for:

- ✓ Commercial or Industrial Improvements
- ✓ Carried out by Grantee or Non-Profit Recipient
- ✓ Involving Commercial or Industrial Buildings, Structures, and Other Real Property Equipment & Improvements
- Includes:
 - ✓ Acquisition
 - ✓ Construction
 - ✓ Reconstruction
 - ✓ Rehabilitation
 - ✓ Installation

Under Section 105(a)(17), CDBG funds may be used for:

- ✓ Assistance (through eligible applicant) to an identified private, for-profit entity or entities
- The project must:
 - ✓ Create and maintain jobs for low or moderate income persons
 - ✓ Assist businesses that provide goods or services needed by and affordable to low and moderate income residents

Special Economic Development Projects must fit under one of those two categories.

If your project is not for the purpose of acquisition, construction, reconstruction, rehabilitation, or installation of commercial or industrial buildings, structures, and other real property equipment and improvements, OR it is not for the purpose of providing assistance to an identified private for-profit entity **IT IS NOT** appropriate to submit it under the Special Economic Development category.

Note: The examples provided under each of the three funding categories are for general information only and are not intended to be all-inclusive. Each community is encouraged to consult with CDBG Program staff about project eligibility and structure.

Rating Criteria

As described previously under the Grant Selection process, applications will be reviewed at two stages: threshold review and project rating and selection. During the threshold review process, staff will screen all applications for eligibility without awarding points. An application must meet all of the threshold review requirements in order to qualify for the second stage of the selection process. The project rating and selection process, stage two, will be conducted by the Application Selection Committee (ASC) using the criteria described below.

Applications will be evaluated and assigned points by the ASC based on the following criteria:

CRITERION #1 / Maximum Points Available 15

Project Description & Selection / Citizen Participation Plan

- ✓ Did the applicant describe the existing conditions, the nature of the proposed project, and what needs the project will address in the community? Although not required, did the applicant submit photos that show existing conditions?
- ✓ Did the applicant describe how the community decided on this project and why?
- ✓ Is there evidence of an active citizen participation plan which encourages citizen participation, provides reasonable access to public meetings, and provides technical assistance to low and moderate income citizens in developing proposals?
- ✓ Did the applicant describe the public participation process and explain how low and moderate income residents had the opportunity to comment?
- ✓ Does the applicant demonstrate there is a community consensus about this project?
- ✓ Did the applicant attach minutes of at least one public hearing, held within six months of the submission of this application, which verifies community consensus? Do the public meeting minutes demonstrate that citizens were asked to prioritize potential CDBG requests and that the majority selected this project?
- ✓ Did the applicant submit verification of public notification of the meeting? Were sign-in sheets attached?
- ✓ Does the applicant appear to have adopted a community development plan which identifies the proposed project as a community priority?

CRITERION #2 / Maximum Points Available 25

Project Plan / Readiness

- ✓ Did the applicant provide a clear and reasonable plan for implementing the proposed project?
- ✓ Did the applicant identify specific time lines, goals, objectives, and expected outcomes? Do these appear to be reasonable and achievable?
- ✓ Has the applicant identified and addressed permitting requirements, site control, State Fire Marshal approvals if appropriate, Energy Standards if appropriate, and Cooperative/Joint Agreements if appropriate?
- ✓ Has the applicant identified other agencies which will be or should be involved with this project?
- ✓ Is the applicant ready to proceed with the proposed project upon notification of award?
- ✓ Has the applicant obtained market assurances if appropriate? (Only for Special Economic Development Projects)
- ✓ In this section, does the applicant describe in detail that substantial efforts have been made to identify and seek other resources besides CDBG to support this project?
- ✓ Did the applicant receive CDBG funding within the past two years for project design, engineering, feasibility, and/or planning?

CRITERION #3 / Maximum Points Available 25

Project Impact

- ✓ Does the applicant provide evidence that the proposed activities will provide a substantial or direct benefit to low and moderate income persons?
- ✓ Does the applicant demonstrate that the proposed activities have the potential for long-term positive impact?
- ✓ Does the proposed project support activities that eliminate clear and imminent threats to public health and safety?
- ✓ Does the proposed project support local efforts toward solving public facility problems by constructing, upgrading, or reducing operational/maintenance costs of essential community facilities?
- ✓ Does the applicant document the specific health and safety needs that will be addressed by this proposed project? Does the applicant identify and document how long these health and safety needs have existed and the extent of the need?
- ✓ Does the applicant demonstrate that the proposed project is economically feasible and will have long-term viability?
- ✓ Does the proposed project provide development or encourage development in underdeveloped rural areas?
- ✓ Does the proposed project promote self-sufficiency and diversification in local economies?
- ✓ Does the proposed project make use of local resources and/or improve existing production/delivery capacity?

CRITERION #4 / Maximum Points Available 25

Budget / Match / In-Kind

- ✓ Is the overall Proposed Budget reasonable?
- ✓ Has the applicant clearly identified and submitted its proposed budget according to the four budget components (CDBG Request, Cash Match, In-Kind Contributions, and Total Project Cost)? Has the applicant included a Budget Narrative?
- ✓ Has the applicant secured other funds which are needed to complete this project? Is documentation included?
- ✓ Are matching funds at least 25% of the total project cost and has the applicant documented that this match is committed to the project? Has the applicant identified the source and type of this match?
- ✓ Has the applicant identified and documented all In-Kind Contributions, including their source and type? Does the amount of In-Kind Contribution indicate that the community is committed to making this project happen and willing to contribute significantly to its support? Are the computations for In-Kind Contributions reasonable and supported with documentation?
- ✓ Has the applicant identified whether the proposed project will be Force Accounted or Contracted Out, if appropriate?
- ✓ Has the applicant completed the Labor and Fringe Benefits computation chart contained in the Application Packet? Are the proposed wage rates appropriate and reasonable? Are the Fringe Benefits appropriate and reasonable?
- ✓ Has the applicant identified costs and attached price quotes or cost estimates for materials, freight, equipment rental, equipment purchase, contractual, insurance, administration, and other line items for which CDBG funds are requested? Are the costs reasonable and appropriate?
- ✓ Is no more than 5% in administrative costs requested from the CDBG funds?
- ✓ Does it appear that the applicant can complete this project and provide a benefit to the residents of the area with the funds currently available?

CRITERION #5 / Maximum Points Available 10

Administrative Capabilities

- ✓ Does the Application Packet and information provided therein support that the applicant has the administrative capability to properly manage CDBG funds and comply with all federal and state requirements?
- ✓ Has the applicant identified who will have the day-to-day management responsibility and oversight for this project?
- ✓ Does the applicant have the cash resources to administer a cost reimbursable grant or have they identified an alternative course of action which will allow this project to proceed?
- ✓ Has the applicant successfully administered other federal or state grants which have had similar requirements to the CDBG program? Has the applicant documented that it was successful with those grants?
- ✓ Did the applicant attach a copy of last year's audit or Certified Financial Statement with the Application Packet? Does the audit identify findings? Have those findings been satisfactorily resolved? Did the applicant include management letters and any other reports received with its audit?
- ✓ Has the applicant noted any tax liens or judgments and addressed them?
- ✓ Has the applicant clearly described what Administration costs will be charged to this grant?
- ✓ Did the applicant use the application form provided, adding pages if needed? Was the minimum font size used in the application (at least size 12) and was it easy to read? Was supplemental information (designs, comprehensive plans, etc.) inserted in appendices attached to the back of the application?

Total Maximum Score for all Five Criteria

Project Description & Selection/Citizen Participation Plan	15
Project Plan/Readiness	25
Project Impact	25
Budget/Match/In-Kind	25
Administrative Capabilities	10

Total Maximum Score 100 Points



August 21, 2019

Ms. Lauren Christian
Planner, Community Development Department
City and Borough of Juneau
155 South Seward Street
Juneau, Alaska 99801

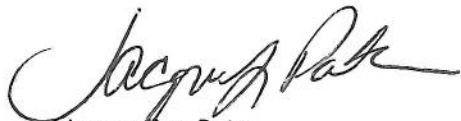
RE: 2019 Community Development Block Grant Program Application

Dear Ms. Christian,

Tlingit Haida Regional Housing Authority, as a long-time partner to the City and Borough of Juneau, is writing to inform you that we are proposing to be your partner in the Community Development Block Grant. Our project is based around community development, wellness of our families and children, and we are certain it meets the mission and vision of the City and Borough of Juneau.

Please accept this letter and application as our interest and willingness to assist in this chance for community development through the Community Development Block Grant. If you have any questions or concerns please email me at jpata@thrha.org or call me at 907-780-6868.

Sincerely,



Jacqueline Pata
President/CEO

I. Project Description & Current Conditions

Tlingit Haida Regional Housing Authority (THRHA) plans to re-build the playgrounds in the Kanata Deyi Subdivision and the Glacier Village Subdivision. This project will enhance the living environment for low-income families, engage the community, create learning and physical wellness opportunities for families, and provide a safe place for young children to play.

Playgrounds have many positive impacts in the communities in which they are placed.

Community playgrounds that are built by the hands of volunteers and contractors become a social hub for families to gather, socialize and be part of something bigger, it can directly impact reduction in crime, and increase in wellness activities.

The current conditions of the Si't Tuwan playground, located in the Kanata Deyi Subdivision are not ideal or up to safety standards. The equipment is aging, old, and beginning to rust. The swings are showing signs of aging and rust and are not allowable or compliant with safety standards. The composite structure does not have a current accessible transfer, there is no area for toddler play, and the lack of fencing around the play area causes serious safety concerns. The play area is next to the street, and a trail leading to the mountain where wildlife can easily access the safe spaces, and children can easily access the street.

The current conditions of the Glacier Village Subdivision playground is much worse than that of the Si't Tuwan playground. There is no accessibility to the playground, from the street to the curb, and someone with mobility issues wouldn't be able to enjoy the playground. There are areas of the playground that have no safety surfacing for the play equipment, it is sand or rocks. There are no toddler swings, the swings that are there, aren't accessible and rusting. There is equipment, like the X-Wave, that is no longer deemed a safe piece of playground equipment. The

finishing and brackets on all equipment are deteriorating and aging. There is no safety or security fencing with this playground that is adjacent to a street.

II. Citizen Participation

Prior to starting any actual building, THRHA expects a lot of work will be completed by volunteers, parents, residents, and others. Such work will involve clearing and preparing the grounds (weeding, removing debris, leveling, etc.) where the playground will be. THRHA will organize the preparatory and planning work to begin as soon as project period begins. Before the building begins there will be community “work days” where volunteers and employees alike can come together to carry out some of these preparatory tasks. The citizens will also enjoy the grand opening once the project is complete.

III. Outline of Project Plan & Implementation

The plan for this project is a complete overhaul of the equipment, and surfacing. THRHA would work with contractors and designers to plan and implement the project within 12 months from date of award.

The implementation plan would be as follows:

Month 1 – Award Notice, Procure a Designer/Planner

Month 2-4 – Planning and Design

Month 5-6 – Deconstruction & Removal of current equipment

Month 7-9 – Installation of new equipment & fencing

Month 9 – Inspection of new equipment

Month 10- Grand Opening & Community Event

Month 11-12 -Wrap up & Reporting

The project would be all encompassing from start to finish with planning to inspection. The contractors would be working around the seasons, which may expedite the process depending on the award date.

IV. Description of Site Control, Plans, Permits

The sites that will be used for this program are very unique. The Si't Tuwan Playground plot is currently owned and maintained by the City and Borough of Juneau, however is located in THRHA's Kanata Deyi Subdivision, where many of the residents in the surrounding areas are THRHA tenants. This playground is parcel #5B2402000300 and located at 4500 Kanat'a Street, Juneau, Alaska. The second site is located in the Glacier Village Subdivision, and last owned by the Juneau Affordable Rentals, a subsidiary of THRHA. The appendices are maps of the plots, as well as additional information regarding the owner of the Glacier Village playground lot. This lot is parcel #5B2401110022 and located at 0 Granite Drive.

V. Project Benefits LMI

The area that would be targeted for this project is the Glacier Village Housing, this property has received funding from the Low Income Housing Tax Credit (LIHTC) program. Households must earn either less than 50% or 60% of the area median income (depending on the set-aside option chosen by THRHA) to qualify for these units. These housing subdivisions provide housing for low-income families, with many children and elders. The families that would be utilizing this playground/park would be low-median income families

VI. Budget Outline

The budget for this project is based off of initial site visits, professionals in playground planning and equipment, electrician quotes, contract designers, and basic costs of playground rebuilding.

Glacier Village Playground:

Total Replacement of Equipment & Safety Surfacing	\$260,000.00
New Safety Standard Lighting	\$16,000.00
Fencing	\$25,000.00
Site Furnishings, Landscaping, Creative Play	\$50,000.00
Design/Engineering/Inspection Costs	\$30,000.00
Total Cost for Glacier Village Playground	\$381,000.00

Si't Tuwan Playground

Total Replacement of Equipment & Safety Surfacing	\$210,000.00
New Safety Standard Lighting	\$16,000.00
Fencing	\$25,000.00
Site Furnishings, Landscaping, Creative Play	\$50,000.00
Design/Engineering/Inspection Costs	\$30,000.00
Total Cost for Si't Tuwan Playground	\$331,000.00

Total Playground Remodel Budget	\$712,000.00
---------------------------------	--------------

Overall Contingency Costs (15%)	\$106,800.00
Total Project Budget	\$818,800.00

The budget listed above include all planning, design, electrician, engineering, freight, equipment, and furnishing costs. These are all necessities when rebuilding a playground and bringing it to safety standards for the inspection. The fencing and lighting are ideal for Juneau because of weather, daylight, and wildlife in the area. The fencing is meant to keep children safe, out of the street that is adjacent to the playground, as well as to be used as a bear deterrent. The lighting is especially important in the winter months when children get home from school and it is dark by 2pm.

VII. Administrative Capabilities:

Since 1973, Tlingit Haida Housing Regional Authority (THRHA) has been working to meet the affordable housing needs of native and non-native individuals and families in Southeast Alaska, including Juneau. Offering a variety of services such as temporary emergency housing, senior independent living, down-payment assistance, home repair, and project and home construction, THRHA is able to assist many families in Juneau and the rest of the region. The Authority also owns and operates Fireweed Place, a 67-unit apartment building for independent senior living. The table below identifies Key Project personnel that will serve as the project management team for the Community Development Block Grant.

Key Employee	THRHA Position Title	Healthy Homes Role	FTE¹
Lorraine DeAsis	Director of Project Dev.	Project Director & Oversight	0.10

¹ FTEs Based on 2087 hours per year for 3 years

Steve Bennett	Project Manager	Project Manager	0.75
Galadriel Morales	Grant Administrator	Grant Coordination	0.10
Jacqueline Pata	CEO/President	Oversight, Authorizing Official	0.05
Donovan Neal	Controller	Financial Reporting & Oversight	0.05

Project Team Profiles:

Lorraine DeAsis, THRHA’s ICDBG Project Coordinator will administer all aspects of the HH Mold Remediation Program including coordination of training, contractors, and program record-keeping and function as the day-to-day program supervisor. Ms. DeAsis will be the Project Director, she has 20 years of experience in finance, real estate, and housing management and currently directs THRHA’s housing construction rehabilitation repair program. Ms. DeAsis has successfully completed over 40 home rehabilitations that directly parallel the proposed HH Mold Remediation & Prevention Program.

Steven Bennett: The manager supports the administration of the grant as the “go-to” trouble shooter and leader of the CDBG project. Mr. Bennett is responsible to ensure the tasks are complete (and to develop the spreadsheet, communicate, etc.). Mr. Bennett coordinates all site superintendent activities and monitoring/reporting, is a member of both assessment and final review teams, and provides general administrative support to the project.

Galadriel Morales, THRHA’s Grant Administrator will serve as the coordinator for all reporting and drafting of reports for this project. Ms. Morales has 10 years experience in timely reporting and project coordination. Applicable training includes: NAHASDA Essentials, project development and implementation training, OMB Super Circular Training, and Grant

Management systems training. Ms. Morales' success and achievements are a result of her education and practical experience over the past 10 years or successful grant management.

Jaqueline Pata, the THRHA CEO manages an annual budget of \$12 million and employs over 90 technical and administrative personnel. Ms. Pata will serve as the lead director on all operational, fiscal, personnel, and other applicable laws and regulations. Ms. Pata has extensive experience from the time when she served as Deputy Assistant Secretary for native American Programs for the U.S. Department of Housing and Urban Development where she was responsible for implementation of the Native American Housing Assistance and Self Determination Act (NAHASDA).

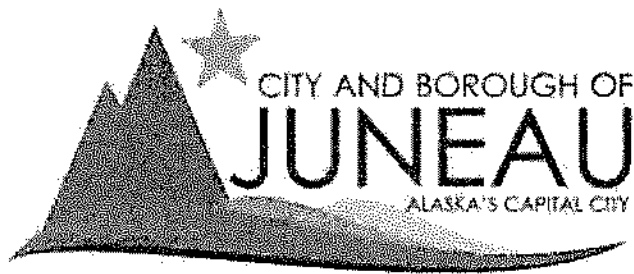
Donovan Neal, the HH fiscal control & oversight administrator, will serve as controller for all financial components of the grant: contracting, invoicing, reporting, auditing, and other industry recognized standards for non-profit management of Federal funds. Mr. Neal has 20+ years experience as a senior fiscal manager in both for profit and non-profit companies. Mr. Neal's expertise includes significant work as an Audit Manager in the Anchorage, Alaska area and more than 10 years as a Controller.

THRHA Director of Project Development, Lorraine DeAsis, will provide all program administrative functions to the CDBG project and serve as the Project Director. Four permanent and 19 temporary staff support the department, these support staff include the Project Superintendent, a Project Analyst, an Administrative Assistant, and an Environmental Specialist. The Project Manager and Grant Administrator will provide supervision of the project sites and management of the project activities and will report to Ms. DeAsis. THRHA's Controller, Donovan Neal, will supervise the fiscal controls and reporting for the CDBG Project is supported by three departments that are staffed by 10 FTEs of varying capacities and responsibilities. All of

the identified senior staff reports to the Vice President of Administration, Joyce Niven, who in turn reports to the President/CEO. THRHA has several years of successful OMB Circular A-133 Audits with no significant findings or questioned costs on all financial activity for Self-Governance Compact, grants, and contracts. These activities include \$20 million in funds (IHBG, AHFC, USDA, DOE, Title VI, ROSS, HUD Healthy Homes) during the most recent 3 years. All subcontracts are in accordance with nationally accepted accounting principles and HUD and OMB guidelines for bidding and procurement. For all bids over \$5,000 3 bids are required. All subcontractors must follow uniform procedures for reimbursement that include invoices processed by the project director, the project manager, and reviewed by the finance director for conformity to agency protocols before being submitted for payment. Subcontracting work is done while THRHA staff is on-site; pictures are used periodically to support QC. The project manager will be based at the project location, and work to monitor work progress and successful completion of the project outcomes. A construction supervisor will work with local work crews to ensure continuous on-site monitoring. As stated previously, material purchases are monitored by the project manager who has an extensive background in materials acquisition, familiarity with the local housing supplies needs, environmental assessment and remediation experience, and will be responsible for project outcomes on-the-ground.

THRHA has completed the following programs successfully: IHBG number 08IH0216230; 2012 Indian Community Development Block Grant Number B-09-SR-02-0013 \$594,276 for the construction of the Saxman Senior Center in Saxman, AK; 2012 Indian Housing Block Grant (IHBG) numbers 09CH0216230 & 08SH0216230; Indian Community Development Block Grant Projects B-08-SR-02-0032 and B09-SF-02-0002; 2013 Alaska Housing Finance Corporation \$412,260.00 Grant# SUP-10-THR-1 2014 Home energy and

conservation and weatherization \$1,055,000; 2010 Saxman SUP-10-THR-s 2012 971,711 Saxman Senior Center; and WAP 2012 \$6,083,640; 2013 \$3,005,500. These projects were administered as described above under the direction of the Director of Project Development, Lorraine DeAsis, and the designated project director for this HH Application.



Assessor's Database

Current Owner

CITY AND BOROUGH OF JUNEAU & LANDS AND RESOURCES
155 S SEWARD ST, JUNEAU AK 99801

Parcel #: 5B2402000300

[\(Map\)](#)

Prev. Owner:

Use Code: Park

Address: 4500 KANAT'A

ST

Site Value: \$0.00

Exempt: Borough

Legal Desc. 1: SIT

TUWAN PARK SITE

Building PV: \$0.00

Zoning: -Single Family
and Duplex -7,000 sq.ft
minimum lot size -5 units
per acre

Legal Desc. 2:

Total PV: \$0.00

Tax Year: 2019

No. of Units: 000

Year Built: 0

Gross Liv. Area: 000000
sqft

Garage: No

Garage Area: 000000

Lot Size: 10146.00

Last Trans: 00000000

City Water: Yes

City Sewer: Yes

Exempt Land: 0

Exempt Building: 0

Exempt Total: 0

Road/No Road: Roaded

Search the Database

Search the database using the search box below. The field accepts any search parameter (owner's name, address, parcel number, year built, etc.).

TY

TRAHO ARCHITECTS, P.S.
P.O. BOX 1644 YAKIMA, WA. 98907 (509) 452-8609



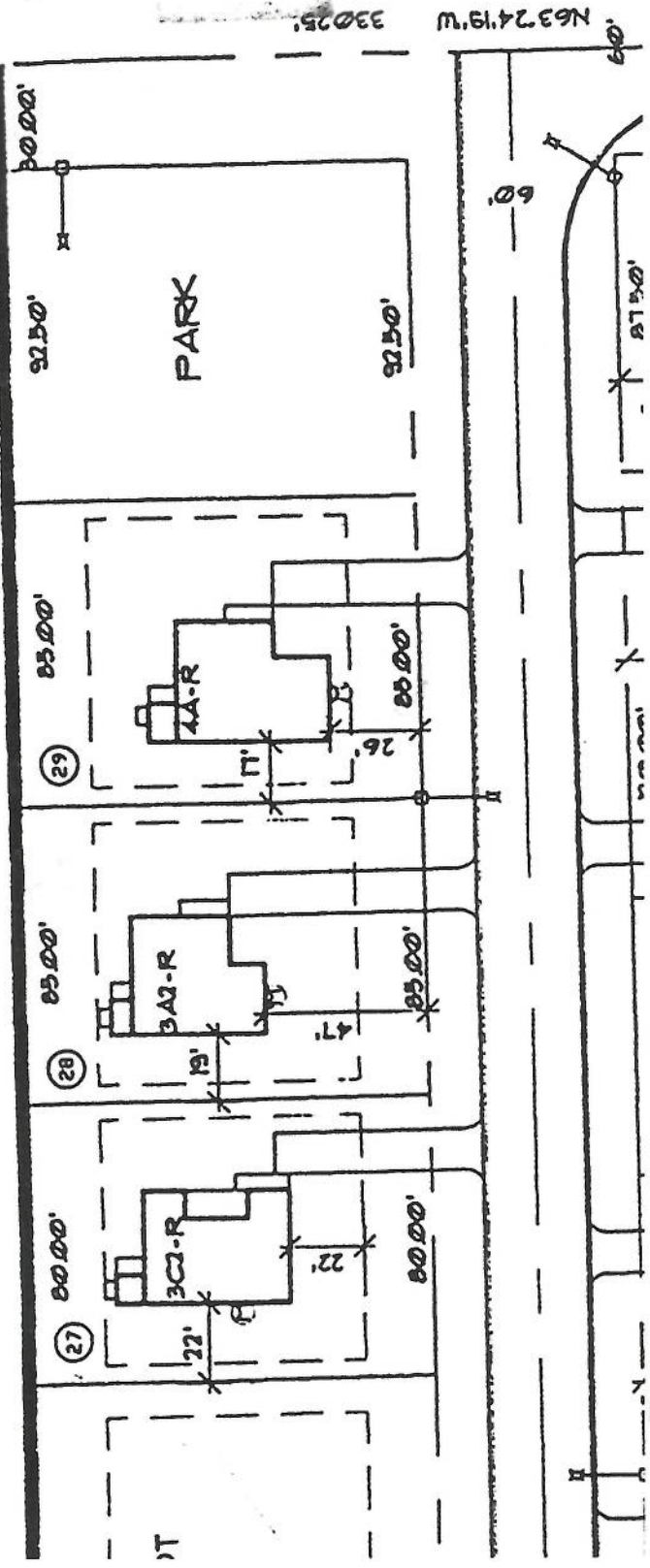
MATCH LINE

Kanata's Deji

SUBDIVISION LIMITS

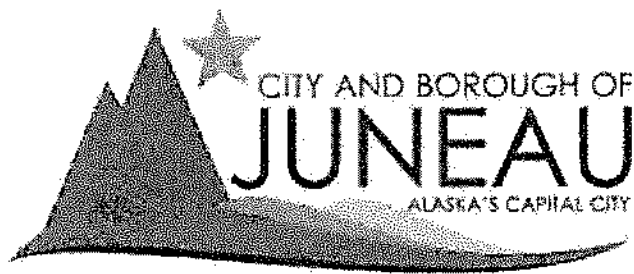
NATIONAL FOREST

12 13 14 15 16





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Assessor's Database

Current Owner

Parcel #: 5B2401110022 (Map)	Address: 0.GRANITE DR	Legal Desc. 1: GLACIER VILLAGE 23 BL E LT 11	Legal Desc. 2:
Prev. Owner: JUNEAU AFFORDABLE RE	Site Value: \$0.00	Building PV: \$0.00	Total PV: \$0.00
Use Code: Park	Exempt: No Data	Zoning: -Single Family and Duplex -7,000 sq.ft minimum lot size -5 units per acre	Tax Year: 2019
No. of Units: 000	Year Built: 0		Gross Liv. Area: 000000 sqft
Garage: No	Garage Area: 000000	Lot Size: 5877.00	Last Trans: 00000000
City Water: Yes	City Sewer: Yes		
Exempt Land: 0	Exempt Building: 0	Exempt Total: 0	Road/No Road: Roaded.

Search the Database

Search the database using the search box below. The field accepts any search parameter (owner's name, address, parcel number, year built, etc.).



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Cassandra Cropley

From: Mary Elsner
Sent: Wednesday, December 19, 2018 4:17 PM
To: Cassandra Cropley
Subject: FW: Juneau Affordable Rentals Park 5B2401110022

Mary Elsner
Director of Maintenance
(907) 780-6868
melsner@thrha.org

GV
PlayGround



Regional Housing Authority

From: Mary Elsner
Sent: Thursday, November 1, 2018 3:17 PM
To: 'Dan Bleidorn' <Dan.Bleidorn@juneau.org>
Cc: Bhagavati Braun <Bhagavati.Braun@juneau.org>; Greg Chaney <Greg.Chaney@juneau.org>
Subject: RE: Juneau Affordable Rentals Park 5B2401110022

Thank you for this information

Mary Elsner
Director of Housing Inventory
(907) 780-6868
melsner@thrha.org



Regional Housing Authority

From: Dan Bleidorn <Dan.Bleidorn@juneau.org>
Sent: Thursday, November 1, 2018 3:13 PM
To: Mary Elsner <melsner@thrha.org>
Cc: Bhagavati Braun <Bhagavati.Braun@juneau.org>; Greg Chaney <Greg.Chaney@juneau.org>
Subject: FW: Juneau Affordable Rentals Park 5B2401110022

Hi Mary,

It turns out the property was incorrectly labeled on the CBJ parcel viewer and Assessor's Database. I hope to have this corrected in the next few days.

I have attached some emails with supporting documents that helped determine this is not CBJ owned.

Please let me know if you have any questions,

Thanks,

Dan

From: Dan Bleidorn

Sent: Thursday, November 1, 2018 9:45 AM

To: Quinn Tracy; Aaron Landvik

Cc: Greg Chaney; Bhagavati Braun

Subject: FW: Juneau Affordable Rentals Park 5B2401110022

Good morning,

I believe we have come to the decision that this property is in fact not CBJ owned.

Attached are emails with supporting documents as attachments.

Let me know if there are questions or concerns.

Thank you,

Dan

From: Bhagavati Braun

Sent: Wednesday, October 31, 2018 8:42 AM

To: Dan Bleidorn; Greg Chaney

Subject: RE: Juneau Affordable Rentals Park 5B2401110022

In my memory we decided that it was unlikely that the CBJ required a non-conforming park so we were operating on the assumption that we should NOT own it.

Not sure if any action was taken though.

From: Dan Bleidorn

Sent: Wednesday, October 31, 2018 8:38 AM

To: Greg Chaney; Bhagavati Braun

Subject: FW: Juneau Affordable Rentals Park 5B2401110022

Where either of you looking into this property?

From: Dan Bleidorn

Sent: Tuesday, September 11, 2018 10:48 AM

To: Greg Chaney

Subject: RE: Juneau Affordable Rentals Park 5B2401110022

No, but we just emailed her yesterday.

Dan Bleidorn | Deputy Manager CBJ Lands and Resources | ph 907.586.0224
Lands and Resources | Dan.Bleidorn@Juneau.org |

From: Greg Chaney

Sent: Tuesday, September 11, 2018 10:46 AM

To: Dan Bleidorn
Subject: RE: Juneau Affordable Rentals Park 5B2401110022

Did Beth ever get back to you about assigning a planner to look into this?

From: Dan Bleidorn
Sent: Tuesday, September 11, 2018 10:39 AM
To: Robin Potter
Cc: Jenna Mallinger; Aaron Landvik; Quinn Tracy; Greg Chaney; Bhagavati Braun; Brent Fischer
Subject: RE: Juneau Affordable Rentals Park 5B2401110022

Thanks Robin,

We are still investigating ownership for this lot. This one is unique as the park was not part of the original subdivision and may not have the Planning Commission requirement that the City take ownership. We are not sure if "dedicating all streets, alleys, walks, parks and other open spaces to public or private use" means that the City has legal ownership of this lot or has a legal obligation to accept it. To further confuse the situation, accepting property by donation takes a resolution of the Assembly.

I will keep you in the loop as we figure it out.

Thanks again,
Dan

Dan Bleidorn | Deputy Manager CBJ Lands and Resources | ph.907.586.0224
[Lands and Resources | Dan.Bleidorn@Juneau.org](mailto:Dan.Bleidorn@Juneau.org)

From: Robin Potter
Sent: Tuesday, September 11, 2018 10:19 AM
To: Dan Bleidorn
Cc: Jenna Mallinger; Aaron Landvik; Quinn Tracy; Greg Chaney; Bhagavati Braun; Brent Fischer
Subject: RE: Juneau Affordable Rentals Park 5B2401110022

Hi Dan,

Your question got to me in a roundabout way, but I am likely the only one that can answer you on how this came to be. Back in December 2014 I had a series of emails with Jessica Beck regarding all of the park parcels that had been entered into Govern in the name of the Developer.

Jessica sent me plat maps of these properties which listed roadways and parks belonging to the city. The updates were done in January-February 2015. There weren't any deeds recorded transferring them to the CBJ.... Per Jessica, the ownership is taken from the plat map itself.

In April 2015, I emailed Jessica regarding the subject property being labeled a park with the plat 2007-58 stating ***dedicating all streets, alleys, walks, parks and other open spaces to public or private use.*** (This is verbiage on the other plats Jessica sent to me to have updated to CBJ ownership).

I went ahead and made the change, but never received an answer from Jessica in this regard.

I will be glad to forward those emails to you if it would help.

To: Quinn Tracy; Greg Chaney; Bhagavati Braun
Cc: Assessor Office; Brent Fischer
Subject: RE: Juneau Affordable Rentals Park

I searched the recorder's database and did not find anything transferring the property to CBJ; but I'll look again now. And P&R said they have never taken care of this park and have no info in its history besides that it has come up a few times over the past few years.

Dan Bleidorn | Deputy Manager CBJ Lands and Resources | ph 907.586.0224
[Lands and Resources](#) | Dan.Bleidorn@Juneau.org |

From: Quinn Tracy
Sent: Monday, September 10, 2018 1:46 PM
To: Dan Bleidorn; Greg Chaney; Bhagavati Braun
Cc: Assessor Office; Brent Fischer
Subject: RE: Juneau Affordable Rentals Park

Govern shows CBJ as the owner. It looks like Aaron made an edit to the owner info in 2015.

(2) Permit Center Owner Information

General

Date Effective (As Of)
9/14/2007

Source of Information
z_Other

Role Type
0-1 {Owner 1}

% Ownership
1

Priority Sequence
1

Owner Status
☐ Alternate Source
☒ Current
☐ Previous

☐ Occupant
☐ No Correspondence
☒ Mail To

Name & Address
CITY AND BOROUGH OF JUNEAU
LANDS AND RESOURCES
155 S SEWARD ST
JUNEAU AK. 99801

PRP ID
As of Character
Notes
aaron land 7/17/2015 3:11:28 PM

Record Inquiry (1/2)

Quinn Tracy | Cartographer
Community Development Department | City & Borough of Juneau, AK
Location: 230 S. Franklin Street, 4th Floor Marine View Building
Office: 907.586.0762



From: Dan Bleidorn
Sent: Monday, September 10, 2018 1:13 PM
To: Greg Chaney; Bhagavati Braun; Quinn Tracy
Cc: Assessor Office; Brent Fischer
Subject: RE: Juneau Affordable Rentals Park

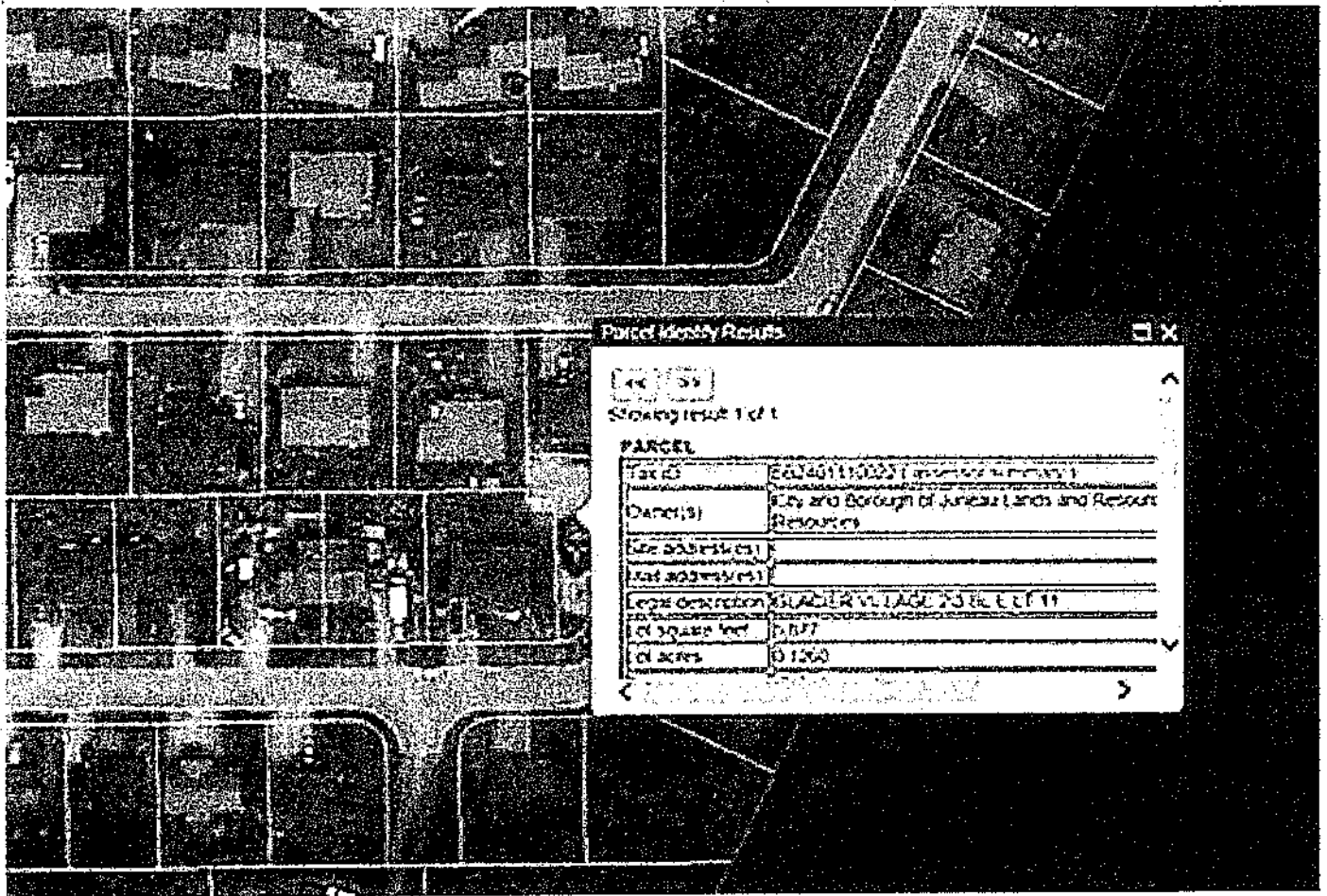
From what I've gathered this is not a City property and this property needs to be updated to reflect the true owner. This is owned by Juneau Affordable Rentals. The parcel viewer and Assessor's summary shows this as CBJ Lands. Let me know if there are any questions.

Thanks,
Dan

Dan Bleidorn | Deputy Manager CBJ Lands and Resources | ph 907.586.0224
[Lands and Resources | Dan.Bleidorn@Juneau.org](mailto:Dan.Bleidorn@Juneau.org) |

From: Dan Bleidorn
Sent: Thursday, September 06, 2018 12:46 PM
To: Greg Chaney; Bhagavati Braun
Cc: Assessor Office; Brent Fischer
Subject: Juneau Affordable Rentals Park

Hello,
I received a phone call from THRHA regarding this park area. They are wondering who is responsible for the maintenance of this area. Parcel viewer shows it as Lands, but I don't have this as part of our land holdings or under Parks management. Also, looking at the recorder's database I only found the attached plat, which has the owner as Juneau Affordable rentals. As far as I can tell they are still the owners, unless there was an agreement with CBJ to maintain this park?
Does anyone have any additional information on this property?



Dan Bleidorn | Deputy Manager CBJ Lands and Resources | ph 907.586.0224
 Lands and Resources | Dan.Bleidorn@Juneau.org |



St. Vincent de Paul Society
Diocesan Council of Southeast Alaska

8617 Teal Street
Juneau, Alaska 99801

office (907) 789 5535

fax (907) 789 2557

email st.vincentdepaul@gci.net

website www.svdpjuneau.org

*We provide material and spiritual charity
and work for social justice for all people.*

August 20, 2019

Submitted by hand and email to laurel.christian@juneau.org.

Laurel Christian, Planner
Community Development Department
City & Borough of Juneau, Alaska
155 South Seward Street, Juneau, Alaska 99801
Juneau, AK 99801

Regarding: Proposal for Grant Funds Through the 2019 Federal Community Development Block Grant
(CDBG) Program

Dear Ms. Christian,

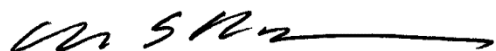
Thank you for considering our proposal for the Community Development Block Grant application, in the amount of \$450,000. We believe that the St. Vincent de Paul (SVdP) project fits the CDBG application criteria. The project will provide a transitional support services center providing transitional plan development with SVdP's in-house team of five Community Navigators (case managers), selected thrift store items, food pantry, locker-storage, showers, laundry, food service, training and meeting facilities, and professional service facilities for clinical, legal, financial and counselling to low-income individuals and especially to individuals experiencing homelessness and/or extreme disability. The project, a community priority, has already open for a year in SVdP's former Thrift Store complex on Teal Street.

The project has matching funds in the form of two grants funding the five community Navigators and funds from the CBJ for shared facilities used by the CBJ CCF/R Sobering Center. There is also a grant from the City and Burrow of Juneau which pays for the water to the building hosting the center. The

project will have substantial and positive economic impact on the community and the region through substantially reducing the amount of money and resources spent on social services for individuals assisted by the center who are successfully transitioned from homelessness and/or publicly-supported transitional housing into fully self-sustaining housing and employment situations.

Thank you again for your consideration and please do not hesitate to contact me with any questions or comments at (808) 782-5795 or bradleysvdp@gmail.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Bradley Perkins", followed by a long horizontal flourish.

Bradley Perkins, General Manager
St. Vincent de Paul Juneau

Enclosures SVdP CDBG Proposal



*We provide material and spiritual charity
and work for social justice for all people.*

St. Vincent de Paul Society
Diocesan Council of Southeast Alaska

8617 Teal Street
Juneau, Alaska 99801
office (907) 789 5535
fax (907) 789 2557
email st.vincentdepaul@gci.net
website www.svdpjuneau.org

Proposal for Grant Funds Through The 2019 Federal Community Development Block Grant (CDBG) Program

Dan Austin Transitional Support Services Center Project

St. Vincent de Paul Society Diocesan Council of Southeast Alaska, Inc.

No child should have to sleep in a car, no elder should have to live out in the cold, and no one should ever live without hope. Whether it is the working poor, disabled individuals, or seniors living on social security, every person deserves a roof over their head, a place to call home, and adequate clothing for themselves and their families. St. Vincent de Paul Society Diocesan Council of Southeast Alaska, Inc. (SVdP) has been a leader in Southeastern Alaska providing affordable housing to those transitioning from homelessness, and poverty into permanent housing. Additionally, SVdP has been providing monetary assistance, food, clothing, housing, and services to people in-need since the 1980s. It operates a transitional housing facility for individuals and families transitioning from homelessness and is the property manager for four low-income apartment complexes in Juneau. St. Vincent de Paul has five community navigators, and a number of Home Visit teams, who work throughout Juneau with those experiencing homelessness and near homelessness or are otherwise in distress, including the elderly, individuals and families, and those with disabilities. St. Vincent de Paul's community navigators, Home Visit teams work from the Dan Austin Transitional Support Services Center (TSSC) located at the site of St. Vincent de Paul's transitional housing facility, where it also operates a food pantry and secondhand item depot for those in-need, and hosts the City and Borough of Juneau (CBJ) Sobering Center operated by Capital City Fire Rescue (CCF/R). In addition to providing aid as the need arises, SVdP hosts the annual Friends of the Poor Walk and Thanksgiving Food Basket and Christmas Adopt-A-Family events. St. Vincent de Paul provides material and spiritual charity and works for social justice for all people.

Background of Project

SVdP operates one of two thrift stores in the CBJ. The St. Vincent Store provides important services to the community in terms of low-cost items for purchase, a place for donations, and is a major source of SVdP's operation revenue. In the summer of 2018, SVdP was able to move the thrift store from its historic location on the first floor of 8617 Teal Street, beneath its transitional housing facility to a new, more visible and accessible location on Glacier Hwy near Nugget Mall.



Prior SVdP Thrift Store Location



New SVdP Thrift Store Location

Since the thrift store paid its portion of the utilities, maintenance, and mortgage of the 8617 Teal Street building, SVdP first considered remodeling the vacant space into long-term, affordable, rent-producing housing. This had been done with the remainder of the first floor a number of years ago when the administrative offices of SVdP moved next-door to its Smith Hall senior housing facility. These proposed rental apartments would have paid their share of the building overhead, once paid by the thrift store.

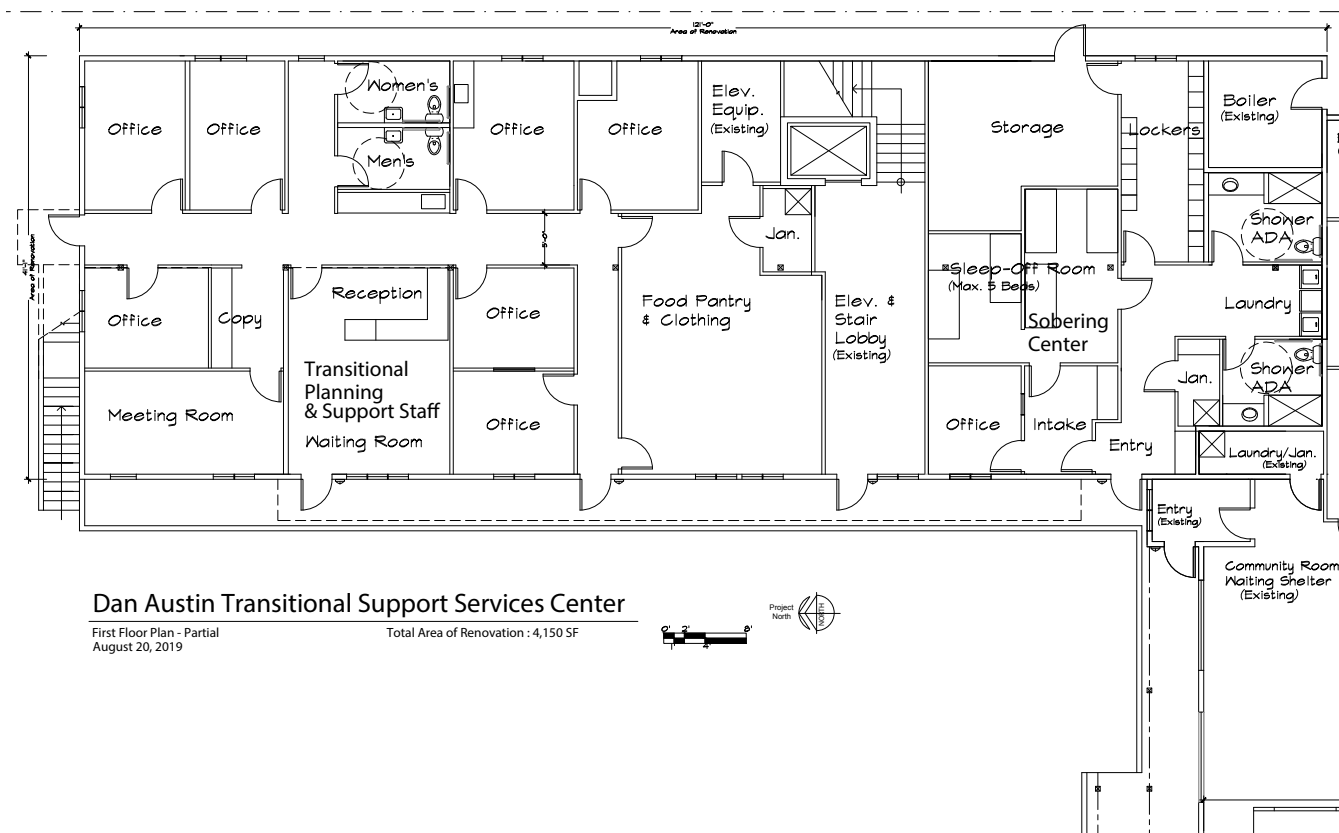
However, long-time General Manager Dan Austin, withdrew that plan from consideration by the board – despite his tireless pursuit of permanent, affordable housing in Juneau. With the recently awarded grants to SVdP for three community navigators (case managers) and a part-time administrative staff person, Dan saw the potential of SVdP focusing on transitional support services to help homeless and low-income individuals and families transition into healthy, self-sufficient, productive situations with long-term housing. And he had a vision that the former thrift store complex (about 5,000 sq. ft.) could be repurposed into a transitional support services center. In 2018 and into 2019, SVdP occupied to unimproved former thrift store space and started providing transitional support services.

In July, SVdP signed a lease / services agreement with the CBJ to host the CBJ CCF/R Sobering Center which was previously located at Bartlett Hospital and operated by Rain Forest Recovery. SVdP is providing not only the facilities for the Sobering Center, but also the services (janitorial, laundry and food service). Additionally, SVdP built a temporary sleep-off for CCF/F in a portion of the old thrift store space, while a new facility is being constructed. Also, under the lease agreement, SVdP is building a new Sobering Center for the CBJ CCF/R in the donation area of the old thrift store space which includes shared ADA shower, bathroom and laundry facilities, for use by the Navigator's clients. The CDBG funds would allow SVdP remodel the old thrift store space already inhabited by the Navigators, adding onto the tenant improvements being funded by the CBJ Sobering Center, getting transitional support services center further operational.

Project Description & Selection/Citizen Participation Plan

The requested \$450,000 in CDBG funds will be used to complete the remodeling of 5,000 square feet of space within an existing SVdP facility. The remodeled space will be used to house the Dan Austin Transitional Support Services Center (TSSC). The TSSC provides support services to those experiencing homelessness and near homelessness, including the elderly and adults with disabilities, to help them transition into healthy, self-sufficient situations with long-term housing. We served over 350 individuals since September 2018. Over the course of the 20-year life of the building, we expect to provide transitional support services to 7,000 people.





Transitional support services that are currently being offered at the TSSC include:

- Transitional planning and support by five SVdP Navigators
- Third Party Service Agency counseling, meeting, and conference rooms
- A second-hand item depot
- A food pantry
- Laundry, locker room, and shower facilities shared with CBJ CCF/R's Sobering Center
- Peer support programs – SVdP Home Visit Teams
- Management of the CBJ Cold Weather Emergency Warming Shelter

Existing Conditions, Nature of the Proposed Project, and Needs the Project Will Address

SVdP has been providing services to people experiencing homelessness and those at risk of homelessness since the 1980s. SVdP provides monetary assistance, food, clothing, housing, and services to people in need throughout Southeast Alaska. Expanding their services to include the TSSC is a natural fit and much needed in the community.

Juneau is Alaska's capital city, the third largest urban area in a state of mostly rural/remote and sparsely populated communities. The City and Borough of Juneau's current population is 32,094 according to the United States Census Bureau. The City and Borough of Juneau participates each year in the HUD Point in Time Count. The 2018 count took place on January 24, 2018 and included street outreach as well as shelter and transitional housing outreach. In 2018, 235 individuals experiencing homelessness were counted; this is a significant increase from the 2017 and 2016 counts. In 2019, 210 individuals experiencing homelessness were counted. Additionally, social service agencies that serve the homeless population can input data into AKHMIS. Clients who use the services at SVdP's TSSC will also be entered into AKHMIS.

One of the greatest barriers to transitioning from homelessness is the ability to access available resources and support. Transitional support services are offered by a number of different federal, state, and city agencies. Additionally, a number of agencies in the CBJ offer these services along with SVdP, including Aiding Women in Abuse and Rape Emergencies (AWARE); Alaska Legal Services Corporation; Bartlett Regional Hospital; Catholic Community Service; Central Council Tlingit Haida Indian Tribes of Alaska; Family Promise; Front Street

Community Health Center; Gastineau Human Services Corporation; The Glory Hall; Haven House; Juneau Alliance for Mental Health, Inc. (JAMHI); Juneau Coalition on Housing and Homelessness; Juneau Community Foundation; Juneau Reentry Coalition; Juneau Youth Services, Inc.; Love Inc.; Tlingit Haida Regional Housing Authority; and Rainforest Recovery. While many of these agencies strive to direct clients to other agencies when they are not able to provide services needed by clients, not all agencies have case managers nor are they equipped to develop transitional plans and/or provide on-site services for clients.

In recognition of the need for an integrated near-homeless and homeless client assessment and referral system that links all housing, medical, and social service providers, the Juneau Community Foundation (JCF) funded three “Navigators” in 2017. One Navigator was funded to work with residents of Juneau’s Housing First complex, one to focus on youth at the Zach Gordon Youth Center, and one to work from SVdP, serving the remaining community in need. A Navigator is essentially a case manager without the authority to authorize payment of services on behalf of clients. Navigators provide case management services to develop a plan for transition that helps clients meet basic needs such as clothing, food, attention to personal needs, job seeking skills, medical, legal, financial, counseling, and peer support.

During fiscal year 2018, SVdP’s single Navigator made 200 contacts with 131 individuals experiencing homelessness according to the Juneau Community Foundation Continuation Grant Year End Report. SVdP’s Navigators were successful in housing 104 of these individuals. After these first-year results, the JCF considered the program to be a huge success and funded an additional two Navigators and one support staff person to operate at SVdP. SVdP has filled only one of the additional Navigator positions. When the Navigator was initially funded in 2017, a base for operations was not considered. It was assumed that they could work from SVdP’s donated vehicles. As the program matured, with the addition of the second Navigator in 2018, it became clear that clients were gravitating to the Navigators’ location – which was a borrowed office in SVdP’s locked Transitional Housing Facility. At this time, it became evident that Navigators need a base of operations to effectively support their clients.

In 2018, SVdP’s for-profit thrift store moved to a new location on Glacier Highway. At the newly vacated space in the Fall of 2018, SVdP began offering a food pantry and a second-hand clothing depot to the Navigator’s clients. Remodeling the space will allow SVdP to expand the number of Navigators available to develop transition plans. Additionally, the remodeled space will allow SVdP to help clients meet basic needs by offering clothing, food, personal care, lockers, laundry, and the provision of other services such as legal and clinical assistance, job seeking skills, and counseling. Having the offices for Navigators and transitional support services all under one roof will make the services more accessible, which in turn will increase clients’ successful transition into healthy, self-sufficient situations with long-term housing.

Nature of the Proposed Project

The TSSC remodel involves the renovation of 5,000 square feet of the existing first floor of the SVdP transitional housing facility. This space was previously occupied by SVdP’s for-profit thrift store. The remodeled space will have seven offices. The remaining space will be designed for and dedicated to the food pantry, clothing and second-hand item depot, day lockers, laundry facilities, and showers and restrooms, shared with the CBJ CCF/R Sobering Center. This renovation will be ADA accessible and include energy efficiency upgrades, thereby reducing operation costs. It should be noted that the food pantry, second-hand items, showers, laundry facilities, and day lockers will be available at no charge and will not be available to the general public.

Architectural Design and Narrative

Site

SVdP’s facility at 8617 Teal Street is situated on a 40,000 square foot parcel located centrally in the Mendenhall Valley of the City and Borough of Juneau. The parcel and building are owned by SVdP. The site is zoned General Commercial; the TSSC is an allowed use within this zoning district with an approved building permit. The site is located less than one quarter (1/4) mile from a CBJ bus stop.

Design and Operation

The SVdP facility was designed and built in 1980. It was designed to typical standards for the era and suited to the purpose needed at the time. The building will benefit from improved energy efficiencies, reducing operational and maintenance costs and extending the life of the building. The remodeled area will allow SVdP to expand the Navigator service to three Navigators and one support staff, thereby increasing the volume of clients served. Documents will be safely stored, and client's privacy maintained with the addition of private meeting rooms and office space. Secure day lockers will allow homeless clients to safely store their belongings for events such as job interviews, training, and counseling. Laundry and shower facilities will enable clients to maintain personal hygiene.

Support Services That Will Be Offered by the TSSC

Transitional Planning and Support

After the proposed remodel, SVdP will be able to house five Navigators and three administrative support person. This will enable SVdP to expand services to an expected 600 contacts per year. Developing a transition plan is a key component of a Navigator's services. While many of the disparate services the Navigators offer to their clients can be done on an ad hoc basis, to truly help someone make a transition out of homelessness requires the Navigator to sit down with the client and develop a transition plan. A transition plan will typically include the following:

- Coordination between client and professional service agencies and healthcare providers;
- Applications for housing assistance / tenancy / supportive housing program vouchers;
- Assistance with tenant/landlord issues and other disputes through conflict mediation;
- Rapid re-housing assistance through a program with Family Promise of Juneau;
- Lease modifications in order to maintain stable housing;
- Assistance with conflict resolution as appropriate to prevent eviction;
- Advocacy-based counseling;
- Acquisition of documents (such as birth certificates), referrals, IDs, etc.; and
- Case management and the coordination of medical care and social services.

Not only is the development of a transitional plan critical to a successful transition, support of the plan is equally key to success. The TSSC will provide a location for clients to work with their Navigator to review and, when necessary, modify their transitional plan. Further, many of the elements of their plan may be facilitated at the TSSC, as described below.

Service Agency Exam, Counseling, Meeting, and Conference Rooms

The proposed remodel will also provide small rooms and one conference room to be used by outside service agencies and the Navigators' clients. These rooms can be used for legal services, financial counseling, job training, and other appointments and meetings, as well as peer support groups. Additionally, one room will be outfitted as a medical exam room. The cost of medical services provided will be based on the client's ability to pay the service provider. SVdP will negotiate facility-use fees with service providers, depending on whether the services are cost reimbursable or not. One of the challenges for the Navigators' clients is their ability to make and follow through on appointments with service providers. Having such providers in-house, even on a rotating basis, makes it easier for clients to make and keep appointments. This enables them to be more successful.

Family Promise of Juneau has been awarded a rapid rehousing grant under which a full-time staff member will reside at the TSSC to provide assistance to prevent clients from losing housing, or if lost, immediately regain housing. As part of that grant, SVdP will be paid facility-use fees.

Second-Hand Item Depot

Items from SVdP's for-profit thrift store (at its new location on Glacier Hwy) and donations from other Juneau second-hand stores will be available to clients of the TSSC in the second-hand depot. This second-hand depot will be specifically for clients who are homeless, elderly, or experiencing disabilities. Items will be available at no cost. Items to be made available include interview clothing, cold-weather clothing, and household items. The second-hand item depot will not be available to the general public. Only employees of the TSSC will be able to open the center. They will open it on an as-needed basis or by appointment.

Food Pantry

SVdP currently operates two food pantries. One is upstairs in the transitional housing facility and the other is next door at SVdP's offices located at 8619 Teal Street. The new food pantry will operate in addition to general public food pantry in Smith Hall (for general public). This pantry will target those who approach SVdP in need and will be opened by the TSSC and SVdP staff when needed. Having food on hand and/or for the Navigators to take with them when traveling to a client is critical their mission.

Laundry, Locker Room, and Shower Facilities

The proposed remodel also includes the addition of a day-use laundry, locker room, and shower facility, which will be shared with the CBJ CCF/R Sobering Center, which will share in the cost of the facility. This will provide clients with a place to shower, do laundry, and store items at no charge. This will help them prepare for interviews, vocational training, classes, appointments, and other situations. It will also provide a safe place to store clients' belongings for a short period of time. Use of this facility will be part of a client's transitional plan developed with a Navigator and would be provided at no cost to the client.

SVdP Home Visit Teams

TSSC will also be a base of operation for the SVdP Home Visit Team. The TSSC provides support to homeless individuals and families through these Home Visit Teams. The TSSC Navigators assist with scheduling, advising, meeting coordination, meeting space, etc. These programs have been effective in providing peer assistance to individuals and families in transition and will be part of the transitional support services plan developed by the TSSC's Navigators for the clients of the TSSC.

Citizen Participation

During the 2018 CBJ CDBG application process, the Dan Austin Transitional Support Services Center was vetted in various public forums. On September 17, 2018, the HRC received a staff memo and presentation, including a general overview of the CDBG program, the CBJ process for soliciting and selecting a project proposal, and a timeline for submitting an application. Staff explained the three proposals and gave their recommendation to the committee. The HRC voted to recommend to the Assembly that CBJ submit an application on behalf of SVdP. This recommendation was brought to the HRC at a public meeting where the community had an opportunity to comment or bring forward an alternative proposal.

At the October 15, 2018, Assembly meeting, resolution number 2836 passed authorizing CBJ to submit a CDBG application on behalf of SVdP. This resolution was voted on by Assembly members at a public meeting where there was an opportunity for the community to bring forward an alternative proposal.

On June 28, 2019, SVdP invited the residents of its facilities on Teal Street to attend an informational dinner meeting / forum to discuss the operation of the TSSC, possible impact of the CBJ CCF/R Sobering Center, SVdP potential bid for the CBJ Cold Weather Emergency Shelter and the possible move of The Glory Hall to SVdP's property on Teal Street. Over 50 residents of the SVdP Transitional Housing Facility, Paul's Place Apartments, and Smith Hall Senior Apartments attended.

On July 9, 2019, the CBJ Planning Commission, during a regular public meeting reviewing SVdP's application for a conditional use permit and a parking variance for the CBJ CCF/R Sobering Center, discuss the TSSC and its impact on the CBJ and potential clients of the Sobering Center.

SVdP is committed to making institutional changes to better provide services to those experiencing homelessness and near homelessness, including the elderly and adults with disabilities. SVdP has always had broad community support for its work and projects and the Dan Austin Transitional Support Services Center has been well supported in its first year of operation. That community and citizen support is represented by letters of support found in letters attached:

- Guy Crockroft, Executive Director, Love Inc.
- Desiree Smith, Account Representative, Juneau Radio Center
- Bruce Van Dusen, Executive Director, Polaris House, Inc.
- Chief Richard Etheridge, Capital City Fire Rescue
- Amy Simonds Taylor, Executive Director, Juneau Youth Services
- Rev. Karen Perkins, Pastor, Resurrection Lutheran Church
- Michael, Pellerin, Executive Director, Gastineau Human Services Corporation

- Shannon Fisher, Executive Director, Family Promise of Juneau
- Son Habeger, Community Coordinator, Juneau Reentry Coalition
- Bill Williams, Service Coordinator, Southeast Senior Service, Catholic Community Service
- Mandy Cole, Executive Director, AWARE Inc.

Project Impact

Description of How the Project Benefits Low to Moderate Income Individuals and/or Identified Special Populations

While the breadth of social services available in the CBJ is vast, navigating these services can be daunting, especially for someone who is trying to transition out of homelessness or poverty. The Dan Austin Transitional Support Services Center would provide support services to homeless and low-income individuals and families to help them transition into healthy, self-sufficient, productive situations. This is achieved by developing a plan for transition that helps them meet basic needs, such as clothing, food, job seeking skills, medical, legal, financial, counselling, and peer support.

Description of Long-Term Impacts

Each of the transitional support services provided by the TSSC has already been proven to be effective in the CBJ and elsewhere in the US. The implementation of these services within one facility, merely simplifies and makes the process more efficient for SVdP, other service providers and the clients.

In the research paper “Research on Community Support Services, What Have We Learned” William Anthony and Andrea Blanch report the results of a comprehensive review of published literature related to the essential components of a community support services such as medical, mental health, housing, economic, peer support and case management. Each component was analyzed with respect to its documented need, effective intervention strategies, and cost. The need for the types of services and support which is part of a client combined plan is validated, as conceptualized in the Dan Austin Transitional Support Services Center.

Goals, Objectives, Outcomes

Goal 1: Offer those experiencing homelessness and near homelessness, including the elderly and adults with disabilities, services to help them transition into healthy, self-sufficient, productive situations with long-term housing in one, easily-navigated location.

Objectives:

- Increased number of clients that SVdP’s Navigators can serve.
 - Outcome: More homeless, elderly persons, and adults with disabilities transitioned into long-term housing.
 - Outcome: More services provided to a broad range of vulnerable individuals.
- Increased services offered to SVdP Navigator clients through their transitional plans.
 - Outcome: Collocated transitional support services and higher rates of successful completion of transitional plans.
- Increased activity at the TSSC creates a positive environment and a sense of community among the clients.
 - Outcome: Word-of-mouth advertising in the community of the homeless, elderly persons, and adults with disabilities will increase the usage of the TSSC services and the Navigators.

Goal 2: Offer those experiencing homelessness and near homelessness, including the elderly and adults with disabilities, access to third-party agencies with space dedicated to counseling, meeting, and conference rooms.

Objectives:

- Provide the client a base from which to plan, launch, follow-through, and complete their transition plan with the support of a specialized team from a centralized location facilitating coordination of multiple organizations.
 - Outcome: Vastly increased chance of a successful transition into healthy, self-sufficient, productive situations with long-term housing.
 - Outcome: Increased efficiencies in providing clients access to necessary services.
 - Outcome: Improved physical and mental health.
- Increase privacy for clients and improve security for personal information.

- Outcome: Improved trust from clientele.
- Outcome: Improved security of personal information and documents.
- Ability for SVdP to plan and provide for expansion of the programs.
 - Outcome: Greater success of clients to transition from homelessness to safe and stable housing.
 - Outcome: Reduced drain on community resources

Goal 3: Offer consolidated food pantry.

Objectives:

- Increase efficiency and capacity by consolidation of two pantries into one.
 - Outcome: Increased access to food by those served by Navigators and others in need.

Goal 4: Offer laundry, showers, and day lockers at no cost to the homeless and near homeless, including elderly and disabled clients.

Objectives:

- Access to no-cost showers and laundry will enable Juneau residents experiencing homelessness and near homelessness to care for basic needs of clean clothing and personal hygiene.
 - Outcome: Better health, self-confidence and esteem, and improved relationships.
 - Outcome: Reduced barriers to obtaining gainful employment.

Goal 5: Space SVdP Home Visit Teams peer-support program.

Objectives:

- Improved access to SVdP Home Visit Teams.
 - Outcome: Continued provision and expansion of programs that have proven to be effective in helping clients transition to safe and stable housing and staying housed.

Goal 6: Meeting immediate needs such as camping items for those living outdoors.

Objectives:

- Inventorying tents, tarps, sleeping bags, outdoor cooking items from for-profit thrift store donations, appeals on SVdP website and St. Vincent Store website allows Navigators to meet immediate needs of homeless clients.
 - Outcome: Keeping homeless clients from further harm while finding more stable housing, such as transitional housing or permanent housing.

Goal 7: Expand use of a Family Promise of Juneau grant for rapid re-housing (first in Juneau).

Objectives:

- Preventing newly-housed TSSC clients from losing housing, or helping those newly homeless find housing (best chance to be housed).
 - Outcome: SVdP Navigators making referrals to an in-TSSC rapid-rehousing Navigator provided by Family Promise Juneau, under a grant recently awarded.

Project Plan / Readiness

Proposed Project Start Date: March 15, 2020 (or date of funding)
Project Completion Date: April 1, 2021

Activity	Date to be Completed
Grant Acceptance	March 15, 2020
Contractor Selection	May 1, 2020– June 31, 2020
Architectural & Engineering Design Development	April 30, 2020 – July 15, 2020
Apply for CBJ Building Permit	July 15, 2020
CBJ Building Permit Approval	August 30, 2020
Begin Construction	September 1, 2020
Construction Completed	March 1, 2021
Transitional Support Services Center Grand Opening	April 1, 2021

SVdP has developed a preliminary timeline for the TSSC based on recommendations from Millard + Associates, Architects LLC. This project involves renovating existing space rather than new construction, so site control has already been obtained. Millard + Associates, Architects LLC have completed conceptual drawings, cost estimates, and a schematic design narrative. These items were obtained through a partial in-kind contribution from Millard + Associates, Architects LLC. Design costs and complete expenses of the proposed remodel are included in the proposed budget, below. SVdP is ready to proceed with this project upon funding approval.

The scope of work will flow from designs provided by Millard + Associates, Architects LLC.

- The architect will work with SVdP and CBJ to ensure the architectural and mechanical drawings meet the need and are within the funded scope of the project.
- SVdP estimates to make a contract award for the project by the end of June 2020.
- All applicable building permits will be obtained by the end of August 2020.
- Construction will begin by September 2020.
- Construction, including fixtures, will be completed by March 2021.
- Project close-out will occur April 2021.

Site Control

SVDP is the legal owner of the property and has site control:

LEGAL DESCRIPTION: VALLEY CENTRE Block I Tract A
FORMER LEGAL DESCRIPTIONS: VALLEY CENTRE Block I Lots 4, 5, 6, 7, 8
VALLEY CENTRE Block I Lots 4A, 5A, 6A, 7A, 8A

DESCRIPTION OF HISTORY:

In 1968, the Valley Centre subdivision was platted, creating lots 4, 5, 6, 7, and 8 of Block I. SVdP purchased these 5 lots individually between 1988 and 1992. In 1996, these 5 lots were platted again, absorbing space from an alley adjacent to the properties. These parcels then were legally described as Lots 4A, 5A, 6A, 7A, and 8A of Block I in the Valley Centre Subdivision. The parcels were then consolidated in 1996, which created one large lot rather than 5 small lots. The legal description was changed to Valley Centre Block I Tract A, which is the current legal description. The deeds do not reflect the change in legal descriptions because a new deed was not required to be recorded when the lots were consolidated, even though they received a

change in name.

Project Impact

Below is a list of possible ways in which a project might benefit a community. Check the boxes beside those benefits which are appropriate for the specific project you are proposing.

- ☒ Contributes to solving public facility problems by constructing, upgrading, or reducing operational costs of essential community services
- ☐ Eliminates imminent threats to public health/safety
- ☐ Develops infrastructure for community/economic development
- ☒ Promotes self-sufficiency and diversification
- ☐ Attracts other funds and resources to the community
- ☒ Promotes long-term positive solutions to continuing or reoccurring problems
- ☐ Promotes small business development in the community
- ☐ Utilizes an "underutilized work force"
- ☐ Utilizes "underutilized capital resources"

Describe how your project will result in the benefits identified above as well as any additional benefits the project will have on the community not listed above. Focus on the direct benefits to low- and moderate-income residents. Describe how the needs of local low- and moderate-income residents will be met with this project (see page 30 of the Handbook). Be specific. Attach additional pages if necessary.

In 2019, 210 individuals experiencing homelessness were counted in Juneau. Data shows that Juneau's homeless population has been growing every year, despite broad community efforts to address the problem. One of the greatest barriers to transitioning from homelessness is the ability to access available resources and support. In FFY 2018, SVdP's one Navigator made 200 contacts with 131 individuals. The TSSC would provide, in one consolidated location, support services to homeless, or near homeless, adults including those with disabilities and elderly persons, helping them transition into healthy, self-sufficient, productive situations. This is achieved by developing a plan for transition that helps them meet basic needs, such as clothing; food; job seeking skills; medical, legal, and financial counseling; and peer support.

Contributes to solving public facility problems by constructing, upgrading, or reducing operational costs of essential community services

The TSSC will contribute to solving public facility problems by providing one consolidated location for the provision of essential community services. This will be achieved by renovating and improving an existing building. Chronic homelessness has put a strain on emergency service providers as highlighted below:

- The Juneau Police Department and Capital City Fire and Rescue report that between January 1 and September 16, 2016, they've made 537 alcohol incapacitation responses and 83 drug abuse responses with the majority of calls dealing with persons experiencing homelessness.
- Bartlett Regional Hospital had 85 patients that visited the Emergency Room 10 or more times between January 1 and September 30, 2016, for a total of 1,507 visits. Of those patients, 33 were identified as homeless and accounted for 719 of the 1,507 ER visits. The total cost of the ER visits for the homeless patients was \$2,625,290.

Each of the transitional support services provided by the TSSC has already been proven to be effective in the CBJ and elsewhere in the United States. The implementation of these services within one facility merely simplifies and makes the process more efficient.

Promotes Self-sufficiency and diversification

In the research paper “Research on Community Support Services, What Have We Learned”, William Anthony and Andrea Blanch report the results of a comprehensive review of published literature related to the essential components of community support services such as medical, mental health, housing, economic, peer support, and case management. Each component was analyzed with respect to its documented need, effective intervention strategies, and cost. The need for the types of services and support which is part of a client combined plan is validated, as conceptualized in TSSC.

The TSSC facility will provide the necessary means to promote self-sufficiency among Juneau’s chronically homeless individuals. The transition plan plus access to medical exams, food, showers, laundry, job training/readiness, and a safe secure place to store personal items for a day will help the community’s most vulnerable lead healthier and more productive lives.

Nationally, supportive services have shown to improve housing stability and independence. The Interagency Council on Homelessness recommends supportive services as the best way to promote self-sufficiency among those experiencing chronic homelessness.

Promotes long-term positive solutions to continuing or reoccurring problems

As stated, multiple times in this application, homelessness is a well-documented, chronic problem in Juneau. Providing a centralized location for assistance to the homeless, transition plan development and maintenance, medical exams, counseling and legal services, support groups, laundry and shower facilities, day lockers, second-hand clothing and household items, and food will help to solve this issue.

Project Impacts

- The TSSC’s services will decrease homelessness in Juneau.
- The TSSC will increase the number of clients the SVdP Navigators can serve. Working out of their cars, the Navigators are limited by the resources they can carry with them. The support they and their clients can receive from a dedicated facility will vastly increase client success as well as the number served.
- The TSSC will increase effectiveness of the SVdP Navigators. The expanded services of the TSSC, such as second-hand items, food, laundry, showers, lockers, service provider appointments, and peer-to-peer support will enable those experiencing homelessness or near homelessness to successfully transition to safe and stable housing.
- The TSSC will offer services independent of the Navigators, which will be supported by the TSSC administrator or the service providers using the offices and conference room.
- The TSSC will provide services to the underserved in the Mendenhall Valley. Currently there are a limited number of transitional support services in the Mendenhall Valley, even though the homeless population there continues to rise.
- The TSSC is tailor-made to address the multi-issue client. There are many single-diagnosis programs in Juneau that are effective. However, clients with multiple issues are often underserved. By providing space for many partners, the TSSC will increase the success for those requiring a complex transitional plan with constant support services from multiple agencies.
- The need for Navigators is not expected to go away. Over the 20-year life of the building, the TSSC could serve as many as 7,000 homeless and near-homeless people, including those who are elderly and/or disabled.

Budget / Match / In-Kind

Cost Category	CDBG Request	Cash Match	In-Kind	TOTAL
1. Labor				0.00
2. Fringe Benefits				0.00
3. Materials				0.00
4. Freight				0.00
5. Equipment Rental				0.00
6. Equipment Purchase				0.00
7. Contractual	\$450,000.00		\$80,000.00	\$530,000.00
8. Insurance				0.00
9. Other (Value of Land/Building, Architectural Design)			\$568,253.50	\$568,253.50
10. Administration				0.00
TOTAL*	\$450,000.00	0.00	\$648,253.50	\$1,098,253.50

Matching Funds Detail

Please provide the following information about matching funds.

Source and Type (federal (<u>include CFDA #</u>), state, local, or private)	Amount	In-Kind? or Cash?
SVdP Land & Building Contribution	<u>\$563,953.00</u>	☒ ☐
CBJ CCF/R Sobering Center Tenant Improvement Shared Space Allocation	<u>\$80,000.00</u>	☒ ☐

Budget Narrative

SVdP is requesting \$450,000 in CDBG funds to remodel an existing building using contractual funding for the construction.

Dan Austin Transitional Support Services Center								
Basis								
<u>Construction Costs Includes</u>			<u>Project Costs Includes</u>					
Contingency	0%		Design	10%				
Overhead/Profit	30%		Construction	8%				
Item			Qty	Unit	Unit Cost	Construction Cost	Project Cost	
<u>Exterior Enclosure</u>								
New Fixed & Operable Vinyl Windows			14	ea	\$950.00	\$17,290	\$20,541	
Batt Insulation (Where not Existing)			1	Allow	\$1,000.00	\$1,300	\$1,544	
New Wd Fascia, Rain Gutters & DS- West Elev.			104	lf	\$22.00	\$2,974	\$3,534	
Wd Trim & Flashing @ Doors, Windows & Base			1	Allow	\$8,000.00	\$10,400	\$12,355	
Exterior Signage			1	Allow	\$1,000.00	\$1,300	\$1,544	
<u>Total</u>						\$31,964	\$39,518	
<u>Interior Construction</u>								
Interior Partitions (2x Wd Studs, GWB, Sound Insul.)			400	lf	\$60.00	\$31,200	\$37,066	
Repair or Replace GWB @ Exist. Walls to Remain			1	Allow	\$3,500.00	\$4,550	\$5,405	
1x Painted Wood Trim- Windows			1	Allow	\$5,750.00	\$7,475	\$8,880	
Suspended Acoustical Ceiling System @ Office Areas			2,000	sf	\$5.25	\$13,650	\$16,216	
Interior Doors, Frame & Hardware			20	ea	\$715.00	\$18,590	\$22,085	
Interior Relites			1	ea	\$500.00	\$650	\$772	
Carpet & Underlayment @ Offices & Meeting Room			1,000	sf	\$5.35	\$6,955	\$8,263	
Vinyl Plank Flooring & Underlayment			1,150	sf	\$5.15	\$7,699	\$9,147	
Floor Tile & Base @ Laundry & Showers			400	sf	\$8.10	\$4,212	\$5,004	
Rubber Base			1,500	lf	\$3.10	\$6,045	\$7,181	
Seal Exist. Concrete Floor @ Storage Areas			700	sf	\$2.25	\$2,048	\$2,432	
Interior Painting- Walls & GWB Ceiling			14,000	sf	\$1.75	\$31,850	\$37,838	
Walls Protection- FRP Panels			1	Allow	\$3,500.00	\$4,550	\$5,405	
Plastic Laminate Countertops & Backsplash			28	lf	\$85.00	\$3,094	\$3,676	
24" Deep Base Cabinets			14	lf	\$180.00	\$3,276	\$3,892	
12" Deep Upper Cabinets			20	lf	\$150.00	\$3,900	\$4,633	
Wall Mounted Metal & Wood Lockers			20	ea	\$130.00	\$3,380	\$4,015	
Bracket Mounted Fire Ext.			5	ea	\$85.00	\$553	\$656	
Interior Signage- Accessible			20	ea	\$42.50	\$1,105	\$1,313	
<u>Total</u>						\$154,781	\$183,880	
<u>Plumbing Fixtures, Bath Accessories & Appliances</u>								
New Water Closets- ADA			4	ea	\$1,000.00	\$5,200	\$6,178	
New Lavatories & Faucets- ADA			4	ea	\$1,000.00	\$5,200	\$6,178	
New Roll-In Showers & Controls			2	ea	\$1,500.00	\$3,900	\$4,633	
Restroom & Bath Accessories			4	Allow	\$350.00	\$1,820	\$2,162	
Double Stainless Steel Sink			2	Allow	\$500.00	\$1,300	\$1,544	
Mop Sink & Faucet			2	Allow	\$450.00	\$1,170	\$1,390	
<u>Total</u>						\$18,590	\$22,085	
ARCHITECTURAL ITEMS- TOTALS			4,190	sf		\$205,986	\$245,483	
MECHANICAL ITEMS- TOTAL			4,190	sf	\$19.75	\$107,578	\$127,803	
ELECTRICAL ITEMS- TOTAL			4,190	sf	\$24.15	\$131,545	\$156,276	
TOTAL PROJECT RENOVATION COSTS							\$529,562	

Matching Funds

Cash Match - No cash match is being provided to this project. All matching funds are provided as in-kind contributions as described below.

In-Kind Contributions - SVdP is committing land and building value of their facility located at 8617 Teal Street as an in-kind contribution to the project. SVdP will commit 5,000 square feet of their 21,275 square foot building to the project (23.5%). This equals \$563,953 based on 23.5% of the value of the facility. In July, SVdP signed a lease / services agreement with the CBJ to host the CBJ CCF/R Sobering Center. Under the lease agreement, SVdP built a temporary sleep-off for CCF/F in a portion of the old thrift store space, while a new facility is being constructed. Also, under the lease agreement, SVdP is building a new Sobering Center for the CBJ CCF/R in the donation area of the old thrift store space which includes shared ADA shower, bathroom and laundry facilities, for use by the Navigator's clients. Of the \$120,000.00 provided under the lease for tenant improvements, \$80,000.00 is for facilities with the TSSC, that can be allocated to in-kind contribution. The total in-kind contribution equals 648,253.50, which is 59% of the total project costs. Appliances necessary for operation of Sobering Center and TSSC have already been paid for under the CBJ CCF/R lease / services agreement.

Administrative Costs

The administrative costs of the TSSC will be paid by SVdP. Overall project management will be done by the general manager of SVdP and will not be charged to the project, as is customary to SVdP projects.

Total Project Costs

The total project is anticipated to cost \$1,098,253.50, including construction, the value of the site, and in-kind contributions as discussed above.

SVdP has extensive experience in managing significantly larger construction and operating projects. Its administrative abilities in the area of community social services and transitional services is well known within, and outside, the CBJ, including project management of the construction of low-income house projects Channel View, Hill View, Paul's Place, Smith Hall, and Strasbaugh as well as property management of Channel View, Hill View, Paul's Place, Smith Hall, Strasbaugh, and Forget-Me-Not Manor (Juneau Housing First Collation). SVdP has been the recipient of many federal, state, and local grants and is experienced with complying with requirements and reporting. Bradley Perkins, SVdP's General Manager, will be responsible for the day-to-day management of this project.

Juneau Community Foundation Funding

The Juneau Community Foundation (JCF) began funding Navigators in 2017. As discussed above, the Navigators were very successful in Juneau and the JCF funded an additional four Navigators at SVdP.

SVdP Funding

SVdP has committed funds to operate the facility where the Navigators will be located through profits earned from their for-profit thrift store. At its new location, the St. Vincent Store has significantly increased its revenue and profits and is on track to double its annual revenue within two years to \$1,000,000. Additionally, SVdP is committed to finding alternative sources of funding for the operations of the TSSC throughout the life of the project.

Operational Budget

SVdP TSSC Operating Budget (per year)

The TSSC is 5,000 square feet of a 21,275 square foot building that contains transitional housing apartments and affordable apartments. SVdP pays for all utilities for the building, including water, sewer, and electricity for the entire building. Below are estimates of the portion of the mortgage, utilities and other expenses that the TSSC will use each year based on the percentage of the building occupied by the TSSC versus the transitional housing apartments and affordable apartments.

Expenses

Personnel	Full-time Community Navigator	\$69,500.00	
	Full-time Community Navigator	69,500.00	
	Part-time Community Navigator	29,500.00	
	Part-time Community Navigator	29,500.00	
	Part-time Community Navigator	29,500.00	
Total Personnel		227,500.00	
Facility	Mortgage (25% facility share)	17,136.00	
	Communications (WIFI, Telephone?)	500.00	
	Electricity	2,000.00	
	Heating Oil	3,500.00	
	LJ Fire Alarm Monitoring Contract	75.00	
	Water/Sewer	500.00	
	Cleaning & Supplies	3,000.00	
	Garbage Service	4,000.00	
	Insurance	4,000.00	
	Snow Plowing	1,000.00	
Total Facilities		35,711.00	
Total Expenses		\$263,211.00	
 <u>Revenue</u>			
	JCF Grants for Community Navigators	\$220,000.00	
	Income from St. Vincent Thrift Store	13,211.00	
	Rent from Family Promise Rapid Re-housing Grant	6,000.00	
	Rent from CBJ Sobering Center Lease (less services)	24,000.00	
Total Revenue		\$263,211.00	

The TSSC personnel are comprised of five Community Navigators and three administrative staff funded through the Mature Alaskans Seeking Skills Training (MASST) program. The navigators expenses are currently being paid for through two grants from the Juneau Community Foundation. This funding is expected to continue for at least two years. If SVdP does not receive this funding, SVdP will pay the salaries of these personnel from its operations revenues, including the for-profit thrift store, donations, and property management services, and may possibly seek funding from grants or other funding sources.

Operational facility expenses will be paid for by SVdP from its operations revenues, including the for-profit thrift store, donations, and property management services. The renovations to the portion of the building being used by the TSSC will include energy upgrades, which will ultimately reduce operational costs over time. The TSSC is 5,000 square feet of a 21,275 square foot building that contains transitional housing apartments and affordable apartments. SVdP pays for all utilities for the building including water, sewer, and electricity for the entire building. The operational budget is an estimate of what portion of the water/sewer/electricity the TSSC will use. The CBJ has also awarded SVdP a grant to help cover the costs of the water/sewer for the transitional housing that occupies a portion of the building, so these costs are relatively low. Rent collected from Family Promise to house their Rapid Re-housing Navigator using the offices of the TSSC, will also be used towards the operational expenses of the facility.

Administrative Capabilities

Description of Cash Resources Available to Administer a Cost Reimbursable Grant or an Alternative

SVdP has cash resources, and more importantly, significant income streams from rental properties, its thrift store, and donations to administer the grant.

Description of How the Applicant has Administered Similar Grants

SVdP has extensive experience in managing significantly larger construction and operating projects. Its administrative abilities in the area of community social services and transitional services is well known within, and outside, the CBJ, including project management of the construction of low-income house projects Channel View, Hill View, Paul's Place, Smith Hall, and Strasbaugh as well as property management of Channel View, Hill View, Paul's Place, Smith Hall and Strasbaugh,. SVdP has been the recipient of many federal, state, and local grants and is experienced with complying with requirements and reporting. Bradley Perkins, SVdP's General Manager, will be responsible for the day-to-day management of this project.

Failure to Obtain Funding Under the 2018 Federal Community Development Block Grant (CDBG) Program

What We Learned

SVdP would not want to be selected by the CBJ to be its 2019 co-applicant, and not be selected, again. Therefore, SVdP has carefully reviewed the comments made by the reviewers of the 2019 application and attempted to address the concerns raised:

Project Description/Citizen Participation

- Solicited projects from non-profit agencies, not a very good process for getting public engagement.
Already held one meeting with general public (our tenants). Plan to hold more with area residents and will hold at least one public forum.
- Appears alternative projects came only from other non-profit agencies and not from the public.
Could be topic at one of our forums.
- Provided support letters, after project decided on through a narrow selection process that for the most part excluded the public.
Already held one meeting with general public (our tenants). Plan to hold more with area residents and will hold at least one public forum.
- Question the public access to the food pantry and other areas mentioned in the application.
Will operate two food pantries – one for general public in Smith Hall, and the one in the TSSC for clients.

Project Plan/Readiness

- Have conceptual design. Design timeline appears fast.
Added time to timeline.
- Do not list other agencies involved, such as fire marshal.
We will list the additional agencies in final application.
- Goals of providing to homeless was adequate, more for project impact.
Added additional goals for homelessness.

Project Impact

- Would like to see ER visits and police activity data to justify the impact for Juneau.
Will collect such data with the CBJ's assistance.
- Continued support by foundations is not a sustainable business plan.
Actually, the new St. Vincent Store has become quite successful and is generating a significant income stream for the organization.

Project Budget

- Design costs not defined and make estimated costs of overall renovation unclear.
Now stated that these costs are included in budget.
- No declared match for items not eligible to be reimbursed from CDBG (such as appliances, etc.).
Now explained in the application that these appliances have already been purchased.

- 15% contingency, not CDBG eligible.
!5% contingency removed.

How Is This Application Different?

The 2018 application had only an in-kind match of the property and building. In this application, we have an in-kind match of tenant improvements being provided under our lease / services agreement with the CBJ CCF/R Sobering Center for shared facilities. Additionally, we have dropped the medical exam room and parking lot repair from project. We believe as part of the eventual move of The Glory Hall to our property Teal Street, there will be additional agencies moving to the area, removing the need for the TSSC to have a medical exam room. Additionally, SVdP has decided that it needs to repair the parking lot this year.

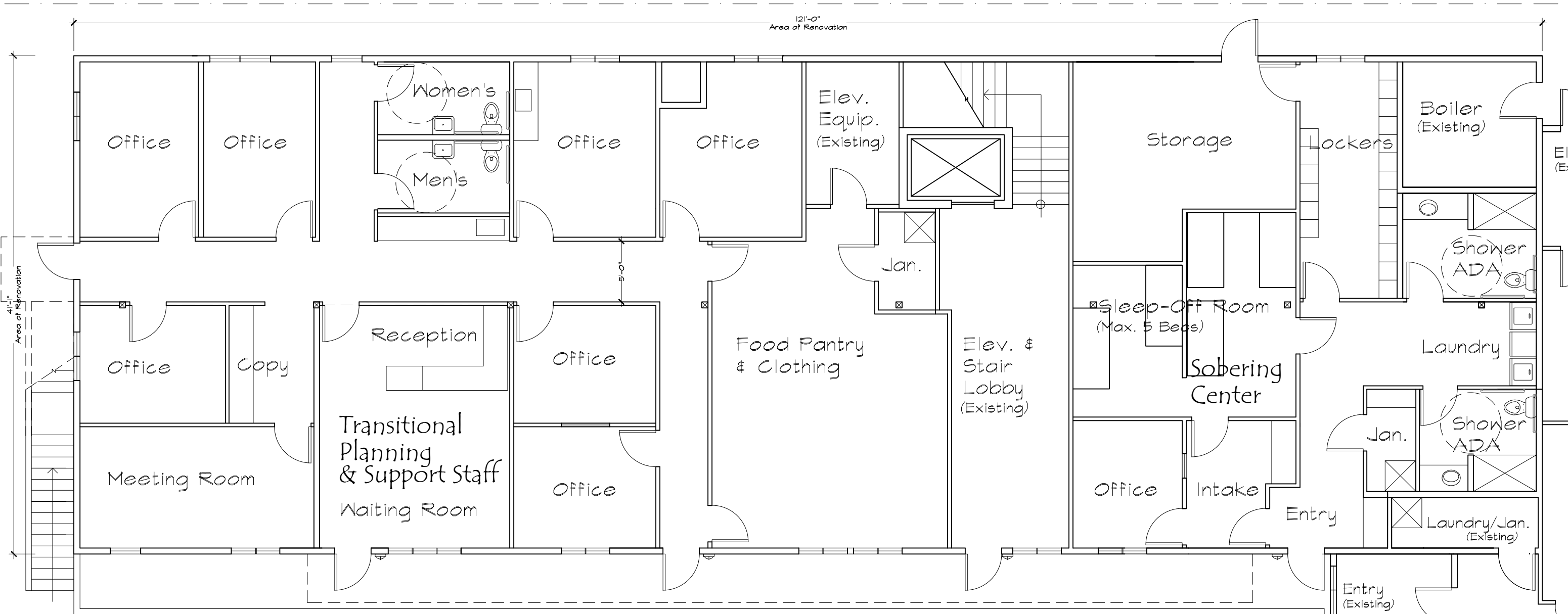
These three changes allow SVdP to reduce our GDBG Funding request from \$850,000 to \$450,000. In reviewing last year's recipients, it seems clear that lower requests may have a better chance of being funded.

Why Does SVdP Believe the CBJ and SVdP be Successful in 2019

Last year, the TSSC was mostly an empty hole where there once was a dingy thrift store. Now, with almost a year of operation, eight employees, 20 to 30+ clients a day and the temporary CBJ CCFR Sobering Center at night, it has become a hub for those experiencing homelessness and near homelessness, including the elderly and adults with disabilities.

When the CBJ CCF/F made its case to locate the new sleep-off facility at SVdP, their selling point was its proximity to the TSSC. When The Glory Hall makes its case for moving to SVdP's property next door on Teal Street, their selling point is its proximity to the TSSC. Every agency in Juneau refers the homeless and those in need to the TSSC.

With all this success, the staff and clients are still living in and visiting the remains of a worn-out thrift store with no walls, no ceilings, no recent paint, missing floor tiles, and not privacy. The need and deserve a home for the work they do. With the changes from the 2018 application, their success, and this compelling story, SVdP believes we can be successful with a 2019 CDBG funding request if chosen by the CBJ.



Dan Austin Transitional Support Services Center

First Floor Plan - Partial
August 20, 2019

Total Area of Renovation : 4,150 SF

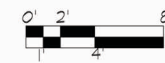




WEST ELEVATION- ENTRY

Dan Austin Transitional Support Services Center

Building Elevations
November 25, 2018

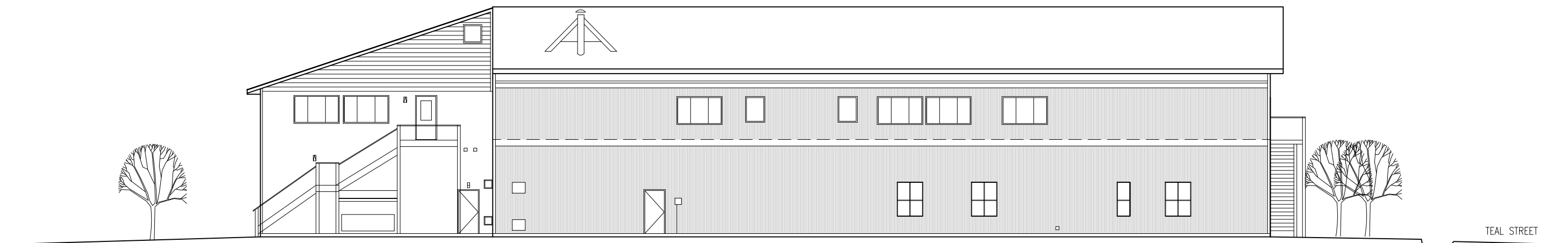




WEST ELEVATION- ENTRY



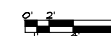
NORTH ELEVATION- TEAL ST.

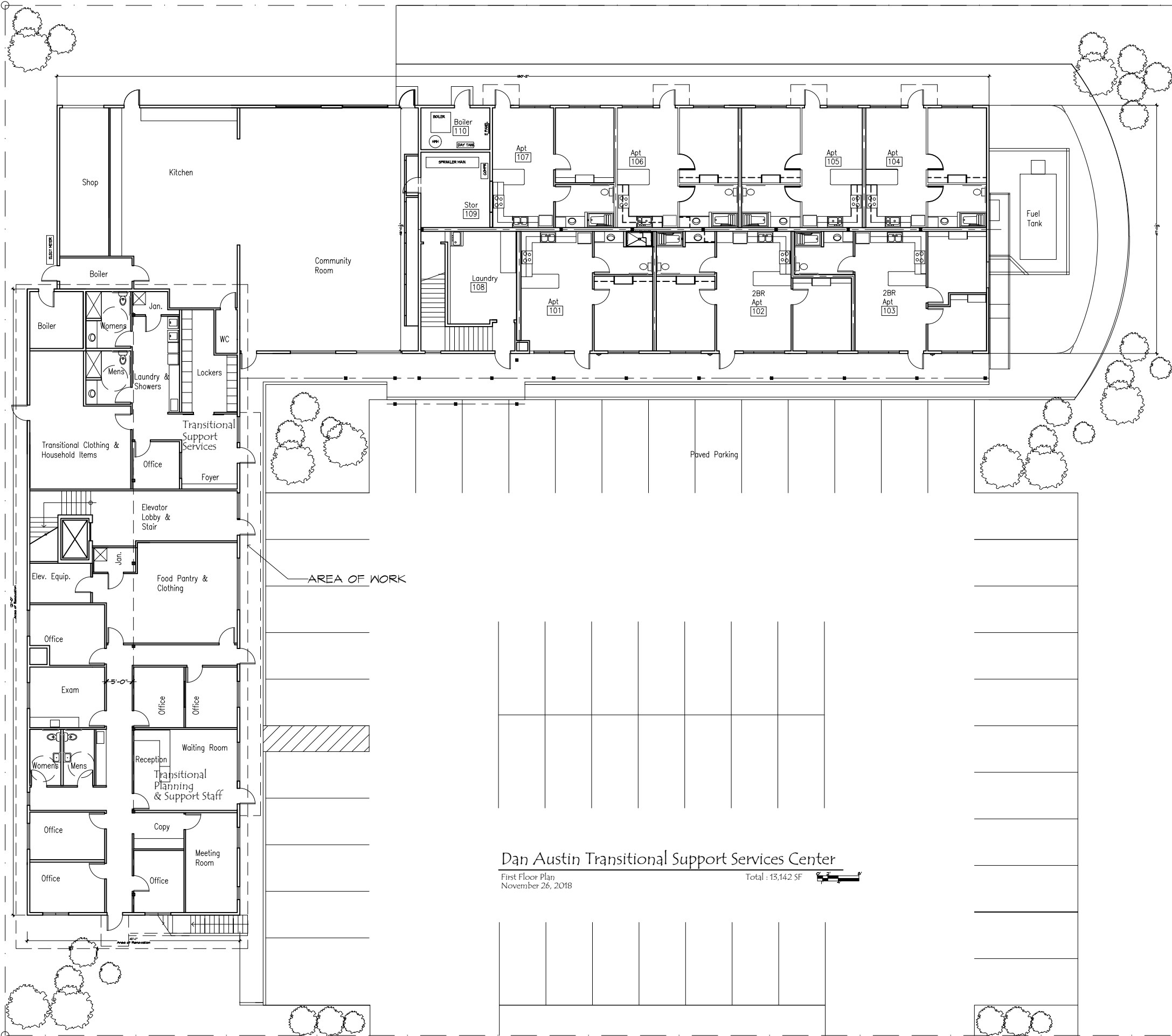


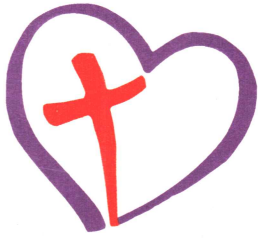
EAST ELEVATION

Dan Austin Transitional Support Services Center

Building Elevations
November 25, 2018







Love INC

Love In the Name of Christ

Love INC Juneau
PO Box 35432
Juneau, AK 99803
Tel: (907) 780-4090
Fax: (907) 780-4091
loveinc@alaska.net
www.LoveINCJuneau.org

August 19, 2019

Regarding: Support for St. Vincent de Paul's 2019 Proposal for Grant Funds Through the Federal Community Development Block Grant (CDBG) Program

To Whom It May Concern:

As Executive Director of Love INC Juneau, I support St. Vincent de Paul's (SVdP) proposal for funds under the CDBG program. It is a blessing to me to see The Dan Austin Transitional Support Services Center (TSSC) in operation, as Dan was a personal friend of mine, and my wife Martha worked for him for many years. Dan's unrelenting passion to serve the homeless has been, and continues to be, an inspiration to many in the Juneau non-profit community.

There are a number of clients who utilize services from both SVdP and Love INC, so many times we are able touch the same individuals and families, though our programs and resources are different. SVdP, through the TSSC, richly benefits from their Community Navigators and Home Visits Teams, its free clothing depot, food pantry, short-term locker-storage, showers, laundry, and third-party social service facilities for meeting and counselling; All of these should be considered mission critical programs and infrastructure, necessary to serve the most vulnerable in our community.

I believe The Dan Austin Transitional Support Services Center (TSSC) is a fitting memorial to Dan's life work of transitioning people into permanent housing. Please approve the grant for them so that they can continue to make an important and desperately needed impact in our community.

Sincerely,

Guy Crockroft

Executive Director

Love in the Name of Christ Juneau

P.O. Box 35432

Juneau, AK 99803

cc: Bradley Perkins, General Manager, St. Vincent de Paul



Regarding: Support for St. Vincent de Paul's 2019 Proposal for Grant Funds Through the Federal Community Development Block Grant (CDBG) Program

To Whom It May Concern:

Please accept this letter on behalf of my organization in support of St. Vincent de Paul's (SVdP) proposal for funds under the CDBG program. The Dan Austin Transitional Support Services Center (TSSC), in its first year of operation, has had a tremendous impact on the Juneau community in general, and in particular has created a cohesive, manageable and supported program for low-income individuals and especially individuals experiencing homelessness and/or extreme disability.

The TSSC's ability to provide transitional plan development through SVdP's in-house team of five Community Navigators (case managers), its Home Visits Teams, free clothing depot (from the St. Vincent Store), food pantry, short-term locker-storage, showers, laundry, and third-party social service facilities for meeting and counselling, is a vital component in the network of services to a population most at risk.

Specifically, my organization will support SVdP and the TSSC through PSAs. Further, I see the TSSC, playing an important role in my organizations programs as a service to the community. The Dan Austin Transitional Support Services Center (TSSC) is also a fitting memorial to SVdP's long-time General Manager Dan Austin's life work of transitioning people into permanent housing.

Best Regards
Desiree Smith

cc: Bradley Perkins, General Manager, St. Vincent de Paul



Polaris House
907-780-6775
polarishouse@alaska.net
434 Willoughby
Juneau, Alaska 99801

August 19, 2019

Regarding: Support for St. Vincent de Paul's 2019 Proposal for Grant Funds Through the Federal Community Development Block Grant (CDBG) Program

To Whom It May Concern:

Please accept this letter on behalf of my organization in support of St. Vincent de Paul's (SVdP) proposal for funds under the CDBG program. The Dan Austin Transitional Support Services Center (TSSC), in its first year of operation, has had a tremendous impact on the Juneau community in general, and in particular has created a cohesive, manageable and supported program for low-income individuals and especially individuals experiencing homelessness and/or extreme disability.

The TSSC's ability to provide transitional plan development through SVdP's in-house team of five Community Navigators (case managers), its Home Visits Teams, free clothing depot (from the St. Vincent Store), food pantry, short-term locker-storage, showers, laundry, and third-party social service facilities for meeting and counselling, is a vital component in the network of services to a population most at risk.

Specifically, my organization will support SVdP and the TSSC by providing referrals to services. Further, I see the TSSC, playing an important role in my organizations programs as a community partner that assists Polaris House as a resource to ensure the most vulnerable population has access to safe, high quality housing opportunities.

The Dan Austin Transitional Support Services Center (TSSC) is also a fitting memorial to SVdP's long-time General Manager Dan Austin's life work of transitioning people into permanent housing.

Best Regards,
Bruce Van Dusen
Executive Director, Polaris House, Inc.

cc: Bradley Perkins, General Manager, St. Vincent de Paul



Capital City Fire Rescue
Office of the Fire Chief
820 Glacier Avenue
Juneau, Alaska 99801
(907) 586-5322

August 20, 2020

Regarding: Support for St. Vincent de Paul's 2019 Proposal for Grant Funds through the Federal Community Development Block Grant (CDBG) Program

To Whom It May Concern:

Please accept this letter on behalf of Capital City Fire Rescue in support of St. Vincent de Paul's (SVdP) proposal under the CDBG program. The Dan Austin Transitional Support Services Center (TSSC), in its first year of operation, has had a tremendous impact on the Juneau community in general, and in particular has created a cohesive, manageable and supported program for low-income individuals and especially individuals experiencing homelessness and/or extreme disability.

The TSSC's ability to provide transitional plan development through SVdP's in-house team of five Community Navigators (case managers), its Home Visits Teams, free clothing depot (from the St. Vincent Store), food pantry, short-term locker-storage, showers, laundry, and third-party social service facilities for meeting and counselling, is a vital component in the network of services to a population most at risk.

Capital City Fire Rescue supports St. Vincent Depaul and the transitional support service center. The TSSC, plays an important role in our department success in providing next steps for at risk clientele that is serviced by both organizations.

Respectfully,

A handwritten signature in black ink, appearing to read "Richard Etheridge".

Richard Etheridge
Fire Chief



P.O. Box 32839
Juneau, AK 99803

Phone: 907.789.7610
Fax: 907.789.2106

August 19, 2019

Re: Support for St. Vincent de Paul's 2019 Proposal for the Federal Community Development Block Grant (CDBG) Program

To Whom It May Concern:

Juneau Youth Services wholeheartedly supports St. Vincent de Paul's proposal for the Community Development Block Grant program. In just the first year of operation, the Dan Austin Transitional Support Services Center (TSSC) has had a tremendous impact on the Juneau community in general, and, specifically, has created a cohesive, manageable, and supported program for low-income individuals and especially individuals experiencing homelessness and/or extreme disability.

The Dan Austin Transitional Support Services Center's ability to provide transitional plan development through SVdP's in-house team of five Community Navigators (case managers), its Home Visits Teams, free clothing depot (from the St. Vincent Store), food pantry, short-term locker-storage, showers, laundry, and third-party social service facilities for meeting and counselling, is a vital component in the network of services to a population most at risk.

Many of the young people at Juneau Youth Services have relied on Saint Vincent de Paul's services, receiving store vouchers, visiting the food pantry, and more. SVdP has been a strong partner agency, and we enthusiastically support the TSSC, which will directly assist some of the young adults leaving our services, needing an additional hand when heading out on their own.

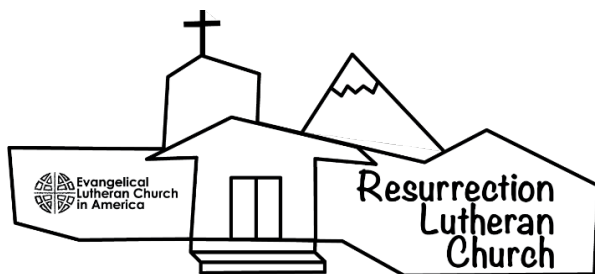
Dan Austin, the long-time General Manager of Saint Vincent's was a powerful voice and advocate for those people without a voice, or who we simply didn't want to hear. The Dan Austin Transitional Support Services Center (TSSC) is a worthy dedication to his life-long work and spirit.

Thank you.

A handwritten signature in blue ink that reads "Amy Simonds Taylor". The signature is fluid and cursive, written in a professional but personal style.

Amy Simonds Taylor
Executive Director,

cc: Bradley Perkins, General Manager, St. Vincent de Paul



Pastor Karen Perkins
voice only (907) 885 6824
voice and text (808) 782 6653
pastor email rlcpastor@ak.net
skype [rev.karen.perkins](https://www.skype.com/user/rev.karen.perkins)

740 West Tenth Street
Juneau, Alaska 99801
office (907) 586 2380
fax (907) 586 6225
office email rlcoffice@ak.net
website www.rlcjuneau.org

August 20, 2019

Regarding: Support for St. Vincent de Paul's Proposal for Grant funds Through the federal Community Development Block Grant (CDBG) Program

To Whom It May Concern:

Please accept this letter on behalf of my organization in support of St. Vincent de Paul's (SVdP) proposal for funds under the CDBG program. The Dan Austin Transitional Support Services Center (TSSC), in its first year of operation, has had a tremendous impact on the Juneau community in general, and in particular has created a cohesive, manageable and supported program for low-income individuals and especially individuals experiencing homelessness and/or extreme disability.

The TSSC's ability to provide transitional plan development through SVdP's in-house team of five Community Navigators (case managers), its Home Visits Teams, free clothing depot (from the St. Vincent Store), food pantry, short-term locker-storage, showers, laundry, and third-party social service facilities for meeting and counselling, is a vital component in the network of services to a population most at risk.

Specifically, Resurrection Lutheran Church intends to support SVdP TSSC by support their existing food bank program with our experience in running the most utilized food pantry in downtown Juneau, serving about 100 clients (feeding over 200 family members) each Monday afternoon. The Church's Food Pantry Committee heard a presentation from SVdP on the TSSC and unanimously voted to support it. Additionally, I have had personal experience with programs at churches which adopt families in transition, and support them with non-financial
Living in God's Amazing Grace

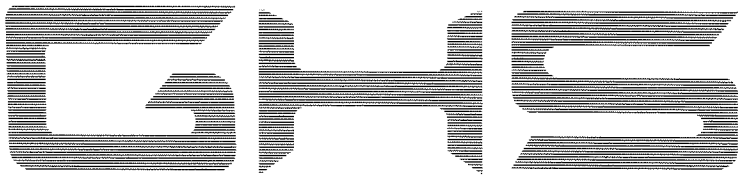
assistance, such as household and childcare duties, errands, etc. for a period of six-months to a year and will consider such a program in conjunction with the TSSC, utilizing its training and meeting facilities and food services.

finally. I expect to refer people I encounter with transitional service needs the SYDP TSSC. The Dan Austin Transitional Support Services Center is also a fitting memorial to SYDP's long-time General Manager Dan Austin's life work of transitioning people into permanent housing.

Blessings+

A handwritten signature in black ink, appearing to read 'Karen Perkins', with a small star or asterisk at the end of the signature.

Rev. Karen Perkins



GASTINEAU HUMAN SERVICES CORPORATION • 5597 AISEK STREET • JUNEAU, ALASKA 99801
Behavioral Health Services • Community Corrections • Transitional Housing • (907) 780-4338 • Fax (907) 780-4098

Bradley Perkins, General Manager
St. Vincent de Paul Society Juneau
8617 Teal Street
Juneau, AK 99801

August 20, 2019

Re: St. Vincent de Paul's 2019 proposal for grant funds through the Community Development Block Grant (CDBG) Program

Dear Bradley,

Gastineau Human Services fully supports St. Vincent de Paul's efforts to secure funding through the Community Development Block Grant (CDBG) Program.

St. Vincent de Paul plays a critical role among the social service providers in Juneau. In its first year of operation, St. Vincent de Paul's Dan Austin Transitional Support Services Center has had a tremendous impact on the community; bringing together a unique combination of services for low-income individuals, and especially individuals experiencing homelessness and/or extreme disability.

As a provider of transitional housing, substance abuse treatment and re-entry services, every day Gastineau Human Services serves a clientele who have a tremendous need for the transitional plan development, home visits, clothing and food support, short-term locker-storage, showers, laundry, and third-party social service facilities for meeting and counselling available through the Dan Austin Transitional Support Services Center

The Dan Austin Transitional Support Services Center is a valuable community resource and a welcome partner to Juneau's social service and care providers. Like many people in Juneau, we are looking forward to this project coming to completion; it will make a real difference in the lives of Juneau's most vulnerable people.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Pellerin', with a long horizontal stroke extending to the right.

Michael Pellerin
Executive Director



Shannon Fisher, Executive Director
PO Box 32775
Juneau, AK 99803
www.familypromisejuneau.com
director@familypromisejuneau.com
907-500-3032

August 20, 2019

Regarding: Support for St. Vincent de Paul's 2019 Proposal for Grant Funds Through the Federal Community Development Block Grant (CDBG) Program

To Whom It May Concern:

Please accept this letter on behalf of Family Promise of Juneau (FPJ) in support of St. Vincent de Paul's (SVdP) proposal for funds under the CDBG program. The Dan Austin Transitional Support Services Center (TSSC), in its first year of operation, has had a tremendous impact on the Juneau community in general, and in particular has created a cohesive, manageable and supported program for low-income individuals and especially individuals experiencing homelessness and/or extreme disability.

The TSSC's ability to provide transitional plan development through SVdP's in-house team of five Community Navigators (case managers), its Home Visits Teams, free clothing depot (from the St. Vincent Store), food pantry, short-term locker-storage, showers, laundry, and third-party social service facilities for meeting and counselling, is a vital component in the network of services to a population most at risk.

Specifically, my FPJ utilizes and will continue to utilize the TSSC's facilities for weekly navigator meetings, which 10-20 service providers meet to help provide wrap around services to the most vulnerable in Juneau. Our guests use Navigator services and the free clothing.

Family Promise, as the primary agency, has been awarded a Rapid Rehousing grant from the Alaska Mental Health Trust Authority. This allows us to provide financial and case management services to those losing housing to return to housing as quickly as possible. The person we hire to run the program will be based out of the TSSC due to its central location and services.

SVDP is a leader on our community. They serve the most vulnerable. They open their doors to other agencies allowing us all to work together and not be siloed off. I can think of no better memorial to the memory of Dan Austin than increasing the TSSC's capacity to help transition people into permanent housing.

Most Sincerely,

A handwritten signature in black ink, appearing to read "Shannon Fisher", written over a horizontal line.

Shannon Fisher
Executive Director
Family Promise of Juneau

cc: Bradley Perkins, General Manager, St. Vincent de Paul

Family Promise of Juneau works to serve its clients faithfully and does not discriminate on grounds of race, religion, ethnicity, national origin, age, gender, physical disabilities, sexual orientation, or economic status



JUNEAU REENTRY COALITION

*Promoting Public Safety &
Strengthening Our Community*

August 20, 2019

RE: Support for St. Vincent de Paul's 2019 Proposal for Grant Funds Through the Federal Community Development Block Grant (CDBG) Program

To Whom It May Concern:

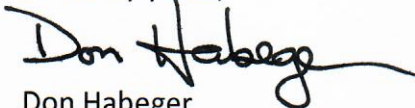
Please accept this letter on behalf of the Juneau Reentry Coalition (JREC) in support of St. Vincent de Paul's (SVdP) proposal for funds under the CDBG program. The Dan Austin Transitional Support Services Center (TSSC), in its first year of operation, has had a tremendous impact on the Juneau community in general, and in particular has created a cohesive, manageable and supported program for low-income individuals and especially individuals experiencing homelessness and/or extreme disability.

The TSSC's ability to provide transitional plan development through SVdP's in-house team of five Community Navigators, its Home Visits Teams, free clothing depot (from the St. Vincent Store), food pantry, short-term locker-storage, showers, laundry, and third-party social service facilities for meeting and counseling, is a vital component in the network of services to a population most at risk, including those returning to the community after incarceration.

JREC's mission is to promote public safety by identifying and implementing strategies that increase the well-being of justice-involved individuals within the community and reduces the likelihood of recidivism. Wrap-around services as provided by TSSC can play a significant role in an individual's reentry success into the community post-incarceration.

The Dan Austin Transitional Support Services Center (TSSC) is also a fitting memorial to SVdP's long-time General Manager Dan Austin's life work of transitioning people into permanent housing.

Sincerely yours,



Don Habeger
Community Coordinator

cc: Bradley Perkins, General Manager, St. Vincent de Paul



Regarding: Support for St. Vincent de Paul's 2019 Proposal for Grant Funds Through the Federal Community Development Block Grant (CDBG) Program

Aug. 21, 2019

To Whom It May Concern:

Please accept this letter on behalf of AWARE in support of St. Vincent de Paul's (SVdP) proposal for funds under the CDBG program. The Dan Austin Transitional Support Services Center (TSSC), in its first year of operation, has had a tremendous impact on the Juneau community in general, and in particular has created a cohesive, manageable and supported program for low-income individuals and especially individuals experiencing homelessness and/or extreme disability.

The TSSC's ability to provide transitional plan development through SVdP's in-house team of five Community Navigators (case managers), its Home Visits Teams, free clothing depot (from the St. Vincent Store), food pantry, short-term locker-storage, showers, laundry, and third-party social service facilities for meeting and counselling, is a vital component in the network of services to a population most at risk.

Specifically, my organization will support SVdP and the TSSC by referring AWARE program participants, and cooperating to ensure their basic needs are met. Further, I see the TSSC as a partner in mitigating the various barriers people face when they are seeking housing, applying for treatment for substance use disorders and addressing mental health concerns.

The Dan Austin Transitional Support Services Center (TSSC) is also a fitting memorial to SVdP's long-time General Manager Dan Austin's life work of transitioning people into permanent housing.

Best Regards,

Executive Director, AWARE Inc.

cc: Bradley Perkins, General Manager, St. Vincent de Paul



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce, Community,
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

550 West Seventh Avenue, Suite 1640
Anchorage, Alaska 99501
Main: 907.269.4501
Program fax: 907.269.4539

February 27, 2019

Duncan Rorie Watt, Manager
City & Borough of Juneau
155 S. Seward Street
Juneau, AK 99801

RE: FFY18 CDBG Application

Dear Mr. Watt,

The Application Selection Committee met recently to evaluate and score the applications submitted in response to the solicitation for the FFY18 Community Development Block Grant program. I regret to inform you that the application from the City & Borough of Juneau for the Dan Austin Transitional Support Services Center project was not selected for CDBG funding.

The Department of Commerce, Community, and Economic Development thanks you for your interest in the program and wish you every success as you continue to seek funding for your project.

If you have any questions regarding the Community Development Block Grant program or your application review, please feel free to contact Pauletta Bourne, Grant Administrator in our Fairbanks Office at (907) 451-2721.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sandra Moller".

Sandra Moller
Director

cc: Pauletta Bourne, Grant Administrator III

FFY 18 CDBG Award List

Applicant	Type	LMI	Project Title	CDBG Requested	Value of Projects	Score
City of Port Alexander	CD	53.9%	Water Tank System Engineering and Design Plans	\$ 72,000.00*	\$ 96,300.00	98
City & Borough of Wrangell	CD	52.8%	Fire Truck Acquisition	\$ 337,500.00	\$ 450,000.00	94
City of Ketchikan	CD	100.0%	Ketchikan/WISH Domestic Violence Shelter -Design & Engineering	\$ 95,880.00	\$ 128,578.00	93
City of Chefnak	CD	56.3%	Chefnak Head Start Building Design	\$ 122,088.00	\$ 153,960.00	91
Kenai Peninsula Borough	CD	52.5%	Funny River Fire Station #5 - Pumper/Tanker Purchase	\$ 487,500.00	\$ 650,000.00	87
City of Hughes	CD	56.3%	Bulk Fuel Energy Security Project	\$ 785,662.00	\$ 987,997.00	86
City of Napakiak	CD	95.1%	Napakiak Land Use Planning for Managed Retreat	\$ 537,200.00	\$ 672,746.00	86
City of Ekwok	CD	79.0%	Firefighting Equipment Acquisition	\$ 300,000.00	\$ 592,000.00	82
Total Amount:				\$ 2,737,830.00	\$ 3,731,581.00	

Applications shaded in gray were not recommended for funding

Applicant	Type	LMI	Project Title	CDBG Requested	Value of Projects	Score
City of Craig	CD	54.5%	Craig Alaska Small Boat Harbor Design and Engineering	\$ 315,000.00	\$ 1,915,000.00	80
Haines Borough	CD	35.2%	Public Safety Building Accessibility Improvements	\$ 522,670.00	\$ 844,613.00	80
City of Unalakleet	CD	51.9%	Elders Assisted Living Facility	\$ 850,000.00	\$ 6,924,730.00	80
City & Borough of Juneau	CD	34.3%	Dan Austin Transitional Support Services Center	\$ 850,000.00	\$ 1,423,857.00	73
City of Stebbins	CD	88.6%	Stebbins/Saint Michael Renewable Wind Energy Project	\$ 850,000.00	\$ 5,950,434.00	68
City of Quinhagak	CD	86.2%	Quinhagak Passive/Active Cooling Retrofit	\$ 464,950.00	\$ 653,502.00	67
City of Kake	CD	68.8%	City Float and Seaplane Float Upgrade	\$ 850,000.00	\$ 1,646,450.00	57
City of Seldovia	CD	62.5%	Seldovia Multipurpose Building Renovation & Upgrade	\$ 800,000.00	\$ 1,144,000.00	46
Matanuska-Susitna Borough	CD	63.9%	Talkeetna Water & Sewer System Repairs & Upgrades	\$ 850,000.00	\$ 1,000,000.00	45
City of Houston	CD	51.7%	Houston Natural Gas Distribution Phase I	\$ 850,000.00	\$ 1,055,091.69	42

FFY 18 CDBG PROGRAM

Name of Applicant:	City & Borough of Juneau	Community:	Juneau
Project Title:	Dan Austin Transitional Support Services Center	Total Cost:	\$1,423,857
		CDBG Funds Requested:	\$850,000

Project Description/Citizen Participation

- Good project description.
- Solicited projects from non-profit agencies, not a very good process for getting public engagement.
- Appears alternative projects came only from other non-profit agencies and not from the public.
- Provided support letters, after project decided on through a narrow selection process that for the most part excluded the public.
- Question the public access to the food pantry and other areas mentioned in the application.

Project Plan/Readiness

- Have conceptual design. Design timeline appears fast.
- Do not list other agencies involved, such as fire marshal.
- Goals of providing to homeless was adequate, more for project impact.

Project Impact

- Good job describing how each of the identified project impacts will be affected.
- Facility usage could benefit a larger number of people given the expenditures.
- Would like to see ER visits and police activity data to justify the impact for Juneau.
- Continued support by foundations is not a sustainable business plan.

Project Budget

- Design costs not defined and make estimated costs of overall renovation unclear.
- No declared match for items not eligible to be reimbursed from CDBG (such as appliances, etc.).
- 15% contingency, not CDBG eligible.

Administrative Capability

- Clear administrative capacity.
- Form H complete and accurate.

Category	Project Description 15	Plan Readiness 25	Project Impact 25	Budget 25	Administration 10	TOTAL
Reviewer 1	10	18	20	12	9	69
Reviewer 2	10	22	23	18	10	83
Reviewer 3	5	19	20	15	8	67

Average = 73