

**ASSEMBLY STANDING COMMITTEE  
LANDS AND RESOURCES COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

February 26, 2018, 4:00 PM.

Municipal Building Assembly Chambers

**I. ROLL CALL**

**II. APPROVAL OF AGENDA**

**III. APPROVAL OF MINUTES**

- A. November 20, 2017 Minutes
- B. December 4, 2017 Minutes
- C. January 29, 2018 Minutes
- D. February 12, 2018 Minutes

**IV. PUBLIC PARTICIPATION**

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

**V. AGENDA TOPICS**

- A. 9290 Hurlock Ave; Former JYS Cornerstone Campus

**VI. SUPPLEMENTAL MATERIALS - RED FOLDER ITEM**

- A. February 26, 2018 Presentation

**VII. STAFF REPORTS**

**VIII. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

**IX. ADJOURNMENT**

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**ASSEMBLY STANDING COMMITTEE MINUTES  
LANDS AND RESOURCES COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA  
MINUTES**

November 20, 2017 5:00 PM  
City Hall, Assembly Chambers

**I. ROLL CALL**

Mary Becker called the meeting to order at 5:00 pm.

**Members Present:** Chair Mary Becker; Beth Weldon; Rob Edwardson;

**Members Absent:** Jerry Nankervis

**Liaison Present:** Paul Voelckers, Planning Commission

**Liaison Absent:** Weston Eiler, Docks and Harbors liaison; Chris Mertl, Parks & Recreation

**Staff Present:** Greg Chaney, Lands Manager; Dan Bleidorn, Deputy Lands Manager

**II. APPROVAL OF AGENDA**

Hearing no objection, the agenda was approved as presented.

Minutes:

A. October 23, 2017 Minutes

**MOTION** by Chair Becker to approve the minutes of the October 23, 2017 Lands Committee meeting. Hearing no objection, the minutes were approved.

**III. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

There was no public participation on non-agenda items.

**IV. AGENDA TOPICS**

A. Proposed Deletion of CBJ Code 49.70.310(a)(2 and 3), Eagle Nest Buffers

Mr. Chaney introduced CDD Senior Planner Teri Camery, who reviewed her November 13, 2017 memo and packet material regarding the proposed deletion of CBJ Code 49.70.310(a) 2 and 3. A primary point made by Ms. Camery is that the CBJ does not have staff with the training to determine if eagle nests are present, occupied or being actively used by eagles. Without the ability to determine if an eagle nest is present or if it is being actively used, it is impossible to effectively enforce the eagle nest ordinance.

Mr. Voelckers said another important point to include is the range of habitation and how arbitrary the range of distance from disturbance is from an eagle nest to treat the eagles well.

Mr. Edwardson directed attention to page 16, 4<sup>th</sup> paragraph, beginning with “in light of the 2011 changes to federal law.” Mr. Edwardson asked what were the changes, and Ms. Camery replied that law is associated with the eagle take permit. Mr. Edwardson directed attention to the “local eagle populations appear to be increasing” section. Mr. Edwardson asked what the other code requirements were in relation to this section, and Ms. Camery replied the 50 foot buffer around salmon streams, minimum vegetative cover, and minimum setbacks. Mr. Edwardson then directed attention to the “eagle

ordinance is tied to code definition of development.” Mr. Edwardson asked for some examples of irrelevant activities and Ms. Camery replied code definition of development includes grading, placement of signs, and establishment of a subdivision. If the City were to enforce the code as written, the development of a subdivision would be outright prohibited.

Ms. Weldon asked that with this deletion, the City assumes people will follow the best management practices voluntarily and Ms. Camery replied comprehensive policies that address buffers remain in code, but that this will be voluntary at this point. Ms. Camery emphasized the City cannot enforce this ordinance.

Mr. Edwardson asked when an ordinance is unenforceable, how does it get decided that the ordinance should no longer be in effect. Mr. Edwardson brought up speed limit signs in rural areas that do not have a police presence. Ms. Camery replied that for this specific example, its concerning a no-development buffer with the key component being if the nest is active or not. Because the ordinance highlights identification of the nest status, the City knows it can't identify the point of no development. Ms. Camery said that for this particular case, it's a measurement of no-development and if the City does not have the capacity to identify that key point, it's especially problematic.

Chair Becker said that if this ordinance was no longer on the books, there would be people who will be worried the City does not have anything to protect the eagles. Chair Becker asked if staff had a handout regarding eagles in general or other pieces of public information that could guide development activities of the public. Ms. Camery replied the draft conceptual bald eagle best management practices document included in the document would be handed out.

Mr. Voelckers said the draft conceptual “Bald Eagle Best Management Practices” document was excellent.

**The Lands Committee unanimously moved that the proposed ordinance deletion go before the full Assembly.**

#### **B. JYS Cornerstone Lease**

Mr. Bleidorn presented his November 15, 2017 memo, the memo written by JYS Interim Executive Director Walter Majoros, and associated packet material to the Committee.

Mr. Voelckers asked staff to describe the lease and financial outcomes of JYS's vacation of the building. Mr. Bleidorn said JYS signed a new lease in 2010, which runs through 2020, and that no monthly rent was collected by the CBJ because JYS was providing a service to the community. There is no provision in the lease that penalizes JYS for ending the lease early.

Mr. Bleidorn also stated that JYS may want to use part of the site for a while after they vacate the premises.

Chair Becker asked what building JYS would like to continue to use and Mr. Bleidorn replied JYS would like to continue to use the maintenance shop.

## **V. STAFF REPORTS**

### **A Tidelands Addition Block 68, Fraction of Lot 8 – Verbal Update**

Mr. Chaney let the Committee know this City property has become a controversial issue over the years due to the neighboring property owners at Bullwinkle's and Twilight Café. There is a propane tank at Bullwinkle's that does not meet fire code standards and encroaches on City property. Lands staff and the Building Official asked the building owner in writing to move the propane tank and they haven't. Lands had an as-built survey of the property done, which showed that both Bullwinkle's and Twilight Café encroach on City property. Lands staff is not looking for a motion at tonight's meeting, but will be bringing this topic before the Committee again in the near future with some recommendations, said Mr. Chaney. Mr. Chaney said that by addressing these encroachments, the area could be restriped to add another 10 parking spaces which could be leased to the State.

Ms. Weldon asked who owns the propane tank and Mr. Chaney replied the propane tank supplies the Bullwinkle's facility. Ms. Weldon asked what the City charges for parking and Mr. Chaney replied \$60 a month per space.

Mr. Voelckers asked how much is the propane tank not in compliance and what it would take to have the tank comply with building code and Mr. Chaney replied that because of the tank's size it is too close to the property line, it would need to be moved to the middle of the property. Mr. Chaney said Bullwinkle's option could be to get a series of smaller tanks with the same total capacity to be hosted on their property. Mr. Voelckers said one of the options he assumes staff has considered is selling the property to Bullwinkle's.

## **PUBLIC COMMENT**

Ms. Catherine Christobal commented before the Committee as owner to Twilight Café. Ms. Christobal let the Committee know that moving the propane tank would grant more access to her property and help her safety because the tank is too large.

Chair Becker asked if the tank was moved, would it create more parking for her and Ms. Hill replied she is more concerned about her access. Ms. Christobal said she wanted the back of her café to be the storefront because she has very minimal access to her business.

Ms. Weldon asked how the removal of the propane tank would provide Ms. Christobal more access to her property since it's City property and Mr. Chaney replied Twilight Café does not own the lot between the café building and the right-of-way so they have very limited legal access to the front of their building—only a little bit on the side—so



there are doors on the back and this piece of City property could potentially become the front of their building

Chair Becker asked if the back of the Twilight Café is City property and Mr. Chaney confirmed it so.

Chair Becker asked if there was anything else and Mr. Chaney said in the future, staff will look for direction from the Committee.

## **VI. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

Mr. Voelckers let the Committee know that the Planning Commission finished working with a special subcommittee on CIPs and submitted a letter of recommendation out last week. This is highlighting categories the Planning Commission thinks needs emphasis and will follow up with more specifics later.

Ms. Weldon asked where the letter was and Mr. Voelckers responded that it has been sent via email.

## **VII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:34 p.m.

**ASSEMBLY STANDING COMMITTEE MINUTES  
LANDS AND RESOURCES COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA  
MINUTES**

December 4, 2017 5:00 PM  
City Hall, Assembly Chambers

**I. ROLL CALL**

Mary Becker called the meeting to order at 5:00 pm.

**Members Present:** Chair Mary Becker; Beth Weldon; Rob Edwardson; Jerry Nankervis

**Liaison Present:** Paul Voelckers, Planning Commission

**Liaison Absent:** Weston Eiler, Docks and Harbors liaison; Chris Mertl, Parks & Recreation

**Staff Present:** Greg Chaney, Lands Manager; Dan Bleidorn, Deputy Lands Manager; Rachel Friedlander, Lands and Resources Specialist

**II. APPROVAL OF AGENDA**

Hearing no objection, the agenda was approved as presented.

**III. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

There was no public participation on non-agenda items.

**IV. AGENDA TOPICS**

**A. White Oak Towers of Alaska Lease Application**

Mr. Bleidorn addressed the Lands Committee with his November 30<sup>th</sup>, 2017 memo. The current lessee, White Oak Tower, is requesting additional time to renegotiate the lease.

Ms. Weldon moved for the Committee to unanimously approve staff's motion. Mr. Nankervis objected to the motion and asked if staff was looking for approval by the Committee for the lease agreement, and if it would be brought back before the Lands Committee or Assembly. Mr. Bleidorn replied this lease will go before the Assembly under "new business" with options for the Assembly to choose from and will eventually be presented to the Assembly as an ordinance. Mr. Nankervis removed his objection.

**The Lands Committee unanimously moved for the fair market value lease of City property to White Oak Towers of Alaska for the continued use of the site for a communications tower.**

**B. Juneau Youth Services Cornerstone Facility Closure – Update**

Mr. Bleidorn addressed the Lands Committee with his November 30<sup>th</sup>, 2017 memo. The Lands Committee has heard previously that the Cornerstone facility will be returning to City management soon and that there are currently four options to be considered for this property: retain this property for City use; dispose of this property at fair market value; lease this property at fair market value; and dispose or lease this property at less than fair market value. Mr. Bleidorn said staff is not asking for direction regarding the options themselves but instead requesting permission a recommendation for the City Manager to solicit letters of interest for potential public uses of the building.

Mr. Voelckers asked if the City would consider partial uses of the site and Mr. Bleidorn replied that option is still on the table. Mr. Bleidorn said JYS would still use the maintenance shed on the site and Lands is open to JYS's continued presence on the site.

Mr. Nankervis asked what the zoning is for the site and Mr. Bleidorn replied D-5.

Chair Becker asked if this site could be considered for fair market value or less than fair market value and Mr. Bleidorn confirmed it so.

Mr. Edwardson moved for the Committee to unanimously approve staff's motion. Mr. Nankervis asked Mr. Edwardson if this motion was option 3 as outlined in the memo and Mr. Edwardson replied that his understanding was the request for letters of interest could address any of the options. Mr. Bleidorn clarified that the request for letters of interest could help determine the direction the Assembly could take when related to the four options, and that the motion before them was not related to the options presented before them. Mr. Nankervis said that because this is preliminary, he will not object to the motion however if the Committee was trying to determine which option to choose, he would select option two. Mr. Bleidorn said at the next Lands Committee, staff will present all the options received for the property.

**The Lands Committee unanimously moved to support the City Manager to solicit letters of interest for potential uses of 9290 Hurlock Avenue and bring the results back to the Lands Committee.**

#### **C. Aurora Arms Property Acquisition**

Mr. Chaney addressed the Committee with the potential to develop around eight acres of CBJ property on Norway Point which fall outside of the hazard zone. Four different studies have looked at the site and all agree that this area is in a less than one-hundred year occurrence interval for hazards. The City does not have safe, direct access to this City lot however there is a lot owned by Aurora Arms condominium that if purchased could give the City needed access. Mr. Chaney said there is an issue with this site concerning drainage. Water runs off of both the Aurora Arms lot and the surrounding CBJ property causing overflow on the sidewalk and DOT right-of-way. The final negotiated price would include reducing the appraised value so that the City could correct the drainage issue.

Ms. Weldon asked if this proposal was realistic because Aurora Arms would need a secondary access and Mr. Chaney replied Aurora Arms is not required to have a secondary access.

Mr. Voelckers asked if the City and Aurora Arms parcels would be rezoned simultaneously to make for a conforming situation and Mr. Chaney said he would like to keep the rezone committee action separate from the acquisition of the lot. Mr. Voelckers followed up to ask if the City would be obligated to fix the drainage improvements and

Mr. Chaney said DOT would require whoever owned the lot to correct the drainage issue.

Ms. Weldon asked if the lot is at such a high grade, are the lots buildable and Mr. Chaney confirmed it so. The area is not unbuildable but will be challenging. There are other areas in Juneau that are steeper than this lot, said Mr. Chaney. The lot has multiple advantages including water, sewer, access to right-of-way, and being close to the City center.

Mr. Nankervis said the lot next to the condominium is currently being used for parking by the condo residents and asked if there is enough parking to accommodate those needs. Mr. Chaney replied the Community Development Department confirmed Aurora Arms is compliant with parking requirements regardless if they used this lot for parking or not. Mr. Chaney said the CBJ could lease the area for parking to the condo association if needed.

**The Lands Committee unanimously moved for Lands staff to continue to investigate options to purchase the lot located at 1870 Glacier Highway.**

#### **D. Indian Point Comments**

Mr. Watt addressed the Lands Committee by saying the comments presented in the packet have been collected since the November Lands Committee meeting. Mr. Watt recommended the Committee not discuss this topic tonight because at the November meeting, the Committee let the community know that this topic would not be discussed until a future date. Mr. Watt recommended this topic come before the committee at the next Lands Committee meeting on January 29<sup>th</sup>, 2018.

Mr. Voelckers said Mr. Watt's October 19<sup>th</sup> memo raised 6 major thought-points and asked if it would be valuable to start staff analysis before opening up to public testimony. Mr. Watt said for this topic, it's important for the City to take it's time.

Ms. Weldon asked if the narrow band through the National Park Service property is an easement, and Mr. Watt confirmed it so.

Chair Becker asked if Mr. Watt found anything of historic significance that was not correct in staff's initial findings and Mr. Watt said he is still digesting the information. Chair Becker said the Committee asked for comments on the history of the land and that the Committee has already gotten (written) public testimony. Chair Becker said it does not sound like any one evaluated the historic paper that was given to the Committee.

Mr. Voelckers said the Borough selected this property in 1968 and asked if there were any background documents going back to that time. Mr. Watt responded the City is collecting source documents and that there is an area on the City website where staff is posting those source documents.

## **V. STAFF REPORTS**

Mr. Bleidorn let the Lands Committee know that Lands staff closed on Lot 2 of the Renninger Subdivision with the Alaska Housing Development Corporation. Mr. Nankervis asked for clarification on where Lot 2 was located.

## **VI. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

Mr. Voelckers said the Director's Report listed pieces of staff work happening on Title 49, and the Commission is very close on cleaning up variances. The Planning Commission has been trying to clean up the procedure for public testimony.

Mr. Nankervis said he appreciated Mr. Voelckers' comment and acknowledged to staff that Lands Committee members, being new, are still catching up with current Lands affairs.

## **VII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:31 p.m.

**ASSEMBLY STANDING COMMITTEE MINUTES  
LANDS AND RESOURCES COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA  
MINUTES**

January 29, 2018 5:00 PM  
City Hall, Assembly Chambers

**I. ROLL CALL**

Chair Mary Becker called the meeting to order at 4:58 pm.

**Members Present:** Mary Becker; Beth Weldon; Rob Edwardson; Jerry Nankervis

**Liaison Present:** Paul Voelckers, Planning Commission; Weston Eiler, Docks and Harbors; Chris Mertl, Parks & Recreation

**Staff Present:** Greg Chaney, Lands Manager; Dan Bleidorn, Deputy Lands Manager; Rachel Friedlander, Lands and Resources Specialist; Rorie Watt, City Manager

**II. APPROVAL OF AGENDA**

Jerry Nankervis noted that no minutes were included in the packet so he recommended the agenda be adjusted to remove approval of minutes. Staff noted that the November 20, 2017 minutes and the December 4, 2017 minutes will be presented at the February 26, 2018 meeting.

Hearing no objection, the agenda was approved as amended.

**III. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

Chair Becker asked if any members of the public were present to give testimony on non-agenda items. Kelli Grummet, one of the six applicants for the Cornerstone Facility on Hurlock Ave., began to introduce Al Paul, a former inmate, who attended to show the importance of re-entry housing for community members, when Chair Becker clarified to Ms. Grummet that since this was an agenda topic item, this could be discussed later on in the meeting. Ms. Grummet emphasized that she wanted to introduce Al Paul to the Committee as an example of a former inmate who had turned his life around and Chair Becker allowed it so.

**IV. AGENDA TOPICS**

**A. Indian Point Update**

Mr. Watt addressed the Committee with a review of his January 26, 2018 memo. Mr. Watt emphasized that tonight's meeting should be to determine the Assembly process for addressing this topic by using the five points recommended in his memo.

**1. *Confirming whether the historical record is sufficiently complete***

Mr. Voelckers said he noticed there was a 1968 record of the federal transference of the land initially to the City and was curious if there was any record of the City's ask and underlying reasons for the Indian Point property. Mr.

Watt replied this would have been upon formation of the Borough and the Borough would have been receiving lands from the State. Mr. Watt said staff could search in the archives to see if any documentation exists on intent. Mr. Mertl said it was hard for him to judge if all the information was there, and was unsure if he could answer Mr. Watt's question concerning if this information makes up a complete historic package.

Mr. Edwardson said he felt this packet was sufficiently complete and that with any land use issues, one can "continue to keep digging down forever to try and find the last document written." This information addresses the chain of title and sufficiently documents the claim for the request (to transfer ownership of CBJ property on Indian Point to Goldbelt Heritage), said Mr. Edwardson.

Mr. Watt agreed with Mr. Edwardson that the packet information was "sufficiently complete", and Chair Becker confirmed with the Committee that there was general agreement of the provided historic information being sufficient.

## ***2. Deciding whether the Committee needs additional information***

Ms. Weldon said her question was: If the City transfers ownership through trade or not, can the City put a condition on the property that it be preserved and maintained in its natural state, with limited recreational use, and still be accessed by all general community members. Mr. Watt replied in any land conveyance, there are generally several ways to go about the process and that the conveyance can be restricted. Mr. Watt said staff can provide the committee with information regarding land conveyance methods and restrictions.

Mr. Mertl asked if there was information regarding zoning and allowable uses and what could happen on this property if it were transferred. Mr. Watt said he thought the question was what is the current zoning designation, and under the current zoning designation, what could occur on the property, and depending on how the land is conveyed, could those zoning requirements endure or change. Mr. Mertl said that would be a great summary.

## ***3. Considering whether to bring the Federal Government into the discussion, more specifically:***

***a. Whether CBJ has an opinion about the National Park Service's ownership of a portion of Indian Point.***

***b. Whether the Federal Government should be a trade partner with CBJ as part of a larger conveyance/trade package Government's failure to identify the significance of Indian point led to the land selections by the National Park Service, NOAA and the Greater Juneau Borough***

Mr. Watt acknowledged he was asking the Committee a leading question, and said in his view, land is always difficult since there is a limited amount for every use, purpose, and owner. Mr. Watt said the question he put out was regarding the Park Service's ownership of a portion of Indian Point and whether the Federal

Government should be a trade partner with CBJ. Senator Sullivan told Mr. Watt that land issues were something he would be willing to work on, so Mr. Watt said the City should take him up on his offer.

Mr. Edwardson said he appreciated the City Manager's diligence on this but that it is not necessary to involve the Federal Government as they do not own the City land that is being offered for trade and that this involvement would also mean the City would be conforming to the Federal Government's time schedule. Mr. Edwardson let the Committee know that in his experience managing land, he has never seen the Federal Government admit to making a mistake, so this would probably result in a lot of time spent with not many results.

Ms. Weldon said that she would respectfully disagree with Mr. Edwardson and that the City is just doing research at this point. Ms. Weldon said that if the City can meet with the Federal Government in a timely fashion, that would tell the City what the Feds have to say.

Mr. Nankervis said he appreciates Mr. Edwardson's comments but that it would be worth at least an inquiry.

Mr. Mertl said he is also supportive of inquiring with the Federal Government. The Park Service usually has long-term plans associated with the management of their property, and it would be good to know what their plans are for this piece of property, said Mr. Mertl. Mr. Watt said Mr. Edwardson's points about time are appropriate when working with the Federal Government and that the City will operate in separate parallel paths on this topic.

***4. Discussing when to take to public, oral testimony. I believe that a number of members of the public will desire to make public testimony at the appropriate time. We need to advise them when that will be.***

Mr. Nankervis suggested suspending public comment until the CBJ hears back from the Federal Government. Mr. Mertl reminded the committee that this is City parkland and that when public testimony is taken, a joint meeting should occur between Lands Committee and PRAC.

Mr. Edwardson said he would like to set a date for when to proceed, namely right after receiving comments from the Feds. Mr. Edwardson said the City could invite the Feds to make comments within sixty days and that the Committee could set a meeting right after that.

Mr. Watt said the City could get some semblance of an answer from the Feds within that time period.

Chair Becker said April 9<sup>th</sup> would be the closest Lands Committee meeting for the sixty day time period. Mr. Nankervis said he would prefer to wait until April 9<sup>th</sup> to get a report from the City Manager regarding answers he has received from the



Feds. Chair Becker confirmed with the Committee that April 9<sup>th</sup> would be the appropriate Lands Committee date to receive feedback from the City Manager on the Indian Point informational requests, with the Committee choosing a following date for a hearing and concluding items. Mr. Mertl offered that the PRAC meeting be the vehicle for this topic. The PRAC meetings are the first Tuesday of the month and are not restricted to a one hour time period. Mr. Nankervis clarified with Mr. Mertl that this topic could be heard at the PRAC meeting following April 9<sup>th</sup> and Mr. Mertl confirmed it so.

Mr. Edwardson asked if the Lands Committee would be allowing oral testimony at the April 9<sup>th</sup> Lands Committee meeting and at the future joint PRAC-Lands Committee meeting. Chair Becker replied it would be good to receive public testimony after receiving the report.

Mr. Watt then summarized the tasks discussed and set by the Lands Committee.

- Schedule Lands Committee update about Indian Point on April 9<sup>th</sup>
- At the April 9<sup>th</sup> meeting CBJ staff will provide a summary of the information received from the Federal Government.
- A summary of any information available in the archives about the Borough's intent when Indian Point was selected in 1968.
- A technical memo on land conveyance methods and models including potential limiting factors and a dialog on current zoning.
- Schedule joint meeting of the PRAC and Lands Committee to receive oral testimony concerning the issue of transferring ownership of Indian Point after the meeting on the 9<sup>th</sup>.

Chair Becker asked if the method for public notice would occur through the newspaper, and Mr. Watt said the City will endeavor to get public notice out to all interested parties.

## **B. Juneau Youth Services Cornerstone Campus Closure - Update**

Before addressing the Committee regarding the Cornerstone Campus, Mr. Chaney let the Committee know that the draft minutes for the November 20<sup>th</sup>, 2017 and December 4<sup>th</sup>, 2017 meetings will be available for review at the next Lands Committee meeting but they are currently available online.

Mr. Chaney gave a summary of the JYS use history of the Cornerstone Campus. They were licensed for 16 beds but had emergency capacity for 20 beds. Juneau Youth Services returned the facility back to the CBJ on January 26th 2018. The City leased the building to Juneau Youth Services (JYS) for \$1 a year

and JYS paid for all utilities as well as maintenance. For all practical purposes, JYS operated the facility independently of the City.

JYS spent \$4,300 a month on maintenance. As long as the building remains vacant, the city will be responsible for maintenance.

Mr. Chaney then reviewed four options associated with the outcome of how to handle the Cornerstone Campus building as outlined in his January 25, 2018 memo.

- Use by CBJ – No City Departments were interested.
- Disposing of the property for fair market value.
- Lease property for fair market value.
- Dispose of property for less than fair market value for the purpose of providing a service that is supplemental to a service that could be reasonably be provided by the State or City and Borough. This is the issue for discussion tonight.

Mr. Chaney then reviewed the series of events before the Request for Proposals application was due.

- December 4: Lands Committee adopted a motion of support for soliciting letters of interest for potential uses of the property.
- Lands received an appraisal on December 14<sup>th</sup> that indicated the property would have more value if all the buildings were removed and the property was sold for residential development. Appraised value was \$350,000.
- Lands housed an open house for interested organizations on January 8<sup>th</sup>. Roughly 30 people attended, representing 10 community groups.
- Lands also provided extra tours outside of the open house, 7 additional organizations participated.

On January 16<sup>th</sup> there were 6 organizations who submitted applicants for the property. Applicants were required to include a \$500 application fee so these are all pretty serious applications.

These applications included:

- Alaska Legacy Partners LLC
- Kelli Grummett dba "Aunt Margaret's House"
- The Gehring Nursery School
- Juneau Cooperative Christian Ministry dba "The Glory Hole"
- Polaris House
- Prama Home Inc.

Ms. Weldon asked if the applicant would bear the cost of renovations and building maintenance, and Mr. Chaney replied that so far, all the proposals would come up with the funding for that.

Mr. Chaney gave a brief overview of each of the six applications, and said staff would provide more information focused on zoning to the Committee at a later date. Mr. Chaney emphasized that the Assembly could also offer the property for sale by sealed competitive bid as an option.

Mr. Chaney then recommended that the Committee begin the next Lands Committee meeting about ½ hour early, at 4:30pm, to give each applicant time to present. Chair Becker then suggested a special meeting for February 12<sup>th</sup>.

Mr. Voelckers asked if there would be similar concerns with Alaska Legacy Partners as with Gehring Nursery when it comes to subsidizing a private business with City dollars. Mr. Chaney replied that question should be addressed to the applicant, and that it is Assembly judgement.

Chair Becker addressed the audience and stated that the Committee wasn't going to be taking public testimony at this time but that there would be a chance on another day.

Ms. Weldon clarified that Aunt Margaret's House proposed workforce housing, not Alaska Legacy Partners Inc.

Ms. Weldon indicated she had some questions for the applicants. For example, Ms. Weldon said she would be not be interested in selling the building for a dollar to Alaska Legacy, but she would be interested in leasing the building for a dollar to both Alaska Legacy and Gehring Nursery School. Ms. Weldon said she would not be interested in hearing Gehring Nursery School's request unless they had more detail in their application. Ms. Weldon also wanted to look at how the Glory Hole was going to take Cornerstone's capacity for 20 beds and turn it into 38-40 beds.

Mr. Chaney said that if the Committee has concerns it would be good to ask the applicants directly. Ms. Weldon said that is what she was doing by listing these concerns now so the applicants could respond later.

Ms. Weldon said she would not look at Prama's application unless they could find paid staff and not a volunteer.

Mr. Mertl asked if the City has ever done anything like this before and Mr. Chaney said he was not aware of the City having an opportunity quite like this before but something somewhat similar was Second and Franklin when the parking lot was considered for a housing facility. In that case we only got one

proposal so that was a lot less complicated to review. This is very challenging since these are all good concepts. Some are more detailed than others but it will be tough to select one, said Mr. Chaney.

Mr. Edwardson said he sees similarities between this project and Indian Point and was wondering why this project was sailing through without concern for chain of title or the opinions of neighboring land owners. Mr. Chaney said the City has clear title to this property. As far as the neighbors, it is difficult to have a neighborhood conversation when there are 6 different proposals, said Mr. Chaney.

Mr. Chaney then recommended the Lands Committee meet at 4:30pm at their next meeting to give applicants a chance to present.

Chair Becker proposed to the group that the Committee meet February 12<sup>th</sup> from noon to 1:30pm to either give the applicants a chance to present for a maximum of 8 minutes or have the Committee ask the applicants questions.

Ms. Weldon said the date and time worked for her and that she would like to hear from each applicant.

Mr. Voelckers asked if the Planning Commission would be the place to take neighborhood concerns and public testimony and Chair Becker said that her assumption was on February 12<sup>th</sup>, the Committee would select a certain number of proposals to proceed to the February 26<sup>th</sup> meeting, which is where the Committee will also hear public testimony.

Mr. Mertl said he was for presentations but that the Committee needs to tell the applicants what to present on. Mr. Mertl suggested to Mr. Chaney that he comprise a series of bullet points that each applicant should address while giving a presentation so that each applicant can be considered equally. Mr. Mertl also shared his concern that the noon to 1:30 timeframe for the 12<sup>th</sup> would be inconvenient for the public to attend. Chair Becker said she was not planning to take public testimony at the February 12<sup>th</sup> meeting, and that the 6 organizations would be at the meeting to present. Mr. Mertl then reiterated his concern for the public to receive information discussed on the 12<sup>th</sup> so that the public is fully prepared to testify on the 26<sup>th</sup>, and that a way for the applicants to present information equally be developed to ensure fairness.

Mr. Nankervis said he had concerns regarding the timing of the applicant presentations for the February 12<sup>th</sup> meeting and making time for public testimony.

Mr. Chaney suggested on the 12<sup>th</sup> the Committee hears from the applicants, and then on the 26<sup>th</sup>, the Lands Committee hears from the public from 4:30pm-6pm. Chair Becker said this makes good sense.

Ms. Weldon requested that the testimony from each of the applicants be oral and not use a computer or PowerPoint.

Chair Becker then confirmed with the Lands Committee that the Committee will hear from the applicants on the 12<sup>th</sup> from noon - 1:30pm and ask questions. Chair Becker then said on the 26<sup>th</sup> from 12-1:30pm, the Committee would discuss or choose three applicants and then take public testimony (the 12-1:30pm time was corrected to 4:30-6:00pm for February 26<sup>th</sup>).

Mr. Voelckers shared his concerns that this was a lot to accomplish in a given meeting, and Chair Becker agreed and emphasized the importance of reading the packet prior to the meeting.

Mr. Nankervis said the 12<sup>th</sup> will be for presentations, and then on the 26<sup>th</sup>, the Lands Committee will narrow the applicant pool down and also plan for a joint meeting with the PRAC. Mr. Mertl said meeting with the PRAC would not be applicable with this topic, and Mr. Nankervis realized he was thinking of Indian Point.

Chair Becker said that the Committee should really focus on selecting three applicants on the 12<sup>th</sup>.

Mr. Mertl shared he would be concerned if the Committee selected three applicants prior to receiving public testimony. Chair Becker asked what the will of the Committee was and Mr. Nankervis said he saw the value in either option: selecting three applicants and then taking public comment or taking public comment and then selecting three applicants.

Chair Becker asked Mr. Voelckers what he thought, and Mr. Voelckers replied he liked Chair Becker's soft approach of endeavoring to select three applicants on the 12<sup>th</sup> and if this cannot happen, it will defer to the 26<sup>th</sup>. Mr. Voelckers said it would be better to select three on the 12<sup>th</sup> so that the community would know who the prime contenders are. Chair Becker agreed with Mr. Voelckers opinion, and the Lands Committee also affirmed this choice.

## **V. STAFF REPORTS**

Due to the late hour, there were no staff reports.

## **VI. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

There were no committee member/liaison comments and questions.

## **VII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:07 pm.

**ASSEMBLY STANDING COMMITTEE MINUTES  
SPECIAL MEETING- CORNERSTONE CAMPUS  
LANDS AND RESOURCES COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA  
MINUTES**

February 12, 2018 12:00 PM  
City Hall, Assembly Chambers

**I. ROLL CALL**

Chair Mary Becker called the meeting to order at 11:57pm.

**Members Present:** Mary Becker; Beth Weldon; Rob Edwardson; Jerry Nankervis

**Liaison Present:** Chris Mertl, Parks & Recreation; Paul Voelckers, Planning Commission; Weston Eiler, Docks and Harbors

**Staff Present:** Dan Bleidorn, Deputy Lands Manager; Rachel Friedlander, Lands and Resources Specialist

**II. APPROVAL OF AGENDA**

Hearing no objection, the agenda was approved.

**III. AGENDA TOPICS**

**A. Applicant Presentations for New Uses of the Cornerstone Campus**

Chair Becker said the purpose of today's meeting was to listen to the five applicants for the Cornerstone property, with each applicant receiving 8 minutes to present their material. The Committee will then ask questions after each presentation.

Mr. Bleidorn reminded the Committee that the Glory Hole has dropped out of application process, and that this agenda topic will be continued at the February 26<sup>th</sup> Lands Committee meeting, which will begin at 4:30 pm.

The applicants, in alphabetical order, were then invited to present their material.

**Alaska Legacy Partners: Garrett Schoenberger and Paul Simpson**

Mr. Garrett Schoenberger, principal of Alaska Legacy Partners (ALP), let the Committee know that the Juneau based organization is focused on commercial real estate and development, along with venture capital and investing in local businesses. Mr. Schoenberger introduced his business partner, Paul Simpson, to the Committee. Mr. Schoenberger said they both were born in Juneau, left to go to college, and are back to invest in the community. The first project for ALP was the \$3 million dollar purchase of the University's old bookstore building in Auke Bay.

**A. Team Experience**

The developer for the Hurlock property would be ALP, which formed in late 2017. Both principals—Mr. Schoenberger and Mr. Simpson—are originally from Juneau. ALP's intent is to turn the Hurlock Ave. property into a 16-18 senior assisted living facility and/or memory care beds. Property Management could be out of state or local operators. ALP has been talking to local senior facility operators in Juneau, and has

received a pre-commitment from Hans Schneider, R.N., of Sunny Day Senior Living, who would be the executive director of this facility. ALP has also spoken with Kelly Pagano, Director of Home Health Care and Hospice for Multi-Care in Tacoma, Washington, to be ALP's lead consultant. ALP has spoken with Catholic Community Services, which has indicated a willingness to contract support services such as registered nurses to the project.

#### B. Community Service

Mr. Schoenberger said the service ALP will provide at the Hurlock facility is one of the greatest needs facing this community.

#### C. Project Design and Characteristics

Mr. Schoenberger said a detailed renovation plan has been proposed and provided in the initial application. Mr. Schoenberger confirmed an \$850,000 budget for the upgrades and building maintenance was included in ALP's application. Mr. Schoenberger said the project complies with relevant ADA accessibility requirements.

#### D. Operational Feasibility

Mr. Schoenberger confirmed a realistic operational budget was included in with the application. Both lead consultant Kelly Pagano and local provider Hans Sneighder have reviewed the budget and supported its viability. Mr. Schoenberger confirmed the source of funds for the project is sustainable, and that the budget demonstrates sustained profitability.

#### E. Juneau Applicant Preference

Mr. Schoenberger said ALP is a Juneau-based organization with both principals residing in Juneau.

#### F. Readiness to Proceed

Mr. Schoenberger confirmed ALP was ready to proceed with their proposal, and denied any uncertain variables that could delay operations. Mr. Schoenberger confirmed the proposal included a realistic schedule and timeline, and that ALP is ready to move forward understanding there is a process for permitting. Mr. Schoenberger said ALP has the funds available in \$850,000 and are ready to deploy that upon acceptance of proposal.

Mr. Nankervis asked if Legacy Village Senior Center a not-for-profit and Mr. Schoenberger replied no, it is a for-profit corporation.

Mr. Voelckers asked if ALP has investigated D-5 zoning requirements and if it would work for the 16-18 residents and Mr. Schoenberger said that is something ALP is continuing to evaluate, and that a conditional use permit may be needed.

Mr. Simpson then began to speak from the audience, and Chair Becker invited him to testify at the stand. Mr. Simpson said everyone's application would require a conditional use permit, and would hope someone being awarded the property would be contingent

on them meeting the permit requirements. Mr. Simpson said that based on the number of beds in the facility with the acreage and zoning, it works.

Mr. Mertl asked for the statistics regarding the need for assisted living in Juneau and Mr. Schoenberger replied the Pioneer Home has an active waiting list of over 117 people, and an inactive list of over 500 people. The Alaska Department of Labor estimates there are currently 3,500 seniors ages 65 and over in Juneau, and that this population is estimated to double by 2032. Mr. Schoenberger said the senior population in Juneau is the fastest growing demographic by far, and that there has been an existing need for at least the past 10 years that has not been addressed. Mr. Schoenberger said it is hard to find facilities and make development numbers pencil out. Mr. Schoenberger said an existing facility like the Hurlock property allows ALP to tap into this sector without having the ground-up development costs. ALP's intent is to leverage this advantage, and fill in a need for Juneau's senior community. Mr. Simpson said senior citizens support group had the Celais group do a market demand study for Juneau and found that for 2018, there is a demand for 120 beds—roughly 60 for memory care. This is for people not on Medicaid, said Mr. Simpson, which has a need for 15 beds. Mr. Simpson said the senior citizens support group made a push with the City to get a development out in Vintage Park and the City has gone as far as to pledge backing, but there is some conflict behind the City backing private development. Mr. Simpson said if the City is willing to back a \$26 million dollar development, he would hope the City sees the value of repositioning a building that has a value of \$350,000 dollars.

Mr. Simpson said that if the market demand studies say there is an overwhelming need, and that the City thinks there is an overwhelming need, and no one is stepping up to form an assisted living facility, Alaska Legacy Partner's proposal by wanting to lease the facility severely under market to give the operator an incentive to test the market. Mr. Simpson said ALP can use this as a proving ground for a much larger development.

### **Aunt Margaret's House: Kelli Grummett**

#### **A. Team Experience**

Ms. Kelli Grummett has 12 years of experience hiring re-entrants. Ms. Grummett said she works with case managers to provide successful employment, as well as assisting re-entrants in finding stable housing. Ms. Grummett can speak with parole officers, case workers, and anyone else involved in the re-entrant's offender management plan (OMP). The OMP is an evidence-based plan that lives throughout incarceration and beyond, said Ms. Grummett. SB91 was passed in 2016 to reform Alaska's criminal justice system without jeopardizing public safety, and mandated several levels of support including a re-entry plan in place 90 days before release. The Department of Corrections (DOC) is required to work with at least one non-profit in the re-entry plan and inform inmates of what is available. Ms. Grummett told the Committee she would be happy to attain non-profit status however if she does not maintain non-profit status, she would be a second resource involved in the inmates' re-entry plan. Ms. Grummett said the re-entrant worker has a great attitude in regards to their employment because they do not want to have their case worker involved in any misconduct complaints. Ms.



Grummett said that if she ever had problems with a re-entrant, she would implement an action plan and remedial training. Ms. Grummett said this program won't work for everyone, but that she will ensure positive relations between the residents and neighbors. Ms. Grummett explained the tourism portion of her proposal is merely adjunct to the re-entry portion of the proposal. Ms. Grummett said she has to keep the rents low because she has minimum wage earning occupants, but that since the space will be vacant to begin with, with beds to fill that can help meet the program's budget. Ms. Grummett said the tourism population works well because they leave, re-opening the beds to the re-entrant population, which can be there as long as they want. Ms. Grummett said that in the beginning she would have tourism occupants, but in a few years might not have any or only a few since the re-entrants will occupy that space.

Ms. Grummett said as for property management, she was in the hotel industry for 6 years and was president of her condo association, in addition to managing her own rental properties and those of her clients for 22 years.

#### B. Community Service

Ms. Grummett said recidivism is a well-documented problem governments have a hard time to overcome. One of the key elements listed by DOC for re-entrants is stable housing, which is at the top of the list. Stable housing isn't being offered in Juneau, said Ms. Grummett. The closest thing is Haven House, which is only for women, who have to move out after 2 years. Ms. Grummett said her residents can stay as long as they want, so she is creating stable housing. Not being able to find housing stresses out re-entrants, said Ms. Grummett, and it prevents them from finding employment and rehabilitation.

#### C. Project Design and Characteristics

Ms. Grummett said the property is built already for the intended use and there is very little that needs to be done.

#### D. Operational Feasibility

Ms. Grummett said her operational budget is operational and feasible. Ms. Grummett adjusted for utility costs and new uses. Ms. Grummett said her maintenance cost is going to be significantly less than JYS because Aunt Margaret's House won't have full time building maintenance staff. Ms. Grummett has pre-existing relations with contractors in town and is confident the building will remain in good repair.

#### E. Juneau Applicant Preference

Ms. Grummett said at the end of her presentation that she is a Juneau resident.

#### F. Readiness to Proceed

Ms. Grummett said she is ready to proceed and that there are no uncertain variables. Ms. Grummett said zoning said there will not be a problem getting a conditional use permit for this project and that the schedule is flexible. Ms. Grummett said the project will meet ADA requirements.

Ms. Grummett said she intended her initial offer of \$365,000 would be over-market value, but that she realized her request for land included a strip of land to accommodate the encroachment of the shed. Ms. Grummett said she wanted to rescind that portion of the offer so that she could re-instate her offer as over-market value. Ms. Grummett also said she would engage in discussions regarding a lease option so that the Aunt Margaret's House model can be proven.

Mr. Voelckers asked if there would be 24 hour staff and Ms. Grummett said she would have a resident manager. Mr. Voelckers asked if the residents would be able to come and go from the property at random and through the middle of the night, and Ms. Grummett confirmed it so.

Ms. Weldon asked if all of Aunt Margaret's House residents will be on an OMP plan or in a treatment program, and if this is the case, what will happen if they violate their agreement. Ms. Grummett replied inmates won't necessarily be on an OMP if they've passed that point. The inmate can stay as long as they want to, but if they are newly out of prison, then they will be on an OMP. Ms. Grummett said if the re-entrant violates their parole, they will be subject to whatever consequences exist with the parole officer. Ms. Grummett said she can be in communication with residents' parole officers whenever she thinks there is a situation that needs to be addressed.

Mr. Edwardson asked what support services are required for re-entry housing, and how Ms. Grummett will make sure those are adhered to. Ms. Grummett replied there is no requirement specifically for re-entrant housing except that there is a plan for re-entry in place. Ms. Grummett said there are a lot of state agencies involved with the re-entrant. Ms. Grummett would be engaged with the pre-90 release plan, and work with the DOC to play her part in it.

Mr. Nankervis said there will no requirement that re-entrant people will have to leave, and as such she could put herself out of the re-entry business, which would defeat the purpose of her application. Ms. Grummett said anyone with a felony has a hard time obtaining housing, and landlords will turn felons away even if it has been 10 years. Ms. Grummett said if she has to turn them away, the re-entrant will still not have stable housing. Ms. Grummett said there is a need to identify what landlords do allow felons and what resources are available. Ms. Grummett wasn't sure how many people having stable employment would want to continue living at the Hurlock property so she does not think people are going to live there forever. Ms. Grummett said according to a study, it is the three year mark that indicates re-entrants have the best chance for successful reentry; up until that point, the re-entrant is still at risk.

Ms. Weldon asked how Ms. Grummett will ensure compatibility and safety of the neighborhood, and Ms. Grummett replied if there is a neighbor complaint, she will address it so everything is under control. Ms. Grummett then gave a few examples, including residents not hanging around outside the property after 8pm, or not going past

a particular part of the property. Ms. Grummett said she will ensure that everyone will live cohesively and happily.

Chair Becker asked if the residents would be off of parole when they come to the property and Ms. Grummett replied probably not, and that most residents will be on parole. Chair Becker asked once the resident seeks housing outside of Aunt Margaret's house, will they still have a parole officer at that time and Ms. Grummett said the resident can leave whenever they want if they can attain other housing, but each case is on an individual basis. Chair Becker shared she has had experience with someone renting who was on parole, and that once the person was off of parole, there is no supervision of the person. Chair Becker was curious of Ms. Grummett's supervision on the property, and when the resident manager comes and goes, if there would be an assistant to ensure 24 hour supervision. Ms. Grummett replied she could do that if it is needed. Ms. Grummett said there is a whole range of social behavior with inmates when they come out, and that some need more assistance than others. Ms. Grummett said this program will not work for everybody, but it will work for a lot. Ms. Grummett said there are 500 people leaving Lemon Creek every year, with 40% not knowing where they are going to live and 60% going to a family member for a landing spot. Ms. Grummett said she can't have everyone stay at the Hurlock property since there will only be 18 people, so if there is a problem person, then they will have to leave. Ms. Grummett said not everyone will be able to stay at Aunt Margaret's House.

#### **Gehring Nursery School: Izzie Kako-Gehring**

Ms. Gehring let the Committee know that the rumor of her dropping out from the application process was true until she received encouragement not to do so. Ms. Gehring said she would like to withdraw her current bid of \$102,000. After speaking to the neighborhood, Ms. Gehring was trying to figure out what the biggest concerns were for the neighbors. The top three concerns for the nursery being in the neighborhood were:

- 1) Purchasing and then flipping the property at a later date; for this reason, Ms. Gehring would like to rebid her proposal for \$1 a year annually.
- 2) An increased amount of traffic; for this reason, Ms. Gehring would like to change the amount of children allowed in the facility to 50-75 children.
- 3) Fencing; Ms. Gehring said it's required by state regulation to have fencing, and that the school would be following all rules for child safety.

#### **A. Team Experience**

Ms. Gehring said in 2014 she lobbied for childcare to be in neighborhoods and not just industrial areas. Subsequently the zoning laws were changed in 2016.

#### **B. Community Service**

CBJ offers a very slim amount of childcare for the kinder-ready program at one of the elementary schools; not all children are able to get into these programs, so this isn't something the City provides.

### C. Project Design and Characteristics

Gehring Nursey has budgeted \$6,000 a month for projected building maintenance costs. Ms. Gehring let the Committee know she can run this program whether she is in town or not. Ms. Gehring is in the military and has been deployed to a variety of places without a single incident happening at her school, and her employees able to successfully take over while she is away.

### D. Operational Feasibility

Ms. Gehring did not verbally present information on this topic (but she mentioned earlier that she is currently operating a preschool in Juneau).

### E. Juneau Applicant Preference

Ms. Gehring did not verbally present information on this topic (but she mentioned earlier that she is a Juneau resident).

### F. Readiness to Proceed

Ms. Gehring confirmed Gehring Nursery is ready to start. Ms. Gehring said Gehring Nursery school wants to continue their pilot summer program for children ages 6-12 for a lot less than what Rally, the City school program is offering. Rally charges \$1,000 a month while Gehring Nursey was charged \$700 a month last year. Gehring's plan is to offer that same program this year at the Hurlock location this summer, and then go from this summer program to integrating the actual school program. Ms. Gehring let the committee know that state funds have decreased for children on assistance for ages 6-12; it's gone down to approximately \$750 when Rally cost approximately \$1,100 this year, which means families on assistance will be supplementing this difference or leaving the workforce.

Ms. Gehring let the Committee know that she strongly believes in what she does, and that childcare is a need.

Mr. Edwardson asked how many staff members Gehring Nursey School would need for 50-75 children, and Ms. Gehring replied that based on 53 children, there would be 9 staff members and 2 floaters working part-time or full time for (the school to be open) at least 50 hours a week.

Ms. Weldon asked if the Assembly received a copy of Gehring Nursery's budget, and Ms. Gehring said no because she was seriously considering withdrawing until Friday. Ms. Gehring sent this information to Lands Manager Mr. Chaney, who was out of town.

Mr. Voelckers asked Ms. Gehring to provide an analysis of the Hurlock property's building maintenance needs and renovation budget and Ms. Gehring replied the building is pretty well set up for the school to operate but there are minor modifications that need to be done. Ms. Gehring then mentioned her husband is a structural engineer, and that a lot of the walls at the Hurlock property are non-bearing walls. Ms. Gehring said the idea is to tear down the non-bearing walls and create bigger classrooms versus the building's current structure of bedroom-bathroom-bedroom. Ms. Gehring said there

is already an ADA bathroom at the end of the hall, and that there are enough smaller bathrooms to satisfy potty training.

Mr. Voelckers asked how much was budgeted for these renovations, and Ms. Gehring said there is no budget for this now, but there is a set aside monthly amount. Ms. Gehring said Gehring Nursery would be paying for this and not the City. Ms. Gehring also said state licensing must be involved with the renovations in the building. Ms. Weldon asked if Gehring Nursery would be willing to do a lease instead of a purchase of the property and Ms. Gehring replied that at the beginning of her presentation, she said she was withdrawing her actual bid and resubmitting her proposal to be a lease for \$1 a year while having a monthly anticipated maintenance cost of \$6,000.

Mr. Merti asked what the need for childcare in Juneau is and Ms. Gehring said the need is all across the board. Ms. Gehring said Juneau's biggest need in childcare is infant care, toddler care, and also preschool care. Ms. Gehring said she can't say which one is needed more, and that she has parents that planned pregnancies based on securing a spot at her nursery. Ms. Gehring said our children in Juneau lack basic abilities in kindergarten and aren't ready for kindergarten. Ms. Gehring then shared a story that involved her daughter as a way to contrast the preparedness and development of average Juneau children who are not receiving high quality childcare. Ms. Gehring said all around, there is desperate need for childcare in Juneau.

Ms. Gehring said she is happy with her program, but with her employees and community pushing her to do this, it is not for her personal gain.

Ms. Weldon asked if she would be moving her business now and Ms. Gehring replied no. Ms. Gehring said she does not want to lower anymore childcare openings in Juneau. With Gehring Nursery pursuing the Hurlock Ave. property, the idea is to have more childcare openings. Gehring Nurse School at the Windfall property would be the profitable school versus the Hurlock location, and she will not give her current location away.

#### **Polaris House: Bruce Van Dusen**

Mr. Bruce Van Dusen, Executive Director of Polaris House, read his Oral Presentation Document provided in the February 12, 2018 packet verbatim. Link Here: [February 12, 2018](#).

Mr. Van Dusen let the Committee know that an updated budget has been provided in the packet, which accounts for a 20 hour per week property manager position.

Mr. Voelckers asked for more information regarding the income side to the Polaris House Budget, specifically the short term psychiatric care and other full time residents. Mr. Van Dusen replied the psychiatric care service is provided by the Adult Individual Service Agreements with the State through Medicaid billing fees. Mr. Van Dusen said Polaris House could have a fee agreement with JAMI when facility services are used.

Mr. Van Dusen said the rest of the Polaris House budget comes through the Alaska Mental Health Trust and the Department of Behavioral Health, totaling around \$450,000. Mr. Voelckers said the Polaris House day uses have a variety of activities, and asked if 15-20 people would be walking into the facility. Mr. Van Dusen said the respite care would accommodate 5 people with one full-time clinician. Polaris House would then hire 4 other people as Behavioral Associates to provide site and safety supervision.

Ms. Weldon asked where the budget was for the 3,000 meals Polaris House provides and Mr. Van Dusen said the lunch program is self-supporting with the members and staff paying \$2 for lunch, coupled with donations from organizations like the Food Bank.

Chair Becker asked what the population was in Polaris House's current space and Mr. Van Dusen replied there are almost 500 members total, with 70 un-duplicated visits a month and visits from about 20 people a day on average. Chair Becker then asked if the Hurlock property was the size Polaris House would need and Mr. Van Dusen replied absolutely. Polaris House currently provides services in 1,800 square feet and the Hurlock property is somewhere around 6,000 square feet. Chair Becker said the Hurlock property seemed large for 20 people, and then said Polaris House will have other things going on in the space, which Mr. Van Dusen confirmed.

Mr. Voelckers said he was confused if this move would add or remove current operations and Mr. Van Dusen replied Polaris House would move out to the Hurlock property. The club house operations would continue, while adding psychiatric respite and a training center.

Mr. Voelckers asked if the Polaris House space used now would be vacated with 100% transference and Mr. Van Dusen confirmed it so.

#### **Prama Home Incorporated: Charles Wilson III**

Mr. Charles Wilson III, President and CEO of Prama Home Inc. Board of Directors, let the Committee know that after working to get their operations started, the Hurlock property's availability fit their needs. Mr. Wilson III included an updated budget for the Assembly members in the blue folders on their desk. Before Mr. Wilson III retired, he was a principal for two Arizona schools with 850 students; one of the schools had a childcare facility of 24 students. Mr. Wilson III said he was not originally planning to come to Juneau, but after being directed to come here as it was not his intention, he feels like this is the best place out of the 37 countries he has been to. Mr. Wilson III said in the five years he has been in the CBJ, he has had a lot of support from local leaders in Juneau. Mr. Wilson III is working with AEYC staff in the Juneau Empire building have been guiding Mr. Wilson III with Alaska childcare guidelines. Mr. Wilson III said he is committed to following zoning guidelines. Mr. Wilson III said the budget Prama Home Inc. has presented is workable and doable, and is ready to move forward. Mr. Wilson III does not see any hurdles that would prevent Prama Home Inc. from moving forward. Mr. Wilson III introduced the project's architect, Sean Boiley of Northwind, to the Committee. Mr. Wilson III visited the facility and believed the structure was sound and

there was no need to upgrade anything that they could see. Mr. Wilson III said Alaska has the greatest blight out of 50 states in the union. Mr. Wilson III's number one aim is to fulfil the needs the senior citizens, unaccompanied youth, and childcare. Mr. Wilson III then shared a Tlingit story regarding a walrus hunt.

Mr. Voelckers said the original project narrative had a much smaller number of users in the building for daycare and seniors, and those numbers are now twice as big. Mr. Voelckers asked if those numbers reconciled with the Hurlock avenue space and Mr. Wilson III said that as a result of the second visit, it was clear that the original numbers were underestimated. Mr. Wilson III said the space will accommodate 15 seniors and 10 unaccompanied youth. Mr. Wilson III said seniors provide a lot for youth when you can have a staff person with the seniors and youth working together.

Mr. Edwardson asked if there are any areas where the laws for childcare conflict with laws for elder care and Mr. Wilson III said the state licensing office said there are no issues because the childcare section will be separate from the elders.

Mr. Voelckers asked if there were any opportunities for unaccompanied homeless youth now and if Mr. Wilson III could elaborate on the regulatory process of how the residents will be selected and what care paradigm would be in place for them. Mr. Wilson III replied Prama Home Inc. has been working with Zach Gordon Youth Center. Mr. Wilson III said no one does a dormitory situation where unaccompanied youth could have a place to stay. Mr. Wilson III said many unaccompanied youth are preyed upon by the very people that should be taking care of them and as a result they have left their homes and are looking for a friend that will put them up. Prama Home Inc. wants to make a space open for them, and make it possible for the unaccompanied youth to get their GEDs or job training skills. Mr. Wilson III said staffing budget has been addressed, and the unaccompanied homeless youth are not being charged anything to stay because the income comes from the senior citizens and the childcare center.

Mr. Merti asked Mr. Wilson regarding the interaction between seniors, youth, and homeless youth. Mr. Wilson III replied the key to homeless youth and seniors working together is documented if you google various activities going on in the US. Mr. Wilson III shared his personal experience with seniors and children living in the same home and thought it would be a good thing to happen here. Mr. Wilson III saw the elders as role models for the youth, and encouragers for the youth to receive an education or job training skills.

Ms. Weldon asked what Mr. Wilson III relationship was with Juneau Empire Southeast Alaska and Mr. Wilson III replied that was a typo in their budget plan. Ms. Weldon then asked if there was a budget prepared for the renovations and Mr. Wilson III replied it is in the strategic plan. Mr. Wilson III said Prama Home Inc. was working on a larger facility plan that would have taken more time, but when the Hurlock Ave. property came up, Prama Home Inc. thought it would give their project a jumpstart.

Chair Becker issued a disclaimer that nor she or her husband were a part of Prama Home, Inc.

Mr. Nankervis said Prama Home Inc has childcare and senior care budgeted for and no budget for homeless youth. Mr. Wilson III confirmed this was the case and said you cannot charge homeless youth because they do not have money. Mr. Nankveris asked if homeless youth have been budgeted for in staff needs and meals and Mr. Wilson III confirmed it so and directed Mr. Nankervis to the Prama Home Inc. budget breakdown.

Mr. Mertl asked how ready Prama Home Inc. was ready to proceed and Mr. Wilson III said 100% and that Prama Home Inc. would do everything they could to work with the City.

Mr. Voelckers said he did not see anything for a capital improvement budget and Mr. Wilson III said the system has a sprinkler system in 75% of the facility but childcare (portable classroom on site) does not have a sprinkler system and did not know if this would be required. Mr. Wilson III said that was a positive surplus in the budget of \$50,000 that could take care of any additional costs. Mr. Voelckers said Prama Home Inc. is hoping that improvements would be minimal and do it as an in-progress step and Mr. Wilson III confirmed it so. Mr. Wilson III said he is aware the roof may need some repair according to the appraiser, and Prama Home Inc. will be ready to address that when it happens.

Chair Becker thanked the applicants for answering Lands Committee questions and for presenting the information. Chair Becker said the Committee will be meeting February 26, 2018 from 4:30 pm-6:00pm to discuss (this meeting time was later rescheduled to start at 4:00pm), have a public hearing, answer questions, and hopefully make a choice of three of the proposals to send to the Assembly. Chair Becker said additional questions may arise, and these questions will be asked on the 26<sup>th</sup>.

#### **IV. ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:22 pm.



# MEMORANDUM

## CITY/BOROUGH OF JUNEAU

Lands and Resources Office  
155 S. Seward St., Juneau, Alaska 99801  
(907) 586-5252

**TO:** Assembly Lands Committee

**FROM:** Greg Chaney, CBJ Lands Manager

**SUBJECT:** 9290 Hurlock Ave; Former JYS Cornerstone Campus

**DATE:** February 22, 2018

### Background:

Up to this point in the evaluation process, the focus has been to investigate and determine which proposals would most appropriately and realistically meet a community need. Due to the short notice CBJ was given concerning Juneau Youth Services leaving the Cornerstone Campus, applicants for new uses of the property had to rush to submit concepts for further discussion. These initial concepts have been refined by the applicants as new information has become available to applicants and the Lands Committee. Since this is an evolving process, some of the applications have been modified to address recently identified concerns. Once a final proposal has been selected, there will be an opportunity for the Manager to negotiate final terms, details and conditions for the lease or sale. Alternatively if none of the proposals appear to be appropriate because of zoning, financing, sustainability or other considerations, the Assembly will still have the option of approving a competitive fair market value sale of the property.

### Relevant Code Sections:

At this point in the process, it would be helpful to review relevant sections of the CBJ code that would pertain to making a final selection and negotiated arrangement.

CBJ§53.09.200(e) *Sale price*. Except as provided in CBJ 53.09.270, *Disposals for public use*, the sale price for City and Borough land **shall not be less than market value** as determined by the manager. (emphasis added)

- I. As stated above in CBJ§53.09.200(e) the sale of City land or resources to a for-profit entity for less than fair market value is not permitted. If the decision is made to dispose of the Hurlock property to a private, for-profit entity, then a fair market value sale will be required. Since this evaluation process is evolving, it is appropriate for applicants to adjust their proposals to address Assembly concerns. In addition, for-profit entities may negotiate sale terms other than paying full market value in cash up front. For example, extended payment plans, delayed payment, equal value trades, or services could be considered as components of a negotiated fair market value sale.

- II. If the decision is made to sell the Hurlock property at less than fair market value to a private non-profit corporation, then CBJ§53.09.270 applies:

*The sale, lease, or other disposal of City and Borough land or resources may be made to a private, nonprofit corporation at less than the market value provided the disposal is approved by the assembly by ordinance. (emphasis added)*

*...the interest in land or resource is to be used solely for the purpose of providing a service to the public which is supplemental to a governmental service or is in lieu of a service which could or should reasonably be provided by the state or the City and Borough.*

- III. If the Assembly decides to not pursue any of the applications submitted and disposes of the property via a competitive process for the general public at fair market value, the process is outlined in CBJ§53.09.250. This is straightforward sealed competitive bid process that is used for most CBJ land sales.
- IV. If the decision is made to **lease** the Hurlock property, an appraisal for leasing the facility and setting the lease amount **must be conducted within 90 days prior to the date fixed for the beginning of the term of the lease**, as outlined by CBJ§53.20.040. An appraisal was completed in December 2017 to establish the fair market **sale** price for the property. If the property were leased, a new appraisal would be required to establish the appropriate market **lease** rate.

If a **less than fair market value lease** is proposed, then CBJ§53.20.050 applies:

*No land shall be leased for less than the approved, appraised annual rental except that when leased to a governmental unit, agency, department or body for public purposes, or to a nonprofit organization for the purpose of performing a public or quasi-public health function, such minimum rental may be waived by the assembly by resolution; however, such waiver does not constitute a waiver to the requirement for a review and adjustment of rental rates every five years.*

Out of the 5 applications under consideration, Gehring Nursery, Aunt Margaret's House, and Alaska Legacy Partners have a current status of **for-profit entities**.

- Gehring Nursery has indicated that they would be willing to form a non-profit in order to qualify for a less than fair market lease.
- Aunt Margaret's House stated that they would be willing to purchase the property for \$365,000 which is above the appraised price of \$350,000. Alternatively, Aunt Margaret's House has also stated that they would be willing to consider forming a non-profit to qualify for a less than market rate lease if that was preferred by the Assembly.
- Alaska Legacy Partners proposed a token payment of \$1 for the property. Lands staff have not further discussed with Alaska Legacy Partners if they are willing to consider a fair market value purchase or forming a non-profit to operate a facility at the Cornerstone Campus.

It should be noted that forming a non-profit organization is a time consuming legal process. Two of the applicants, Polaris House and Prama Home Inc., are already **not-for-profit corporations**.

- Polaris House indicated that they are interested in leasing the property for \$1 a year as was the case for Juneau Youth Services lease of the property.
- Prama Home Inc. proposed in their application that they would be like to enter into a \$1 a year lease agreement modeled on the previous Juneau Youth Services lease of the property.

Since Polaris House and Prama Home Inc. are registered non-profits, a less than fair market lease could be approved if the Assembly finds that their proposals would provide a “quasi-public health function.”

#### **Further Considerations:**

There are many factors to consider when evaluating the applications and selecting a preferred proposal. Up to this time, Title 49 requirements including zoning, conditional use permits, variances and other aspects of a Community Development Department review and possible Planning Commission considerations have not be addressed yet. Permitting is an iterative process involving adjusting a project design to address code requirements. Some proposals may not be allowed on the Cornerstone Campus due to existing D5 single family residential zoning. Since the proposals are in a preliminary form, the Community Development Department would have to evaluate a complete application to determine if a project complied with zoning criteria.

If a preferred proposal is selected that does not comply with zoning requirements, there are a few options available. One would be the consideration of an amendment to the Table of Permissible Uses. Another might be a zone change. If a proposal is not found to comply with zoning, the Assembly may have to consent to the applicant applying for a zone change in order for the project to be permitted. Neither process has a guaranteed outcome, both take considerable time and include public process. If either of these processes were to take place, the proposal still may have to obtain a conditional use permit. This would take additional time and involves a neighborhood meeting along with a public hearing. In summary, if a proposal is selected that may not comply with current zoning, at a minimum several months of public hearings will be required.

Once staff receives final direction from the Assembly, approval of the lease or sales agreement will be contingent upon a review by the Community Development Department to insure that the proposed use can be permitted and complies with zoning. CDD will be available to answer questions at Monday’s Lands Committee meeting.

#### **Lands Committee Action:**

The Lands Committee may make a recommendation at Monday’s meeting regarding which three applicants the Committee favors, however all five applicants should be forwarded to the Assembly for final consideration.

**9290 Hurlock Road Chain of Title Outline**

*Compiled by CBJ Lands Staff*

**October 28, 1953** – Quitclaim Deed. The Administration of Civil Aeronautics conveyed properties, including the property now known as 9092 Hurlock Ave, to the City of Juneau. Property was restricted for airport use only “the land, Buildings, structures, improvements and equipment in which this instrument transfers any interest shall be used for public airport purposes”

**1967** – City of Juneau lease property to Juneau Receiving home

**April 18, 1968** – City of Juneau Ordinance 580 authorizing the conveyance to the Grater Juneau Borough

**May 7, 1968** – Quitclaim Deed. The City of Juneau conveyed the property to the Greater Juneau Borough. Deed contains a reversionary clause to assure that the land will revert to the City if and when it shall no longer be uses for a receiving Home purposes.

**July 7, 1995**-Agreement to Allow Transfer without Deed Restrictions. This agreement removes the deed restrictions from the October 28, 1953 quitclaim Deed

**April 27, 2010**-New LYS lease signed; set to expire 2020 after 2 five year terms.

**November 20, 2017** –Lands Committee informed that JYS intended to vacate the lease on January 1, 2018.



Prama Home Inc.

Supplemental Submittal

***Strategic & Tactical Business Plan  
For***

***Prama Home, Inc.***  
***Juneau Empire Southeast Alaska***  
*"Advanced Medical Assisted-Living Home Organized with a  
 Modern Economic Innovative Natural Clinic Providing  
 State of the Art Healing Modalities for Elders,  
 Unaccompanied Homeless Youth and Small  
 Bodies to Learn as Children in Its  
 Montessori Program"*

**2400 Mendenhall Loop  
Juneau, Alaska 99801**



**Phone Number: (907) 500-8047;  
 Fax: (907) 500-9011  
 Email Address:  
[lbg.7000@gmail.com](mailto:lbg.7000@gmail.com)**

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## **2. Confidentiality Agreement**



Strategic & Tactical Business PlanNon-Profit

This agreement is to acknowledge that the information provided by *Prama Home, Inc. Juneau Empire Southeast Alaska* in this business plan is unique to this operation and confidential; therefore, anyone reading this plan agrees not to disclose any of the information in this business plan without the express written permission of *Prama Home, Inc. Juneau Empire Southeast Alaska*. It is also acknowledged by the reader of this business plan that the information furnished in this business plan, other than information that is in the public domain, may cause serious harm or damage to *Prama Home, Inc. Juneau Empire Southeast Alaska* and will be kept in the strictest confidence.

Upon request, this document is to be immediately returned to *Prama Home, Inc. Juneau Empire Southeast Alaska*.

Signature \_\_\_\_\_

Name (typed or printed) \_\_\_\_\_

Date \_\_\_\_\_

This is the business plan for *Prama Home, Inc. Juneau Empire Southeast Alaska*. The presentation of this business plan does not imply an offering of securities.

### 3. EXECUTIVE SUMMARY

Strategic & Tactical Business PlanNon-Profit

There is an opportunity in Juneau, Alaska to open and operate a successful non-profit advanced medical assisted-living home caring for both the elderly and the youth of the community. Charles I. Wilson III and Nelum S. Wilson recognize this opportunity and have decided to go forward with their new non-profit named *Prama Home, Inc. Juneau Empire Southeast Alaska*. The non-profit will work with various programs in the development of an advanced medical assisted-living home organized with a modern economic innovative natural clinic that provides state of the art healing modalities for elders, unaccompanied homeless youth and small bodies to learn as children in its Montessori Program. This non-profit plans on serving elderly residential patrons who are open to sharing their life stories and wisdom with younger participants. In this way, the unaccompanied homeless youth are transformed by their engagements with the coaching and counseling of happy elders. These are elders who tune into youth in the presence of certified professional staff members who will be present to monitor all scheduled interactions between the two groups. Charles I. Wilson III and Nelum S. Wilson also recognize the opportunities for establishing a Montessori Program in which the little ones from the community can contribute with their impromptu creative interactions to bless and enhance the demeanor of the in-house population. This in turn will serve to build up the energy and the spirits of the Elder and Youth communities. This is the pristine beauty of the day to day program: raising the spirits of the Elders and Youth through the unintentional activities that naturally harvest uninhibited joy and happiness in ways that are immeasurable. *Prama Home, Inc. Juneau Empire Southeast Alaska* will serve its areas of caring working to help all involved.



The money required getting the non-profit organized and structured has been provided by Charles I. Wilson III and Nelum S. Wilson. To make this non-profit a reality there will be an initial amount needed of \$2,500,000.00, which will come as a grant or as a loan. Additional funding will be required for further expansion. The money will be allocated to take care of all the requirements. See Section 4.3. This business plan will show the components that make up and accomplish this exciting non-profit venture.

The non-profit is based on two vital components:

Strategic & Tactical Business PlanNon-Profit

1. Excellent management that has a mastery of choosing the right program and the right service at the right time with a mastery of knowing what their total objective is and how to keep gaining a greater share of that objective.
2. Providing an excellent program or service that is not only well accepted now but also whose acceptance and use will continue to grow at an accelerated rate into the future.



*Prama Home, Inc. Juneau Empire Southeast Alaska* coordinates individual productivity with increasing demands to ensure continued growth and development. Its approach emphasizes the individual participation of every participant and member of its organization in the total process of building an ever-increasing effective operation. By guiding and helping its employees with the knowledge and awareness it builds a solid foundation for achieving its most ambitious goals. *Prama Home, Inc. Juneau Empire Southeast Alaska* realizes that this is an ideal time to establish this operation and to move forward in a steady progression over the next five years.

Some of the highlights of its strategy are here briefly summarized:

- ✓ Its talent and experience are superior
- ✓ Funding success is assured by its preparation of knowing what the objective requirements are presently and what they are to be in the next several years
- ✓ With its strategy and budget in place, funds are expected to multiply rapidly and it expects to gain effectiveness for this opportunity

### **3.1 OBJECTIVES**

*Prama Home, Inc. Juneau Empire Southeast Alaska* has definite objectives to fulfill its desire to participate and achieve an ever-increasing effectiveness for the exciting opportunity that it is entering.

What follows is a summary of the key objectives of *Prama Home, Inc. Juneau Empire Southeast Alaska*:

Strategic & Tactical Business PlanNon-Profit

1. Penetrate the objective in the development of a non-profit Advanced Medical Assisted-Living Home.
2. Develop employee capabilities to ensure a strong foundation for participation in a rapidly growing operation.
3. Increase funds and revenue at a rate no less than 10% per year.

### 3.2 MISSION STATEMENT

*Prama Home, Inc. Juneau Empire Southeast Alaska* is an operation that will strive to excel in the development of an Advanced Medical Assisted-Living Home organized with a Modern Economic Innovative Natural Clinic that provide state of the art healing modalities for Elders, Unaccompanied Homeless Youth and small bodies to learn as children in our Montessori Program. We plan to serve elderly residential patrons who are open to sharing their life stories and wisdom with our younger clients. In this way, our Unaccompanied Homeless Youth are transformed by their engagements with the coaching and counseling of happy elders who tune into our youth in the presence of our certified professional staff members who will be present to monitor all scheduled interaction between the two groups. What makes *Prama Home, Inc. Juneau Empire Southeast Alaska* different and special is that *Prama Home, Inc. Juneau Empire Southeast Alaska* will establish a Montessori Program in which the little ones from our community can contribute with their impromptu creative interactions to bless and enhance the demeanor of our in-house population, which in turn will serve to build up the energy and the spirits of our Elders and Youth communities. This is the pristine beauty of our day to day program: raising the spirits of our Elders and Youth through the unintentional activities that naturally harvest uninhibited joy and happiness in ways that are immeasurable.

### 3.3 KEYS TO SUCCESS

*Prama Home, Inc. Juneau Empire Southeast Alaska* is confident of the following attributes that it demonstrates as keys to its success:

1. The founders' abilities to recognize and define the best course of action
2. The consistent raising of productivity
3. Diligent effort to regularly lower overall cost
4. Recruitment of experienced and talented employees
5. Ability to effectively offer what *Prama Home, Inc. Juneau Empire Southeast Alaska* provides

### 4. NON-PROFIT SUMMARY

*Prama Home, Inc. Juneau Empire Southeast Alaska* will begin its operation in 2018. The inspiration for the operation was the realization that there is a need for a service that can create a long-lasting and positive opportunity in the lives of the people served.

This is while making a significant difference in their lives. To accomplish this goal, we plan to maintain a dedicated team of highly skilled personnel who are committed to providing professional, ethical, and quality service to achieve complete client satisfaction.

Strategic & Tactical Business PlanNon-Profit

The operation will be headquartered in the city of Juneau in the state of Alaska. Its operations will expand regionally.

#### **4.1 NON-PROFIT OWNERSHIP**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is set up as a 501 (c) (3) non-profit corporation. The ownership is held by the Charles I. Wilson III and Nelum S. Wilson, who hold 100%. All questions relative to ownership should be directed to *Prama Home, Inc. Juneau Empire Southeast Alaska*.

#### **4.2 NON-PROFIT HISTORY**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is proud of the accomplishments of the people that have made up this operation. *Prama Home, Inc. Juneau Empire Southeast Alaska* is particularly proud of the fact that we provide housing where blight existed and persisted for our seniors and utilizing their wisdom and wealth of life experiences to create a prosperous healthy environment for both the seniors and the youth they will be coaching along with a small bodies learning opportunity for Montessori children to grow and express themselves. The operation is also particularly proud of the fact that we possess a dedicated management team that demonstrates honesty, integrity and professionalism in all aspects of operations. All our associates are carefully prescreened to ensure the highest standard of quality and we consistently strive to provide a superior level of service designed to exceed the expectations of our clients.

#### **4.3 START-UP SUMMARY**

The money required getting the non-profit organized and structured has been provided by Charles I. Wilson III and Nelum S. Wilson. To make this non-profit a reality there will be an initial amount needed of \$2,500,000.00, which will come as a grant or as a loan. Additional funding will be required for further expansion. The money will be allocated to take care of all the requirements including building the facility, licenses, permits, furnishings, equipment, personnel, curriculum, supplies, fund raising activities and miscellaneous operating expenses.

#### **4.4 NON-PROFIT LOCATIONS AND PREMISES**

*Prama Home, Inc. Juneau Empire Southeast Alaska* will maintain its headquarters where its management staff will be in the city of Juneau in the State of Alaska. At no time, will management allow a situation to exist where the operation is supporting locations or premises that are not essential to the most effective workings of the operation.

#### **Juneau, Alaska Demographics**

Strategic & Tactical Business PlanNon-Profit

As of the 2010 census, there were 31,275 people, 12,187 households, and 7,742 families residing in the city/borough. The population density was 11.3 per square mile (4.4/km<sup>2</sup>). There were 13,055 housing units at an average density of 4.0 per square mile (1.5/km<sup>2</sup>). The racial makeup of the city/borough was 69.4% White (67.4% Non-Hispanic White), 0.9% African American, 11.8% Native American, 6.1% Asian (4.5% Filipino, 0.3% Other Asian, 0.3% Chinese, 0.3% Korean, 0.2% Japanese, 0.1% Vietnamese), 0.7% Pacific Islander, and 1.2% from other races, and 9.5% from two or more races. 5.1% of the population was Hispanic or Latino of any race. There were 11,543 households out of which 36.7% had children under the age of 18 living with them, 51.2% were married couples living together, 10.5% had a female householder with no husband present, and 33.8% were non-families. 24.4% of all households were made up of individuals and 4.3% had someone living alone who was 65 years of age or older. The average household size was 2.60 and the average family size was 3.10. The age distribution of Juneau was as follows: 27.4% of the population was under the age of 18, 8.1% were from 18 to 24, 32.8% from 25 to 44, 25.7% from 45 to 64, and 6.1% who were 65 years of age or older. The median age was 35 years. For every 100 females, there were 101.5 males. For every 100 females age 18 and over, there were 100.2 males. The median income for a household in the city/borough was \$62,034, and the median income for a family was \$70,284. Males had a median income of \$46,744 versus \$33,168 for females. The per capita income for the city/borough was \$26,719. 6.0% of the population and 3.7% of families were below the poverty line, including 6.7% of those under the age of 18 and 3.9% of those 65 and older.

## **5. PROGRAM DESCRIPTION**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is proud of its main program and the features and benefits that make up its attractiveness to this ever-growing objective. The main features and benefits of its core programs to its participants include that we provide exceptional care derived from the heart in an environment that offers comfort, privacy and safety. We will consistently strive to deliver dedicated and compassionate daily care and accommodations for the elderly and other segments of the population. Some of the strengths and capabilities of our core products as it pertains to shelf life, durability and availability include that we possess the ability to be flexible in providing services reflective to our client's needs and preferences. Our personnel are covered by comprehensive liability insurance and have undergone criminal background checks. We plan to implement a carefully selected staff, specialized programming, and professional training with a focus on the individual needs of each client served.

### **5.1 SERVICE DESCRIPTION**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is proud of its main service line and the features and benefits that make up its attractiveness to this ever-growing objective.

The main features and benefits of its main service to its participants include that our services are centered on the choice and preferences of everyone as identified in the individual plan. Some of the strengths and capabilities of its main service as it pertains to potential market, ease of administration and availability include that we help our clients

lead dignified lifestyles by carefully assessing and fully understanding their individual needs.

## **5.2 ALTERNATIVE COMPARISON**

*Prama Home, Inc. Juneau Empire Southeast Alaska* has done extensive research and investigation of all the aspects of the other similar operations for the existing objective for which it will be participating. The management team is fully aware of the major alternates who include:

- Other assisted living centers and schools

It recognizes these major alternates as a prime focus because they have been evaluated using criteria of price and value given. It specifically knows that the advantages that it has over its alternates include that *Prama Home, Inc. Juneau Empire Southeast Alaska* provides services that are individually centered and assure maximum attainable health and safety of all individuals served. The study of the alternates has given it a mastery of the effects of regulatory agencies, effectiveness, operational strategies and permissive posturing, as well as strengths and weaknesses of the management teams who head up the companies that make up the alternates.

## **5.3 FUNDS LITERATURE**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is prepared to highlight all the most important benefits and features in a packet of literature. This information will present a compelling point of view as well as a detailed explanation why the donor should exchange their hard-earned dollars for its essential programs and services. The funds literature will be complete in every way and will answer the questions of who, what, why, when and where of what it is presenting.

## **5.4 SOURCING AND FULFILLMENT**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is totally prepared in the preparation for ease and completion of fulfillment requirements. All aspects of fulfillment have been considered, evaluated and highlighted for assuring both participants and pertinent employees that fulfillment will never be a major concern.

## **5.5 TECHNOLOGY**

*Prama Home, Inc. Juneau Empire Southeast Alaska* has positioned itself in a way to take full advantage of all the technology available for its opportunity.

Management has determined that when necessary that state of the art software and appropriate hardware will be implemented to assist all employees in gaining maximum productivity. The operation will be utilizing off-line and online accounting procedures to monitor weekly, monthly, quarterly and annual results of all aspects of operations.



## **5.6 FUTURE PROGRAMS AND FUTURE SERVICES**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is currently using its experience and talent to position itself in future Objectives with the appropriate future programs and future services. Its current programs and services, which include providing dedicated and compassionate daily care and accommodations for the elderly and other segments of the population, are sufficient in today's demanding world and will fare very well in future years as well. In addition to this, it is developing enhancements as well as creating new programs and services to keep its position in the ever expanding.

## **6.0 NON-PROFIT ANALYSIS SUMMARY**

*Prama Home, Inc. Juneau Empire Southeast Alaska* has done an exhaustive study of the state of its opportunity, which has important needs in the nation. It presents an increasing demand, great potential for support, and excellent growth opportunities. The outside world demands small residential facilities committed to maintaining close interaction with individuals and their families. *Prama Home, Inc. Juneau Empire Southeast Alaska* has all this to offer and its management team will keep its finger on the pulse of growing needs. This opportunity is filling the needs of the participant, although demand is outpacing supply as Baby Boomers age. Therefore, *Prama Home, Inc. Juneau Empire Southeast Alaska* fits perfectly for meeting the demands of this opportunity.

## **6.1 NON-PROFIT SEGMENTATION**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is very much aware of the importance of analysis as it pertains to potential segmentation. At the current time management feels that in relationship to segmentation the objective for *Prama Home, Inc. Juneau Empire Southeast Alaska* is very large and growing. The reason for this conclusion about objective segmentation is after careful study of its current and potential donor and program participant base. We believe the community requires small residential facilities committed to maintaining close interaction with individuals and their families. By offering services that are delivered per everyone's choices, full integration and active participation in their immediate community, and services that guarantee the protection of everyone's rights, health and safety, *Prama Home, Inc. Juneau Empire Southeast Alaska* should be able to accomplish its objective.

## **6.2 TARGET OBJECTIVE AND SEGMENT STRATEGY**

*Prama Home, Inc. Juneau Empire Southeast Alaska* aims to understand each and every reason why a participant uses a program or service.

In its total analysis, there is a study of everything that affects a person's behavior, their cultural background, their economic status, their educational background, as well as all factors that relate to their behavior. It also considers that people overcome and change certain aspects of their background and thus develop a different behavior. *Prama Home,*



*Inc. Juneau Empire Southeast Alaska* not only seeks to become experts on why individuals participate but also what makes them participate now. It strives to target that segment of the objective that is in the ideal position to need its service, qualify for its service, and can act on participating in its service immediately. It is always able to determine these results from such sources as existing participants, suppliers, trade groups, chambers of commerce, and certain trade journals.

### **6.2.1 NON-PROFIT NEEDS**

*Prama Home, Inc. Juneau Empire Southeast Alaska* evaluates its objective primarily from the standpoint of what the needs are of the individual participant. This can be very complex. It understands and appreciates what a program does. This can be a very varied thing. It knows that in its case the needs of its participants in relationship to what it offers are primarily because we allow seniors to continue to maintain an active and independent lifestyle while retaining their dignity and privacy. It understands that to master this area its management team needs to constantly be tapping into those sources of information that reveal the true motivations of the participant.

### **6.2.2 NON-PROFIT TRENDS**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is very confident and excited about the timing of its operation in its opportunity. This is the ideal time for its operation to be on the move in this ever-growing need. Evaluating several factors and events that make up a pattern in identifying all aspects of that pattern secure us in an enviable position of providing what is needed now. It of course is always watching the big picture and continues to monitor any pattern or trend daily.

### **6.2.3 NON-PROFIT GROWTH**

*Prama Home, Inc. Juneau Empire Southeast Alaska* recognizes that it is participating in a very large opportunity with a great growth rate. The projected growth will be set at a rate greater than average. The implementation of its strategy will lend itself to fast paced development and significant effectiveness. It has determined the growth of its objective based on an ever-increasing participant base and dollar volume base as well.

## **6.3 OPPORTUNITY & OPERATION ANALYSIS**

*Prama Home, Inc. Juneau Empire Southeast Alaska* knows that in the final analysis it can only do well if overall funds are there and expenses are capped at a reasonable level. Its position in this is that the other operations do some of the things correctly but not as many as it feels it can do to become an objective leader.

For example, it has found that some of the other operations have higher prices, limited service capabilities that do not incorporate youth and elderly interactive programs, and substandard personnel who demonstrate a lack of professionalism. *Prama Home, Inc. Juneau Empire Southeast Alaska* on the other hand, operates in an advantageously

different manner as outlined by offering reasonable prices, expanded service offerings that include youth and elderly interactive programs combined with exceptional personnel who provide a professional level of service designed to exceed the expectations of our clients.

### **6.3.1 OPPORTUNITY & OPERATION PARTICIPANTS**

Other operations include other assisted living centers. Their primary weaknesses are that some of these other operations have higher prices, limited service capabilities that do not incorporate youth and elderly interactive programs, and substandard personnel who demonstrate a lack of professionalism. *Prama Home, Inc. Juneau Empire Southeast Alaska* on the other hand, operates in an advantageously different manner as outlined by offering reasonable prices, expanded service offerings that include youth and elderly interactive programs combined with exceptional personnel who provide a professional level of service designed to exceed the expectations of our clients. This is how *Prama Home, Inc. Juneau Empire Southeast Alaska* distinguishes itself.

### **6.3.2 DISTRIBUTING A PROGRAM & SERVICE**

Because of the nature of its operation it has learned that the best places to locate its assisted living facilities are in residential neighborhoods. This is because there are many advantages to distributing its programs in this way. Those advantages include the fact that we will reach a larger segment of the total market.

### **6.3.3 ALTERNATES AND BUYING PATTERNS**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is excited about its position in relationship to alternate operations. The management of its operation has discovered some innovative and creative ways of acquiring all the components that make up its programs. The need for a low-based cost that transcends to a lower net cost prior to sale and therefore transcends into greater funding is what will keep *Prama Home, Inc. Juneau Empire Southeast Alaska* continuously competing on a favorable basis. Such things as staffing, adequate supplies and productivity schedules, all contribute to a healthy aspect of being the most effective in comparison to other operations.

### **6.3.4 MAIN ALTERNATES**

*Prama Home, Inc. Juneau Empire Southeast Alaska* recognizes the following main alternates that affect its opportunity. It has chosen them because of their level of participation and stability. The main alternates include:

- Other assisted living centers and schools

## **7. STRATEGY AND IMPLEMENTATION**

*Prama Home, Inc. Juneau Empire Southeast Alaska* centers its strategy on the premise that its operation resonates with the program participant because it offers exceptional care

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derived from the heart in an environment that offers comfort, privacy, and safety. Always keeping that in mind, it is constantly focusing on productivity being high and of course expenses remaining very modest. It is diligent in dissecting every aspect of its operation to make each component productive and contributive to the goal of a highly effective relationship with its donors and program participants.

## 7.1 STRATEGY PYRAMID

*Prama Home, Inc. Juneau Empire Southeast Alaska* knows that it's wise to understand the framework from initial goal back to the essential implementation. The purpose of the pyramid here is to place at the very top an individual emphasis that is the focus of a strategy for the operation, such as introduction of a new program.



Picture if you will the next level down the individual actions or tactics necessary to implement the emphasis or strategy. Finally, at the bottom of the pyramid are the individual programs necessary to support all actions that contribute to achieving the emphasis or goal. *Prama Home, Inc. Juneau Empire Southeast Alaska* wants to highlight that it is not only adhering to its understanding of the strategy pyramid, but that it also monitors everything in the process which leads to a logical whole plan.

## 7.2 VALUE PROPOSITION

*Prama Home, Inc. Juneau Empire Southeast Alaska* adheres to value based to value based operations in its conceptual outlook. The value-based benefits of its operation that it strives for the program participant to acknowledge include that it provides a specialized staff, competitive prices, and services tailored to meet each client's specific needs. In this way, it is very sensitive to the communication of what it is proposing to its donors and participants as well as living up to the promise behind what it does.

## 7.3 ALTERNATE EDGE

*Prama Home, Inc. Juneau Empire Southeast Alaska* is decisive about trying to be as effective as or more effective than alternate operations. It knows that this is an everyday every hour re-evaluation of what is going on in its objective strategy. Its current key advantages in relationship to alternate edge include that we possess a dedicated

management team that demonstrates honesty, integrity and professionalism in all aspects of operations.

## **7.4 NON-PROFIT STRATEGY**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is aware of all the different choices in relationship to objective strategy. Because of its research and recommendations from management it has chosen to promote what it does through online Internet exposure through search engine optimization, extensive mailings, industry contacts, and by word of mouth. It has chosen this strategy because costs are minimal, effectiveness is extremely high and name recognition is enhanced.

### **7.4.1 POSITIONING STATEMENT**

*Prama Home, Inc. Juneau Empire Southeast Alaska* takes the position that its primary focus of what it does in the promotion department is to provide an alternative for older adults featuring highly specialized services along with social, recreational, and spiritual activities designed to enhance the quality of life and preserve their dignity. This is how *Prama Home, Inc. Juneau Empire Southeast Alaska* distinguishes itself.

### **7.4.2 PRICING STRATEGY**

*Prama Home, Inc. Juneau Empire Southeast Alaska* has after careful consideration decided to align its pricing at a lower level in comparison to its alternates. This fits in perfectly with where it sees itself positioned in its total strategy and communication with its participant base as far as getting appropriate value and still maintaining sufficient motivation for high volume.

### **7.4.3 PROMOTION STRATEGY**

The management of *Prama Home, Inc. Juneau Empire Southeast Alaska* believes very strongly in press releases to significantly get the word out of the value of what it does. This will always be a focus of its promotion efforts. However, though this is a crucial part, this is only one part of its promotion strategy. On a consistent basis, it will be promoting what it does through online Internet exposure through search engine optimization, extensive mailings, industry contacts, and by word of mouth. This along with all the individual selling efforts of its staff demonstrates a dynamic way for it to build the penetration of what it does.

### **7.4.4 DISTRIBUTION STRATEGY**

*Prama Home, Inc. Juneau Empire Southeast Alaska* focuses on all three aspects of distribution concerns, that is, coverage, control and costs. These aspects can all be complex. It feels at *Prama Home, Inc. Juneau Empire Southeast Alaska* that it has made the wisest decision in relationship to its coverage and control and cost for its distribution

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strategy. The coverage and control that it is striving for is achieved by its excellent reputation. Its program cost structure is geared to enhance its distribution.

### **7.4.5 NON-PROFIT PROGRAMS**

*Prama Home, Inc. Juneau Empire Southeast Alaska* knows that about its Objective programs it needs to tell an excellent story. Its story is compelling, detailed and highlights many of its capabilities. It knows that its donors hear its voice loud and clear through every aspect of its operation, its staff, its reputation, and its quality control. It strives to be indispensable to the participants in its programs. Its programs work to identify its operation, highlight its advantages, show appreciation for donor and program participant feedback, take advantage of its resources, and demonstrate that it is knowledgeable, energetic, and enthusiastic.

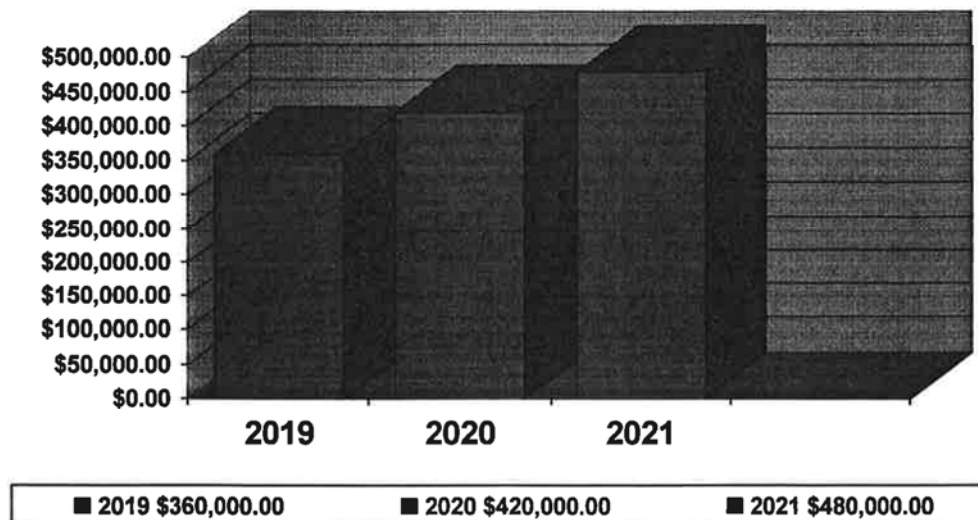
### **7.5 FUNDS STRATEGY**

As stated earlier, *Prama Home, Inc. Juneau Empire Southeast Alaska* is currently focusing its funds strategy on the implementation of various programs, which include online Internet exposure through search engine optimization, extensive mailings, industry contacts, and by word of mouth.

#### **7.5.1 FUNDS FORECAST**

*Prama Home, Inc. Juneau Empire Southeast Alaska* has developed a method for not only developing its Funds forecast but also the ability to stand behind the numbers. It has determined that based on its distribution resources and its alternative advantages and sound financial analysis that it expects to do the following funds over the full year 2019: \$360,000.00; the next year 2020: \$420,000.00; and over the following year 2021: \$480,000.00. It knows full well that to make its business plan happen everything must make sense. *Prama Home, Inc. Juneau Empire Southeast Alaska* is grounded in making reasonable assumptions that it feels very confident it can accomplish. Its strategies are clear, and precise.

#### **Projected Funds Growth Expected**



### **7.5.2 FUNDS PROGRAMS**

Its funds programs assure that its dollar forecasts are realized completely and on schedule. The persons on its dedicated management team directly responsible for funds performance are Charles I. Wilson III and Nelum S. Wilson. To make this real it has set deadlines with amounts as well as budget restrictions for a highly effective funds program. By its comprehensive positioning, it is confident in concrete terms to see its funds milestones and deadlines become realities.

### **7.6 STRATEGIC ALLIANCES**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is constantly working to build a network of key individuals and companies that work as alliances to accomplish its major strategies. Its management is strongly encouraged to develop relationships with all individuals that may have a favorable relationship with any of its working teams. These alliances are to strengthen and broaden the foundation of its operation and the assurance that its effectiveness and funding success will continually increase.

### **7.7 EXPLAINED MILESTONES**

*Prama Home, Inc. Juneau Empire Southeast Alaska* is very pleased with the accomplishments of the operation and the participants of the operation. It is very proud of its loyal wonderful staff and their dedication to reach all forecasts and milestones on which it sets its course. The goals for the organization include securing the financing required to establish the operation, establishing a solid client base, and reaching the total funds projected.

## **8. MANAGEMENT SUMMARY**

Management is the core and nucleus of any organization. It's not just personnel and their resumes but so much more that encompasses vision, talent, harmony, beliefs, and commitment. *Prama Home, Inc. Juneau Empire Southeast Alaska* is led by Charles I. Wilson III and Nelum S. Wilson, the key players of the management team who provide all the talent necessary to complete every aspect of its business plan.

## **8.1 ORGANIZATIONAL STRUCTURE**

*Prama Home, Inc. Juneau Empire Southeast Alaska* knows how important the organizational structure is to the success of an operation. Each position with its operation has a detailed job description as well as a defined relationship to the whole. At the very head of the operation are Charles I. Wilson III and Nelum S. Wilson, who each hold the title of Executive Director. From other management positions to department heads, to first line implementation staffs, the structure of its organization is detailed and complete. Authority is properly positioned to achieve maximum effectiveness of its organizational structure.

## **8.2 MANAGEMENT TEAM**

What follow are the top positions of *Prama Home, Inc. Juneau Empire Southeast Alaska* and their names. A brief description of their duties and responsibilities as it pertains to the successful management and development of this operation's goals is available upon request.

### ♦ **Charles I. Wilson III, Executive Director**

Mr. Charles Wilson III was born in New Orleans, LA and moved to Phoenix, Arizona and lived there for more than 30 years. He attended Arizona State University and received his BA Degree in Elementary Education. Thereafter, he taught students for four years and obtained his Master of School Administration. Charles was a school principal for 17 years as well as a charter school owner for 6 years with 850 students. His thirst for knowledge continued; he attained a three-year Master of Divinity at Anderson University School of Theology and became a Missionary for ten years in Kenya, East Africa. He learned that his brain could utilize a new language and became fluent in the language of Ki Swahili. Charles appreciates reading books, playing piano, playing chess, sky diving and traveling to stretch himself to learn about cultures and languages. He also enjoys various countries all over the world.

### ♦ **Nelum S. Wilson, Executive Director**



Nelum S Wilson was born in the Asian country of Sri Lanka. She graduated from the university there and taught in Government Level Schools for 19 years. Within that time frame she achieved much in her studies and earned three master degrees all of which were certified and fully transferred to the United States. Nelum is a gifted and talented Eastern Dancer who is mesmerizer to her audiences with her charming steps and graceful movements. She has an older sister who was double promoted. Nelum has exceptional fluency in both languages and does the editing for her school's newspaper in the English language. She is married to the prosperous businessman, B.K. Piyasoma. His business earned him the status of the "Number One Businessman of Sri Lanka". Nelum has two sisters who have been successful store owners and managed successful profitable businesses. She has mastered the English language while her mother's language is Sinhala. Today she works as a Direct Service Provider for REACH Inc. where she is serious about enjoying her work with her clients.

#### ♦ Director of Management/To Be Hired

The Director of Management should have degrees in business management and organizational skills development. He or she needs to appreciate their job and look intently into their duties with a sense of proper character and responsibility while also being gregarious. Their duties will entail a schedule regimented around the residents and the staff. He or she will need to work directly with each and every one to assure the highest understanding and assurance of the best working environment.

### **8.3 MANAGEMENT TEAM GAPS**

*Prama Home, Inc. Juneau Empire Southeast Alaska* recognizes that in any growing program often management personnel must wear more than one hat. Thus, often a gap or gaps may exist until the operation is developed enough to have a specific person for every task required. It currently has everything covered and feels very confident that each task is assigned to a very competent member of its management team. It will always be sensitive to this issue and prevent any weakness by having and planning a contingency program that overlaps job responsibilities.

### **8.4 PERSONNEL PLAN**

*Prama Home, Inc. Juneau Empire Southeast Alaska* defines its total work force to protect the success of its operation plan. All aspects have been sufficiently analyzed to determine each and every position required to run a fully functioning operation that can complete all the strategies and programs to be undertaken.

## **9. FINANCIAL PLAN**



*Prama Home, Inc. Juneau Empire Southeast Alaska* has developed its financial plan with the awareness that cash and the bottom line are key components of any successful operation. Revenues for the operation will come from grants, donations and fund raising activities. The opportunity to increase revenues is being fully taken advantage of as outlined in its overall strategy. To assure that bottom line adequately follows increases in revenue every cure possible is being taken to control all areas of expenses and overhead. The basis of its financial plan is solid growth, increase in revenues, and controlled expenses.

## **9.1 IMPORTANT ASSUMPTIONS**

*Prama Home, Inc. Juneau Empire Southeast Alaska* makes every effort not to assume any aspect of its operation other than having hard factual data to back up any forecast. The entire management team is constantly reminded to base all programs on highly researched statistical information with the slightest possible margin of variation. One of the reasons that *Prama Home, Inc. Juneau Empire Southeast Alaska* chose the opportunity that it is in was to gain the greatest amount of effectiveness possible.

## **9.2 KEY FINANCIAL INDICATORS**

*Prama Home, Inc. Juneau Empire Southeast Alaska* recognizes that the most important financial indicators are cash and bottom line. It will be constantly monitoring the flow of revenue to the operation as well as the expense requirements that deplete the operation of its cash. It will always try to improve the ratio of revenue and expenses to generate a healthier bottom line in addition to a healthier cash base.

## **9.3 EXPLANATION OF BREAK-EVEN ANALYSIS**

The break-even analysis for its operation calculates at what point the operation becomes funding positive, and at what point the operation will be operating at a loss. The analysis takes into consideration forecasted revenues as well as regular running fixed costs and average per unit funds price also known as per unit revenue. For simplicity, the average per unit funds price is adjusted to \$1 and the regular running fixed cost are represented as a percentage of that dollar. The purpose of this analysis is to maintain insight on financial realities. This information is vital for all kinds of things, from deciding how to evaluating a program or service to figuring whether the program or service is worth the investment. The break even point for this operation occurs when gross Funds in any given month = \$28,162.50. Formula:  $(\text{Gross Funding } \$360,000.00 / \text{Gross Funds } \$360,000.00) = 100\%$ .  $\text{Total Expenses } \$337,950.00 / 100\% \text{ as a decimal } 1.00 = \$337,950.00 / 12 = \$28,162.50$  (Break even amount monthly).

## **9.4 EXPLAINED PROJECTED FUNDING AND LOSS**

Its funds are forecasted to be increasing on a regular basis. Gross margin is also expected to increase on a regular basis. Breaking down its funding and loss projections and monitoring them on a regular basis is essential to the foundation of its operation.

### **9.5 EXPLAINED PROJECTED CASH FLOW**

As stated earlier, *Prama Home, Inc. Juneau Empire Southeast Alaska* focuses its attention on bottom line and cash. Its projected cash flow is very positive because with forecasted increasing revenues and controls on overhead and expenses it looks to see an increasing bottom line as well as increasing cash.

### **9.6 EXPLAINED PROJECTED BALANCE SHEET**

The projected balance sheet for *Prama Home, Inc. Juneau Empire Southeast Alaska* highlights total assets, total liabilities, as well as capital. With projected cash flow already established its balance sheet exemplifies an operation whose revenues are increasing as well as its bottom line in cash. The leadership of its operation offers its financials as proof positive of the workings of its business plan.

### **9.7 NON-PROFIT RATIOS**

Equipped with income figures, a balance sheet, and a cash flow statement it can present a complete financial picture of *Prama Home, Inc. Juneau Empire Southeast Alaska*. To clarify and spotlight its financials it presents the following ratios and illustrates an accurate picture with all things having been considered. The first ratio is the current ratio = current assets \$20,000.00 divided by current liabilities \$0.00. Its CURRENT RATIO is to be determined. The second ratio is the quick ratio = (cash \$20,000.00 + investments \$0.00 + receivables \$0.00) divided by current liabilities \$0.00. Its QUICK RATIO is to be determined. Its net funding margin = net funding \$22,050.00 divided by gross revenue on Funds \$360,000.00. Its NET FUNDING MARGIN RATIO is 6.125%. Its return on investment = net funding \$22,050.00 divided by total assets \$20,000.00. Its RETURN ON INVESTMENT RATIO or ROI is 11.25%.

### **9.8 EXPLAINED LONG-TERM PLANS**

*Prama Home, Inc. Juneau Empire Southeast Alaska* believes that the long-term prospects for a very successful operation are excellent. The opportunity chosen and the strong foundation of the operation lend itself to nothing but positive results in the long-term future. With an objective sensitive management team and excellent systems in place to monitor alternative shifts or changes *Prama Home, Inc. Juneau Empire Southeast Alaska* is ideally positioned to continue its successful plan on through the next decade.

## **10. WEB PLAN SUMMARY**

*Prama Home, Inc. Juneau Empire Southeast Alaska* observes the increasing importance of the Internet in all that the worldwide web encompasses. Its operation not only is a participant in the worldwide web but also with its management team will continually strive to have a significant presence and plans for exposure on the worldwide web. Because of the ever-increasing sophistication of the American Consumer and the ever-increasing participation on the Internet by the American Consumer *Prama Home, Inc. Juneau Empire Southeast Alaska* will apply all its resources to be very effective in utilization of the Internet and its commerce.

### **10.1 WEB STRATEGY**

*Prama Home, Inc. Juneau Empire Southeast Alaska* recognizes that there are many parts to an operation's success and its involvement in the Internet. The first part is a fully functioning presentable web site that resonates with the participants and the personnel of the operation. To that end, the management team has assigned the evolving development and maintenance of the web site for *Prama Home, Inc. Juneau Empire Southeast Alaska*. The second part is a concerted program of search engine optimization to assure that penetration is vast and consistent. Association of operation identity and web site presence shall be an integral part of all operational promotional activities and materials. The third part is to utilize the operation's web site in all aspects of funds processing and donor and participant service. The fourth part is to utilize all capabilities on the worldwide web for banking, training, and procedures.

### **10.2 DEVELOPMENT REQUIREMENTS**

*Prama Home, Inc. Juneau Empire Southeast Alaska* sees that the expertise of someone involved with the worldwide web is very specific. The management team is committed to providing ongoing training for those members of its operation directly associated with the development of its website, the implementation of search engine optimization, and the adaptability for donor and program participant service and other procedures utilizing the world-wide web. In addition to ongoing training, the operation will commit an appropriate amount of resources sensitive to revenues generated by the web site presence. In addition, as it relates to productivity personnel will have access to computer capabilities that tie in its web presence with all its internal workings. The development of these programs will be the direct responsibility of an assigned person from its management team.

Balance Sheet			
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*Strategic & Tactical Business Plan**Non-Profit*

<i>Prima Home, Inc.</i> <i>Juneau Empire Southeast Alaska</i>			
Category	2019	2020	2021
<b>Assets</b>			
<b>Current Assets:</b>			
Cash	\$20,000.00	\$42,050.00	\$81,700.00
Accounts Receivable	\$0.00	\$0.00	\$0.00
Inventories	\$0.00	\$0.00	\$0.00
Prepaid Items	\$0.00	\$0.00	\$0.00
Investment Portfolio	\$0.00	\$0.00	\$0.00
<b>Total Current Assets:</b>	<b>\$20,000.00</b>	<b>\$42,050.00</b>	<b>\$81,700.00</b>
<b>Fixed Assets:</b>			
Land	\$0.00	\$0.00	\$0.00
Buildings	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Machinery	\$0.00	\$0.00	\$0.00
<b>Total Fixed Assets:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Intangibles</b>			
Goodwill	\$0.00	\$0.00	\$0.00
Copyrights	\$0.00	\$0.00	\$0.00
Patents	\$0.00	\$0.00	\$0.00
<b>Total Intangibles</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Current, Fixed and Intangible Assets</b>	<b>\$20,000.00</b>	<b>\$42,050.00</b>	<b>\$81,700.00</b>
<b>Liabilities</b>			
<b>Current Liabilities:</b>			
Accounts Payable	\$0.00	\$0.00	\$0.00
Accrued Expenses Payable	\$0.00	\$0.00	\$0.00
<b>Total Current Liabilities</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Long Term Liabilities:</b>			
Notes Payable	\$0.00	\$0.00	\$0.00
Balloon Payments Due	\$0.00	\$0.00	\$0.00
<b>Total Long Term Liabilities</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Current and Long Term Liabilities</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Net Worth = Assets- Liabilities</b>	<b>\$20,000.00</b>	<b>\$42,050.00</b>	<b>\$81,700.00</b>

<b>Funding &amp; Loss Statement</b> <i>Prima Home, Inc.</i> <i>Juneau Empire Southeast Alaska</i>			
Category	2019	2020	2021

*Strategic & Tactical Business Plan**Non-Profit*

<b>Revenue</b>			
<b>Gross Funds</b>	<b>\$360,000.00</b>	<b>\$420,000.00</b>	<b>\$480,000.00</b>
Charge Backs, Returns & Neg. Adjs.	\$0.00	\$0.00	\$0.00
<b>Net Funds</b>	<b>\$360,000.00</b>	<b>\$420,000.00</b>	<b>\$480,000.00</b>
Less Cost of Funds	\$0.00	\$0.00	\$0.00
<b>Gross Funding</b>	<b>\$360,000.00</b>	<b>\$420,000.00</b>	<b>\$480,000.00</b>
<b>Operating Expenses</b>			
<b>Funds Expenses:</b>			
Salaries and Wages	\$0.00	\$0.00	\$0.00
Commissions	\$0.00	\$0.00	\$0.00
Payroll Taxes	\$0.00	\$0.00	\$0.00
Fund Raising Activities	\$12,000.00	\$15,000.00	\$18,000.00
Promotional Events	\$3,000.00	\$3,000.00	\$3,000.00
<b>Total Funds Expenses</b>	<b>\$15,000.00</b>	<b>\$18,000.00</b>	<b>\$21,000.00</b>
<b>Administrative &amp; General Expenses:</b>			
Salaries and Wages	\$96,000.00	\$120,000.00	\$150,000.00
Bonuses	\$150.00	\$150.00	\$150.00
Employee Benefits	\$3,600.00	\$3,600.00	\$3,600.00
Payroll Taxes 10%	\$9,600.00	\$12,000.00	\$15,000.00
Insurance	\$1,800.00	\$1,800.00	\$1,800.00
Facility Mortgage, Taxes, Insurance	\$180,000.00	\$190,000.00	\$200,000.00
Office and Miscellaneous Supplies	\$15,000.00	\$18,000.00	\$21,000.00
Telephone and Internet	\$2,400.00	\$2,400.00	\$2,400.00
Utilities	\$6,000.00	\$6,000.00	\$6,000.00
Licenses, Membership Costs and Dues	\$600.00	\$600.00	\$600.00
Legal & Accounting	\$1,500.00	\$1,500.00	\$1,500.00
Miscellaneous	\$1,800.00	\$1,800.00	\$1,800.00
Automobile and Travel Expenses	\$3,000.00	\$3,000.00	\$3,000.00
Entertainment	\$1,500.00	\$1,500.00	\$1,500.00
<b>Administrative &amp; General Expenses</b>	<b>\$322,950.00</b>	<b>\$362,350.00</b>	<b>\$408,350.00</b>
<b>Total Operating Expenses</b>	<b>\$337,950.00</b>	<b>\$380,350.00</b>	<b>\$429,350.00</b>
<b>Funding Or (Loss)</b>			
Operating Funding or (Loss)	\$22,050.00	\$39,650.00	\$50,650.00
Other Income (Int. Income, etc.)	\$0.00	\$0.00	\$0.00
<b>Net Funding or (Loss)</b>	<b>\$22,050.00</b>	<b>\$39,650.00</b>	<b>\$50,650.00</b>



# Senior Living & Youth Relief Center

in Juneau

In tradition seeming lost in our current day society, we see an opportunity - for juniors to learn from their elders, and for seniors to continue to share their lifetime of experience with the younger generations.

## OUR MISSION

In our Preschool bright small bodies learn Montessori Technologies plus higher Ordered Critical Thinking Skills. The atmosphere they creatively build up and innocently pour out upon Elders and Youth patrons is a breath of fresh air.

## OUR GOALS

- Imagine a future that is not solely based in the past but rather a future anew!
- All get old, but all do not have to feel old as when seniors interact and pay it forward to youth!
- Seek all means to provide advanced quality care and the longevity of life for our residents, and support an active engaging and healthy life!
- Making applicable sustainable design principles, and recognize harmony and balance everywhere!
- To build upon new ideas for Senior Citizens entailing core values of compassion, family centered care and maintaining respectful partnerships with youth!

COMMUNITY HOUSING | JUNEAU

"Within **EASY ACCESS** to key public **COMMUNITY SERVICES** this is not a retreat, but a place to support **ACTIVE LIVES!**"



Preschool Classroom



Charles I Wilson, III

BA Education  
Masters in Educational Administration  
Master's Divinity Theology and Counseling

Nelum S Wilson

BA Education  
Master's in Sociology & Psychology  
Master's Arts & Eastern Dancing

(907) 500-8047

ibg.7000@gmail.com



Providing  
Retirees  
Advanced  
Medical  
Assisted

# HOME Inc.

and Life Care Home for Homeless Youth



## IMMINENT OBJECTIVE

To procure 3-4 acres of land and \$12M-\$14M that can fund building "a Senior Citizen Retreat Center with a certified child care facility" in the City & Borough of Juneau.

## RETREAT CENTER to FEATURE:

- 20 one-bedroom/one-bath units for senior living
- 4 double-occupancy bedrooms for youth living w/communal bathrooms
- Licensed Childcare facility on Senior campus
- TV/Game Room
- Study Room
- Living room
- Dining Room
- Computer area
- Kitchenette
- Fireplace
- Laundry
- On-site Manager's residence
- Health/Fitness Center:
  - Sauna & Jacuzzi Rooms
  - Pool 3' to 4' deep & Brine Pool
  - Exercise Room
- Creative Space:
  - Wood shop
  - Art room
  - Pottery shop

## Our social mission includes:

**Physical Health:** Space for exercise and physical therapy, including pool, jacuzzi, sauna, and exercise room. Facility to include for outdoor access, including nearby trails, gardening spaces.

**Social Health:** Space to accommodate communication and interaction. Web enabled communications, interaction with youth also served on this campus. Easy access to community services and public transportation.

**Community living:** Individual senior rooms and bathrooms configured around common living and activity spaces. Youth dorms to foster community & participation.

**Mental Health:** Space for arts, crafts, traditional activities such as subsistence harvest processing, pet areas, and family gathering areas.

**Safety:** A safe environment with quick and safe access to community emergency services. The facility includes on-site manager's residence and 24-hour staffing.

designed by



# **Budget for Prama Home, Inc.**

Income:	Unit/Patro Number	Rate/Months	Month/year	Totals
Child Care Center	20	\$1,150	12	\$276,000
Senior Citizens	15	\$3,600	12	\$648,000
Total Income for Senior Citizens and Children see youth* contribution below				\$924,000
<b>Expenditures:</b>				
Maintenance Monthly			\$6,000	\$72,000
Manager Salary	1	\$25	Days/365	\$73,000
Food Cost at \$3.00 per	25	\$3 X 3 Meals Daily	Days/365	\$82,125
Insurance for Liability and Comprehension on a Monthly			\$60 X 12	\$720
Staff Salary Youth 2X		17 X 8 =	Days/365	\$99,280
Staff Salaries Elders 4X		\$25 X 8 =	Days/365	\$292,000
Office Supplies Monthly at \$1,000 X 12 Months =				\$12,000
IT GCI \$134.99 Monthly X 12 = \$1,619.88				\$1,620
Staff Salaries Children	4	\$17 X 8 =	Days/365	\$198,560
Cook Salary	1	\$17 X 8 =	Days/365	\$49,640
JR Juneau Pros Fence for Child Care Center at \$40sq ft X 45' =			\$1,800	\$1,800.00
Total Annual Budget Expenses for Prama Home, Inc. =				\$882,745

Youth\* Unaccompanied Homeless Youth will do the gardening in the summer month and the house cleaning chores 24/7 as remuneration for meals & staying privileges in our HHI Facility.



State of Alaska  
Department of Health and Social Services  
Division of Public Assistance - Child Care Program Office  
**Child Care Assistance Program Rate Schedule**  
Revised February 1, 2017

**DRAFT**

Rate Region	Age Group	Licensed or Military Center				Licensed Group Home				Licensed Home				Approved Relative or In-Home Care			
		F/T month	P/T month	F/T day	P/T day	F/T month	P/T month	F/T day	P/T day	F/T month	P/T month	F/T day	P/T day	F/T month	P/T month	F/T day	P/T day
Anchorage	Infant	\$900	\$50	\$54	\$36	The Municipality of Anchorage does not have licensed group homes as a provider type.	\$700	\$420	\$42	\$25	\$518	\$311	\$31	\$19			
	Toddler	\$800	\$535	\$48	\$32		\$650	\$390	\$39	\$23	\$492	\$295	\$30	\$18			
	Preschool Age	\$700	\$390	\$42	\$23		\$545	\$327	\$33	\$20	\$440	\$264	\$26	\$16			
	School Age	\$745	\$375	\$45	\$23		\$501	\$301	\$30	\$18	\$430	\$258	\$26	\$15			
Fairbanks	Infant	\$825	\$495	\$50	\$30	\$680	\$408	\$41	\$24	\$518	\$311	\$31	\$19				
	Toddler	\$888	\$533	\$53	\$32	\$616	\$370	\$37	\$22	\$492	\$295	\$30	\$18				
	Preschool Age	\$675	\$500	\$41	\$30	\$539	\$323	\$32	\$19	\$440	\$264	\$26	\$16				
	School Age	\$639	\$383	\$38	\$23	\$500	\$315	\$36	\$19	\$430	\$258	\$26	\$15				
Gulf Coast	Infant	\$775	\$465	\$47	\$28	\$675	\$465	\$46	\$28	\$500	\$303	\$29	\$17				
	Toddler	\$700	\$420	\$42	\$25	\$620	\$372	\$37	\$22	\$500	\$300	\$28	\$17				
	Preschool Age	\$605	\$400	\$36	\$24	\$600	\$360	\$36	\$22	\$500	\$293	\$25	\$15				
	School Age	\$605	\$363	\$36	\$22	\$500	\$300	\$30	\$18	\$500	\$293	\$25	\$15				
Interior	Infant	\$745	\$550	\$45	\$33	\$730	\$438	\$44	\$26	\$518	\$311	\$31	\$19				
	Toddler	\$680	\$525	\$41	\$32	\$680	\$408	\$41	\$24	\$492	\$295	\$30	\$18				
	Preschool Age	\$635	\$460	\$38	\$28	\$570	\$342	\$34	\$21	\$440	\$264	\$26	\$16				
	School Age	\$565	\$440	\$34	\$26	\$504	\$339	\$30	\$20	\$430	\$258	\$26	\$15				
Juneau	Infant	\$948	\$575	\$57	\$35	\$722	\$431	\$43	\$26	\$520	\$311	\$31	\$19				
	Toddler	\$822	\$493	\$49	\$30	\$684	\$390	\$40	\$23	\$482	\$300	\$30	\$18				
	Preschool Age	\$675	\$405	\$41	\$24	\$644	\$380	\$39	\$23	\$460	\$275	\$26	\$16				
	School Age	\$546	\$328	\$33	\$20	\$483	\$290	\$29	\$17	\$450	\$275	\$26	\$15				
Matanuska-Susitna Valley	Infant	\$713	\$428	\$43	\$26	\$647	\$388	\$39	\$23	\$518	\$311	\$31	\$19				
	Toddler	\$670	\$402	\$40	\$24	\$600	\$360	\$36	\$22	\$492	\$295	\$30	\$18				
	Preschool Age	\$605	\$363	\$36	\$22	\$600	\$360	\$36	\$22	\$440	\$264	\$26	\$16				
	School Age	\$605	\$363	\$36	\$22	\$483	\$290	\$29	\$17	\$430	\$258	\$26	\$15				
Northern	Infant	\$730	\$438	\$44	\$26	\$730	\$438	\$44	\$26	\$650	\$330	\$33	\$21				
	Toddler	\$694	\$416	\$42	\$25	\$680	\$408	\$41	\$24	\$650	\$333	\$33	\$20				
	Preschool Age	\$621	\$373	\$37	\$22	\$621	\$335	\$37	\$20	\$500	\$300	\$30	\$18				
	School Age	\$780	\$468	\$47	\$28	\$780	\$468	\$47	\$28	\$500	\$300	\$30	\$17				
Southwest	Infant	\$791	\$475	\$47	\$28	\$791	\$475	\$47	\$28	\$694	\$416	\$42	\$25				
	Toddler	\$700	\$420	\$42	\$25	\$700	\$420	\$42	\$25	\$675	\$420	\$41	\$25				
	Preschool Age	\$607	\$364	\$36	\$22	\$607	\$364	\$36	\$22	\$550	\$330	\$33	\$20				
	School Age	\$630	\$390	\$39	\$20	\$630	\$390	\$39	\$20	\$450	\$275	\$26	\$15				
Southwest	Infant	\$855	\$438	\$51	\$26	\$730	\$438	\$44	\$26	\$730	\$438	\$44	\$26				
	Toddler	\$822	\$408	\$49	\$24	\$680	\$408	\$41	\$24	\$688	\$361	\$33	\$20				
	Preschool Age	\$608	\$365	\$36	\$22	\$608	\$365	\$36	\$22	\$575	\$334	\$29	\$20				
	School Age	\$593	\$356	\$36	\$21	\$593	\$356	\$36	\$21	\$575	\$334	\$29	\$20				

Infant: Birth thru 12 months

Toddler: 13 months thru 35 months

Preschool Age: 36 months thru 59 months

School Age: 6 years thru 12 years

F/T month (Full month) = 17 to 23 days of care, that includes at least one full day, during a calendar month;

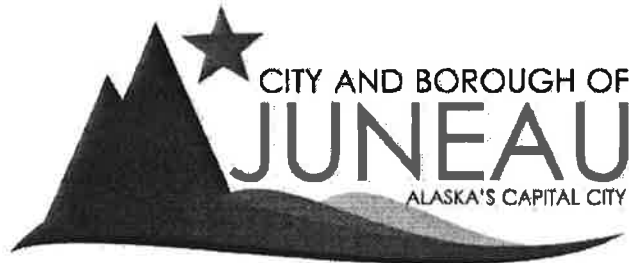
P/T month (Part month) = fewer than 17 days of care in any combination of part or full days in a month, or 17 to 23 partial days of care during a calendar month;

F/T day (Full day) = 5 hours and 1 minute of care and up to and including 10 hours of care in a day;

P/T day (Part day) = up to and including 5 hours of care in a day.

**Anchorage:** Municipality of Anchorage including Eagle River/ Girdwood  
**Fairbanks:** Fairbanks North Star Borough including North Pole  
**Gulf Coast:** Kenai, Kodiak, Valdez and Cordova Census Areas  
**Interior:** Denali, Southeast Fairbanks and Yukon-Koyukuk Census Areas  
**Juneau:** City and Borough of Juneau including Douglas and Auke Bay

**Matanuska-Susitna Valley:** Matanuska-Susitna Borough  
**Northern:** North Slope, Northwest, Nome  
**Southwest:** Southeast Alaska except City and Borough of Juneau  
**Southwest:** Kuskokwim, Bethel, Dillingham, Bristol Bay, Aleutians East and West, and the Lake and Peninsula Areas



155 S. SEWARD STREET ▪ JUNEAU, ALASKA 99801  
PHONE: 907-586-5278 ▪ FAX: 907-586-4552

INFORMATION RELEASE  
December 20, 2017

**CBJ looking to lease or sell Hurlock Ave. property to fill community need**  
*Proposals and applications are due Jan. 16*

At the end of this month, Juneau Youth Services (JYS) is set to vacate property owned by the City and Borough of Juneau located at 9290 Hurlock Ave in the Mendenhall Valley. Through negotiated sale or lease, which can be for less than fair market value, CBJ is now looking for an entity with experience and capacity to take over use of the property and develop it to meet community needs.

"We're opening this up for suggestions. Ideally, the property could be used in a way that fulfills a need or gap in the community – perhaps for child care, eldercare or education. We don't know what ideas are out in the community," Lands Manager Greg Chaney said.

For close to 50 years, JYS utilized the site as its Cornerstone Campus, which provided transitional housing for adolescents and young adults. The property is near the Pipeline Skate Park at the corner of Mendenhall Loop Road and Hurlock Avenue. It contains a large, aging facility with three additional buildings totaling over 6,400 square feet. The total size of the parcel is 36,122 square feet, including enough gravel parking for about 20 vehicles. CBJ Lands & Resources Division is holding an open house of the property on Monday, Jan. 8 from noon to 6 p.m.

Interested entities are encouraged to consult the 2017 Assembly Goals, Juneau Economic Development Plan and the Housing Acting Plan, which provide insight into community needs.

Proposals and completed applications are due 2 p.m. Alaska Time on January 16, 2018. Read the complete Request for Proposals and application details here.

Lands staff plans to make a recommendation regarding the property to the Assembly Lands Committee at its Jan. 29 meeting. If no interest is shown or no acceptable proposals are received, CBJ may sell the property for fair market value.

###

For more information, contact Deputy Lands Manager Dan Bleidorn at 586-5252 or [lands\\_office@juneau.org](mailto:lands_office@juneau.org).



## LAND SALES LAND AVAILABLE

### Application

*To purchase lands owned by the City and Borough of Juneau that are currently not listed for sale.*

Note: All land sales follow CBJ Municipal Code under Title 49 and Title 53, as well as recommendations made by the CBJ Land Management Plan. Additional regulations and public process may be necessary depending on the sale.

LAND SALE APPLICATION

## Land Sales

CBJ Code directs the Lands and Resources Division to continue the land disposal program, which systematically places CBJ land into private ownership.

### Active CBJ Land Sales

- Request for Proposals - 9290 Hurlock Ave (Cornerstone Campus)

### Request for Proposals

The City and Borough of Juneau (CBJ) is requesting Proposals and application materials for a negotiated sale or lease of CBJ land and buildings associated with 9290 Hurlock Ave, Juneau, Alaska. This property, located at the corner of Mendenhall Loop Road and Hurlock Avenue, has most recently been utilized as the Cornerstone Campus operated by Juneau Youth Services (JYS). JYS intends to vacate the property at the end of December 2017, at which point the property will revert back to City management. The zoning for this property is D5, single-family residential.

The CBJ is requesting proposals and completed application materials from entities with the experience and capacity to develop this site to meet community needs. This property houses a large, aging facility with three additional buildings totaling over 6,400 square feet. The total size of the parcel is 36,122 square feet. The operation costs calculated by JYS from the past year of the Cornerstone Campus are around \$5,000 – \$6,000 per month, including heating oil, electricity, and regular maintenance.

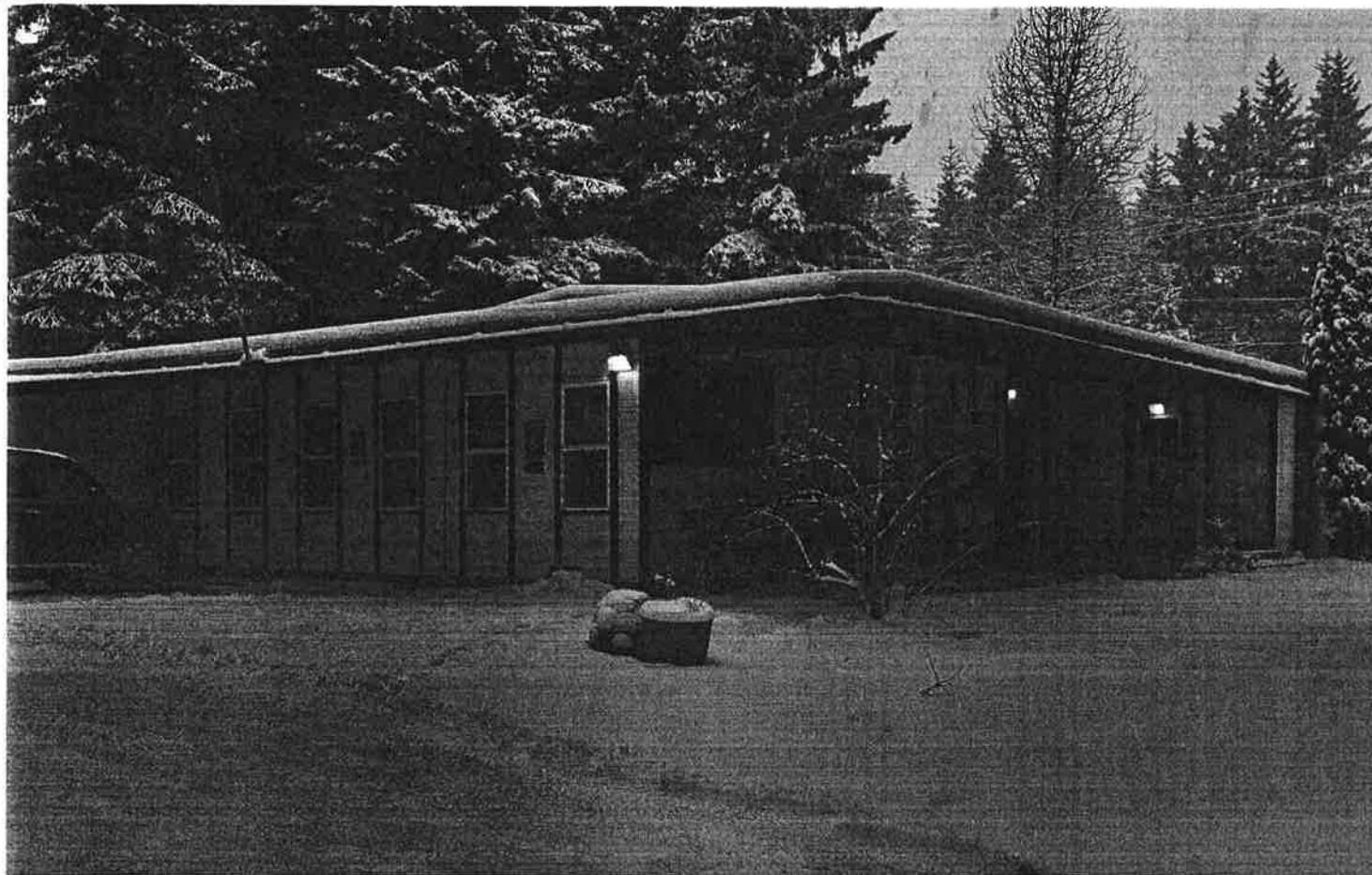
CBJ staff will host an **open house** of the property on January 8th, 2018 from 12pm-6pm.

Proposals and Application Materials must be received by **2:00 pm Alaska Time, January 16, 2018.**

- Request for Proposals and Application
- Request for Proposals Rating Criteria Evaluation

### Related Documents:

- Property Location Map
- 9290 Hurlock Ave. Appraisal Report
- Cornerstone Main Building Floorplan
- 2010 JYS Lease Agreement with the City
- 2017 Assembly Goals
- 2016 Housing Action Plan
- City Disposal Code 5.3.09.200
- Table of Permissible Uses
- Letter from Walter Majoros, Interim Executive Director, Juneau Youth Services
- January 3rd, 2018 KTOO Juneau Afternoon Interview with Lands Manager Greg Chaney and Deputy Lands Manager Dan Bleidorn regarding the Hurlock property. Listen here, starting at minute 06:20.





+ CBJ Land Sale Bid No. 18-028: Renninger Lots 4 & 5 and Lena Lot 10

#### Expired CBJ Land Sales

- + Renninger Request for Letters of Interest
- + North Franklin Negotiated Sale Application
- + 2016 Lena Land Sale
- + 2015 Lena Land Sale
- + 2014 Summer Lena Land Sale
- + 2014 Spring Lena Land Sale
- + 2010 Lena Land Sale
- + 2007 Lena Land Sale

**Please note:** there are other government-related entities aside from the CBJ that offer land sales in Alaska. The Alaska Department of Natural Resources, the Alaska Mental Health Trust Authority, the University of Alaska, and the US Department of the Interior Bureau of Land Management are examples of such entities.

## Lands & Resources

City and Borough of Juneau  
Division of Lands & Resources  
155 S. Seward St.  
Juneau Alaska 99801



**Telephone:**  
907-586-5252

## **Agenda for Prama Home, Inc. January 11<sup>th</sup> 2018**

1. Name change of Prama Home, Inc. to as Mr. Becker suggested it be Home Home, Inc. Are there other suggestions and if so let discuss it and or it's requested that we unanimously accept to be the new name of our Project Board of Director official name.
2. Need for our Board of Director members is a "Secretary" for our meetings to records, keep and read the minutes in each of our up coming meetings.
3. As you are aware we have had two good grant writer agree to write grants for us and for one reason or the other left to take on other opportunities. In my search for a grant writer I came across Mr. Woodrow. Mr. Woodrow accepted to be my coach for grant writing, he works for Business Funding Solutions and provided me once a month coaching and send a plethora of funding sources hereby with solicitations in writing when sent the those agencies, they have excellent readers who are looking for quality proposals which are written professionally. They provide funds to those 501c3 organizations which submit high quality grant request to them for funding.

Given we have three faceted aims with our project there are three written well researched grant which can be submitted to these Philanthropic agencies and foundations in hopes of gleaning some of those deep pocket revenues that are needed funding opportunities to construct our project in time to come.

There are three drafted grants written and if we have three volunteers to undertake tweaking and editorialize them so they can be submitted for possible funding revenues for us to generate the monies to construct our needed facility.

4. Child Care Center we want to discuss to forward movement of establishing at the first phase of our Project undertaking is a viable Child Care Center. We need to start some there and it's a needed CBJ initiation to make a lasting difference in the lives of small bodies who are Prekindergarten ages. Mrs. Erika Partlow Smith and Mr. Charles Wilson meet and have a highly interesting meeting with Mrs. Joy Lion in the Alaska Young Children Education office. Mrs. Joy Lion is the Director of the program in Juneau, Alaska. Out of the meeting and with subsequent discussions there is an opportunity for our Project to initial a Child Care Center that would not only be profitable but it would serve our community needs as well.
5. Cornerstone Facility is being offered by CBJ as applicants can apply for the Facility and utilize it for the propose of housing for example our Child care Center, our Unaccompanied Homeless Youth and Our Senior Citizens until we can generate the funds needed to build our proposed facility. We have until the 16<sup>th</sup> of this month January by 2pm to submit a proposal with a \$500 non-refundable fee. If we are successful in getting the property at 9290 Hurlock Ave. This would put our project next to the 4.5 acres of land which Mr. Jesse Kiehl has been navigating us to go before the Juneau City Assembly. The question is can we get agreement of our Board to proceed with applying for this available facility?



## CHILD CARE LICENSING PROGRAM

Division of Public Assistance  
Child Care Program Office

<http://dhss.alaska.gov/dpa/Pages/ccare>

### APPLICATION FOR PROVISIONAL CHILD CARE LICENSE

Packet Page 67 of 116  
Office Use Only

Fax 907-465-1768

**1. APPLICANT INFORMATION:** This person must be the owner of the child care facility, or if the business owner is a corporation, the President or Registered Agent according to the provider's State of Alaska Business License. This person may be different from the individual (Administrator) who is responsible for maintaining compliance with child care licensing regulations and the day to day operations of the facility.

Name of Applicant (Owner): Charles I Wilson III Title: President/CEO  
Social Security Number: 527-62-3433 DOB: 03-08-1944  
Mailing Address: 8863 Birch Lane Juneau AK 99801  
(PO Box/Street) (City/State/Zip)  
Phone Number: 907-500-8047 Fax Number: 907-500-9011 Email Address: ibg.7000@gmail.com  
myAlaska Account User Name: \_\_\_\_\_

**2. PROPERTY/BUILDING OWNER INFORMATION:** If same as Applicant, check the box below attesting there are no restrictions forbidding you to operate a child care business at the physical address of the facility noted in section 3. If different than Applicant, each line in this section must be completed with the property owner's information and the property owner/manager must submit a signed and dated *Permission to Operate a Child Care Business CC72* form, as evidence of permission to operate a licensed child care facility on the premises.

☐ I attest that the covenants, home owners' association bylaws, and other applicable neighborhood restrictions do not forbid operating a child care business at this address.

Name of Property Owner: \_\_\_\_\_ Title: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
(PO Box/Street) (City/State/Zip)  
Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**3. FACILITY INFORMATION:** Select the form of organization and enter the name of your child care facility as listed on your State of Alaska business license and any legal documents pertaining to your business. Research should be conducted prior to choosing the name of your facility to ensure the name chosen will not be confused with another facility.

☐ Cooperative Corporation ☒ Nonprofit Corporation ☐ Professional Corporation ☐ Religious Corporation ☐ S Corporation  
☐ General Partnership ☐ Limited Liability Partnership ☐ Limited Partnership ☐ Sole Proprietorship  
☐ Limited Liability Company

Name of Facility: Pramma Home, Inc. Child Care Center  
Physical Address: 9290 Hurlock Ave Juneau AK 99801  
(Street) (City/State/Zip)  
Mailing Address: Same Above  
907-7897634 (PO Box/Street) (City/State/Zip)  
Phone Number: 907-500-8047 Fax Number: 907-500-9011 Email Address: ibg.7000@gmail.com



**4. FACILITY TYPE:** Choose the type of child care facility license you are seeking. Approval of a facility type will be determined based on the requirements for the license type:

☐ **Home:** Must have at least 1 caregiver/administrator who is at least 21 years of age; allows up to 8 children usually in an occupied residence; meets child-to-caregiver ratios; and must have 35 square feet of usable indoor space and 75 square feet of outdoor recreation space per child. *Under 30 months*

☒ **Group Home:** Must have 2 adult caregivers, 1 of which is the Administrator who must be at least 21 years of age; allows from 9 to twelve 12 children usually in an occupied residence; meets child-to-caregiver ratios; and must have 35 square feet of usable indoor space and 75 square feet of outdoor recreation space per child. *1 year in early f/172v*

**Exception:** An applicant may be licensed as a group home with only 1 adult caregiver if the caregiver is either the Administrator or the administrator's designee who is at least 21 years of age; allows from 9 to 12 children usually in an occupied residence; must have 1 year of licensed home child care experience or the equivalent, or 12 semester hours of college credit in early childhood development, child development, child psychology, or the equivalent, or hold a current Child Development Associate (CDA) credential or Montessori Certificate; the total number of children in care consists only of children of school age (7 through 12 years), including the caregiver's children younger than 13 years of age, or is 10 or fewer, including the caregiver's children younger than 13 years of age, none of the total is younger than 30 months of age, and not more than 2 of the total are non-ambulatory; and must have 35 square feet of usable indoor space and 75 square feet of outdoor recreation space per child.

☐ **Center:** Must have a qualified Administrator, a Child Care Associate for each 30 children, meets child-to-caregiver ratios, allows 13 or more children, and must have 35 square feet of usable indoor space and 75 square feet of outdoor recreation space per child.

**Please note:** Additional requirements per facility type may be applicable prior to licensure, for example: meeting local city planning and/or zoning requirements, obtaining Fire Marshal approval (required if caring for 6 or more children, by a municipality to which the state fire marshal has deferred building safety inspection and enforcement activities under 13 AAC 50.075(c), or if operating any hours after 10:00pm or before 6:00am, or 24 hours a day), and receiving approval or meeting the Department of Environmental Conservation (DEC) requirements, if applicable, for food service, well water, and/or a septic system. Occupancy rating, as applicable to facility type, is based upon your local or State of Alaska Fire Marshal's office. The fire marshal's office will state whether or not you have to reside in the facility.

**5. NUMBER OF CHILDREN TO RECEIVE CARE (capacity):** Enter the number of children you want to be licensed for, in a Home or Group Home this will include your own children (including foster care children) younger than 13 years of age. The capacity will be approved based on the child care facility meeting specific requirements by facility type, for example: required square footage per child, number of toilets and sinks in the facility, local city planning and/or zoning requirements, and local Fire Marshal approval.

Requested Capacity: 12

**6. AGE RANGE:** Enter the age range of the children you want to care for younger than 13 years of age, including your own children and foster care children if applicable.

Requested Age Range: infants through Toddlers age 6

**7. HOURS OF OPERATION:** Enter the hours of the day (including a.m. or p.m.) and days of the week you want to operate your child care facility. Indicate "Closed" for days you are not in operation. If you are applying to operate any hours after 10:00 p.m. or before 6:00 a.m., or 24 hours a day, a **Request For Nighttime Care Specialization CC53** form must be completed and submitted with the application, for department approval. An approval for nighttime care will also be necessary from your local Fire Marshal prior to a nighttime care specialization being approved by the department.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	7am 7pm	7am 7pm	7am 7pm	7am 7pm	7am 7pm	

**8. PROGRAM ACTIVITY SPECIALIZATION:** If you are applying for a program activity specialization for a moderate-risk activity such as: swimming, bicycle riding, etc., a **Request For Specialized Program Activity CC54** form must be completed and submitted with the application, for department approval.

☐ Yes ☐ No If yes, I have attached a **Request For Specialized Program Activity CC54** form for each of the following moderate-risk activities included in my program:



**9. GOVERNING BODY INFORMATION:** Mark the box applicable to your facility. If your facility will be governed by a board of directors or other body, submit a *Governing Body Information CC55* form with the application.

Will your Facility be governed by a board or other body? ☒ Yes ☐ No

**10. PERSONS LIVING ON THE PREMISES OF THE CHILD CARE FACILITY:** List ALL individuals living on the premises, starting with yourself (if applicable). A valid criminal history check through the Alaska Background Check Program is required for all individuals associated with or living on the premises of the entity, who are 16 years of age and older, prior to licensure. Authority under: 7 AAC 57.010; 7 AAC 57.315; 7 AAC 10.900; 7 AAC 10.910.

Name (first last)	Title/Relationship	Date of Birth	Age	Driver's License #
1.				
2.				
3.				
4.				
5.				
6.				
7.				

**11. ADMINISTRATOR INFORMATION:** List the individual who is responsible for maintaining compliance with child care licensing regulations and the day to day operations of the facility. If the Applicant and the Administrator is the same person, please enter "same as applicant". An *Administrator Designation and Qualification Form CC56* and four *Child Care Facility Administrator Reference CC57* forms must be submitted with the application. **CENTERS ONLY:** In addition to the forms required for an Administrator, one or more *Child Care Associate Designation and Qualification Form(s) CC58* and three *Child Care Facility Child Care Associate Reference CC59* forms must be submitted with the application for each Child Care Associate for every 30 children to receive care.

Name of Administrator: Same as applicant Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(PO Box/Street) (City/State/Zip)

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**12. LICENSING HISTORY:** Indicate whether the Applicant and/or Administrator is currently or has previously been licensed, registered, certified, or approved to provide care for adults or children in any state. If yes is marked, please complete all of the boxes in this section. Include all types of care facilities, for example: assisted living, foster care, child care, etc.

**Applicant:** Are you currently or have you previously been licensed, registered, certified, or approved to provide care for children and/or adults? ☐ Yes ☒ No

If yes, complete the following:

Type of Facility	Name of Facility	Location of Facility (City and State)	Start and End Dates of Licensure, Registry, Certification or Approval

**Administrator:** Are you currently or have you previously been licensed, registered, certified, or approved to provide care for children and/or adults? ☐ Yes ☒ No

If yes, complete the following:

Type of Facility	Name of Facility	Location of Facility (City and State)	Start and End Dates of Licensure, Registry, Certification or Approval

### 13. APPLICANT AND ADMINISTRATOR CERTIFICATION AND SIGNATURE OF AGREEMENT:

**Note:** All sections of the application must be completely filled out and the signature of the Applicant and Administrator (if not the same person) are required in this section in order for the application to be considered complete. This section, in addition to the Alaska child care licensing statutes and regulations, should be carefully read and understood prior to signing the application.

I have read the applicable State of Alaska child care licensing statutes and regulations: AS 47.05, AS 47.32, 7 AAC 10 and 7 AAC 57, and understand and agree to comply with them;

I will cooperate with the Department of Health and Social Services (DHSS) or its authorized representatives through the licensing process and after license issuance, including inspection and investigation and permit representatives of the DHSS or its authorized representatives full access to inspect and investigate the child care facility and premises, review records, interview staff and interview individuals and their families receiving services;

I understand that I am required to maintain and retain records necessary to demonstrate compliance with State of Alaska child care licensing statutes and regulations governing the facility. In addition, I will make these records available to the DHSS or its authorized representatives, upon request; and

I certify that the contents of this application and information provided with it are true, accurate, and complete. I understand that willful misrepresentation of the information provided is cause for immediate denial of an application or later revocation of the license.

Prama Home, Inc.  
Facility Name

Charles I Wilson III  
Applicant (Owner) Name (Print)

Charles I Wilson III  
Signature of Applicant

12-05-17  
Date

Charles I Wilson III  
Administrator Name (Print)

Charles I Wilson III  
Signature of Administrator

12-05-17  
Date

**Note:** Signatures required on both lines of this section only if Applicant (Owner) is not the Administrator.



## CHILD CARE LICENSING PROGRAM

Division of Public Assistance  
Child Care Program Office  
<http://dhss.alaska.gov/dpa/Pages/ccare>

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Office Use Only

### GOVERNING BODY INFORMATION

**GOVERNING BODY INFORMATION:** This form is used by a facility operated by a governing body responsible for the oversight of the facility.

Name of Facility: Prama Home, Inc.  
Name of Governing Body: Prama Home, Inc. Child Care Center  
Mailing Address of Governing Body: 8863 Birch Lane Juneau AK 99801  
(PO Box/Street) (City/State/Zip)  
Phone Number: 907-520-8047 Fax Number: 907-520-9011 Email Address: ibg.7000@gmail.com

**GOVERNING BODY REPRESENTATIVE:** The individual listed in this section is the designated Governing Body Member (Representative) who the Department can contact regarding the application, or licensure of the facility.

Name of Governing Body Member: Charles I Wilson Title: President/CEO  
Mailing Address: 8863 Birch Lane Juneau, AK 99801  
(PO Box/Street) (City/State/Zip)  
Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### GOVERNING BODY REQUIREMENTS:

Per 7 AAC 57.200, in a child care facility that is governed by a board or other body, the board or other body shall:

- Determine policy for the operation and management of the facility, specifically including: Process for conducting and reporting Criminal History Checks, compliance with Environmental Health and Safety requirements, and personnel policies required by 7 AAC 57.220;
- Adopt a job description that clearly describes the administrator's role and responsibilities (required as part of the child care facility's personnel policies);
- Appoint an individual who meets the qualifications of an Administrator under 7 AAC 57.300 (requirement fulfilled through submission of *Administrator Designation and Qualification Form CC56*, and four *Child Care Facility – Administrator Reference CC57* forms and approval by the department);
- Annually evaluate the Administrator's performance (compliance will be determined during on-site inspection of facility by a Child Care Licensing Specialist)
- Per 7 AAC 57.210, during periods when the Administrator is absent from the facility, designate an onsite adult caregiver to act as on-site manager (Administrator Designee) in the administrator's absence, who meets the age and qualification requirements of 7 AAC 57.300(a) and (b). This requirement is fulfilled through submission of *Child Care Associate Designation and Qualification Form CC58*, and three *Child Care Facility – Child Care Associate Reference CC59* forms, or *Administrator Designation and Qualification Form CC56*;
- Approve the annual budget of anticipated income and expenses to provide the services described in the statement of purpose and approve or take corrective action on financial audit reports (compliance will be determined during on-site inspection of facility by a Child Care Licensing Specialist);
- Conduct at least three board meetings each year and maintain minutes of each meeting (compliance will be determined during on-site inspection of facility by a Child Care Licensing Specialist); and
- Provide for orientation to new board members and biennial training for each board member on the role and responsibilities of a board member (compliance will be determined during on-site inspection of facility by a Child Care Licensing Specialist).

**GOVERNING BODY MEMBER INFORMATION:** Child care licensing regulations require each individual that has an ownership or management interest in the facility to provide the name, mailing address, telephone number, fax number (if any), email address (if any), and their title. A valid criminal history check is required for any board member who has regular contact with children in care, access to personal or financial records maintained by the facility or provider regarding children in care, or control over or impact on the financial well-being of children in care.

Please document the required information on this form for all members of your governing body.

If additional space is needed to provide information a separate sheet of paper may be used.

**GOVERNING BODY MEMBER:**

Name of Governing Body Member: Ms. Beheshteh Sadeh Title: Board Director

Term: full term Start Date: June 15<sup>th</sup> 2017

Mailing Address: 9097 Black Wolf Way Juneau AK 99801  
(PO Box/Street) (City/State/Zip)

Phone Number: 907-723-4984 Fax Number: \_\_\_\_\_ Email Address: beheshteh@jys.org

**GOVERNING BODY MEMBER:**

Name of Governing Body Member: Mr. Cleveland Mitchell Title: Board Director

Term: full term Start Date: August 10<sup>th</sup> 2017

Mailing Address: P.O. Box 36953 Juneau AK 99801  
(PO Box/Street) (City/State/Zip)

Phone Number: 907-500-2052 Fax Number: \_\_\_\_\_ Email Address: momitchell49@outlook.com

**GOVERNING BODY MEMBER:**

Name of Governing Body Member: Mr. Herman Backer Title: Board Director

Term: full term Start Date: November 2nd 2017

Mailing Address: 3334 Park Place Juneau, AK 99801  
(PO Box/Street) (City/State/Zip)

Phone Number: 419-779-4445 Fax Number: 907-500-9011 Email Address: herman.backer@juneauschools.org  
907-523-1819

**GOVERNING BODY MEMBER:**

Name of Governing Body Member: Mrs. Monique Cleveland Title: Board Director

Term: full term Start Date: November 2nd 2017

Mailing Address: P.O. Box 36953 Juneau, AK 99801  
(PO Box/Street) (City/State/Zip)

Phone Number: 907-723-2380 Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**GOVERNING BODY MEMBER:**

Name of Governing Body Member: Mrs. Nelam Wilson Title: Treasurer

Term: 3.5 years Start Date: Oct 13<sup>th</sup> 2013

Mailing Address: 8863 Birch Lane Juneau, AK 99801  
(PO Box/Street) (City/State/Zip)

Phone Number: 907-500-8257 Fax Number: 907-500-9011 Email Address: nelamSepali@juneauschools.org  
Sepali K Wilson

**Administrative Assistant I** Workplace **Hope Home, Inc.** Alaska - Juneau, AK  
\$3,336 a month - Full-time,

**RESIDENCY REQUIREMENT**

This position is open to Alaska Residents. Please check our definitions to determine if you qualify.

**Hope Home, Inc.(HHI) is recruiting for an *Administrative Assistant I* in Juneau**

**Description of Duties:**

Under the general direction of the Division Administrative Operations Manager, the applicant provides administrative and financial support to the Hope Home, Inc. Project. Perform support tasks for the Managing Director and support team.

The successful candidate will need the ability to work as a team member, get along with staff peers and members of the public as well as work independently. Excellent interpersonal skills are essential. This position must follow HHI Business Plan, Policies and Procedures to ensure compliance with applicable statutes, regulations which are Local CBJ. State Departments, National Agencies and HHI Policies and Procedures.

This position is an integral part of the entire HHI Project, in support of all three Patron Groups, examples are Senior Citizens, Unaccompanied Homeless Youth and a Child Care Center with Montessori Methodology Educational Curriculum and The Hope Home, Inc. Board of Directors in CBJ.

**Some of the functional areas and subject matter for this position include:**

Generate different types of complex documents, especially utilizing Microsoft Word and Excel.

Create original forms. For example, forms used for collecting information in electronic format.

Utilize Adobe Acrobat Professional software to prepare documents in PDF format, some of which are used division wide.

Format and/or type final copies of correspondence.

Schedule meetings, teleconferences, appointments, interviews, and conferences sometimes independently negotiating special arrangements (travel arrangements for participants, changes in times and places, etc.), and/or assemble materials for meetings.

Establish updates and maintain databases, as necessary, to allow generation of mailing lists specific to various needs.

Organize independently the distribution of informational materials to various groups included in mailings lists, or otherwise identified, on an as-needed basis.

Format and type final copy; assembling, reproducing, and distributing reports.

Work with staff and patrons to design and produce detailed charts, tables, medical records or other data displays.

Prepare copy for publication of complex technical and scientific publications which often includes one or more of these: layouts, charts, graphs, footnotes, bibliographies, and other interpretive components.

Become proficient in the Divisions electronic health records for data entry and generating reports.

Assist with ensuring that performance measures are met.

Attend meetings to take notes.

Assist with data entry.

Maintain current knowledge of State travel policies and procedures.

Utilize State of Alaska and other relevant software to review expenditures, revenues and payroll within the division.

**Knowledge, Skills and Abilities:**

Some knowledge of, and skill in applying, clerical and technical practices/procedures associated with administrative support functions.

Some knowledge of internal and external organizational structure.

Some knowledge of Guides and References associated with assigned duties and responsibilities; the ability and skill to assess situations accurately to take or effectively recommend actions.

Some knowledge of various systems used for budget and fiscal tracking, purchasing and inventory, and personnel.

Ability to read, understand, and apply collective bargaining agreements, regulations, authorities, internal instructions, and policies.

Ability to organize workloads and set priorities.

Ability to comprehend written material and interpret and apply rules and instructions.

Ability to determine the need for revising procedures and instructions and to draft changes.

Ability to assess situations accurately and take prompt action.

Ability to establish and maintain cooperative working relationships with others.

Ability to communicate effectively, both orally and in writing.

**Desired Skills and Abilities:**

- Knowledge of the Hope Home, Inc. multiple Patron Groups, and specific statutes, regulations, policies and procedures as it pertains to this position.
- Ability to work and communicate respectfully with others.
- Work experience in support of an assisted living environment.
- Dedication to customer service skills.
- Ability to work independently as a member of a team.
- Strong multi-tasking skills.
- Ability to stay calm under pressure.
- Excellent communication skills, both orally and written.
- Comfortable with learning new computer programs.
- Ability to focus on attention to detail.
- Ability to maintain confidentiality.
- Ability to maintain records, using defined parameters.

**MINIMUM QUALIFICATIONS:**

Six months of advanced clerical experience. This experience includes work such as Office Assistant II, Accounting Clerk, and similar classes with a State University or the equivalent with another employer.

OR

Six months of any combination of post-secondary education, vocational education, and/or advanced-level clerical experience. (Three semesters or four quarter hours of post-secondary education are equal to one month of experience; 150 hours of vocational education are equal to one month of experience.)

**Special Note:**

Examples of advanced clerical experience include:

-Reviewing complex or questionable applications or documents and searching files and regulations to determine accuracy of information to clarify applicant status; using judgment in applying criteria, rules, regulations, and policies; providing information to organizational unit staff on administrative processes and procedures; tracking expenditures; and completing necessary administrative paperwork according to regulations.

-Composing letters and memoranda; completing and reviewing forms for completeness and accuracy using readily available information from multiple sources and established guidelines and procedures. Examples of such tasks include time sheets, appointment paperwork, or required drug testing notifications for employees in positions requiring possession of a valid Commercial Driver's License (CDL).

#### ADDITIONAL REQUIRED INFORMATION:

**At time of application, applicant *must* attach the following items.** (If unable to attach, please fax or e-mail the items to the contact listed below *prior to the closing date* of this recruitment).

***NOTE:*** *Omission of any required documentation listed below will result in an incomplete application and you will not receive further consideration.*

#### **Cover letter.**

**A copy of academic transcripts**, to verify post-secondary education used to meet the minimum qualifications. Transcripts are required with each application. (Unofficial are okay, please ensure that the institution name is listed on the transcripts).

**Please read the below information carefully. This applies to your application submission.**

#### **COVER LETTER**

**A cover letter is required. Please attach it as a separate document for this position.** The cover letter should highlight your knowledge, skills, abilities, and experience as they pertain to the responsibilities listed in the job description above. **Please attach the cover letter to your application before submitting it online or, if unable to attach to your application, fax it to the contact number 907-500-8047.** The cover letter will be used as a writing sample and will be used to help determine which applicants will advance to the interview phase of the recruitment and selection process. Omission of required documentation listed will result in an incomplete application and you will not receive further consideration.

#### **EDUCATION**

To verify education to meet the required minimum qualifications, you must fill in the Education section of the application. When a degree has not been received, please indicate the number of units completed. **When transcripts are required to verify educational credentials for this position the transcripts must be attached at the time of application.** *Omission of any required documentation will result in an incomplete application and you will not receive further consideration.*



### **SPECIAL INSTRUCTIONS FOR FOREIGN EDUCATION**

Education completed in foreign colleges or universities may be used to meet the above requirements, if applicable. If utilizing this education you must show that the education credentials have been submitted to a private organization that specializes in interpretation of foreign educational credentials and that such education has been deemed to be at least equivalent to that gained in conventional U.S. education programs; or an accredited U.S. state university reports the other institution as one whose transcript is given full value, or full value is given in subject areas applicable to the curricula at the state university. **It is your responsibility to provide such evidence when applying.** *Omission of any required documentation will result in an incomplete application and you will not receive further consideration.*

### **WORK EXPERIENCE**

When using work experience not already documented in your application, please provide the employer name, your job title, dates of employment, and whether full-or part-time. Applications will be reviewed to determine if the responses are supported and minimum qualifications are clearly met. Work experience needed to meet the minimum qualifications must be documented in the application. A resume will not be used to determine that minimum qualifications have been met for the position in which you are applying. If the application does not support minimum qualifications, the applicant may not advance to the interview and selection phase of the recruitment.

**NOTE: Attaching a resume is not an alternative to filling out the application in its entirety.** Noting "see resume" or any similar response on any portion of your application may lead to a determination your application is incomplete and removal from consideration for this job posting.

### **RESIDENCY REQUIREMENT**

This position is open to National Residents only. Please check our residency definition to determine if you qualify.

### **MULTIPLE VACANCIES**

This recruitment may be used for more than one (1) vacancy. The applicant pool acquired during this recruitment may be used for future vacancies for up to ninety (90) days after this recruitment closes. Interested applicants are encouraged to apply to each recruitment notice to ensure consideration for all vacancies.

### **NOTICE**

Questions regarding the application process can be directed to the HHI Project at 907-500-8047. **If you choose to be contacted by email, please ensure your email address is correct on your application and that it will permit your email from the HHI Project.**



**EEO STATEMENT**

The State of Alaska complies with Title I of the Americans with Disabilities Act (ADA). Individuals with disabilities, who require accommodation, auxiliary aides or services, or alternative communication formats, please call 1-800-587-0430 or 465-4095 in Juneau or (907) 465-3412 or correspond with the Division of Personnel & Labor Relations at: P. O. Box 110201, Juneau, AK 99811-0201. Our State of Alaska is an equal opportunity employer.

**APPLICATION NOTICE**

You can **ONLY** apply for this position through the Hope Home, Inc. Email [ibg.70002gmail.com](mailto:ibg.70002gmail.com) or via hardcopy mailed application 8863 Birch Lane, Juneau Alaska 99801. Instructions on how to apply with HHI Project may be found at the address of 8863 Birch Lane, Juneau, Alaska 99801.

**This individual position is EXEMPT from the hiring restrictions. Qualified applicants are encouraged to apply.**

**CONTACT INFORMATION:****WORKPLACE: Hope Home, Inc. for APPLICATION QUESTIONS & ASSISTANCE**

Questions regarding application submission or system operation errors should be directed to Mr. Charles I Wilson III, President/CEO Home, Home, Inc. Board of Directors if you are in the Juneau area. Requests for information may also be emailed to [ibg.7000@gmail.com](mailto:ibg.7000@gmail.com).

**For applicant password assistance please visit: [premahome,inc.com](http://premahome,inc.com)**

**For specific information in reference to the position please contact the hiring President/CEO at:**

**Name: Charles I Wilson III, Administrative Officer I**

**Phone: (907) 500-8047**

**Fax: (907) 500-9011**

**Email: [ibg.7000@gmail.com](mailto:ibg.7000@gmail.com)**

# Gehring Nursery School Supplemental Submittal

## **Gehring Nursery School**

### **To Whom It May Concern:**

After careful consideration, I would like to amend my original bid and propose an annual lease of \$1 for a negotiated term, with the option to purchase at market value at a later date.

I conducted door-to-door interviews over a period of nine days in the surrounding neighborhood of Hurlock Avenue and listened to the concerns of the neighbors. Of all the concerns that were voices, three notable concerns were a common theme.

- 1) Concerned with the City making a profit off of CBJ land
- 2) Traffic - Increase in traffic in the neighborhood if GNS were awarded the bid
- 3) Fencing - concern for keeping the children contained in the area

The most resounding issue among the surrounding neighborhood was the concern GNS would acquire the property for a less-than-market value and then have the ability to sell the property at a later date and yield a profit. I took the time to explain to those with this concern that this is not my intention. It is my goal to operate a successful program and not misuse this opportunity for personal gain.

The second highest concern regarding the increase in traffic. Originally we estimated we would have 100-150 children enrolled and attending on a daily basis, resulting in the same number of cars entering in and out of the property. After hearing from the neighborhood and assessing the feasibility of the property itself, we are now estimating 50-75 children enrolled in the program, and therefore decreasing the automobile traffic in the area as well. A decrease in enrollment to accommodate the reduction in traffic to and from the property would directly result in a decrease in profit for the program.

The third common concern among the neighborhood was fencing. The concern was stemmed once I assured those I spoke with that all State licensing regulations would be adhered to and fencing the perimeter is part of operating within the State regulation.

Please accept the following proposal information on the following pages. We appreciate your consideration.

**A. Team Experience/Development Experience**

**Developer**

- Property Manager of Gehring Nursery School
- Supportive Services: Childcare

**B. Community Service**

Does the proposal provide a service needed in the community or that CBJ is not able to provide at the present time? Yes, childcare is a community service and no, CBJ does not provide it.

**C. Project Design and Characteristics**

- Budget for upgrades and building maintenance attached

**D. Operational Feasibility**

- Realistic operational budget

**E. Readiness to Proceed**

- Yes, fully ready to proceed with proposal

My experience as a developer started in 2014 when I championed for city law changes to allow daycares to be allowed to operate in the same zones as schools and churches. I strongly believed that daycares belong in neighborhoods and pushed for change. During the time I was lobbying for this change, I was in the process of renovating a church into what is now Gehring Nursery School. Also during this same period of time I was able to fulfill my military obligations of local, State, and international deployments.

I was successful in getting the law changed to operate a strong business and commit to my duty.

During the time I was not available due to my commitment to the military, my staff were fully trained to run the program in my absence and are able to do so today. I have managed a range of 4-10 full and part-time staff members depending on the season. GNS summer program requires more staff members, school year program requires less.

My proposal provides a service that not only the community is desperate for, but also one that CBJ cannot fund or provide themselves. GNS offers quality education to 3-4 year old children. Pre-K is not provided as a fully funded program in Juneau. Resounding research shows Juneau kindergarteners are not ready for school when they reach school-age which can be directly attributed to lack of city support and funding for Pre-k programs.

I have given my commit to the community that I am more than willing to invest the time, energy and funds in giving quality education focusing on zero to five years old.

In reality, have a project design and characteristics is not feasible at this time. GNS is more than willing to invest in this property, but without an engineer report/architect it is difficult to estimate the cost. Using the \$6,000 monthly projected maintenance and utilities information from the disclosure, we are incorporating that information into our monthly budget.

**Plan:**

Summer- May 1 -August

Run GNS summer program out of Hurlock offering Summer camp for kids ages 6-12.

The plan would be to get licensed for Hurlock property during the month of May to allow summer program to start June 1.

As of October 2017, state assistance went down drastically for school aged children, leaving families that are low income to pick up the tab. The average cost for summer care is \$999 or more. The Juneau School District leads the way in setting such high cost for summer care.

GNS has a desire to add families that cannot afford the cost of summer childcare due to the decrease in State funds for 6-12 years old, approximate decrease is \$750 per child. Approximate costs for Rally for 6-12 years old is \$1,100.

GNS Summer Program will plan to operate with 40 kids, paying \$750/month. Staffing would be operating at 10/1 teacher ratio. Current State regulation is 20/1, therefore GNS would be operating at a significantly higher standard for regulation of school age children.

The Summer of 2017 GNS successfully ran a pilot summer program with 15 children. The experience gained from the pilot program enabled us to make informed decisions on incorporating the Summer program offering a permanent program. Please find attached a letter of testament from a family that attended the summer program.

Estimated income from Summer program:

$\$750 \times 40$  school age children/month = approx. \$30,000

\$19/hr for 4 staff, working 40+ hours/week = approx. \$16,000

Anticipated monthly maintenance \$6,000

Estimated monthly operating cost: \$22,000

Estimated gross income after all expenses paid: \$8,000

Funds would go towards anticipated renovations to be completed in Summer 2018

GNS has set out a goal date of August 20, 2018 to have renovations complete and opening GNS campus on Hurlock.

At this time we anticipate the following:

Staff: 3, Preschool students: 30 @ \$950/month (anticipate 4 students on scholarship or reduced payment)

Staff: 4, Toddler students: 24 @ \$1,000/month (anticipate 5 students on scholarship or reduced payment)

Staff: 2, Infants: 10 @ \$1,000/month (anticipate 2 infants on scholarship or reduced payment)

Total Staff: 9

Total Students (incl. Infants): 64

Income:

Preschool: 26 students @ \$950 = \$24,700

Toddler: 19 students @ \$1,050 = \$19,950

Infant: 8 infants @ \$1,250 = 10,000

Total: 53 children = \$54,650

9 Staff members @ \$18.50 x 50 hrs/week X 4.5 wks/month = \$37,462.50

2 Staff 'floaters'/office workers @ \$21 50 hrs/week X 4.5 wks/month = \$8,775

Less \$6,000 monthly CBJ anticipated maintenance cost

\$2,412 towards rainy day funds, reinvested into the school



Israa Kako <israakako@gmail.com>

## Gehring Nursery School - Summer Camp

2 messages

LEYLA Goudie <leylamk@msn.com>

To: "israakako@gmail.com" <israakako@gmail.com>

Sun, Feb 11, 2018 at 10:16 AM

I'm writing to let you know about the experience my 7 year old son had at the Gehring Nursery Schools pilot year of their Summer Camp program during summer 2017-

After hearing from a friend about a summer program that was going to be primarily field trips and educational experiences, but that would last for the whole summer, I was sold. My interest was even further peaked when Israa and the additional care providers at the program took time to sit down with myself and the other new families to explain thoroughly the expectations, summer plans, and the respect their program thrives on. I was so comfortable dropping my son off on his first day and he was at ease as well. But it didn't stop there- we were nothing less than continuously impressed day after day.

They went to beaches almost daily (rain or shine), visited local parks, wrote in journals, read books during lunch, and hiked. Because of the programs evolving ability to change course throughout the day, as it wasn't building-based, they could take advantage of impromptu experiences such as climbing on board the Coast Guard vessel and the military helicopters while they were in town.

The program spent most days away from any "base camp" building, but that was not an issue with communication because parents remained informed about whereabouts and any issues via the app Gehring Nursery School uses, BrightWheel. Because of this app, I knew when my son was putting on sunscreen, jumping in the water at the beach, or if he was having a hard day or was already picked up



by my husband. Immediate responses with an active program such as this was greatly appreciated. Photo updates with smiling faces were a great bonus too!

My son walked away from this program with friends, trust, skills, and a sense of place, which can be difficult to find when programs are so few and far between for children in Juneau. Thank you Israa for creating a place where learning still feels magical and my child can gain a sense of community.

Sincerely,

The Goudie's  
(Leyla, Richard, & Porter)

Please excuse any errors. This was sent from my iPhone.

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Israa Kako <israakako@gmail.com>  
To: leyla goudie <Leylamk@msn.com>

I think it's perfect!

Israa Kako-Gehring  
Gehring Nursery School  
907-723-1173

[Quoted text hidden]

Sun, Feb 11, 2018 at 10:18 AM



Israa Kako &lt;israakako@gmail.com&gt;

**Parent Testimonial- Gehring Summer Program**

2 messages

sharonblum . &lt;sblumenkranz@gmail.com&gt;

To: Israa Kako &lt;israakako@gmail.com&gt;

Sun, Feb 11, 2018 at 11:42 AM

My two boys, ages 5 and 2 had the great opportunity to attend Summer Camp with Gehring Nursery School for the months of July and August.

Both boys returned happy and tired every single day. They loved going to camp, formed new friendships and learned new things everyday on the daily adventures with the Gehring Summer Program. They loved coming home and sharing stories about the various field trips they got to go on exploring new paths and beaches every day. I loved the Brightwheel app and found it to be so wonderful to have constant communication and updates on the whereabouts of my children. The staff was also what made the place so special. Everyone had their heart in their work with the children and really made it a fun and welcoming place to be for both children and families alike.

Israa Kako &lt;israakako@gmail.com&gt;

To: sharonblum &lt;Sblumenkranz@gmail.com&gt;

Sun, Feb 11, 2018 at 11:57 AM

This is great, thank you!

Israa Kako-Gehring  
Gehring Nursery School  
**907-723-1173**

[Quoted text hidden]

# Alaska Legacy Partners

## Supplemental Submittal

**From:** Paul Simpson [mailto:paul@alaskalegacypartners.com]  
**Sent:** Monday, February 12, 2018 4:23 PM  
**To:** Lands\_Office  
**Cc:** Dan Bleidorn; Rachel Friedlander; Greg Chaney  
**Subject:** Hurlock - Assisted Living Demand Metrics and Resume for Local Operator

Attached is the supplemental information we discussed today including, Demand metrics, Resume for our proposed Director and Head Registered Nurse, as well as a recap of the questions we answered today.

- The Juneau Pioneer Home (state owned and funded), the city's only assisted living community, has 53 beds AND there are currently 117 people on the ACTIVE wait list and over 500 on the INACTIVE list.
- There is currently no Assisted Living available for Juneau seniors except the Juneau Pioneer Home and few small group homes
- Hurlock will provide 16-18 beds of Assisted Living & Memory Care
- Juneau senior residents and their families will not be forced to leave Juneau for Assisted Living Housing and Care (common practice because of waitlist)
- 1,203 seniors age 75-85+ resided in Juneau in 2016 —> by 2022 (5 years) this number will rise to 1,784...a 48% increase (according to Alaska Department of Labor). Currently there are +/- 3,500 seniors ages 65+ estimated to grow to 7,000 by 2032 – supporting strong growth beyond 2022.

Based on the market demand study conducted by senior citizen support services, the 2018 demand is as follows:

Estimated demand for private pay assisted living is 64 beds + should increase by 6 beds each year thereafter  
Estimated demand for private pay memory care is 61 beds + should increase by 6 beds each year thereafter  
Estimated demand for medicaid consumers needing Assisted living & memory care is currently 15 beds

Thank you, Paul Simpson 949-244-2924



To: Juneau Lands Committee

From: Alaska Legacy Partners LLC

Date: February 12, 2018

RE: New Use for Cornerstone Campus – Senior Housing - Responses

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## **Team Experience**

### Developer

Alaska Legacy Partners LLC (“ALP”) was created in 2017 with the vision of supporting, investing, and preserving Alaska’s legacy, with a focus on job creation within our community. It’s two principals, Paul Simpson and Garrett Schoenberger, were born and raised in Juneau and have a real connection to the community (see resume section for further work history).

### Property Manager

ALP is currently evaluating multiple options for property management. This includes out of state and local operators.

We have had in depth discussions with some local operators who currently run senior facilities in Juneau. We’ve also received a pre-commitment from one of these local operators, Hans Snyder, who owns Sunny Days Senior Living. Hans, a Registered Nurse (RN), would serve as Executive Director of proposed facility.

ALP has also engaged Kelly Pajinag as lead consultant for the project. Mr. Pajinag currently serves as Director of Home Health Care and Hospice for Multi-Care Health Systems in Tacoma, WA. Multi-Care provides health care services at dozens of locations, including seven hospitals, across the Puget Sound and Eastern Washington regions and had revenues in excess of \$2B. Prior to Multi-Care, Kelly served as Director of Hospice and Home Health of Juneau for Community Catholic Services.



### Support Services

ALP has discussed this proposed project with Catholic Community Services. CCS has indicated their willingness to contract support services such as Registered Nurses (RNs)

### **Community Service**

Does the proposal provide a service needed in the community or that CBJ is not able to provide at this present time?

Yes, the proposed use is one of the greatest needs facing the Juneau community.

### **Project Design and Characteristics**

Does the proposal include facility upgrades or replacement?

Yes, a detailed renovation plan has been proposed.

Is a budget for upgrades and building maintenance included in application?

Yes.

Does the proposal comply with relevant ADA accessibility requirements?

Yes.

### **Operational Feasibility**

Is a realistic operational budget included with the application?

Yes, both ALP's lead consultant, Kelly Pajinag and local operator Hans Synder have reviewed our operational budget and have indicated its viability.

Is the source of funds sustainable?

Yes, our proposed budget shows sustained profitability.



### **Juneau Applicant Preference**

Identify the organization's connection to Juneau.

ALP is a Juneau based organization and both principals currently reside in Juneau.

### **Readiness to Proceed**

Is the applicant ready to proceed with their proposal?

Yes.

Are there uncertain variables that could delay operations?

No.

Does the proposal include a realistic schedule and timeline?

Yes, we are ready to move forward.



## **Project Team**

### Developer

Alaska Legacy Partners LLC – Paul Simpson & Garrett Schoenberger

### Property Management

TBD – early indication is a team led by local operator Hans Snyder (RN). Hans currently owns and operates Sunny Days Home Care, a 3-bed facility located in Juneau. Hans is a well-respected RN with experience in all aspects of senior living (assisted living, memory care, skilled nursing, and hospice/end of life).

### Consultant

ALP has engaged Kelly Pajinag as lead consultant for the project. Mr. Pajinag currently serves as Director of Home Health Care and Hospice for Multi-Care Health Systems in Tacoma, WA. Multi-Care provides health care services at dozens of locations, including seven hospitals, across the Puget Sound and Eastern Washington regions and has revenues in excess of \$2B. Prior to Multi-Care, Kelly served as Director of Hospice and Home Health of Juneau for Community Catholic Services.

### Regulatory/Compliance

ALP has discussed the project with Village Concepts out of Auburn, WA. Village Concepts has indicated their willingness to assist on multiple levels including permitting, compliance, and back-end operations.

### Contractor

ALP has engaged Steve Klinger and SK Construction as lead contractor for proposed facility renovation.



**Garrett Schoenberger**

Garrett is an accomplished real estate professional with over \$200MM in transaction volume over his career. After graduating from Arizona State University in 2004 with a business degree, Garrett started his journey working as an industrial broker for Grubb & Ellis, a commercial real estate brokerage out of Phoenix, AZ. While there, he completed over \$39MM in lease and sale transactions ranging from 1,000 square feet to 250,000 square feet. He provided transaction services to 51 clients on assets totaling 2.5 million square feet and represented institutional clients such as First Industrial Realty Trust, the City of Mesa, and Reliance Companies.

Prior to forming Alaska Legacy Partners, Garrett served as Director of Acquisitions for Curtis Capital Group, a private equity syndicate based out of Bellevue, WA. Over those five years Garrett acquired 12 multifamily properties across five states. The total consideration of those properties was over \$161MM. Primary responsibilities included sourcing, underwriting, negotiating, and executing business plans on value-add multifamily properties across the country. Garrett is a proud Alaskan and is happy to be back in his home state.

***Paul Simpson***

Paul is an accomplished entrepreneur who has founded and grown three companies to combined annual revenues of over \$25MM and 160 employees. 18 months ago, Paul decided to step back from daily roles with each of his companies and look for opportunistic business acquisitions. His latest venture [Bantamconnect.com](http://Bantamconnect.com) is a insurance based company based in Sacramento, California. In December 2017, he sold BC to a prominent firm in Seattle, Washington. Paul served as chairman of the board and negotiated all facets of the deal from initial funding to acquisition.

Prior, Paul served as CEO of Zoom Health Insurance, one of the fastest growing online and call center backed health insurance brokerages in the country, writing \$2MM of annual premiums per week and 30,000 insurance policies in it's first 12 months. Zoom later merged with a successful insurance operation out of Cleveland, Ohio where Paul worked to transition the functions of the company from California to Ohio as it's Managing Partner and Chief Marketing Officer. With a strong track record of taking companies from incubation to maturation, Paul attributes his success to a total devotion to strategic execution, original entrepreneurial thinking, and intense customer focus.

Hans R. Snyder  
 8518 Forest Ln  
 Juneau, AK 99801  
[akpurpleturtle@gmail.com](mailto:akpurpleturtle@gmail.com)  
 (907)465-7024 cell  
 (907)789-9789 hm

Skills:

**Leadership Skills:** Able to communicate effectively, and inspire those with whom I work. Able to establish respect and a quick working relationship with others, facilitate positive group interactions, and encourage others in the workplace. A team player who is a self starter, motivated, and can pickup things on the fly.

**Organizational Skills.:** Creating and organizing programs, reports, activities, maintain databases, mail and email contacts, and communications with staff and clients, able to prioritize tasks to maximize efficiency, able to perform other logistical and clerical tasks.

**Customer Service Skills:** Able to communicate positively. Helpful, focused, and responsive to customer and staff needs. Reliable.

**Strong Computer Skills:** Can use, configure, fix and repair most computer software (Microsoft, Adobe, Macromedia, etc.), hardware (Network equipment, PC's and Mac's). A+ certified. Taught Cisco. 16 years exp.

**Other Relevant Experience:** Search and Rescue 7 years in Juneau, AK. Taught First Aid/CPR/AED to professional rescuers for 3 years Juneau, AK. Phlebotomy course in Los Angeles, CA in 2009.

Recent Work Experience

**October 2015 - Current - Sunny Days Home Care - Assisted Living** - Owner and RN manager of 3 bed facility providing Assisted Living and Private Duty Nursing services in Juneau, AK. Develop Care Plans, Hire and Train Staff, Manage Therapies and outings. Manage Dietary Needs, Provide safe - Home-like Environment up to and including End of Life care (Hospice Respite).

**June 2012-October 2015 - Hospice and HomeCare of Juneau** -Worked as RN case manager and Field Nurse. Coordinated care, drew blood, Documented interventions and orders. Intake, Case Management. Wound Care. Monitored clients participating in the Homeless Respite Program. Advocating for clients needs including those with mental health and chemical dependency problems as well as those chronically homeless. Managed interventions for health including collaboration with Therapies, Physicians, other Nurses and Allied staff to provide safe and effective Home Care and Hospice Care in patient's own home. (Cathy Carter, DNS - (907)463-6111)

**Feb 2012 - June 2012 - Bartlett Hospital (Juneau, AK)** - Worked as an RN in OR PeriOp program. Positioning, verifying paperwork and consents, assisted with history taking, labs, and phlebotomy. Self directed within outline of responsibilities. Proper documentation, assisting other medical professionals. Communicating critical information in a timely fashion correctly, and with professionalism. Worked with patients in a friendly and directive manner, explained procedures and reassured patients who are scared. (Director of Surgical Services - Carlene Conway (907)-796-8700)

**Feb 2011 - Feb 2012 - Snoqualmie Valley Hospital (SVH) King County Health District #4 (Snoqualmie, WA)** - worked as RN in rural ED (1 MD, 1 RN, 1 TECH). Duties include Triage through Stabilizing and Final treatments to Discharge, ALS, Rapid Response, Stroke and STEMI protocol and Initiating and Coordinating Emergency Transport to LEVEL 1 Trauma Center as appropriate. Assisting with Conscious Sedation, Supervising Tech staff. Pt monitoring, Verified proper splinting, Pt Education, Discharge Meds, Reporting requirements, Safety Zones, Ensuring Pt and Staff Safety. While at SVH this nurse established a Culture Log to ensure prompt action on labs by staff, Extracted and Compiled ED ALS data for Quality Metrics committee to report to State and Fed on ASA, Time to EKG, etc for first three quarters of 2011. Reviewed charts to ensure compliance and completeness, Entered data in tool for DNS. Helped Facilitate Meaningful Use. Attended all staff training and meetings. (DNS - Rachel Webber (425)-831-2319)

**2009-2011 - Providence Little Company of Mary Medical Center (Torrence, CA)** - worked as RN in ED both in Main as well as Rapid Medical Evaluation, assessing patients, acquiring IV access, sending labs of all sorts,

assisting MDs with sterile procedures, caring for stroke (PLCMM-T is a Stroke Center), AMIs, Acute Sepsis, and Peds (EDAP/Altered Peds Primary Center) patients including multiple ICU admits simultaneously, directed nurse and tech interventions as primary rn in code situations. Worked with varied equipment including Arctic Sun (Cardiac Cooling), Bear Huggers (Warming), US, BS, Cardioversion, Monitored patients while sedated and assisted with sedation within scope of practice. Helped with general flow into ED, through discharge and up to admission and transporting critical patients to the floor. Documented as appropriate. Provided excellent, compassionate care to patients in the ED (as witnessed by numerous notes from patients and upper management), Lead for the Decontamination Triage Team as well as on the Committee for upgrading the IT/MIS system for Meditech 4 to CAMIS. Attended trainings and staff meetings as setup to improve patient care, signed up as a Peds Champion to assist with better service for our pediatric patients. (Renee Tovar 310-303-5602)

#### Certification

**Active RN** in State of Alaska (RN34262) exp 11/30/2018. Current BLS with CPR/AED,

#### Job References

**CCS/Hospice and HomeCare** - Registered Nurse

Nurse Manager -Interim -Cathy Carter 907-463-6111, catherine.carter@ccsjuneau.org  
419 6th Street, Juneau, AK 99801

**Bartlett Regional Hospital** - Registered Nurse/OR

(Director of Surgical Services - Carlene Conway (907)-796-8700); [cconway@bartlettthospital.org](mailto:cconway@bartlettthospital.org)  
3260 Hospital Drive, Juneau, Alaska 99801

**Snoqualmie Valley Hospital (SVH) King County Health District #4** - Registered Nurse/ED

(DNS - Rachel Webber (425)-831-2319); [rachelw@snoqualmiehospital.org](mailto:rachelw@snoqualmiehospital.org)  
9565 Ethan Wade Way Southeast Snoqualmie, WA 98065

**Little Company of Mary Medical Center (PLCMMC)** - Registered Nurse/Licensed Vocational Nurse

(Manager - Renee Tovar (310)-303-5602); [rene.tovar@providence.org](mailto:rene.tovar@providence.org)  
4101 Torrance Boulevard, Torrance, CA 90503

# Neighborhood Comments

**From:** Dan Fabrello [<mailto:dfabrello@gmail.com>]  
**Sent:** Wednesday, February 21, 2018 1:56 PM  
**To:** Borough Assembly; Greg Chaney  
**Subject:** Cornerstone Property - Hurlock Ave Update

Dear Assembly Members,

After listening to audio of the the latest committee meeting on the 12th and review of the proposals I am writing to modify my past top three selections as the evolving proposals have changed.

Our neighborhood meeting, following the meeting on the 12th, identified only "two" of the proposals, Alaska Legacy Partners Senior Assisted Living Center and Gehring Day Care, as suitable proposals for the neighborhood. I'm going to list my top three as it appears the Lands committee will be selecting 3 out of the remaining 5 proposals.

My recommendations on the proposals are as follows:

**1. Alaska Legacy Partners Senior Assisted Living Center.** *I believe this has the greatest chance of success and implementation with little impact on the fabric of the neighborhood.*

**2. Gehring Day Care.** *With the modified proposal and reduced number of clients the traffic impact would be much less and livable. There may need to be guidance from CBJ for the center to use specific entry and exit points from the neighborhood.*

*The consensus in the neighborhood meeting is that these two proposals have monitored clients without the potential of clients wandering out of the facility or having no place to go at end of day. With the senior care there will be staff on hand to work with the clients and likely little to no traffic through the neighborhood from the facility except for staff access. With regards to the day care, clients will be monitored by parents at drop off and pickup and during the day staff will be working with the children.*

**3. Polaris House.** *I'm listing the Polaris House as my 3rd as my opinion and neighborhood opinion are very much against the final two proposals Aunt Margret's house and Prama House.*

*Regarding the Polaris House, there remains a lot of concern voiced in the neighborhood meeting with this proposal. Issues are clients are unmonitored before the day starts and at the end of day. Many have witnessed altercations out front of Polaris House similar to what occurs in front of the Glory Hole. There is also great concern in the neighborhood that many of the clients have*

*no place to go at end of day and will be unmonitored and allowed to migrate into the adjacent woods loitering or camping. Other concerns are clients migrating to the skate park again loitering or camping in the bathrooms and skate park or adjacent woods.*

**Not acceptable:**

**Aunt Margaret's House.** *This is a very self serving proposal with the proposer jumping around saying yes to everything to get the property. It appears that a nonprofit was started to get cheap housing for visitor industry. The halfway house or transitional housing (not sure she knows) that she is proposing would be filled up with her staff. I am pro business and development which includes the visitor industry but listening to her proposal and reading through it this is no public service and wrapping her Aunts name into this is a disservice.*

**Prama House.** *This proposal remains to loose and there is no example of something in the region that could be a model for success. This neighborhood shouldn't be a testing ground to find itself going through this once again with the proposed business fails.*

I hope that you take the neighborhood comments and concerns to heart when considering the proposals. This is a large piece of property that its use and ownership will have lasting impacts on the local neighborhood for decades to come.

Thank you for your time, attention, and consideration.

Respectfully,

Dan Fabrello

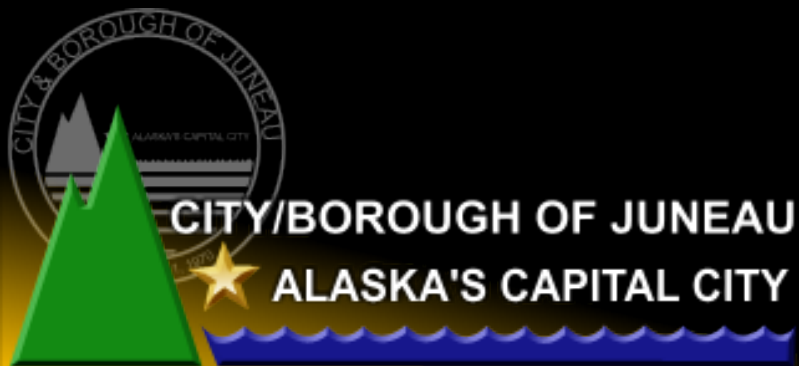
2476 O'Day Drive

Juneau, AK 99801

[907-321-0631](tel:907-321-0631)

February 26 2018

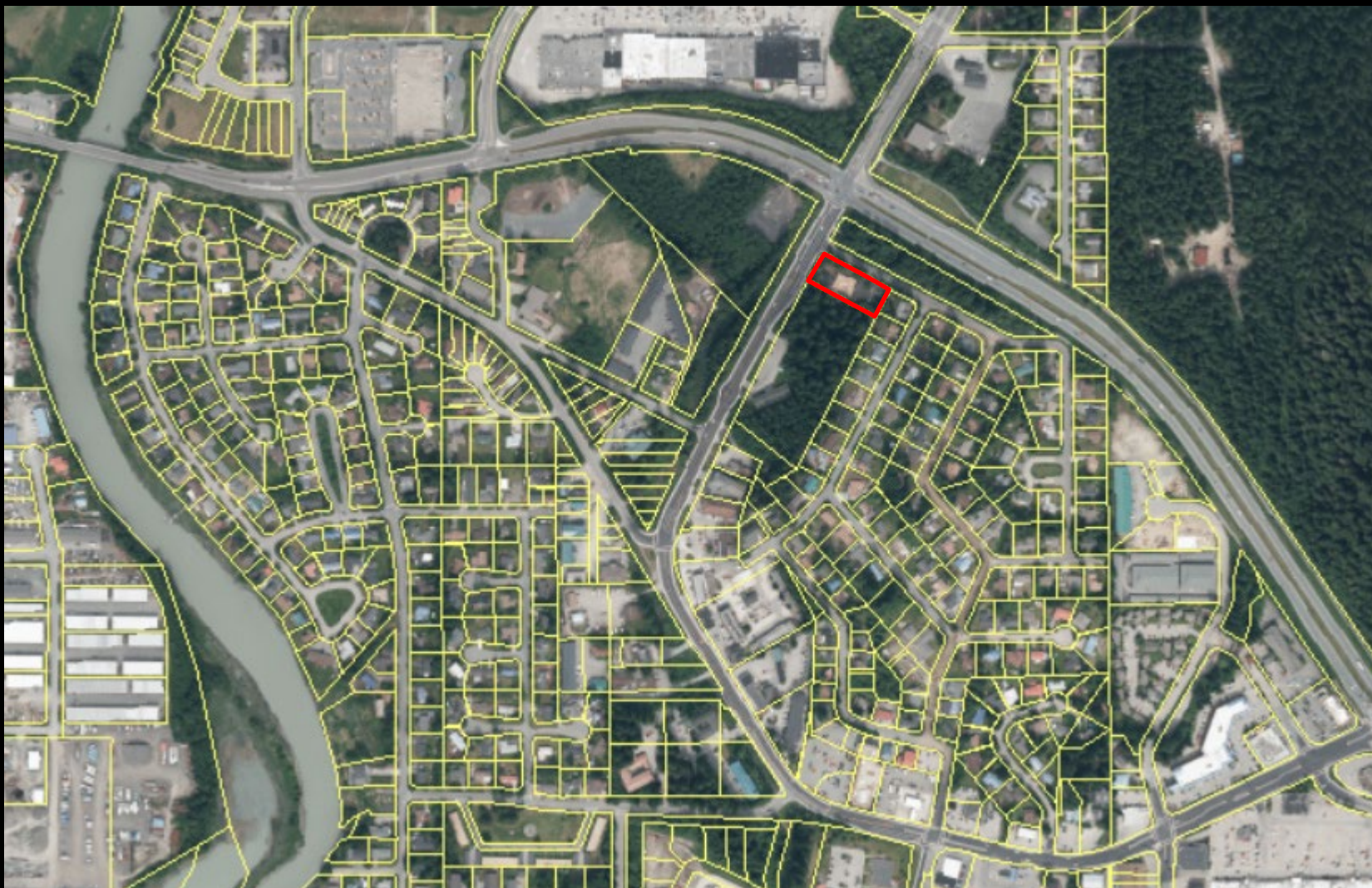
CBJ Assembly  
Lands Committee





# Cornerstone Campus

## 9290 Hurlock Ave





# Cornerstone Campus

## 9290 Hurlock Ave



# Cornerstone Campus

## 9290 Hurlock Ave

On January 26, 2018 JYS returned the Cornerstone Campus to the City.



# Cornerstone Campus

## 9290 Hurlock Ave



Juneau Youth Services

Leased The Property  
For \$1 Annually

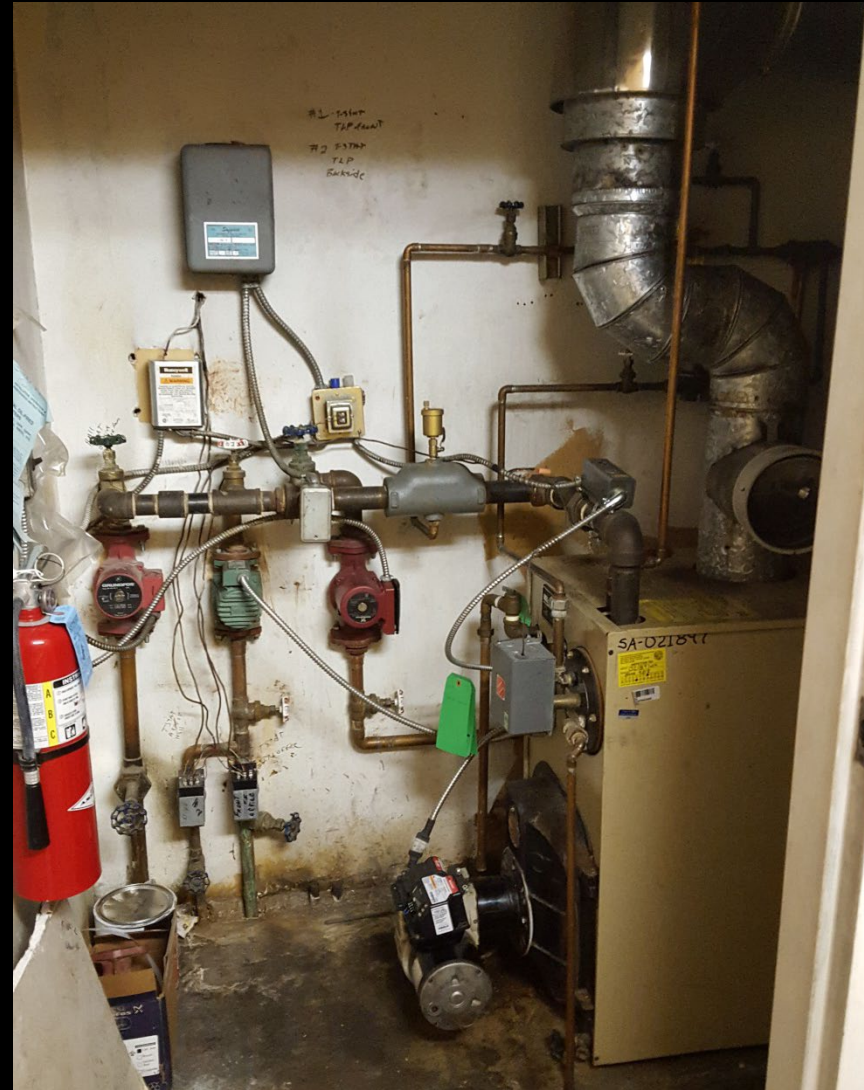
CBJ Provided No  
Maintenance  
or Utilities



# Cornerstone Campus 9290 Hurlock Ave

Juneau Youth Services

Spent \$4,300 mo.  
maintenance



# Applications Received Jan 16<sup>th</sup>

Alaska Legacy Partners

Elder Care Assisted Living

Aunt Margaret's House

Re-Entry Housing Exiting Prison,  
Seasonal Housing

Gehring Nursery School

Pre-K Childcare

Glory Hole (JCCM)

Homeless Shelter

Polaris House

Mental Health Temporary Housing  
Mental Health Care

Prama Home Inc.

Combined Homeless Youth,  
Pre-K Childcare, Elder Care

# Review of Proposals Received

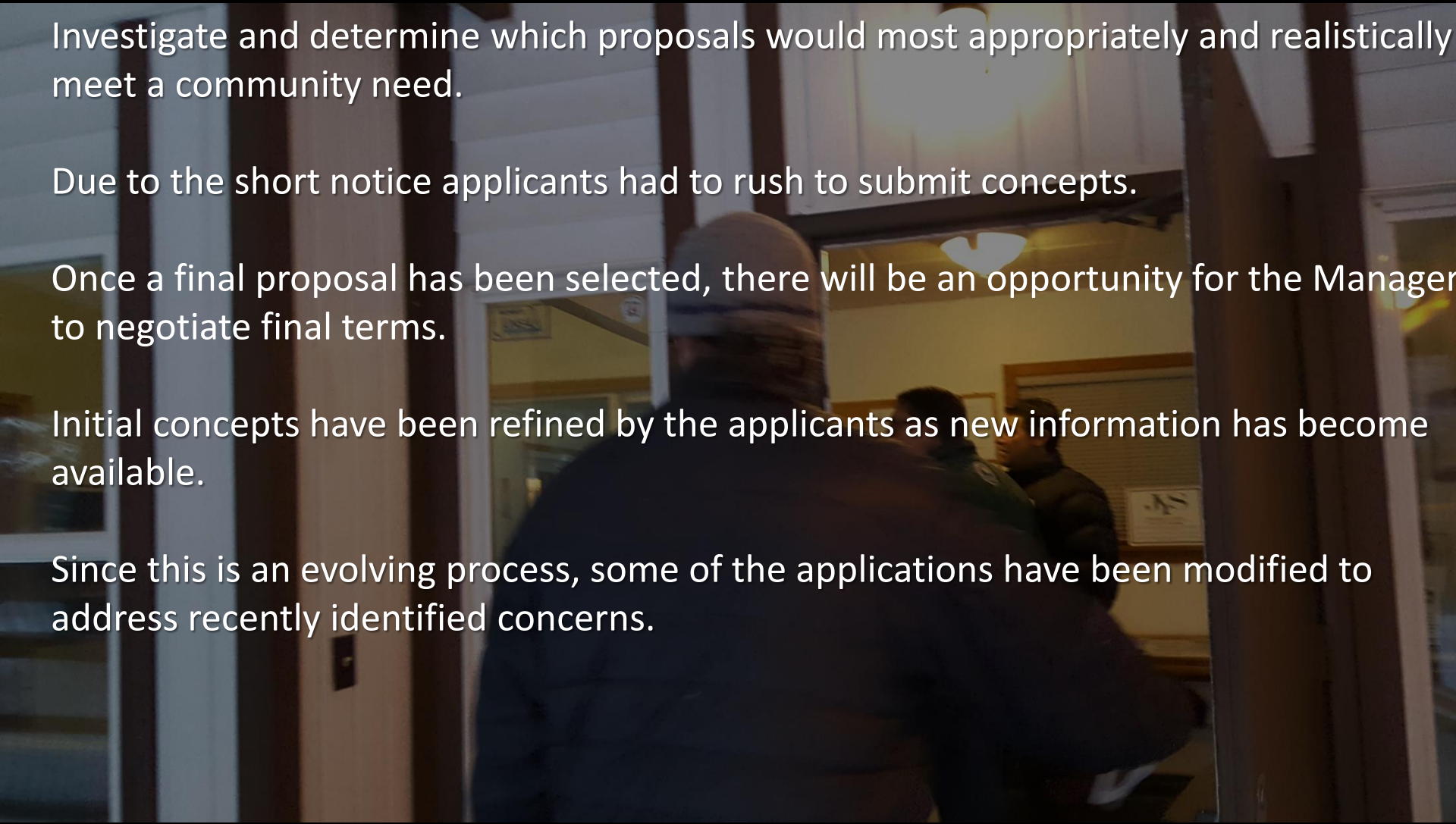
Investigate and determine which proposals would most appropriately and realistically meet a community need.

Due to the short notice applicants had to rush to submit concepts.

Once a final proposal has been selected, there will be an opportunity for the Manager to negotiate final terms.

Initial concepts have been refined by the applicants as new information has become available.

Since this is an evolving process, some of the applications have been modified to address recently identified concerns.



# Less Than Fair Market

## CBJ§53.09.200(e) *Sale price.*

Except as provided in CBJ 53.09.270, *Disposals for public use*, the sale price for City and Borough land **shall not be less than market value** as determined by the manager. (emphasis added)

No land shall be leased for less than the approved, appraised annual rental except that when leased to a ... to a nonprofit organization for the purpose of performing a public or quasi-public health function, such minimum rental may be waived by the assembly by resolution...



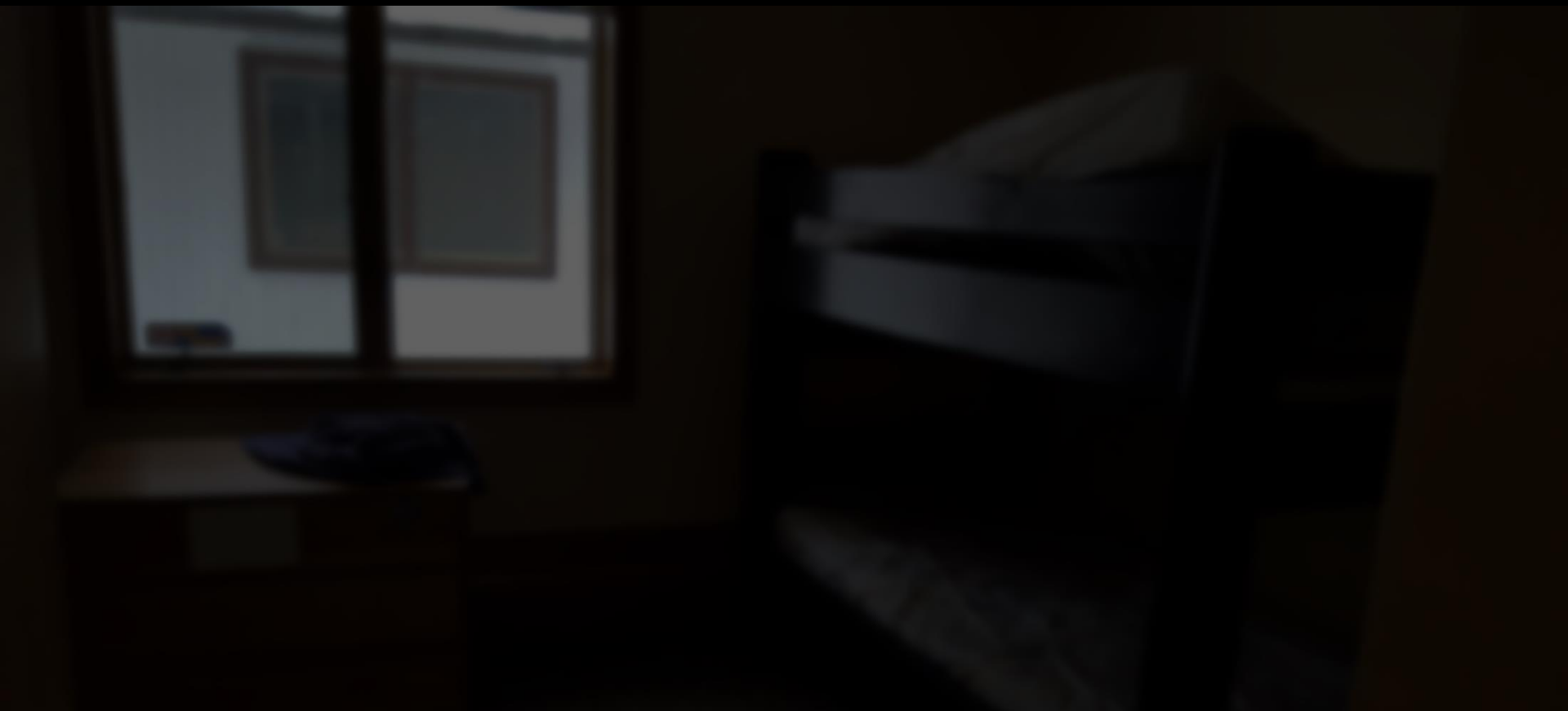
# Less Than Fair Market Sale

The sale, lease, or other disposal of City and Borough land or resources may be made to a private, nonprofit corporation at less than the market value provided the disposal is approved by the assembly by ordinance.  
(emphasis added)

...the interest in land or resource is to be used solely for the purpose of providing a service to the public which is supplemental to a governmental service or is in lieu of a service which could or should reasonably be provided by the state or the City and Borough.

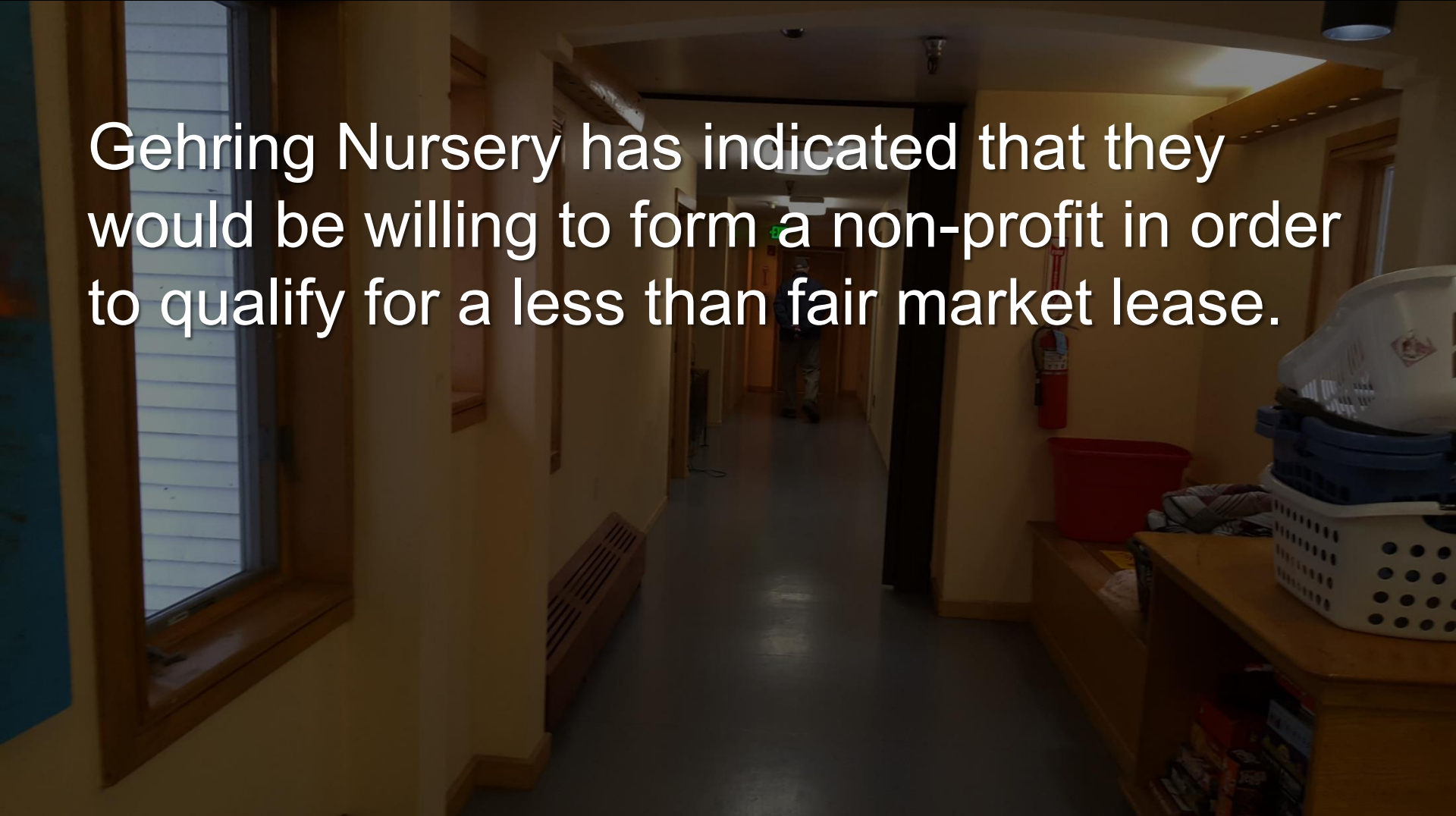


Gehring Nursery, Aunt Margaret's House, and Alaska Legacy Partners have a current status of **for-profit entities**.



# Gehring Nursery

Gehring Nursery has indicated that they would be willing to form a non-profit in order to qualify for a less than fair market lease.



# Aunt Margaret's House

Willing to purchase the property for \$365,000 which is above the appraised price of \$350,000.

Willing to consider forming a non-profit to qualify for a less than market rate lease if that was preferred by the Assembly.

# Alaska Legacy Partners

Alaska Legacy Partners proposed a token payment of \$1 for the property.

Willing to consider a fair market value purchase or forming a non-profit to operate a facility at the Cornerstone Campus.







Forming a non-profit organization is a time consuming legal process.

Two of the applicants are already not-for-profit corporations,

- Polaris House
- Prama Home Inc.

# Further Considerations

- Title 49 requirements including zoning, conditional use permits, variances and other aspects of a Community Development Department review and possible Planning Commission considerations have not be addressed.
- Permitting is an iterative process involving adjusting a project design to address code requirements.
- Since the proposals are in a preliminary form, the Community Development Department would have to evaluate a complete application to determine if a project complied with zoning criteria.

# Fair Market Value Sale

\$350,000 – Sealed Competitive Bid



# Recommendation

The Lands Committee make a recommendation to the Assembly regarding which three applicants the Committee favors, however all five applicants should be forwarded to the Assembly for final consideration.