

**AFFORDABLE HOUSING COMMISSION
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

June 19, 2018 5:15 PM

JEDC 612 W. Willoughby Avenue, Suite A, Juneau, AK 99801

I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. May 2018 Minutes

IV. PUBLIC PARTICIPATION

V. AGENDA TOPICS

A. Committee Reports

VI. STAFF REPORTS

A. Housing Officer Report

VII. NEXT MEETING DATE

VIII. ADJOURNMENT

Note: Agenda packets are available for review online at <http://www.juneau.org>.

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

Draft Minutes Affordable Housing Commission
Tuesday, May 1, 2018 - 5:15 pm
CBJ Conference Room #224
155 S Seward Street, Juneau, AK 99801

- I. Call to Order.** The meeting was called to order at 5:30 when a quorum was present.
- Commissioners Present:** Margaret O'Neal; Wayne Coogan; Kathleen Strasbaugh; Russ MacDougal; Frank Bergstrom; Dave Hanna; and Mandy O'Neal-Cole
- Commissioners Absent:** Honey Bee Anderson; and Tamara Rowcroft.
- Staff Absent:** Scott Ciambor
- Assembly Liaison Absent:** Maria Gladziszewski
- Others Present:** None
- II. Approval of Agenda.** Two agendas were prepared for the meeting. The one provided by Dave Hanna was adopted.
- III. Approval of Meeting Minutes.** April 3, 2018 regular meeting minutes were approved as submitted unanimously.
- IV. Public Participation on Non- Agenda Items.** None.
- V. Agenda Topics.**
- A. Pre-fab Modular Houses.** The commission discussed whether this is something that could be promoted to increase affordability. Local examples include the townhouses behind Rotary Park, built in late 1990s and the recent 4-plex condo project on Riverside Drive. A lot depends on the manufacturer and freight if the units aren't produced locally.
- Action: None.**
- B. Used Materials.** The commission discussed whether promoting use of reclaimed materials was a viable strategy. Locally, Jason Doing's Alaska ReUse project near Costco appears to be storing cabinets and other donations outdoors which limits quality. Russ said the use of used materials adds to labor costs. Margaret thought that Juneau didn't have enough valuable restoration type materials to make a market impact.
- Action: None.**
- C. Code Free Zones.** Wayne explained how Bob Janes could build a lodge on Colt Island cost effectively vs. what the costs would have been in Juneau because of the lack of code restrictions. There was a brief discussion of an older recreational use zone project in Lemon Creek that never got off the ground. The idea that some area of Juneau could be code free to some extent was discussed as a potential strategy. Russ offered that Title 49 review should be part of the comprehensive plan and that a Juneau Builders Council could be engaged to move for changes that would improve affordability. Margaret suggested that the code review project that Frank began last year could be brought to the commission for determination of actionable items.
- Action:**
1. Frank (and Dave) will review status of code review and bring some recommendations to the commission.

D. Summer Meeting Schedule. Dave suggested that more progress could be made by moving action topics to sub-committees and that it might be more efficient to have fewer meetings, at least in the summer. The commission discussed the status of various committee projects that hadn't been completed. Margaret said that she and Tamara didn't finish the work on the AHFC loans to sponsors program, and whether that could fund owner-occupied projects, such as loans to fix code violations, provide weatherization or address deferred maintenance in older homes. The code review project was another one. Kathleen suggested that the Assembly was looking for recommendations about how to use the JAHF. Mandy suggested an RFP to solicit innovative ideas and approaches about how to use the funds, and there was discussion about how to craft an RFP, starting with a scoring matrix, and whether the RFP could be for project funding or just for a prize for the most innovative practicable approach to achieve a stated outcome. Mandy thought a prize, independent of a project, could be funded as pre-development cost. Margaret suggested that Scott's project list, developed as part of the capital budget, be considered as that would impact how much funding would be available. Also, that the RFP be designed for increasing the inventory of workforce housing, as that is the commission's focus. There was also some discussion about how to develop tiny homes and the regulatory regimes applicable to tiny homes and RVs.

Action:

1. Russ (and Wayne) will talk to CDD about presenting info/status of local codes for Tiny Homes and RVs to commission.
2. Kathleen (and Mandy) will talk to Scott and work on a proposal for an RFP and scoring matrix.
3. Dave will advise Scott/Clerk that the regular June and July meetings will be cancelled and a special meeting will be held at JEDC's conference room on June 19, 2018 at 5:15 PM.

VI. Chief Housing Officer's Report. Scott was not present but the commission briefly discussed the CHO report received May 1, incorporated by reference. Frank asked about the status of the commission's recommendations on property tax exemptions. Scott had said AHC would have another chance to weigh in, once the committee recommended exemption parameters. Per the CHO report, action has been deferred by CBJ/Assembly till after the budget process is completed for FY19. Wayne said the total Craigslist rentals available May 1 in Juneau was 116.

VII. Council Comments. Kathleen mentioned that the CBJ ordinances concerning RVs are at Chapter 49.65 of the municipal code. Wayne suggested AHC should weigh in on hiring of next director of the Community Development Department to promote the hiring of someone who is proactively development oriented. The contrast between Hal Hart and more bureaucratic directors was discussed. Wayne said Hal Hart did a lot to spur development, including starting neighborhood plans, and helping private parties invest in Juneau's real estate and improvements.

VIII. Date for Next Meeting – June 19, 2018 at 5:15 PM at JEDC's Conference Room at 612 W. Willoughby.

IX. Adjournment – 6:45 PM.



**Affordable Housing Commission
Chief Housing Officer Report**

1. CBJ Accessory Apartment Grant Incentive

- o 05/20/2018: 5 homeowners currently enrolled in program since new funding became available.

2. CBJ Mobile Home Loan Down Payment Program

CBJ Mobile Home Loan Down Payment Assistance Program		
Date	Amount	(\$100,000)
1/12/2017	\$7,700	
1/19/2017	\$4,600	
4/19/2017	\$4,290	
5/4/2017	\$4,875	
9/1/2017	\$6,300	
9/11/2017	\$7,650	
5/18/2018	\$3,000	
Total	\$38,415	\$61,585

3. Craigslist Data

2018 Craigslist/MLS						
	Jan	Feb	March	April	May	June
Total Listed	172	130	118	105	116	101
Apartments	95	86	90	65	88	66

4. AHFC Rental Market Information

Each year Alaska Housing Finance Corporation and the Department of Labor [complete a rental market survey](#) in March that is published in June. Optimal vacancy rates to assist with affordability and choice for renters is 5-7%. Here are the updated 2018 rental vacancy numbers:

Year	CBJ Rental Vacancy Rate
2018	4.15%
2017	5.68%
2016	3.3%
2015	3.4%
2014	3.4%
2013	3.5%
2012	3.2%
2011	3.2%
2010	4.1%



**Affordable Housing Commission
Chief Housing Officer Report**

5. Out of Reach Report

The [National Low-Income Housing Coalition](#) released its annual report focusing on renters' wages and the cost of rental housing in the country.

Attached is the summary for Alaska (*10th most expensive in country, Juneau 5th most expensive in Alaska*). Information in the report is broken down by Borough. An excel spreadsheet with raw figures is attached and it includes a tab noting information sources for the report. You can compare [Boroughs on this webpage](#).

Trend: Below is the trend in recent years for the hourly wage needed to afford a 2-bedroom rental apartment in Juneau.

Year	Housing Wage Needed to afford 2-bedroom rental
2018	\$27.42
2017	\$28.19
2016	\$25.25

*** The US average for housing wage needed for a 2-bedroom apartment is \$22.10/hour

*** Minimum wage = \$9.84/hour

West Coast: The report map provides another indicator [that the west coast](#) is feeling the impact of a housing shortage. (Increases in construction, land costs & uptick in homelessness, etc.)

6. **US Farm Bill:** The Alaska Coalition on Housing and Homelessness has been working with Sen. Murkowski's office on finding additional federal dollars for housing/overcrowding and homelessness. Attached is language that Sen. Murkowski is trying to include in this summer's Farm Bill. Although Juneau's overcrowding numbers aren't as high as other boroughs in the state, our homeless numbers are. This would likely be a great additional resource for the Tlingit-Haida Regional Housing Authority or other tribal organizations.