

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

February 5, 2019 5:15 PM

JEDC Boardroom 612 w. willoughby ave.

I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. Minutes

IV. PUBLIC PARTICIPATION

V. AGENDA TOPICS

A. Affordable Housing Commission

B. Annual Report

VI. STAFF REPORTS

A. Housing Action Plan Strategies Update

B. HAP metrics (draft)

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

Minutes Affordable Housing Commission
Tuesday, November 6, 2018, 5:15pm
JEDC Conference Room
612 W Willoughby Avenue, Juneau, AK 99801

I. Call to Order/Roll Call. The meeting was called to order at 5:20 PM.

Commissioners Present: Dave Hanna; Margaret O'Neal; Wayne Coogan; Kathleen Strasbaugh; Russ MacDougal; Frank Bergstrom, Tamara Rowcroft; Honey Bee Anderson; and Mandy O'Neal Cole

Commissioners Absent: None

Staff Present: Scott Ciambor, Chief Housing Officer, Jill Maclean CDD Director

Assembly Liaison Present: Carole Triem

Public Present: Rich Harris, RH Development and Alan Wilson, Southeast Alaska Building Industry Association board member

II. Approval of Agenda

Honey Bee moved to approve the agenda, Tamara seconded the motion. With no objection, motion passed.

III. Approval of Meeting Minutes

Frank moved to approve the October 2, 2018 regular meeting minutes. Margaret seconded the motion. Wayne asked whether the purpose of Jill Maclean's invitation to attend was to address a range of issues including Title 49 and an update of the Assembly affordable housing taskforce action items, which was not reflected in the minutes. Margaret confirmed that was so. Hearing no objection to approve the minutes, the motion passed.

IV. Public Participation on Non-Agenda Items

Alan presented SEABIA's letter to the assembly and expressed SEABIA's concerns that the Alternative Subdivision ordinance's approval while RH Development's appeal to the CDD's revocation of Certificates of Occupancy for a site condo project was underway was premature, as many of the provisions of the Alternative Subdivision scheme are already included in what's allowed for Condominiums. SEABIA also wants a much more streamlined and impartial appeal process as seven months is a terrible burden for builders who already have high costs and a short building season. Margaret said in her talks with SEABIA members and Rich Harris, it isn't that clear what problem is being fixed. Alan Wilson said that Chuck Spinelli of Spinell Homes in Anchorage told him that when Anchorage added additional regulations to condominiums, that type of development stopped. Alan said that builders react negatively to any new regulation and want to be part of the process early on. They perceive regulation as a cost burden.

V. Agenda Topics

A. Juneau Affordable Housing Fund Changes

Scott reviewed the JAHF changes he is proposing in the CHO report, which came out of a review of program utilization and the matrix of various incentive requests that had been made by various builders/developers over the past few years. It also included recommendations that matched goals of the Economic Plan and Juneau Housing Action Plan. He reviewed the recommended changes for how the fund would be targeted to require for-profit rental projects to include at least 20% of the

units for 80% AMI households for 10 years or the life of the loan and that the maximum loan amount be \$50,000 per qualifying unit (at or below 140% AMI). The changes proposed also include an annual application period and that the review committee, rather than use the Affordable Housing Commission, be comprised of CBJ staff from CDD, Lands & Resources, Public Works, and Finance in addition to the CHO. Scott said staff engagement in approval of applications was necessary to break the silos that impede affordable housing and that over time they would “figure it out.”

Wayne asked that CDD provide monthly updates to residential building permits by unit and occupancy certificates issued. Scott said compiling the info was cumbersome and was usually presented at the annual builders forums but he thought it could be provided quarterly. Jill said she would work with Scott to provide the permit and occupancy certificate updates.

Margaret expressed concern about the general lack or preparedness of applicants seen in the past when there is a short window to apply, and whereas the program was originally designed to provide gap financing for larger projects which would be primarily funded by experienced affordable housing lenders, if the project funding is primarily coming from the CBJ, CBJ staff do not seem to have experience with development and finance of affordable housing projects. This was apparent during her limited involvement with the Eagle Rock Ventures attempted purchase of the 2nd and Franklin lot. She said that Maria Gladizisewski told the Commission the Assembly was looking for the Commission to help it have a method to evaluate proposals and staff recommendations regarding how and when to use incentives for affordable housing.

ACTION: Kathleen moved that the Commission recommend the Assembly support Scott’s recommended JAHF revisions with one change – that the Review Committee also include members of the public, possibly members of the Affordable Housing Commission, who have direct experience operating, developing, building, and financing affordable housing projects. Wayne said without an updated housing inventory including ongoing stats on housing permits and certificates of occupancy, he could not know if the Juneau Affordable Housing Fund or housing incentives are needed. There was discussion and the motion passed with 7 for (Hanna, O’Neal, Strasbaugh, O’Neal-Cole, Rowcroft, MacDougal, and Anderson) and 2 against (Coogan and Bergstrom).

B. Affordable Housing Commission Duties

Dave said that once the changes to the JAHF are adopted the role of the Commission needs to be reviewed. Since we now have a chief housing officer, is there still a need for the Commission and if so, what is it? Mandy said that the lack of consensus among Commissioners about what it should be doing, and the constant questioning about what affordable housing is and whether we need is demoralizing. Margaret asked Scott if he had a preference about what the commission’s role should be. He said that because there has been no plan or action on the agreed activities, the group spends too much time dealing with “issues of the day” and has earned a reputation as a dysfunctional body. Kathleen said the commission still has a role to play as Juneau does not have sufficient affordable housing and it is still impacting employers’ ability to retain staff. Margaret said she thought the Commission should retain a role in reviewing JAHF applications and housing incentives, with a transition out over time. Tamara said the Commission can focus on implementation of the strategies in the Housing Action Plan. Margaret suggested that those who do not believe the Affordable Housing Commission has work to do, should get off the commission because housing costs are still the highest in the state. Dave said the Commission should have a strategic planning session about its role and how often to meet.

C. CDD Director Q&A

Jill Maclean reviewed work on Title 49 and the the Alternative Subdivision Ordinance. Russ asked why it needed to be 16 pages, which is atypical for zoning ordinances. Jill said CDD did do outreach to developers and invited them to the Title 49 committee meetings, which were well publicized in advance. She said CDD's approach was to look at some of the existing development rules that weren't working for Juneau through a Juneau lense and update them to reflect land characteristics and availability of buildable land. She discussed changes to reduce ratios of sizes of parent logs and open space and buffers that would allow denser development within existing residential and commercial zones. She said the Alternative Subdivision ordinance would allow tiny home development and make PUD's with their lesser infrastructure more workable. She described some of the density bonuses for stream buffers, LEED construction, senior housing, affordable housing and pedestrian pathways. Margaret asked whether site condos needed to be part of this ordinance. Jill said Alaska hasn't adopted site condos within existing condo regulations and that condo regulations don't include any land that is not commonly owned. Jill said she'd met most with Travis Arndt when developing the Alternative Subdivision Ordinance but did receive other positive input from builders and also the Planning Commission, which includes builders. Honey Bee said PUDs and Condos both have associations required.

Dave asked about the streamside setback ordinance. Jill said it was taken to the Title 49 committee in September or October and language had been referred to CBJ Law. She expected it back to the COW or Title 49 Committee in December. She said the streamside setbacks will be a conditional use permit with two tiers, one to be approved by staff and one by the planning commission.

Dave asked about the panhandle or shared access ordinance that requires developers to provide access to CBJ property at the back of subdivisions. Jill said she felt the ordinance was not interpreted well in the past, and should not to apply to land CBJ owns which is undevelopable (too steep, avalanche prone, bad soil, wetlands, etc.)

Dave asked about the stub street requirement. Jill said the idea was if part of the work on streets was done by an early developer, it would be an incentive to develop adjacent property, but it has deterred development because it requires developers to set aside land for future road that may never be built. She said the idea now is instead of requiring the early developer to develop or bond for 5 years stub streets that may never happen, they will only be required to plat that access.

VI. Staff Report

A. October 2018 CHO report.

Scott had already reviewed most of it in his discussion of his proposed changes to the Juneau Affordable Housing Fund. He referred the commission to the updated stats on accessory apartment grants, mobile home down payment assistance loans and rental listings. He also referred to a graphic he prepared for the Assembly which showed all the different ways CBJ was supporting housing across the need continuum and said that the Juneau Affordable Housing Fund could be utilized for all of those supports.

VII. Next meeting – December 4, 2018 at JEDC's Conference Room

VIII. Adjournment: 6:55 pm

Minutes Affordable Housing Commission
Tuesday, October 2, 2018, 5:15pm
JEDC Conference Room
612 W Willoughby Ave., Juneau, AK 99801

I. Call to Order/Roll Call. The meeting was called to order at 5:15 PM.

Commissioners Present: Dave Hanna; Margaret O'Neal; Wayne Coogan; Kathleen Strasbaugh; Russ MacDougal; and Frank Bergstrom

Commissioners Absent: Tamara Rowcroft; Honey Bee Anderson; and Mandy O'Neal Cole

Staff Present: Scott Ciambor, Chief Housing Officer

Assembly Liaison Present: Maria Gladizisewski

Public Present: None

II. Approval of Agenda

Margaret moved to approve the agenda. Frank seconded the motion. Hearing no objection, motion passes unanimously.

III. Approval of Meeting Minutes

Wayne moved to approve the September 4, 2018 regular meeting minutes. Frank seconded the motion. Hearing no objection, motion passes unanimously.

IV. Public Participation on Non-Agenda Items

No participation on non-agenda items.

V. Old/New Business

A. Committee Reports

1. Loans to Sponsors (AHFC) Program – Margaret said the group was still waiting on travel plans to hold meetings with lenders and realtors to find out what the “market” thinks are the best uses for this potential funding.

2. Title 49 Recommendations – Dave proposed scheduling a meeting with Jill Maclean. Frank suggested recommending that CBJ hire a contractor to review building regulations. Margaret did not think the CBJ would hire someone to do the work CDD and the planning commission is meant to do. Kathleen said the law department is concerned with ordinances and they will not spend outside money to draft ordinances, and she also thought any independent contractor would have to be very clear about what objectives of any engagement are. Dave said he would contact Jill to find out where CDD is in their process of addressing the items on the housing taskforce priorities.

3. Mobile Home Financing – Wayne had a meeting with True North's mortgage people. He said the terms True North is offering is not that different than what AHFC'

s program offered – 10-year loans on refinance, 15-year amortization with 7-year call; 5.5-6% interest, 15-20% down. He said True North's appetite for making mobile home (Type 2 Manufactured Homes) loans was somewhat limited by what other lenders were doing. He spoke to Neecia Leamer, who is somewhat new to the credit union. There was some discussion about how to move Wayne's proposal that CBJ finance these types of homes. It was recommended again that if this is to get AHC support, there needs to be certainty that CBJ could record a deed of trust – so some long-term interest in the park spaces needs to be conveyed.

B. Juneau's Housing Costs – Dave mentioned an article by the State economist about why rents and vacancies are both increasing, and that Juneau's rents are the highest and vacancy the lowest. This seems to conflict what some lessors are saying about having to reduce rents. Scott said this might have to do with the timing of the statewide rental survey which is the same one run every year for Alaska Housing by the Department of Labor.

VI. CHO Report

The Alternative Subdivision ordinance had been approved by the Planning Commission and was on its way to the Assembly. Scott's report also provided updates of the accessory apartment grant incentive and mobile home financing program utilization, as well as notes on Housing First Phase 2 funding commitment and plans for the cold weather emergency shelter for the coming winter.

Scott said AHFC is reporting low utilization of its senior housing loan program, and this might be an avenue for SSSI's eventual partner. The development experience requirement for AHFC financing of these types of projects has been a hurdle that is been hard to overcome.

Alaska Mental Health Trust has been receiving pitches from people about what to do with Juneau property. Maria said CBJ had made several proposals for development of the Sub port that were not accepted. Frank said the AMHT is not willing to do anything with its property and no one knows why. Wayne said AMHT people do not equate the potential return from investing sales proceeds from property to lease proceeds – possibly it is job security.

Dave said AHC needs to help the Assembly set some firm goals on how it should use the Juneau Affordable Housing Trust funds:

- Land trust – is the Juneau Housing Trust ever going to make a proposal?
- How can Title 49 be rewritten to encourage builders/developers?
- Is there a possibility to use the fund for incentives/low cost loans to subsidize development?

Maria said the Assembly needs help with a template or formula to evaluate what incentives to use on what basis, including tax abatement, parking, land sale discounts, etc.

Scott said the JAHF policy/program description rewrite is needed to incorporate incentives and that a limited window for reviewing applications would be part of that – somewhat like the CDBG process. Margaret said she did not think that would lead to much unless it was well advertised, and the window was open for a fairly long time because in the past we have gotten flimsy applications from developers who did not control land or have time to put together decent proposals. In the past we relied on the primary funder doing the due diligence for projects that just needed gap financing.

If CBJ is doing the heavy lifting, a lot more work will be required to determine creditworthiness as well as whether the incentives are going to benefit the community.

VII. Date for Next Meeting – Tuesday, November 6, 2018 @ JEDC Conference Room

VIII. Adjournment: 7:00 pm

**Minutes Affordable Housing Commission
Tuesday, December 3, 2018, 5:15pm**

JEDC Conference Room
612 W Willoughby Avenue, Juneau, AK 99801

I. Call to Order/Roll Call. The meeting was called to order at 5:18 PM.

Commissioners Present: Dave Hanna; Margaret O'Neal; Wayne Coogan; Kathleen Strasbaugh; Russ MacDougal; Frank Bergstrom; and Tamara Rowcroft

Commissioners Absent: Honey Bee Anderson and Mandy O'Neal Cole

Staff Present: Scott Ciambor, Chief Housing Officer

Assembly Liaison Present: Carole Triem

Public Present: None

II. Approval of Agenda

Margaret moved to approve the agenda, Tamara seconded the motion. With no objection, motion passed.

III. Approval of Meeting Minutes

Tamara moved to approve the November 6, 2018 regular meeting minutes, amended to include the comments submitted by Wayne Coogan about his ongoing requests for current permit and certificate of occupancy data. Frank seconded the motion. Hearing no objection to approve the minutes, the motion passed.

IV. Public Participation on Non-Agenda Items

None.

V. Agenda Topics

A. Housing Information

Scott gave an overview of the housing indicator dashboard he was working on with other CBJ departments and the city manager. He intends to provide the Assembly and community with quarterly updates presented along with historical info so that implementation of the Housing Action Plan (HAP) can be better tracked. He said the indexes will be keyed to HAP strategies as well as housing market trends and performance. Some market indicators will be price, rents, vacancy, time on market, etc.

Scott said the preliminary data (without graphs and explanations) would be available the end of January/early February 2019 and would look back to 2017 and 2018. Frank asked what is the baseline? Scott said January 2017, which is the beginning of the year after the HAP was adopted.

Frank asked how workforce housing would be broken out. Scott said that was generally understood to be housing affordable to 80-120% area median household income and that the index for that for included mobile homes, land trust homes and construction of market homes at \$100-\$200K.

Margaret asked about the potential downtown apartment inventory, whether there has been any progress generating those numbers. Scott said he was working with CDD on a small-scope

project in one downtown block to look at every building, an upstairs inspection, look at whether upstairs apartments were possible, estimate rough costs to develop, plot the unit on GIS, and use that as a starting point to look at the potential for some sort of Upstairs/Downstairs incentive – similar to the accessory apartment incentives, that could be part of the downtown blueprint/neighborhood plan.

Russ asked about the number of blighted properties, and how they were identified. Scott said the CBJ was working on an ordinance from two perspectives – a police perspective (nuisance and complaints) and a CDD health and safety/property condition perspective.

Scott said some of the indexes – such use of or units created as part of inclusionary zoning would likely stay at zero and others would change very slowly.

Tamara said she was happy about and looking forward to the data reporting as that will be the best way to track progress. Scott said the data will answer the impact of CBJ funding/support for various kinds of incentives down the road and the data focuses on the Assembly's needs for housing information.

Kathleen said she thought the Department of Labor (DOL) multi-family survey was interesting as an indicator of the health of the rental market. There as some discussion about what units were included in the survey – just fair market. Tamara said that Gruening Park is not surveyed but her own accessory apartment is. She said she would ask DOL how they identify privately owned rental units and report back.

B. AHC Resolution

The commission discussed its recommendation that the AHC have a role in recommending applications for funding from the Juneau Affordable Housing Fund. Frank said he was concerned that whoever fills that role not have a conflict of interest with respect to anyone else's funding.

Scott said that his recommendation, or rewording of the AHC' s resolution, was for one community member with necessary expertise be engaged with CBJ staff as needed, and he anticipated CBJ would call on different content experts as questions came up. He said he had received feedback from groups who had approached the Assembly directly vs. going through the JAHF because the \$150k loan amount was too small and they felt dealing with a committee was too bureaucratic. Margaret said the loan amount probably was too small but, in her view, just from the limited contact she had supporting the Eagle Rock Venture analysis, CBJ staff was not getting the kind of pertinent data that would lead to a good analysis of a loan application. Scott said staff did have that information but was not sharing it. He said that it was most important to get the money out quickly and if program changes needed to be made, they could in subsequent rounds. Margaret said, that may be true for grant programs, where this no expectation that the money be paid back, but a loan program, where there is an expectation that repayment will keep the program sustainable, losses can result in the whole program being shut down. She said she did not think the right questions were being asked of the Eagle Rock people and that the financial concessions they were asking for were far more than the unanticipated extra costs they detailed.

Kathleen said the purpose of citizens advisory boards is to empower politicians to effect change and that the Affordable Housing Commission has done that with the needs assessments, various initiatives, the HAP, and other initiatives it recommended to the CBJ. Absent an ongoing role, it is likely the effort gets bogged down in beaurocracy and loses connection to the community's

desires.

Tamara said it is important to have someone with substantial transactional experience involved in reviewing loan requests, as we are looking at larger dollar amounts and there is a lot that can go wrong in construction and operations. There is not anyone at CBJ with relevant development or lending experience.

Wayne expressed his ongoing concern that the commission has not been given updated permit and occupancy certificate data despite his requests at every meeting. Without factual data, Wayne said, AHC cannot determine if the market is generating the number of units required in the HAP or if public intervention is even needed.

Margaret said she agreed with Tamara, and that the detailed housing info has been missing for a long time, and with Kathleen's point that a citizens advisory group could keep CBJ housing efforts from getting siloed and disconnected. She said she hopes the group will stay engaged and that if commissioners do not think there is a role for the CBJ to play in creating affordable housing, that they should get off the commission.

Dave said his idea of an ongoing role for the AHC is to track data; provide input on loan requests; track staff performance; and review program efficiency.

Carol said she wants the AHC to suggest proposals and programs that are effective. She restated that the Assembly relies on commissions to give feedback on what staff does and to share experience and insight beyond their own. Margaret said that was like what Maria Gladizisewski repeatedly asked the AHC for – help evaluating staff proposals.

Scott said the AHC annual report is due by the end of January. Dave said that could be handled by email.

VI. Next meeting – February 5, 2019 at JEDC's Conference Room

The commission agreed to meet next after the housing index data. Is available.

VII. Meeting adjourned at 6:40 PM.



City and Borough of Juneau
City & Borough Manager's Office
155 South Seward Street
Juneau, Alaska 99801

Telephone: 586-5240 | Facsimile: 586-5385

DATE: January 23, 2019

TO: Rob Edwardson, Chair Assembly Human Resources Committee

FROM: Rorie Watt, City Manager

RE: Affordable Housing Commission

The Affordable Housing Commission has been in place since 2007 as a way to identify opportunities that increase affordable housing and, upon renewal in 2009, to also address public need to reduce or eliminate homelessness and to make recommendations and provide oversight for the Juneau Affordable Housing Fund.

Since 2007, the Commission has been helpful to the Assembly in several specific ways;

- By making sure housing/homelessness issues have been Assembly priorities;
- Providing guidance on incentive programs like the Juneau Affordable Housing Fund, Accessory Apartment Incentive Grant, and Mobile Home Loan Down Payment Program; and
- Facilitating the establishment of the CBJ Housing Action Plan – a 30-year plan to address a wide range of housing concerns by the City & Borough of Juneau.

At the outset, the primary goal of the Affordable Housing Commission was to make sure the CBJ as an organization takes action to address affordable housing and homeless concerns in the community. With the establishment of the Housing Action Plan, continued prioritization of housing and homelessness issues by the CBJ Assembly, and the creation of the Chief Housing Officer position to implement the Plan – this goal has been completed.

The Commission should be recognized for these accomplishments and the Assembly should decide whether the Commission should continue to exist, or whether their work has come to a logical conclusion. Other actions that complete the original mission of the AHC include:

- Streamlined process for award of housing grants (before the Assembly)
- Possible creation by the Planning Commission of two seats on the Title 49 Committee for participation by community members with direct experience in housing development, real estate, and/or finance. These seats would be appointed by the Planning Commission, subject to their rules of order and are proposed to be non-voting. CDD Director Maclean has had a preliminary conversation with the PC chair on this topic.
- Development by the Housing Officer of a standardized dashboard on housing metrics.

Recommendation:

Given that the original duties of the AHC have been completed, the Assembly should decide whether to give the AHC new tasks or whether to thank the Commissioners for their work and to dissolve the body.

Presented by: The Manager
Introduced: 06/07/2010
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2530

A Resolution Reestablishing the Juneau Affordable Housing Commission for the Purpose of Adding the Review of Funding Proposals To Its Charge, and Repealing Resolution 2506.

WHEREAS, there is a public need for affordable housing in Juneau; and

WHEREAS, there is a public need to reduce or eliminate homelessness; and

WHEREAS, the Assembly acknowledges the continued work of the Juneau Affordable Housing Commission and the Juneau Homeless Coalition; and

WHEREAS, there is expertise in the community willing to volunteer to work on these important issues; and

WHEREAS, the Assembly would like to tap that expertise to identify and pursue public and private funding opportunities, advise the Assembly, and identify and advocate for regulatory, procedural, and legal action in support of affordable housing; and

WHEREAS, the City and Borough Assembly from time to time makes funds available for affordable housing grants and loans; and

WHEREAS, the Assembly intends that these funds be allocated among various organizations which provide and promote affordable housing in Juneau; and

WHEREAS, the Assembly believes the most appropriate way to allocate these funds among various community groups is to maintain a citizen board to accept and evaluate proposals, and make recommendations for support.

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

Section 1. Juneau Affordable Housing Commission Reestablished. There is hereby reestablished the Juneau Affordable Housing Commission.

Section 2. Membership Qualifications. (a) The Commission shall consist of nine members appointed by the Assembly to serve for three-year staggered terms.

The Commission membership shall be drawn from the public, with appropriate expertise including, but not limited to, homelessness issues, land management, real estate, construction, financial, taxation, permitting, and energy and environmental efficiency, to be appointed by the Assembly based on the recommendations of the Human Resources Committee.

The Commission may also include non-voting members from the Juneau Homeless Coalition and other agencies of similar expertise, as needed.

(b) Board members serving at the time of the adoption of this resolution shall serve out their terms. Nominations for appointment shall be made by the Assembly Human Resources Committee.

Section 3. Juneau Affordable Housing Commission Purpose. The purpose of the Commission is as follows:

- (a) To make recommendations to the Assembly on all aspects of affordable housing;
- (b) To prepare a Request for Proposals at least annually for providing and promoting affordable housing;
- (c) To adopt procedures for evaluating proposals received for providing and promoting affordable housing; and
- (d) With the assistance of staff as assigned by the Manager, to evaluate the use of the funds by each organization and to report annually to the Assembly on the expenditure of those funds:
 - (1) Establishing criteria for allocations of available funding among applicants based on an assessment of need in the community;
 - (2) Advising the Manager on the content of the Request for Proposals;
 - (3) Reviewing and evaluating grant and loan applications;
 - (4) Recommending approval of appropriate applications to the Assembly Finance Committee; and

- (5) Reviewing grantees' quarterly narratives and financial reports, and monitoring progress toward goals and objectives stated in grantees' applications for funds.

Section 4. Procedure. The Commission shall operate pursuant to the Advisory Board Rules of Procedure, as such may be amended from time to time.

Section 5. Officers, Meetings, Quorum. In accordance with the Advisory Board Rules of Procedure, the Commission shall select its own officers, and shall hold regular meetings on a schedule established by the Commission, as well as such special meetings as required to conduct business.

Section 6. Staff Liaison. The Manager shall designate a staff liaison to the Commission.

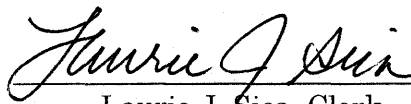
Section 7. Repeal of Resolution. Resolution 2506 is hereby repealed.

Section 8. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 7th day of June, 2010.


Bruce Botelho, Mayor

Attest:


Laurie J. Sica, Clerk

To; Human resources Committee
RE. Affordable Housing Commission.

I am writing in regards to the future of the affordable Housing Commission. I understand that some CBJ Staff and members of the Assembly may be of the opinion that the Housing Commission has completed its' appointed tasks and should be disbanded. I would like to offer my own views on this. Let's be very clear that these are my own views and I am not representing the views of the Commission as a whole.

Once the Housing Action Plan was adopted the Commission has been reviewing its possible roles and looking for recommendation to forward to the Assembly. In the past year we have determined that the ongoing funding programs should continue but have not agreed on any additional programs or projects. Various ideas have been floated but no action taken.

In my opinion there were only two significant actions taken by the Commission this year. A motion was passed in our March meeting to affirm that the main goal of the housing fund was to promote work force housing. It was agreed that numerous other agencies were involved in homeless and low income housing and we should focus on work force housing. In November we passed a motion that modified the Chief Housing Officers' proposed action for the housing fund. It was passed with the recommendation that the Juneau Affordable Housing Fund review committee include public members. These could possibly be AHC members and would include people with direct experience in operating, developing, building, and financing affordable housing projects. If all concerned agree that the Commission should sunset then I would recommend that the Assembly incorporate this recommendation into the formation of the review process.

This second motion is the main reason I am presenting this tonight. While I am in no way intending to denigrate any CBJ staff I believe that the Eagle Rock Venture and the on-going Pedersen Hill subdivision clearly illustrate how private sector vision could save the City a lot of heartbreak. Peer review is invaluable. I realize that there is potential for conflicts of interest but those can be dealt with.

The commission will be submitting its annual report shortly. (pun intended) It will be meeting with a reduced membership next week and may not have a quorum. If we do have a quorum I expect a spirited discussion and we can hopefully pass on a recommendation to the Assembly regarding the future of the commission and any possible role it can play. We would appreciate any input you could give us for that meeting.

Respectfully yours,

Dave Hanna

Affordable Housing Commission Draft Annual Report 2018

2017 was a busy year for the Affordable Housing Commission (AHC) as the bulk of the work that the assembly had assigned to AHC had for the most part been accomplished. In 2018 we determined that we should focus on giving direction to the Assembly on the best uses for the Affordable Housing Fund that the Assembly fully funded.

In the first quarter AHC discussed the existing programs and evaluated their effectiveness. It was determined that the accessory apartment program and the mobile home down payment assistance program were both worthwhile programs although the participation rate in the mobile home program was lower than expected. Various ideas were discussed as to how that program could be expanded or assisted. It was determined that assistance from AHFC was probably necessary.

In addition AHC heard from various entities such as the Juneau Housing Trust and participated in the CBJ Housing Forum. Much discussion and review was done of various ideas that have been floated such as blighted properties rehab, down town revitalization, tax credits for new development and other suggestions.

After this review period AHC elected new officers and made the first significant motion of the year by agreeing that the Commission should focus on implementing the Housing Action Plan strategy that would target workforce housing.

The next quarter primarily consisted of trying to identify and agree upon the pitfalls or obstacles to various types of housing incentives. Difficulties of financing mobile homes, equitable distribution of tax credits and or exemptions, code free zones and alternative housing types were all analyzed and debated. The diversity of the board was invaluable at this point as most issues could be identified without the need for outside resources.

The summer was a busy time for commissioners so a meeting was skipped in July and several commissioners worked on investigating various issues to report back to the commission. One proposal was made that we recommend a financing model to the Assembly to actually participate in financing new mobile homes in mobile home parks. While a final draft of this proposal that would outline a guarantee of space available to financiers has not been received we may yet see one in the future.

The fall quarter had more discussion on mobile home financing, trying to learn more about affordable housing finance options for communities such as the loans to sponsors program and trying to identify obstacles to development. Reviewing Title 49 and looking at alternative subdivisions occupied a great deal of this time as well as working with staff to try to get a regular data stream initiated that would allow us to evaluate the current status of the overall housing situation in Juneau so as to know how we are performing compared to the Housing action Plan.

The final quarter was spent reviewing what the Commission had been studying and determining what recommendations the Commission should make to the assembly and what the future would hold for the Commission. Differing opinions from the Commissioners have led to this still not being resolved.

The Commission heard from the local building association about difficulties with permitting at CDD and also heard from CDD about many areas of progress that have been made in allowing flexibility in developing properties. We also discussed issues with Title 49 that have not been solved and the Planning Director updated us on their progress in these areas.

At this point staff presented their plan for a proposal system for allocation the housing funds. While the plan was good the commission did have reservations about CBJ staff being the only formal reviewers of any proposals submitted. At this time AHC passed a motion in support of the proposal with the modification that the review includes members of the public, possibly AHC members who have direct experience operating, developing, building, and financing affordable housing projects. This was perhaps the most significant action taken by the Commission this year.

The last month saw further discourse on the role of the commission and efforts to formulate a system to have staff regularly provide data on the state of housing in Juneau. It was felt that this was necessary to ensure that funding efforts were being appropriately directed. It is hoped that this will become a reality for 2019. Our January meeting was cancelled to allow staff to have time to develop and formulate the data. The February meeting will review the data and discuss the future of the commission.

Respectfully,
Dave Hanna
Chair, Affordable Housing Commission

Housing Action Plan 2019 Update (Updated: Jan. 15, 2019)

Housing Action Plan			
Chapter 1 Formally Adopt Housing Action Plan	Strategies 1a. Complete the Plan 1b. Measure Progress of Plan for update to Assembly	Status 1a. Completed: Resolution 2780 passed by CBJ Assembly December 19, 2016 1b. <i>2-year update in process by Chief Housing Officer</i>	Metrics 1a. Public Meetings, Planning Commission Endorsement, and Assembly Endorsement. 1b. Report Card
Chapter 2 Juneau Affordable Housing Fund	Strategies 2a. Increase the Fund Capital: <ul style="list-style-type: none">Sales taxState, Federal, Private GrantsSurcharges on premium homesBusiness community contributionsSale of CBJ LandBed tax/AIR BNB taxesVoter approved bondsReal estate transfer fees 2b. Broaden scope of fund 2c. Prioritize fund for new fair market workforce and senior housing for <80% AMI 2d. Develop underwriting criteria and operating plan that preserves capital.	Status 2a. <ul style="list-style-type: none">Sales Tax : 2017 1% sales tax: \$2 million over five years<i>State, Federal, Private Grants – ongoing</i><i>Sale of CBJ Land – ongoing</i>Not Addressed: Surcharges on premium homes, business community contributions, bed tax/AIRBNB taxes, voter approved bonds, real estate transfer fee 2b. 2018: JAHF Program changes that 1) increase the level of grant/loan funding available; 2) implement consistent timeline and application process; and 3) clarify program terms for development community. 2c. <i>Included in 2018 program changes in 2b</i> 2d. <i>Ongoing</i>	Metrics: 2a-d: <ul style="list-style-type: none"># of annual projects supported by the FundBreakdown of unit tenure and types of projects supported by the FundDollars leveraged by fund resourcesSustainability of the Fund * Annual JAHF report to Assembly once new annual process begins.

Housing Action Plan 2019 Update (Updated: Jan. 15, 2019)

	2E. Current Programs Updates <ul style="list-style-type: none">• CBJ Homeowner Accessory Apartment Incentive Grant• CBJ Mobile Home Down Payment Assistance Program		2E. Current Programs Updates <p>CBJ Homeowner Accessory Apartment Incentive Grant 2018: \$96,000 reserved for 5 years for program. March 2018-Jan. 2019 13 grant applications</p> <ul style="list-style-type: none">2 Completed and Awarded1 Expired2 In Plan Review Stage8 Still Under Construction <p>CBJ Mobile Home Down Payment Assistance Program \$100,000 in JAHF set aside in 2017 Jan. 2017-Jan. 2019 9 loans totaling \$49,165</p> <ul style="list-style-type: none">• \$9k in loans returned• Current availability \$59,835
Chapter 3 Hire Housing Director	Strategies <p>3a. Hire housing director</p> <p>3b. Establish agency budget, job description, lines of authority, & draft project list</p> <p>3c. Develop reporting mechanism</p> <p>3d. Appoint CBJ staff to liaise w/ Director</p> <p>3e. Community meetings to update on progress, educate on housing issues</p>	Status <p>3A. Hired Chief Housing Officer, Manager’s Office (April 2016)</p> <p>3b. 2020 Housing Office budget will be broken out from Manager’s Office budget. Project list from CBJ Assembly, City Manager, Housing Action Plan and Alaska Mental Health Trust grant funds.</p> <p>3c. <i>2-year update in process by Chief Housing Officer</i></p> <p>3d. Coordinate through regular city structure through Manager’s Office</p> <p>3e. Housing Office staff participation in Assembly meetings, Commission meetings, Downtown Business</p>	Metrics <p>Hire Chief Housing Officer</p> <p>Housing Programs Office 2 FTE’s: Chief Housing Officer & CBJ Coordinator on Housing and Homelessness</p> <p>Oversight of Housing Action Plan & Housing Programs</p> <p>CBJ Coordinator: \$100K/year AMHTA grant for three years; \$16K Travel/training grant</p> <p>Emergency Cold Weather Shelter – 2 year operation</p> <ul style="list-style-type: none">• \$75K each year (CBJ -GF)• 2017: \$16K grant; 2018: \$30K AMHTA grant

Housing Action Plan 2019 Update (Updated: Jan. 15, 2019)

		Association, Blueprint Downtown, meetings with developers, and meetings upon request.	Work Program with Glory Hall: 2018: \$9000
	3f. Community website	3f. CBJ Housing Program page available; update in progress	Blueprint Downtown (CDD) <ul style="list-style-type: none">• Kick-off: Aug 30, 2018 (SC&IG)• Public Meeting: Oct 30, 2018 (IG)• Tour: Jan 5, 2019: Business Vitality, Housing, and Public Safety (SC)
	3g. Update needs assessment; housing plan metrics	3g. Update needs assessment; housing plan metrics <ul style="list-style-type: none">• Housing data available upon request• Housing Action Plan Update metrics <i>in progress</i> <p>Additions to Plan based on feedback</p> <ul style="list-style-type: none">• Quarterly indicators <i>in progress</i>• Downtown Housing Inventory <i>in progress</i>	Meetings upon request: <ul style="list-style-type: none">• Two City Corner articles on homelessness• Quarterly Newsletter Updates to the AMHTA and Governor’s Council• Re-entry: public forum (6/26/18), monthly work groups, and CCTHITA housing (1/9/19)• Juneau Coalition on Housing and Homelessness (monthly meeting)• Navigator meeting (weekly)• AMHT Meeting and Work Session (April and June, 2018)• Governor’s Council on the Homeless, May and November, 2018• Alaska Coalition on Housing and Homelessness, November 2018• Note that the CHO serves on the Juneau Housing First Collaborative Board, is Board Chair for the Alaska Coalition on Housing and Homelessness, and serves on the Governor’s Council on Homelessness

Housing Action Plan 2019 Update (Updated: Jan. 15, 2019)

Chapter 4 Create New Housing for Workforce, Seniors, and Young Families	Strategies	Status	Metrics
	4a.Develop annual targets	4a. Baseline targets established in Housing Action Plan	New Construction
	4b.Ensure the Housing Fund can be used for workforce housing	Workforce Housing (0% to 120% AMI) targets <ul style="list-style-type: none">Annual total = 6630-year total = 1980	Workforce Housing (0% to 120% AMI) targets <ul style="list-style-type: none">Annual total = 6630-year total = 1980
	4c. Consider tax abatement program	4b. Workforce housing has always been an eligible activity for the JAHF; program changes approved in 2018 to provide clarity and increase funding levels.	Senior Housing <ul style="list-style-type: none">Growth, size of senior populationIndependent Living Units (14 per year)Assisted Living Units (# of additions)Single-Family Housing Units
	4d. Evaluate Tax Increment Financing districts	4c. CBJ assembly discussion at Finance Committee, COW in 2018.	Homeowner Opportunities Young Adults & Families <ul style="list-style-type: none">Total # of market-rate rental units# of new market-rate rental unitsTotal # of starter homes (mobile homes, CLT, etc.)
	4e. CBJ financing to directly finance or enhance private financing of substantial projects	4d. No action at this time.	# of new starter homes
	4f. Evaluate time-share or related tourist housing for temporary workers	4e. Discussed/requested by developers on specific projects. Assisted living/senior housing, downtown workforce housing. Table of all incentive requested provided at 08/09/2018 Committee of the Whole (Housing Incentives).	
	4g. List of developers, potential CBJ partners, funders	4f. No action at this time	
	4h. Update zoning on mobile homes, manufactured homes, (& modular homes, RV's, and Tiny Houses.)	4g. Housing office and CDD continued outreach to development community, Housing Office working with state and federal housing partners and funders.	
	4i. Solicit feedback/annual survey from employers on funding spent on worker housing/services	4h. On short-term radar for CDD.	
		4i. No action at this time. Much commentary on difficulty of finding workforce housing of all types.	

Housing Action Plan 2019 Update (Updated: Jan. 15, 2019)

	<ul style="list-style-type: none">• Feedback from employers to determine growth plans• Maximize/leverage employer-owned housing	(Season, SFH for families, affordable rentals)	
Chapter 5 Preserve Existing Affordable Housing	Strategies	Status	Metrics:
	5a. Reinstate Code Enforcement Officer	5a. Hired compliance officer in 2016; key to prioritize activities for limited staffing resources.	<ul style="list-style-type: none">• Preservation of Affordable Rental Units (\$700 or less) 10 annual• Preservation of Mobile Homes – 5 annual• Number of rehabilitation permits per year<ul style="list-style-type: none">○ Property/neighborhood location○ Scope and scale of rehabilitation• Number of homes improved with energy efficiency upgrades• Number of properties on blighted property list• Number of properties threatened with loss/demolition
	5b. Impose prohibitive fines for code enforcement violations	5b. Current fines in place; review and adjust based on staffing resource.	
	5c. Develop blighted property ordinance	5c. Ongoing blighted property ordinance discussions (CDD, JPD, Housing Office). One component to consider is Housing Task Force of departments involved to assess and prioritize problem properties.	
	5d. Support energy efficiency upgrades to existing units	5d. Discussion with Sustainability Commission, Renewable Juneau about incentivizing heat pump conversion; Energy efficiency code changes adopted to Title 49 in 2018 and 2019 (density bonuses in ARS for 5 Star Plus and 6 Star energy efficiency ratings; setback exemptions for energy efficiency)	
	5e. Create a provision where owners pass inspections and can receive property upgrade funding	5e. No action taken.	
	5f. CBJ requirement to register property and have 24-7 reachable point of contact or periodic inspection similar to Housing Choice Voucher Program	5f. Registration and 24-7 point of contact could be part of blighted property ordinance discussions (CDD, JPD, Housing Office). No action on inspection concept.	

Housing Action Plan 2019 Update (Updated: Jan. 15, 2019)

Chapter 6 Develop Policies for CBJ Owned Land and Assets	Strategies	Status	Metrics:
	6a. Finalize land management plan to include inventory of buildable land	6a. Land Use Plan approved in 2016 and update in progress.	<ul style="list-style-type: none">• CBJ-Owned Land<ul style="list-style-type: none">○ RFP's for CBJ Land○ # of proposals returned○ Contracts○ #of units built by type, tenure, and price• Properties acquired through foreclosure or code enforcement<ul style="list-style-type: none">○ Foreclosures slated for affordable housing (<80% AMI)○ Foreclosures slated for senior housing.• Number of CBJ-owned parcels bought for permanent preservation (Community Land Trust properties, etc.)• Dollars raised by the sale of publicly owned parcels for development or preservation.
	6b. Zone CBJ land for least restrictive/highest density use	6b. ongoing with Lands and CDD	
	6c. Adopt formal criteria for appropriate use of publicly-owned developable land.	6c. Land Use Plan	
	6d. Work with Army Corps on land banking for parcels inappropriate for development	6d. No action taken.	
	6e. Create a Problem Building Acquisition and Redevelopment Plan (acquire, properly re-zone, and dispose)	6e. No action taken. <i>Ongoing blighted property ordinance discussions (CDD, JPD, Housing Office)</i>	
	6f. Create a menu of disposition strategies for publicly owned land and buildings to meet housing goals.	6f. Land Management Plan and Development Implementation Strategy	
	6g. Properties transferred incrementally to developers;	6g. Subdivision development/lot disposal <ul style="list-style-type: none">• Reninger 6 lots, 4 sold• 6 Lena lots sold since this plan, and 4 lot subdivision created for spring sale• Pedersen Hill lots disposal in spring• Hurlock Ave property	
	6h. Process for developers to “buy down” the sale price for meeting public objectives	6h. No action taken	
	6i. Develop competitive process for disposal that would reduce sales price. (0% to 50%)	6i. No action taken. <i>Land Management disposal 2-year plan ongoing.</i>	

Housing Action Plan 2019 Update (Updated: Jan. 15, 2019)

Chapter 7 Amend Zoning Code to Promote Housing	Strategies	Status	Metrics
	7a. Develop inclusionary zoning housing ordinance and density bonus for workforce and senior housing	7a. No action taken on inclusionary zoning. Density bonus for workforce housing in Alternative Residential Subdivision ordinance (2018)	<ul style="list-style-type: none">• # of affordable housing units built through inclusionary zoning• # of developers taking advantage of “point” for affordable housing• Number of infill units constructed (units that did not require any new infrastructure investment)• Return on investment for new water/sewer/road financed by public within 10 years.
	7b. Streamline/fast-track infill housing permitting	7b. CDD looking at efficiencies for all processes.	
	7c. Evaluate policies encouraging development in areas with infrastructure	7c. Reviewing zoning as part of the Blueprint Downtown planning effort.	
	7d. Establish policies that stipulate CBJ does not have to spend money on infrastructure unless for workforce/senior housing	7d. No action taken	
	7e. Use LID financing for new roads, utilities.	7e. (need to update)	
	7f. Make infrastructure development automatically increase zoning density. Evaluate other up-zone possibilities.	7f. No action taken – some historical examples of automatic up-zone.	
	7g. Re-zone D-18 zoning districts to Mixed Use	7g. Looked at through small area plan process (Lemon Creek, Auke Bay) and case by case basis. Note: D18 has a height limit of 35’, MU is unlimited – this may make this unsuitable for certain D18 locations, e.g. downtown Douglas	
	7h. Evaluate criteria for approving conditional use permits	7h. No action taken	

Housing Action Plan 2019 Update (Updated: Jan. 15, 2019)

	7i. Adjust language to require housing and commercial uses in mixed-use areas	7i. Discussed in small area plans (Lemon Creek, Auke Bay)	
	7j. Complete the bonus section of Title 49.	7j. Auke Bay area planning is providing insight for future bonus language.	
Chapter 8 Develop Neighborhood Plans	Strategies: 8a. Identify 5-10 areas appropriate for detailed area plans; develop housing targets/preservations targets 8b. Prioritize on development potential, developer/investor interest, community input, existing infrastructure, and ability to provide community benefits. 8c. Invite local and outside developers to tour sites/discuss potential projects; Invite financing firms to potential sites 8d. Meet with property owners to discover current development plans and obstacles.	Status 8a. Auke Bay and Lemon Creek complete, Downtown Blueprint underway, Douglas and Comprehensive Plan update beginning 2019. 8b. Small area plans, continuous discussions with developers, education and outreach through Housing Programs and Housing Forum, etc. 8c. Small area plans, CBJ property disposal (Renninger, 2 nd and Franklin, Pederson Hill), consistent engagement with developers by Chief Housing Officer. 8d. Small area plans, Blueprint Downtown, consistent discussions with developers	Metrics <ul style="list-style-type: none">• Number of small area plans completed per year (note, a plan generally takes at least a year)• Public participation in Planning projects• Total new housing allowed under approved neighborhood plans• Development activity associated with plans• Increased potential and realized economic value attributable to completed plans
Chapter 9 Develop Downtown Strategy	Strategies 9a. Make a downtown area plan 9b. Set a goal for number of residential units desired downtown	Status 9a. Blueprint Downtown 9b. Downtown Housing Inventory initiated and Blueprint Downtown	Metrics: <ul style="list-style-type: none">• Number of housing units in downtown area by type, tenure, and price• Number of people living in downtown• Retail Sales activity in downtown CBJ• # of blighted properties in downtown CBJ

Housing Action Plan 2019 Update (Updated: Jan. 15, 2019)

9c. Evaluate tax abatement, state statute code change; apply to downtown area	9c. Previous Assembly discussions, no action taken. <ul style="list-style-type: none">• 4/28/2018 Finance Committee• 06/13/2018 Finance Committee (Eagle Rock Ventures)• 08/09/2018 Committee of the Whole (Housing Incentives)	<ul style="list-style-type: none">• Increased property value and related taxes in downtown CBJ
9d. Create a downtown improvement district with a revenue stream	9d. No action taken	
9e. Inventory abandoned and illegal housing units and create blighted property ordinance	9e. Ongoing blighted property ordinance discussions (CDD, JPD, Housing Office)	
9f. Develop Incentives and provide assistance to upgrade and permit illegal housing units	9f. Incentives: Downtown Upstairs program discussed at Finance Committee 1% sales meetings (2017) - no action taken; Permitting changes allowing accessory apartments on duplexes borough-wide and Alternative Development Overlay District for Downtown Juneau adopted; new zoning for downtown Douglas ADOD to be complete by August 2020.	
9g. Seek and assemble resources for restoration of housing	9g. No action taken.	
9h. Evaluate outside funding for downtown investment	9h. Ongoing, ad hoc. Downtown Blueprint. Main Street USA program.	
9i. Consider Cruise-ship passenger fees for downtown-related tourism	9i. No action taken. Recent CLIA decision impacts this; status unknown.	
9j. Inclusionary zoning for downtown tourist-related businesses	9j. No action taken	

Housing Action Plan 2019 Update (Updated: Jan. 15, 2019)

	9k. Tax incentives for a grocery store downtown	9k. No action taken	
	9l. Develop Historic Preservation Opportunities (local fund to match national funding)	9l. No action taken on funding. Historic Preservation Plan	
	9j. Address parking: review 2010 plan, examine opportunities to get public parking, review offsite mitigation opportunities, evaluate downtown	9j. Blueprint Downtown	



Affordable Housing Commission Chief Housing Officer Report

February 4, 2019

Housing Action Plan Metrics Update (Jan 1, 2017)

Chapter 1 – Adopt the Housing Plan

- a. Complete the Plan - *Done*
- b. Measure Progress of the Plan – *2 Year Update in progress*

Chapter 2 – Juneau Affordable Housing Fund

The balance of the Fund, as of Jan. 2019, is \$927,700. The FY20 approved budget includes an additional \$400,000 from 1% sales tax revenue for a total of \$1,211,700 available.

With the accessory apartment program commitment (\$96,000 for 5 years), potential Round 1 funding available on July 1, 2019 would be \$1,135,000.

- a. # of projects supported by the Fund

	2017	2018
Total Projects	0	0

Note: JAHF Funds have been used in the past to create 2 Housing Programs

- The Mobile Home Loan Program set aside; and
- The CBJ Accessory Apartment Incentive Grant

Data for each of these programs is collected separately and is noted below.

- b. Breakdown of unit tenure and types of projects supported by the Fund – *None*
- c. Dollars leveraged by fund resources - *None*
- d. Sustainability of the Fund
 - i. An additional \$400,000 will be added to the Fund in each year FY21-FY23 (\$1,200,000)

Current Housing Programs Updates

Portions of the Juneau Affordable Housing Fund were set aside for two programs that are ongoing.

1. CBJ Homeowner Accessory Apartment Incentive Grant

2018: \$96,000 reserved for 5 years for program. (\$480,000 total)

March 2018-Jan. 2019

13 grant applications

2 Completed and Awarded

1 Expired

2 In Plan Review Stage

8 Still Under Construction

2. CBJ Mobile Home Down Payment Assistance Program

\$100,000 in JAHF set aside in 2017

Jan. 2017-Jan. 2019



Affordable Housing Commission Chief Housing Officer Report

HOUSING PROGRAM

9 loans totaling \$49,165

- \$9k in loans returned
- Current availability \$59,835

Chapter 3 – Hire Housing Director

- Agency, budget, job description – *in place, narrative in HAP strategies status document.*
- Hire Housing Director – complete
- Work plan and funding - complete
- Quarterly reports – *numerous Assembly presentations, monthly update to Affordable Housing Commission, 2 year HAP plan update in process*

Chapter 4

New Construction

Workforce Housing (0% to 120% AMI) targets

- Annual total = 66
- 30-year total = 1980

Workforce housing metrics are being calculated as follows:

- For single-family homes, the following categories will be tabulated as workforce housing: CLT model, mobile/manufactured homes, and homes with construction cost between \$100K- \$200K.
- For multifamily housing, multifamily market rate rentals, accessory apartments and affordable housing units will be calculated.

For the years 2017-2018, these totals (as of now), include:

- Total workforce units are 59 (7 starter homes, 26 accessory apartments, & 26 multifamily rentals). 37 units in 2017, 22 in 2018.

If you consider, overall housing production, then Housing Action Plan goals are met. If focusing on workforce housing only, then the production fell under the targets.

Description	2017	2018	Totals
Single Family Homes			
Detached Single Family	46	46	82
Attached Single Family	0	4	4
Accessory Apartments	11	15	26
Starter Homes			
Community Land Trust Model	0	2	2
Mobile Homes	2	3	5
Construction Cost between \$100K-\$200K	(request in MIS/CDD)		
Multi-Family Housing			
Multifamily Market rate rentals	24	2	26
Multifamily Market Rate condos	8	15	23

Affordable Housing Commission Chief Housing Officer Report

Affordable Housing	0	0	0
Senior Independent Living	0	0	0
Senior Assisted Living	0	0	0

Senior Housing

- Growth, size of senior population ([Age and Sex, 2010 to 2018](#), DOL updated 1/09/2019 – more analysis needed)
Juneau Commission on Aging to begin Senior Needs Assessment in 2019. Some data:
 - Juneau's 60+ population in 2018 stood at 6,483. Up 163 from 2017.
 - Median Age in Juneau in 2018: 38.3. Consistent since 2010.
 - There are 286 individuals over the age of 85 in Juneau. Up just one from '17.
 - The 5 year growth of the 85+ age group, between 2012-16 was 1.46%.
 - The last two years it was -0.69%.
 - For the same period, the 65+ figures were 6.14% and 4.99% respectively.
 - Juneau's overall population was noted in '18 as 32,247.
 - The 60+ population accounts for 20.1% of that population while the 65+ is 13.07%.

- Independent Living Units (14 per year)

	2017	2018
Total Projects	0	0

- Assisted Living Units (# of additions)

	2017	2018
Total Projects	0	0

- Single-Family Housing Units (for seniors)

	2017	2018
Total Projects	0	0

Homeowner Opportunities Young Adults & Families

- Total # of market-rate rental units
American Community Survey
 - Total Housing Units 13,263
 - Market-rate rentals: 4,322; Owner-occupied: 7,816

**Total Housing Units: CDD/Engineering, 13,398 – based on waste management fees in service area 9.

- # of new market-rate rental units (2017-18)

Multi-Family Housing	2017	2018	Total
Multifamily Market rate rentals	24	2	26

- Total # of starter homes (mobile homes, CLT, etc.) – *this data not collected by current data sources, would require time/effort to figure out total.*

Affordable Housing Commission Chief Housing Officer Report

- # of new starter homes

Starter Homes	2017	2018	Total
Community Land Trust Model	0	2	2
Mobile Homes	2	3	5
Construction Cost between \$100K-\$200K	(request in MIS/CDD)		

Chapter 5

Metrics:

- Preservation of Affordable Rental Units (\$700 or less) 10 annual -- *no action taken*
- Preservation of Mobile Homes – 5 annual – *no action taken, need to define what this means.*
- Number of rehabilitation permits per year -- *Request in to pull rehabilitation for the past 2 years for full CBJ.*
 - Property/neighborhood location
 - Scope and scale of rehabilitation
 - Main Street USA asked for information for Downtown
 - 2017 Total Commercial/Residential projects: 123 for \$11,803,527
 - 83 Commercial, 41 residential
- Number of homes improved with energy efficiency upgrades – *no action taken, need to determine how to track. (permitting data, weatherization programs)*
- Number of properties on blighted property list -- *Ongoing blighted property ordinance discussions (CDD, JPD, Housing Office). One component to consider is Housing Task Force of departments involved to assess and prioritize problem properties.*
- Number of properties threatened with loss/demolition

Dwelling Units Removed	2017	2018	Total
	4	4	8

Chapter 6

- CBJ-Owned Land
 - RFP's for CBJ Land
 - 2016: 2nd and Franklin parking lot
 - 2017: Renninger 6 lots, 3 sold (Juneau Housing Trust, Alaska Housing Development Corporation)
 - 2017: 6 Lena lots sold
 - 4 lot Lena subdivision created for spring sale 2019
 - Pedersen Hill lot disposal in spring 2019
 - 2018 Hurlock Ave property – 1 lot for senior housing, *under contract*
 - # of proposals returned
 - 2016: 2nd and Franklin parking lot. Two proposals received
 - 2017: Renninger 6 lots. Four applications received

Affordable Housing Commission Chief Housing Officer Report

- 2017: 6 Lena lots sold (check total #'s)
- 2018 Hurlock Ave property: 6 proposals received
- Contracts
 - 2017: Renninger 2 contracts in place, 3 lots available for disposal
 - 2017: 6 Lena lots sold
 - 2018 Hurlock Ave property – 1 contract with Alaska Legacy Properties
- # of units built by type, tenure, and price
 - 2nd and Franklin parking lot: Purchase and Sales Agreement expired.
 - Renninger 6 lots, 3 sold: *under development*
 - 6 Lena lots sold – 6 single-family homes (2 Community Land Trust)
 - Hurlock Ave property – 1 lot for senior housing; *under development*
- Properties acquired through foreclosure or code enforcement - *None*
 - Foreclosures slated for affordable housing (<80% AMI) – *None*
 - Foreclosures slated for senior housing. - *None*
- Number of CBJ-owned parcels bought for permanent preservation (Community Land Trust properties, etc.)
 - 2017: 2 Lena Lot parcels for Community Land Trust
- Dollars raised by the sale of publicly owned parcels for development or preservation. - *None*

Chapter 7

- # of affordable housing units built through inclusionary zoning – *No action taken, inclusionary zoning policy not considered.*
- # of developers taking advantage of “point” for affordable housing – *No action taken in IZ bonuses. However, density bonuses included in Auke Bay area plan and in recently adopted Alternative Residential Subdivision ordinance.*
- Number of infill units constructed (units that did not require any new infrastructure investment) – *No action taken*
- Return on investment for new water/sewer/road financed by public within 10 years. – *No action taken*

Chapter 8

- Number of small area plans completed per year (note, a plan generally takes at least a year) – *Auke Bay and Lemon Creek complete, Downtown Blueprint underway, Douglas and Comprehensive Plan update beginning 2019.*
 - 2017: Auke Bay
 - 2018: Lemon Creek
 - 2019: Downtown Blueprint
 - 2020: Downtown Douglas and Comprehensive Plan Update
- Public participation in Planning projects – *No tracking established.*
- Total new housing allowed under approved neighborhood plans – *No action taken, can begin tracking Auke Bay, Lemon Creek since recently adopted.*
- Development activity associated with plans - *No action taken, can begin tracking Auke Bay, Lemon Creek since recently adopted.*
- Increased potential and realized economic value attributable to completed plans – *No action taken*

Chapter 9

Metrics:

Affordable Housing Commission Chief Housing Officer Report

- Number of housing units in downtown area by type, tenure, and price
 - Downtown Housing Inventory, *in progress*
 - *Downtown Units lost, replaced since 2010*

Year	Units Lost	Units Replaced
2010	-1	0
2011	0	0
2012	0	0
2013	-1	2
2014	0	0
2015	-43	1
2016	-2	1
2017	-1	0
2018	-1	1
2019	0	0
Totals	-49	5

- Number of people living in downtown
 - Downtown Housing Inventory, *in progress*
- Retail Sales activity in downtown CBJ
 - Downtown Housing Inventory, *in progress*
- # of blighted properties in downtown CBJ – *Ongoing blighted property ordinance discussions (CDD, JPD, Housing Office). One component to consider is Housing Task Force of departments involved to assess and prioritize problem properties.*
- Increased property value and related taxes in downtown following the new construction, redevelopment, or rehabilitation of area properties.