


COUNCIL INFORMATION MEMORANDUM 96-101

To: Sarah H. Palin, Mayor
Wasilla City Council

From: Duane Dvorak, City Planner 

Date: November 6, 1996

Subject: Request for disposal of Tract B-1 Winter Trail Subdivision (or a portion thereof) for the purpose of developing the Simeanna Senior Housing project. (Tract B-1 is a 10.41 acre parcel of City owned land located in the RR—Rural Residential development district)

Mayor Palin referred this issue to the Planning Office on October 30, 1996. Tim Anderson, Executive Director of the Wasilla Area Seniors, Inc. has taken over the responsibility for the administration of this project from the former Simeanna Board that was previously working to bring this project to completion.

WASI is now preparing a grant application to Alaska Housing Finance for funding of the initial construction phase of this senior housing project. If approved, the project could begin as early as next spring. Last year's grant application was not approved and it has been determined that "site control" is one area that could be improved to get a higher score for the project.

Site control requires that the grant applicant have a legally enforceable right to develop or acquire the property at the time of grant application. This application is due January 3, 1997. According to WASI staff, however, it is imperative that it be submitted by December 15, 1996, so that any deficiencies can be returned to WASI and corrected before the absolute deadline for grant submissions. Once this date is reached, then each grant application will be reviewed on its merits, as submitted.

Site control can mean a long term lease, disposal by deed conveyance or an earnest money agreement to sell. Whatever the mechanism, site control must be demonstrated in the application as indicated by the attachments contributed by WASI. Last year, former Mayor Stein sent a letter indicating the site was designated by the Wasilla City Council for senior housing development, however, this is not adequate to demonstrate site control because the City of Wasilla is not the grant applicant.

A meeting has been scheduled for Tuesday, November 12, at 9:00 AM, between Mayor Palin, WASI, the City Attorney, City Planner, Deputy Administrator, and perhaps the Public Works Director, to see what type of disposal mechanism would work best in this situation. Because of the scheduling, a recommendation will probably not be available until meeting time. One problem to be addressed is the lot size. While the land has

been previously designated for this use, the proposed use does not come close to needing the entire 10 acres. To try and subdivide before a disposal, however is probably not feasible before the grant deadline.

Staff and representatives from WASI will be at the November 13, 1996 meeting to answer questions about this request. While a decision is not required at this time, it will likely require some action from the Council at the next two regular council meetings before the Christmas/New Years break if the grant application is going to be ready for submission this year.

APPROVED

DATE: 11-13-96

BY: M. Hanks

*Authorized Administration to pursue
a land agreement on a conceptual Memorandum
of understanding.*

WASILLA
AREA
SENIORS
INC.



October 29, 1996

Sarah Palin, Mayor
City of Wasilla
290 Herring Ave.
Wasilla, AK. 99654

RECEIVED

OCT 30 1996

CITY OF WASILLA, ALASKA

Dear Mayor Palin:

I am enclosing a copy of the letter I wrote to the City a month ago requesting the Council to consider action on giving us site control of the 10 acres next to the Senior Center. I am also enclosing a map showing the proposed new housing development and the land in question is identified as Tract B-1.

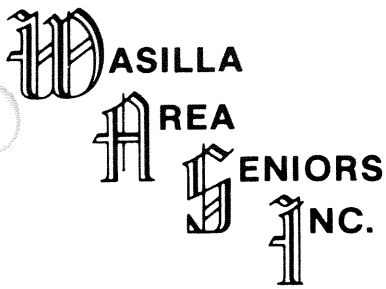
I am currently writing doing the paper work for the loans and grants needed to fund the construction. We obtained a \$25,000 grant from AFHC last year for site development and planning and that is happening now. We need site control by December 15th when we submit this proposal to AHFC. Site control is required as outlined in the requirements. I am enclosing a copy for your review. I would like to come discuss this with you and with the Council and get it on the next agenda. I am currently looking into the tax exempt aspects of this development and we may need to be creative in setting up the ownership of the development. I will have more information on this later this week.

The other very important factor in this whole proposal is the water and sewer. We have to factor in some cost for these if we have to develop onsite systems. We had been working on the premise that the City would extend these utilities to this new site and the Senior Center. We need to discuss these item also.

Look this over and give me a call. We really appreciate your support of the senior community and look forward to seeing you at the Board meetings.

Sincerely,

Tim Anderson
Executive Director



September 27, 1996

John Stein, Mayor
City of Wasilla
290 Herning Ave.
Wasilla, AK. 99654

Dear Mayor Stein:

Wasilla Area Seniors have accepted the responsibility to continue the plans to construct the 20 new units of low income senior housing that were started by the Simeanna Group. We are administering the \$25,000 grant obtained from AHFC and are doing the preliminary site and architectural work this fall. We will be writing the construction grant this fall as soon as AHFC makes it available.

This planning process will encompass two areas that involve the City. The first is the land where the units will be located which is on the 10 acre parcel located next to the Senior Center. The next grant phase will require that we have ownership or control of this land so we can assure AHFC that we have a place to construct the units. I would like to request that the City Council take up this issue and decide just how they want to convey the land. Several options exist which could be considered. One would be just to convey the entire 10 acres to WASI for use for this project and future housing projects we anticipate down the road. A second would be to subdivide the parcel and convey just what we need for this project. A third would be to give us a long term lease.

A simple conveyance of the entire ten acres or a lease would be the least costly. A subdivision would have some costs such as surveying and Borough fees. We could probably pay these fees from the funds remaining in the grant the City made to Simeanna to develop this project, or from any left over funds from the AHFC grant. Money is an issue though and I anticipate we only have about \$4,000 to deal with these and other unanticipated costs.

This brings up another issue and that is the cost of this land. When we discussed this earlier you said you thought the City had recovered the original purchase price of the land when it sold the portion used for Chinook Villa. We would request that the City convey this land with no or minimal cost. Any cost would have to be added to the loan we plan to obtain to construct these units, which will increase the cost and thus the rent.

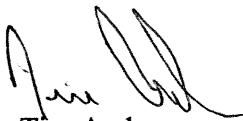
Letter City of Wasilla, Susitna Place Senior Housing, page 2.

The second issue I would like the City to consider is speeding up the plans to extend the City water and sewer service to the Senior Center and to this new housing project. As you are aware we are currently sharing our well with the Williwaw housing project and the present system does not meet the needs of both users. We have had to coordinate water use times with the housing so we do not run out of water. The new water system and well installed for Chinook Villa was suppose to fix this problem but we have never been able to use this system due to the sand this well pumps into our water pipes and fixtures. It would be nice to at least have City water here for the new Susitna Place housing. This is another issue we will have to address in the next stage of the grant/loan process.

The City has been very supportive of Susitna Place from the beginning. There is no doubt this project is needed. We currently have 37 seniors signed up on the waiting list for these 20 units. Our assessment of senior needs indicate affordable housing is their number one need. We like the concept of this area around the Senior Center being a little senior community within our City. Our goal is to continue developing the one stop concept to provide the services to seniors, such as meals, transportation, activities, and information from our Senior Center. The seniors make good community residents who bring stable incomes to the City and spend them here. They volunteer endlessly and serve when asked.

Thank you for helping make this possible. Please call if you want more information or would like me to come discuss this with the Council.

Sincerely,



Tim Anderson
Executive Director

WASILLA SENIOR CENTER

EXISTING PARKING

EXISTING PARKING

CHINOOK VILLA

15' UTILITY EASEMENT

5' SCREENING EASEMENT

COVERED WALKWAY

N 89° 58' 00" 404.31

S 89° 46' 24" W 274.54'

WALKWAY BRIDGE OVER DRIVEWAY

PROPERTY LINES

PROPOSED HOUSING

PARKING

CARPORTS

FUTURE HOUSING

S 20° 56' 36" W

N 0° 05' 00" W 1744.86'

TRACT B-1

10.41 ACRES

Winter Trail Sub.

749.02' R=2765.00'

80' UTILITY EASEMENT

S 36° 28' 59" W 400.82'



CITY OF WASILLA

290 E. HERNING AVE.
WASILLA, ALASKA 99654-7091

SARAH

MIS IS THE LETTER USED LAST YEAR
FOR SITE CONTROL. AHFC STATED IT
WAS TOO VAGUE AND WOULD LIKE SOME
LEGAL DOCUMENT.

January 3, 1996

Mr. Charles R. Mundorff
Simeanna, Inc.
P. O. Box 871271
Wasilla, Alaska 99687

Dear Mr. Mundorff:

This is to confirm that the City of Wasilla has reserved for your proposed public housing project all or part of Tract B, Winter Trail Subdivision. The property is owned by the City and has been designated by the Council as a site reserved for the Simeanna project.

Sincerely,

John C. Stein, Mayor

cc: Wasilla City Council

Area Code (907)

Administration

Ph: 373-9055

Fx: 373-9085

Clerks Office

Ph: 373-9065

Fx: 373-9085

Finance

Ph: 373-9070

Fx: 373-9085

Library

Ph: 376-5913

Fx: 376-2347

Museum

Ph: 373-9071

Fx: 373-9072

Planning

Ph: 373-9074

Fx: 373-9085

Public Works

Ph: 373-9077

Fx: 373-9051

Ph: _____

Fx: _____

Ph: _____

Fx: _____

B. APPLICATION REQUIREMENTS

1. Application Forms

All applications must be on forms provided by AHFC. Limitations on space and number of pages must be followed.

2. Required Application Material

(A) Threshold (T) Items

T-#1: An original Application and four copies, completed in its entirety, (all applicable sections) including any applicable Application Attachments.

T-#2: A resolution of the applicant's governing body authorizing the request for a SCHDF grant, a HOME Loan and/or Grant, or LIHTC's, whichever may be applicable.

T-#3: Evidence of legal organizational status, i.e., non-profit designation letter from the Internal Revenue Service (non-profits and municipalities), Certificate of Incorporation issued by the Department of Commerce (for-profit corporations), partnership agreement (if available - partnerships).

T-#4: Evidence that the applicant has site control at the time of application for funding, and that site control is maintained for a period of at least six months from the application deadline (January 3, 1997). A deed evidencing title to the site, an executed earnest money agreement or option to purchase, or other similar legally binding document is required.

T-#5: If undertaking an activity which will involve acquisition or rehabilitation of a property occupied by a "person" other than the owner of that property (i.e., tenant, [including an individual, business or non-profit organization]), a copy of the General Information Notice provided to, and acknowledged as being received by, each "person" occupying a unit in the project on the date of application to AHFC, and an Anti-Displacement and Relocation Assistance Plan.

T-#6: Evidence demonstrating the Need for the subject development in the geographic area in which it is proposed.