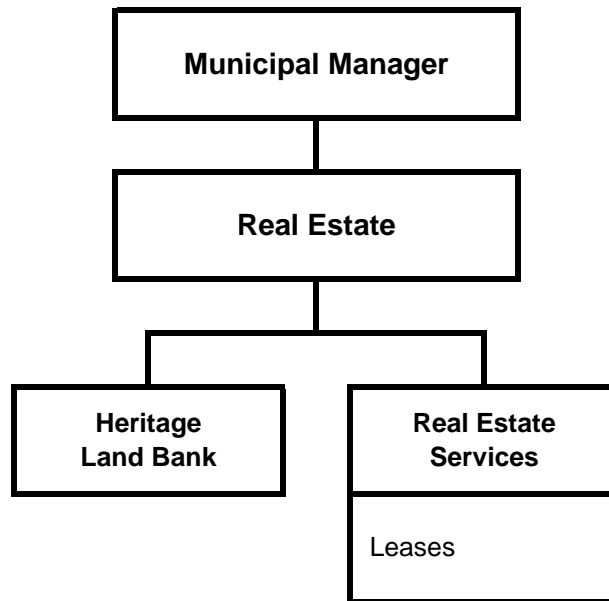


Real Estate



Real Estate Department

Description

Manage all municipal land, both uncommitted and under management authority of municipal agencies, in a manner designed to benefit present and future citizens, to promote orderly development, and improvement of lands for municipal purposes.

Department Services

- Acquisitions and disposals: Authority to administer on behalf of the Municipality of Anchorage the acquisition and disposal of real property via lease, exchange, sale, easements, permits and use agreements.
- Inventory: Maintain current and accurate inventory of municipal lands.
- Property Management: Provide management of municipal lands and improvements.
- Protection: Conservation and preservation of wetlands, maintenance and protection of MOA lands and improvements, to include prevention and cleanup of hazardous conditions.
- Highest and Best Use: Employ maximum valued use and purpose for municipal lands and improvements.
- Tax Foreclosures: Administer foreclosure proceedings for delinquent real estate property taxes and/or assessments.

Divisions

- Heritage Land Bank
 - Manages municipally owned real estate in the Heritage Land Bank inventory in a manner designed to benefit the citizens of Anchorage and promote orderly development.
 - Maintain & operate the HLB Mitigation Bank in the Watersheds of Anchorage. The Bank sells compensatory mitigation credits for unavoidable impacts to wetlands and is responsible for long-term maintenance of Conservation Easements held by the Bank.
- Real Estate Services
 - Buys, sells, and leases land for other municipal departments.
 - Maintains and manages municipal lands not in the Heritage Land Bank or the Anchorage Community Development Authority inventories.
 - Forecloses and sells private sector properties that the MOA must take a Tax Deed for unpaid taxes and/or assessments.

Real Estate Department Summary

	2013 Actuals	2014 Revised	2015 Proposed	15 v 14 % Chg
Direct Cost by Division				
RED Heritage Land Bank	1,318,011	797,714	763,823	<4.25%>
RED Real Estate Services	7,406,452	7,360,747	7,321,612	<0.53%>
Direct Cost Total	8,724,464	8,158,462	8,085,434	<0.90%>
Intragovernmental Charges				
Charges by/to Other Departments	(5,810,656)	(5,718,054)	(5,651,728)	<1.16%>
Function Cost Total	2,913,808	2,440,408	2,433,706	<0.27%>
Program Generated Revenue	(8,030,761)	(1,550,418)	(939,377)	<39.41%>
Net Cost Total	(5,116,953)	889,990	1,494,329	67.90%
Direct Cost by Category				
Salaries and Benefits	781,978	849,548	858,254	1.02%
Supplies	8,259	5,300	5,300	-
Travel	-	1,000	1,000	-
Contractual/Other Services	7,933,934	7,294,314	7,212,580	<1.12%>
Debt Service	-	-	-	-
Equipment, Furnishings	292	8,300	8,300	-
Direct Cost Total	8,724,464	8,158,462	8,085,434	<0.90%>
Position Summary as Budgeted				
Full-Time	7	7	7	
Part-Time	-	-	-	
Position Total	7	7	7	

Real Estate Reconciliation from 2014 Revised Budget to 2015 Proposed Budget

	Direct Costs	Positions		
		FT	PT	Seas/T
2014 Revised Budget	8,158,462	7	-	-
Changes in Existing Programs/Funding for 2015				
- Salary and benefits adjustments	8,706	-	-	-
2015 Continuation Level	8,167,168	7	-	-
2015 Proposed Budget Changes				
- Reduce maintenance charge for City Hall - new boiler installed in 2014 should reduce utilities and maintenance costs.	(81,734)	-	-	-
2015 Proposed Budget	8,085,434	7	-	-

**Real Estate
Division Summary
RED Heritage Land Bank
(Fund Center # 122100)**

	2013 Actuals	2014 Revised	2015 Proposed	15 v 14 % Chg
Direct Cost by Category				
Salaries and Benefits	403,601	467,914	434,023	<7.24%>
Supplies	6,347	4,500	4,500	-
Travel	-	1,000	1,000	-
Contractual/Other Services	908,063	316,800	316,800	-
Equipment, Furnishings	-	7,500	7,500	-
Manageable Direct Cost Total	1,318,011	797,714	763,823	<4.25%>
Debt Service	-	-	-	-
Direct Cost Total	1,318,011	797,714	763,823	<4.25%>
Revenue by Fund				
Fund 221000 - HLB Fund	6,778,091	606,818	292,877	<51.74%>
Revenue Total	6,778,091	606,818	292,877	<51.74%>

Positions as Budgeted

	2013 Revised		2014 Revised		2015 Proposed	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Junior Admin Officer	1	-	1	-	1	-
Special Admin Assistant II	2	-	2	-	2	-
Positions as Budgeted Total	3	-	3	-	3	-

Real Estate
Division Detail
RED Heritage Land Bank
(Fund Center # 122100)

	2013 Actuals	2014 Revised	2015 Proposed	15 v 14 % Chg
Direct Cost by Category				
Salaries and Benefits	403,601	467,914	434,023	<7.24%>
Supplies	6,347	4,500	4,500	-
Travel	-	1,000	1,000	-
Contractual/Other Services	908,063	316,800	316,800	-
Equipment, Furnishings	-	7,500	7,500	-
Manageable Direct Cost Total	1,318,011	797,714	763,823	<4.25%>
Debt Service	-	-	-	-
Direct Cost Total	1,318,011	797,714	763,823	<4.25%>
Intra-Governmental Charges				
Charges by/to Other Departments	453,345	473,563	461,176	<2.62%>
Program Generated Revenue				
406010 - LandUse Prmt-HLB	13,761	5,000	12,015	140.30%
406080 - Lease & Rntl Rev-HLB	208,392	40,000	90,518	126.30%
406090 - Pipe ROW Fee	270,008	144,000	189,100	31.32%
406100 - Wetl&s Mitig Credit	270,180	-	-	-
406620 - Reimbursed Cost-ER	-	2,000	-	-
406625 - Rmb Cost-NonGrntFund	6,000	-	-	-
408410 - Lease-St L& Convey	-	5,000	713	<85.74%>
440010 - GCP CshPool ST-Int	27,312	818	531	<35.09%>
440040 - Other Short Term Int	186	-	-	-
440080 - UnRlzd Gns&Lss Invs	(33,696)	-	-	-
460060 - State Land Block	-	10,000	-	-
460080 - Land Sales-Cash	6,015,948	400,000	-	-
Program Generated Revenue Total	6,778,091	606,818	292,877	<51.74%>
Net Cost				
Manageable Direct Cost	1,318,011	797,714	763,823	<4.25%>
Debt Service	-	-	-	-
Charges by/to Other Departments	453,345	473,563	461,176	<2.62%>
Program Generated Revenue	(6,778,091)	(606,818)	(292,877)	<51.74%>
Net Cost Total	(5,006,736)	664,459	932,122	40.28%

**Real Estate
Division Summary
RED Real Estate Services**

(Fund Center # 122305, 122300, 122308, 122379, 122302, 122301, 122310, 122303, 122306,...)

	2013 Actuals	2014 Revised	2015 Proposed	15 v 14 % Chg
Direct Cost by Category				
Salaries and Benefits	378,378	381,633	424,232	11.16%
Supplies	1,912	800	800	-
Travel	-	-	-	-
Contractual/Other Services	7,025,871	6,977,514	6,895,780	<1.17%>
Equipment, Furnishings	292	800	800	-
Manageable Direct Cost Total	7,406,452	7,360,747	7,321,612	<0.53%>
Debt Service	-	-	-	-
Direct Cost Total	7,406,452	7,360,747	7,321,612	<0.53%>
Revenue by Fund				
Fund 101000 - Areawide General	1,252,670	943,600	646,500	<31.49%>
Revenue Total	1,252,670	943,600	646,500	<31.49%>

Positions as Budgeted

	2013 Revised		2014 Revised		2015 Proposed	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Administrative Officer	1	-	1	-	1	-
Junior Admin Officer	-	-	1	-	1	-
Program & Policy Director	1	-	1	-	1	-
Senior Office Associate	1	-	-	-	-	-
Special Admin Assistant II	1	-	1	-	1	-
Positions as Budgeted Total	4	-	4	-	4	-

**Real Estate
Division Detail
RED Real Estate Services**

(Fund Center # 122305, 122300, 122308, 122379, 122302, 122301, 122310, 122303, 122306,...)

	2013 Actuals	2014 Revised	2015 Proposed	15 v 14 % Chg
Direct Cost by Category				
Salaries and Benefits	378,378	381,633	424,232	11.16%
Supplies	1,912	800	800	-
Travel	-	-	-	-
Contractual/Other Services	7,025,871	6,977,514	6,895,780	<1.17%>
Equipment, Furnishings	292	800	800	-
Manageable Direct Cost Total	7,406,452	7,360,747	7,321,612	<0.53%>
Debt Service	-	-	-	-
Direct Cost Total	7,406,452	7,360,747	7,321,612	<0.53%>
Intra-Governmental Charges				
Charges by/to Other Departments	(6,264,000)	(6,191,617)	(6,112,904)	<1.27%>
Program Generated Revenue				
401040 - Tax Cost Recoveries	293,985	250,000	250,000	-
406010 - LandUse Prmt-HLB	250	-	-	-
406080 - Lease & Rntl Rev-HLB	305,852	342,600	316,500	<7.62%>
406560 - Serv Fees-ASD	-	1,000	-	-
406620 - Reimbursed Cost-ER	-	15,000	28,100	87.33%
406625 - Rmb Cost-NonGrntFund	22,836	-	-	-
406640 - Park Garages & Lots	35,449	-	51,900	-
408380 - Prior Yr Exp Recov	13,066	-	-	-
408395 - Claims & Judgments	20,000	-	-	-
408580 - Miscellaneous Revenues	30,642	-	-	-
460050 - Gn/Lss Sle Prprty (Full)	43,546	-	-	-
460080 - Land Sales-Cash	487,044	335,000	-	-
Program Generated Revenue Total	1,252,670	943,600	646,500	<31.49%>
Net Cost				
Manageable Direct Cost	7,406,452	7,360,747	7,321,612	<0.53%>
Debt Service	-	-	-	-
Charges by/to Other Departments	(6,264,000)	(6,191,617)	(6,112,904)	<1.27%>
Program Generated Revenue	(1,252,670)	(943,600)	(646,500)	<31.49%>
Net Cost Total	(110,217)	225,530	562,208	149.28%

Anchorage: Performance. Value. Results

Real Estate Department

Anchorage: Performance. Value. Results.

Mission

Manage all municipal land, both uncommitted and under management authority of municipal agencies, in a manner designed to benefit present and future citizens, to promote orderly development and improvement of lands for municipal purposes.

Core Services

- Acquisitions and disposals: Authority to administer on behalf of the Municipality of Anchorage the acquisition and disposal of real property via lease, exchange, sale, easements, permits and use agreements.
- Inventory: Maintain current and accurate inventory of municipal lands.
- Property Management: Provide management of municipal lands and improvements.
- Protection: Conservation and preservation of wetlands, maintenance and protection of MOA lands and improvements, to include prevention and cleanup of hazardous conditions.
- Highest and Best Use: Employ maximum valued use and purpose for municipal lands and improvements.
- Tax Foreclosures: Administer foreclosure proceedings for delinquent real estate property taxes.

Accomplishment Goals

- Maximize amount of acreage mitigated through appropriate responses to negative impacts on the MOA land inventory due to fire, insect damage, illegal dumping of hazardous or contaminated materials, and/or vandalism.
- Revenue generated through disposals and use permits of HLB inventory provided to municipal and other agencies, and to the private sector.
- Annual tax foreclosure process: Collection of delinquent property taxes and assessments.
- Annual process for taking Clerk's Deed and subsequent sale of deeded properties via sealed bid auction.

Performance Measures

Progress in achieving goals will be measured by:

Measure #1: Number of parcels mitigated through appropriate responses to negative impacts on municipal land inventory due fire, insect damage, illegal dumping of hazardous or contaminated materials, and vandalism.

Number of Municipal Parcels Inspections

	1 st Qtr 2014	2 nd Qtr 2014	3 rd Qtr 2014	4 th Qtr. 2014	2014 Totals
Region 1 (Eagle River)	7	3			
Region 2 (SW Anchorage)	0	4			
Region 3 (NE Anchorage)	7	10			
Region 4 (NW Anchorage)	8	5			
Region 5 (SW Anchorage)	0	9			
Region 6 (Bird/Indian)	0	0			
Region 6 (Girdwood)	3	10			
TOTAL	25	42			

Comment: In the first quarter 2014, several inspections occurred at City Hall (in Region 4) with regard to the lease managed by MOA for the new coffee shop.

Heritage Land Bank Division Real Estate Department

Anchorage: Performance. Value. Results.

Purpose

“It is the mission of the Heritage Land Bank (HLB) to manage uncommitted municipal land and the Heritage Land Bank Fund in a manner designed to benefit present and future residents of Anchorage, promote orderly development, and achieve the goals of the Comprehensive Plan.” (AMC 25.40.010)

Division Direct Services

A self supporting agency, HLB provides stewardship of municipal land in the HLB inventory with responsibility for:

- Land placed in the inventory for management reserved for unspecified purposes
- Land held in the inventory for specific or future public purposes.
- Land held for mitigation and conservation
- Land determined as excess to present or future municipal needs which may be suitable for disposal
- Land determined excess to municipal needs but unsuitable for disposal

Accomplishment Goals

- Respond appropriately in assessing and mitigating impacts of hazardous conditions such as fire, insect damage, illegal dumping of hazardous materials, vandalism, and trespass on HLB properties
- Disposal and permitting of inventory to appropriate municipal agencies and the private sector for approved uses that also generate revenue to the HLB Fund

Performance Measures

Progress in achieving goals will be measured by:

Measure #2: Disposals and Permits of HLB inventory provided to public sector agencies and the private sector which generate revenue to the HLB Fund

The graph below compares revenues to the fund from permits, leases and disposals of HLB inventory:

Revenue Type	Total 2013	2014 Q2	YTD 2014
Land Use Permits	13,761	4,999.60	9,743.60
ROW Fees	270,008	20,632.92	30,949.92
Leases	208,392	9,723.20	26,353.20
Land Sales	6,015,947	0	0
Wetlands Mitig. Credits	270,180	0	0
TOTALS	6,778,288	35,355.72	67,046.72

NOTE: 2013 land disposals include sale of the former National Guard Armory site, three small lots on E. 72nd Avenue, two Eagle River parcels, and sale of a portion of HLB property on Goldenview Drive. But we'll sell LOTS more in 2014 - !

Real Estate Services Division
Real Estate Department

Anchorage: Performance. Value. Results.

Purpose

The Real Estate Services Division (RES) is responsible for administering the acquisition and disposal of real municipal property committed to government use via sale, lease, exchange, use permit or easement that is not in the ACDA or HLB inventories. RES administers the foreclosure process of delinquent property taxes and assessments. It also negotiates, funds and manages the leasing of office, warehouse and other spaces required for local government agencies to have a place to perform their services on behalf of citizens.

Division Direct Services

- Provide effective management of all non-HLB or ACDA municipal properties, including leased properties
- Administer the foreclosure process resulting from delinquent property taxes and assessments
- Administrative oversight of acquisition, retention and disposal of municipal lands
- Public and private businesses act as Lessors of facilities space for municipal agencies. As a result, this serves the public by providing leased space for local government agencies and programs that also serve the public.

Accomplishment Goals

- Annual foreclosure process: Collection of delinquent property taxes and assessments
- Annual process to complete taking Clerk's deeds to foreclosed properties and subsequent sale of deeded properties via sealed bid auction.

Measure #3: Annual foreclosure process: Collection of Delinquent property taxes and assessments

TAX YEAR	FORECLOSURE PUBLICATION				JUDGMENT & DECREE OF FORECLOSURE				EXPIRATION OF REDEMP COURT CLERKS DEE		
	FRCL Year	No. Accts.	Prin., Interest	Penalty Cost	FRCL Year	No. Accts.	Prin., Interest	Penalty Cost	Deed Year	No. Accts.	
2008	2009	Tax	1,601	\$7,253,192	2009	Tax	1,040	\$5,568,889	2010	Tax	31
	1st Pub 3/5/2009	DID	42	\$41,920	27-Apr	DID	27	\$31,999		DID	0
		S.A.	81	\$59,939		S.A.	25	\$25,626		S.A.	0
	3AN-09-05631		1,724	\$7,355,051			1,092	\$5,626,514			31
2009	2010	Tax	1,746	\$9,436,513	2010	Tax	1,008	\$5,822,545	2011	Tax	92
				APU 004-201-10 PENDING SEPARATE RESOLUTION			(1)	(\$916,757)			
					ADJ'D TAX FRCL'D BAL-		1007	\$4,905,788			
		DID	41	\$77,255	DID	25	\$48,725		DID		
		S.A.	48	\$41,221	S.A.	21	\$23,887		S.A.	1	
3AN-10-05650		1,835	\$9,554,989	ADJ'D FRCL'D BAL-		1,053	\$4,978,400			93	
2010	2011	Tax	1,677	\$7,417,715	2011	Tax	972	\$5,006,176	2012	Tax	40
	1st Pub 3/3/2011	DID	47	\$45,127		DID	24	\$33,077		DID	
		S.A.	44	\$42,557		S.A.	22	\$25,339		S.A.	6
	3AN-11-05912		1,768	\$7,505,399			1,018	\$5,064,592			46
2011	2012	Tax	1,526	\$7,636,407	2012	Tax	996	\$5,749,710	2013	Tax	45
	1st Pub 3/8/12	DID	65	\$51,631		DID	35	\$37,631		DID	0
		S.A.	43	\$44,246		S.A.	26	\$34,089		S.A.	1
	3AN-12-05833		1,634	\$7,732,284			1,057	\$5,821,430			46
2012	2013	Tax	1,602	\$7,189,222	2013	Tax	1,011	\$5,180,801	2014	Tax	
	1st Pub 3/7/13	DID	53	\$40,946		DID	31	\$27,021		DID	
		S.A.	25	\$26,057		S.A.	11	\$12,294		S.A.	
	3AN-13-05671		1,680	\$7,256,225			1,053	\$5,220,116			
2013	2014	Tax	1,511	\$7,263,780	2014	Tax	856	\$4,885,740	2015	Tax	
		DID	48	\$62,468		DID	27	\$51,164		DID	
		S.A.	21	\$20,061		S.A.	13	\$16,382		S.A.	
	3AN-14-05422		1,580	\$7,346,309			896	\$4,953,286			
2014	2015	Tax			2015	Tax			2016	Tax	
		DID				DID				DID	
		S.A.				S.A.				S.A.	
3AN-15-0		0	\$0				\$0				
2015	2016	Tax			2016	Tax			2017	Tax	
		DID				DID				DID	
		S.A.				S.A.				S.A.	
3AN-16-0		0	\$0				\$0				

Measure #4: Annual Process for taking Clerk's Deed and subsequent sale of deeded property via sealed bid auction

In the first quarter, the Assembly approved the annual sale of tax-foreclosed properties (AO 2013-31) and was provided with an initial list of 27 properties slated for sale, a number that is well within the normal range at this stage of the sale notification process. The Real Estate Services Division strives to reduce this number significantly before the actual sale date.

The sealed bid sale occurred in the second quarter of 2014, on April 16th. We sold 5 properties, with the rest successfully repurchased by the former owner(s) of record or their legal representatives.

Results from the sale are reflected in the graph below:

Tax Foreclosed Properties Sale: 2008 - 2014							
Year	2008	2009	2010	2011	2012	2013	2014
Properties Sold	2	3	11	3	3	9	5