



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin 53202

Meeting Minutes HOUSING TRUST FUND ADVISORY BOARD TECHNICAL REVIEW SUBCOMMITTEE

*Craig Kammholz, Chair
Joanne Passaro, Brian Peters, Kori Schneider Peragine, and
Lanie Wasserman*

*Staff Assistant, Joanna Polanco
Phone: (414) 286-2366, jpolan@milwaukee.gov*

Friday, December 10, 2010

9:00 AM

Port of Milwaukee, Conference Room
2323 S. Lincoln Memorial Dr.

Meeting convened at 9:20 A.M.

1. Roll call

Present 4 - Kammholz, Peters, Schneider Peragine and Wasserman
Excused 1 - Passaro

Also present:

**Mario Higgins, Community Block Grant Administration
Nikki Purvis, Emerging Business Enterprises Section**

Interpreters for Mr. Peters:

**Kate Block
Maria Kielma**

2. Review and approval of the minutes of the December 3rd, 2010 meeting

*Ms. Schneider - Peragine moved to approved minutes, seconded by Mr. Kammholz.
There were no objections.*

3. Discussion on the housing trust fund applications and the crafting of recommendations

Mr. Kammholz said that he did have discussion with the Department of City Development (DCD), regarding potential use of Neighborhood Stabilization Program (NSP) dollars for some of the applicants. There were two projects, the Gorman & Company and the Riverworks Development Corporation that, that could potentially receive NSP 2 funding. Mr. Higgins informed the committee that the Riverworks project is not NSP eligible, because it's located just outside the NSP 2 target area.

Using the Scoring sheet (Exhibit 1) and HTF Technical Scores Members sheet

(Exhibit 2); board members discussed their scores for each applicant in the different categories; Homelessness, Rental and Homeownership.

Each member provided their highest ranked projects in each funding category.

In the HOMELESSNESS category, the HTF Technical Committee would like to consider the Community Advocates project, but wanted to go through the Rental category first before making a commitment.

In the RENTAL category, the committee agreed that the two highest ranked projects were Gorman & Company and Riverwest Development Corp. and should be considered for funding.

In the HOMEOWNERSHIP category, the committee agreed that the three highest ranked projects were Northcott Neighborhood House, Dominican Center for Women and Layton Boulevard West Neighbor and they should be considered for funding.

The committee decided there were some follow up questions that needed to be answered before final funding recommendations could be made.

The committee needed the following issues addressed:

- 1) Community Advocates project to provide a complete financial plan to explain, what seemed to be a significant financial gap.*
- 2) Riverworks Development Corp. to provide a complete financial plan to explain their financial gap. Additionally, the committee wanted any available information on the environmental assessment of the project site.*
- 3) Confirmation of which projects are eligible for NSP assistance, and which are likely to be funded.*

Mr. Kammholz suggested another meeting for January 4, 2011 at 9:00 a.m. because members still have questions on some of the projects and the applicants. The next meeting will be the final opportunity for the committee to formulate informed recommendations to the full housing trust fund.

Mr. Kammholz asked Mr. Higgins to follow up on the committee's questions.

**Meeting adjourned at 11:45 A.M.
Joanna Polanco
Staff Assistant**



CITY OF MILWAUKEE HOUSING TRUST FUND
Scoring Point System

	<i>Max 115 Pt Scale(a)</i>	
	Point Range	Max Points
Leveraged Dollars		15
HTF dollars are less than 3% of total project cost	15	
HTF dollars account for 3 - 5% of total project cost	12	
HTF dollars account for 6 - 10% of total project cost	9	
HTF dollars account for 11 - 15% of total project cost	6	
HTF dollars are more than 15% of total project cost	3	
Income Targets - Please Use Attached Chart		15
# of units with residents up to 30% of income target		
# of units with residents between 30% and 50% of income target		
# of units with residents between 50% and 60% of income target		
# of units with residents between 60% and 80% of income target		
# of units with residents between 80% and 100% of income target		
Affordability Period	5	10
Meets HTF Affordability Period	1	
Exceeds HTF Affordability Period by 25%	2	
Exceeds HTF Affordability Period by 50%	5	
Exceeds HTF Affordability Period by 75%	8	
Exceeds HTF Affordability Period by 100% or more	10	
Employment and Contracting for City of Milwaukee residents and businesses		15
Creation of training program to provide better employment opportunities		
Use of existing training programs that provide employment opportunities		
Use of Residential Preference Program or Section 3 requirements		
Did agency describe an effective method of recruitment for local residents?		
Use of Certified M/W/D/E/Section 3 Businesses greater than 18% participation		
Did agency describe an effective method of recruitment for local businesses?		
All workers paid a Family Supporting Wage at a minimum of \$8.80 per hour?		
Neighborhood Diversity		5
Project Increases diversity of housing types in the neighborhood		
Green Building Principles		5
Project Utilizes Green building Principles		
Coordination with Community Institutions		5
Project is Coordinated with Community Institutions		
Community Integration		5
Move persons from institutions to community		
Experience		10
Agency experience with same type/similar project	2	
Staff experience with same type/similar project	4	
Management Agency Experience	4	
Accessibility improvements or modifications		5
Meets Minimum Standards	1	
Exceeds Minimum Standards	5	
Service Partners (b)		5
Provision of services on site w/out use of HTF \$		
Construction Financing		5
Construction Loan is Firmly Committed	5	
Construction Loan is Conditionally Committed	2	
Construction Loan is not Identified	0	
Proposal Meets Community Needs (Subjective)		15
TBD by Reviewer	0-15	
Total Points		115

NOTE: All proposals must receive at least fifty (50) points for further consideration

- (a) 115 point maximum applies to projects requiring on-site services such as Shelter + Care. Maximum points available for all other projects is 110.
- (b) Only applies to projects requiring on-site services such as Shelter + Care



Applicant	Project Name/Location	Risks	# of Units	Over-Occ	Amount Requested	Proposed Amount Leveraged	Estimated Total Project Cost	Request as Percent of Project	Developer Fee	Developer Fee as Percent of Project	Population Served	Project Description	SCORING												TOTAL		
													Leveraged Funds	Income Targeting	Affordability Period	Employment & Training	Neighborhood Diversity	Green Building	Community Facilities	Community Improvements	Accessibility	Service Partners	Construction	Community Needs			
CATEGORY: HOMELESSNESS																											
Community Advocates, Inc.	Autumn West 3410 W. Linton Avenue		21		\$173,464	\$1,973,631	\$2,147,095	8.1%	-	0.0%	without illness	transitional living center for homeless persons	9	15	1	0	0	0	0	0	0	0	0	0	0	0	25.0
Total:																											
Amount Available	\$173,464																										
Amount Requested	\$173,464																										
Balance	\$0																										
CATEGORY: RENTAL																											
Applicant	Project Name/Location	Risks	# of Units	Over-Occ	Amount Requested	Proposed Amount Leveraged	Estimated Total Project Cost	Request as Percent of Project	Developer Fee	Developer Fee as Percent of Project	Population Served	Project Description	Leveraged Funds	Income Targeting	Affordability Period	Employment & Training	Neighborhood Diversity	Green Building	Community Facilities	Community Improvements	Accessibility	Service Partners <td>Construction</td> <td>Community Needs</td> <td>TOTAL</td>	Construction	Community Needs	TOTAL		
Veterans with chronic homelessness and mental illness																											
Center for Veterans Issues, Ltd.	3206 Veterans Manor @ Wisconsin Ave. Northside Homeownership Initiative	52			\$242,150	\$1,034,009	\$1,277,759	2.2%	-	0.0%	0.0%	Economic Development and Job Training Center	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	
Guarant & Company	King Commons IV	40			\$225,000	\$8,484,225	\$8,709,225	2.4%	909,000	10.4%	10.4%	single family homes for rent-to-own program	15	11	1	0	0	0	0	0	0	0	0	0	0	0	27.0
Martin Luther King EDC	2701 N MLK Dr. - Scattered Sites	6	30		\$200,000	\$1,758,840	\$1,958,840	2.2%	922,376	10.3%	10.3%	Mixed use mixed income housing development	15	9	1	0	0	0	0	0	0	0	0	0	0	0	25.0
Riverworks Development Corp.	Riverworks Lofts 3372 N. Hobson Street	36			\$460,000	\$5,033,933	\$5,093,933	7.5%	650,000	10.7%	10.7%	Rehabilitation of former industrial site into 36 affordable rental units	9	11	1	0	0	0	0	0	0	0	0	0	0	0	21.0
Amount Available	\$242,150																										
Amount Requested	\$1,127,150																										
Balance	(\$885,000)																										
CATEGORY: HOMELESSNESS																											
Applicant	Project Name/Location	Risks	# of Units	Over-Occ	Amount Requested	Proposed Amount Leveraged	Estimated Total Project Cost	Request as Percent of Project	Developer Fee	Developer Fee as Percent of Project	Population Served	Project Description	Leveraged Funds	Income Targeting	Affordability Period	Employment & Training	Neighborhood Diversity	Green Building	Community Facilities	Community Improvements	Accessibility	Service Partners <td>Construction</td> <td>Community Needs</td> <td>TOTAL</td>	Construction	Community Needs	TOTAL		
Veterans with chronic homelessness and mental illness																											
Affordable Housing Centers of America	Homebuyer Counseling Various				\$100,000	\$124,200	\$224,200	44.6%	-	0.0%	Low-income Homebuyers	Homebuyer counseling services for low-income clients	3	6	1	0	0	0	0	0	0	0	0	0	0	10.0	
Domestic Center for Women	Owner-Occupied Rehabilitation Scattered Site		11		\$125,000	\$203,894	\$328,894	38.6%	-	0.0%	Very Low-income Homeowners	Rehabilitation of owner occupied homes	3	12	2	0	0	0	0	0	0	0	0	0	0	17.0	
Layton Blvd West Neighbors	Turnkey Renovations Program Youth Build Project Undetermined	3			\$30,000	\$250,393	\$280,393	10.7%	-	0.0%	Low-income Homebuyers	Rehabilitation and sale of foreclosed homes	9	3	1	0	0	0	0	0	0	0	0	0	0	13.0	
Affordable Christian Center	Emergency Repair Loan Program Scattered Sites	1			\$40,000	\$675,537	\$715,537	5.6%	-	0.0%	Low-income Homebuyers	Homebuying by at-risk youth	9	6	1	0	0	0	0	0	0	0	0	0	0	16.0	
Neighborhood Improvement Development Corp.	Emergency Repair Loan Program Scattered Sites	20			\$173,464	\$26,250	\$199,714	86.9%	-	0.0%	Low-income Homeowners	Emergency repairs	3	12	1	0	0	0	0	0	0	0	0	0	0	16.0	
Northwest Neighborhood House, Inc.	Youthbuild - A Fresh Start	2			\$105,000	\$78,000	\$83,000	12.8%	-	0.0%	Low-income Homebuyers	Homebuying by at-risk youth	6	6	1	0	0	0	0	0	0	0	0	0	0	13.0	
Rebuilding Together Greater Milwaukee	Owner-Occupied Rehabilitation Scattered Sites		3	31	\$100,000	\$834,531	\$934,531	10.7%	-	0.0%	Elderly and disabled	modifications and emergency repairs of	6	12	1	0	0	0	0	0	0	0	0	0	0	19.0	
Amount Available	\$173,464																										
Amount Requested	\$673,464																										
Balance	(\$500,000)																										
Other Needs A Identified																											
Amount Available	\$104,077																										

Footnotes: (a) Formal appraisal was not provided, written estimate of value provided by developer.
 (b) Ineligible Activity/Use of funds
 (c) (d) (e)

TOTAL ALL CATEGORIES	TOTAL ALL UNITS
Amount Available	\$693,555
Amount Requested	\$1,974,776
Balance	(\$1,281,221)
Total Leveraged:	\$38,758,345

