

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 3, 2010

1:30 PM

Room 301-A, City Hall

Meeting convened at 1:35 P.M.

1. Roll call

Individuals present:

Mario Higgins, Community Block Grant Administration

Present 5 - Kammholz, Passaro, Wasserman, Peters and Schneider Peragine

2. Review and approval of minutes of June 25, 2010 meeting

Motion by Mr. Peters to approved minutes, seconded by Mr. Kammholz. There were no objections.

3. Discussion relating to the clarification and the purpose behind the language change to the Housing Trust Fund application

Mr. Peters stated that he got confused when sending his email requesting the clarification of the language.

Mr. Higgins explained that there was not really an intent to change the language. There was just a point of clarification as he was going through the application that, did not get conveyed when Mr. Mahan was before the full board.

4. Review the updated funding guidelines and procedures for the Housing Trust Fund

Mr. Kammholz opened the discussion by saying that, the Housing Trust Fund received 12 proposals. There are standard practices of how these are evaluated. The Funding Guidelines for 2010 Housing Trust Fund Project Award. (Exhibit). There are \$1,757,628.00 available for funding. The job of this body is to indentify the best proposal possible to go forward, the Technical subcommittee votes on the procedures apply in coming up with the recommendations.

Mr. Kammholz asked members to forward any questions they may have between now and December 10, the date of the next meeting, to be forward to the Staff Assistant and she will distribute to Mr. Higgins

Mr. Kammholz asked Mr. Higgins if there are any outstanding issues with the Homelesness.

Mr. Higgins said no

Mr. Kammholz directed the members to fill out their spreadsheet form, based on the scoring point system sheet criteria and Mr. He also said that the only public sheet in regards to scores, will be the combined scoring sheet that it will be used as supporting documentation to the recommendations the Techncial Subcommittee will provide to the full housing trust fund advisory board.

Motion by Mr. Kammholz, seconded by Ms. Passaro to approve Funding Guidelines for 2010 Housing Trust Fund Project Award. There were no objections.

5. Review and discussion of the housing trust fund applications

No further discussion took place regarding the application. Application was discussed in length at the full housing trust fund board meeting of the October 14, 2010.

This was

6. Next meeting date, time and agenda

Friday, December 10 at 9:00 A.M. Port of Milwaukee, Conference Room 2323 S Lincoln Memorial Dr.

Meeting adjourned at 2:36 P.M. Joanna Polanco Staff Assistant



CITY OF MILWAUKEE HOUSING TRUST FUND Scoring Point System

Leveraged Dollars HTF dollars are less than 3% of total project cost HTF dollars account for 3 - 5% of total project cost HTF dollars account for 6 - 10% of total project cost	Point Range	Max Points
HTF dollars are less than 3% of total project cost HTF dollars account for 3 - 5% of total project cost		ruints
HTF dollars account for 3 - 5% of total project cost		15
HTF dollars account for 3 - 5% of total project cost HTF dollars account for 6 - 10% of total project cost	15	
HTF dollars account for 6 - 10% of total project cost	12	
	9	
HTF dollars account for 11 - 15% of total project cost	6	
HTF dollars are more than 15% of total project cost]	
Income Targets - Please Use Attached Chart	100000000000000000000000000000000000000	15
# of units with residents up to 30% of income target		di natati
# of units with residents between 30% and 50% of income target		
# of units with residents between 50% and 60% of income target	2	
# of units with residents between 60% and 80% of income target	1	
# of units with residents between 80% and 100% of income target	9	
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	500000000000000000000000000000000000000	15
Creation of training program to provide better employment opportunities		15
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?	3	
Neighborhood Diversity	Maria de la companya del companya de la companya del companya de la companya de l	5
Project Increases diversity of housing types in the neighborhood		
Green Building Principles	MANUAL PROPERTY.	5
Project Utilizes Green building Principles	1	
Coordination with Community Institutions	Briefe A Life Atlanta	5
Project is Coordinated with Community Institutions	5	
Community Integration	Maria Contract	5
Move persons from institutions to community		
Experience	高さなですがきま りできる。	10
Agency experience with same type/similar project	2	
Staff experience with same type/similar project	4	
Management Agency Experience	4	100
Accessibility improvements or modifications		
Meets Minimum Standards	542.02 (1 TE A C - C - TE A	2012 D 10 10 10 10 10 10 10 10 10 10 10 10 10
Exceeds Minimum Standards	5	
Service Partners (b)	Superdiscovery Memory	STATE STATE
Provision of services on site w/out use of HTF \$	ZASEN WATER	5
Construction Financing		
Construction Loan is Firmly Committed	Carlos and Asset to a few	5
Construction Loan is Firmly Committed Construction Loan is Conditionally Committed	5	
Construction Loan is conditionally committed Construction Loan is not Identified	2	
Proposal Meets Community Needs (Subjective)	0	
TBD by Reviewer		15
Total Points	0-15	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

INCOME TAR	GETING TABLE		
	Market Elegations	*CMI Based C	n Average
CMI %	Rating Points	Household	Size of 4
Up to 30%	15	0	21,350
>30% to 50%	12	21,351	35,550
>50% to 60%	9	35,551	42,700
>60% to 80%	6	42,701	56,900
>80% to 100%	3	56,901	71,100

^{*}County Median Income 4 person household

\$71,100

UNIT FORM	IULA TABLE			
Up to 30% CMI	>30% to 50% CMI	>50% to 60% CMI	>60% to 80% CMI	>80% to 100% CMI
15 <u>B</u>	12B	9 B	6 B	3 B
Α	A	Α	A	A
A = Total Units	<u> </u>		<u> </u>	1
B = Units meeting HTF In	come Targets			

- Step 1: Determine which HTF target income level the project (or units) falls under (30% CMI, 50% CMI, 60% CMI, 80% CMI, or 100% CMI)
- Step 2: Using the INCOME TARGETING TABLE, identify the income level which is appropriate for your project
- Step 3: Locate the Rating Points associated with the income target for your project (15, 12, 9, etc)
- Step 4: Using the Rating Points identified in step 3, locate the appropriate formula set to use in the UNIT FORMULA TABLE
- Step 5: Using the UNIT FORMULA TABLE, place the number of units meeting the project income target identified in step 2 as the Numerator (B).
- Step 6: Place the Total Number of units as the Denominator (A).
- Step 7: Run the calculation to determine the appropriate number of points awarded for this section (for mixed income projects the calculation must be ran for the number of units under each income target.

If applicable

Step 8: Add the points together (from step 7) and round to the nearest whole number to get score.

Example:

- 1. Project (Units) is in the 50% CMI category
- 2. Project will have 50 units of which 25 are for households making at or around \$22,000/yr
- The above two facts results in the project (units) being given 12 rating points.

Calculation: 12 (rating points) * (25 (# of units targeted) over 50 (total units))

12 * 25/50 = or 6 points. (This assumes that the remaining 25 units are targeted for households greater than 100%)

If remaining units fall under 100% CMI run the calculation at the appropriate income level and number of units

Example

- 1. Remaining Units are in the 60% CMI category
- 2. Project will have 50 units of which 25 are for households making at or around \$38,000/yr
- 3. The above two facts results in the project (units) being given 9 rating points.

Calculation: 9 (rating points) * (25 (# of units targeted) over 50 (total units))

9 * 25/50 =or 5 points.

Total points for this project is 6+5= 11 points

			# of Un	its	ľ											SC	ORIN	G				
Applicant	Project Name/Location	Retub	New	Owner-Occ	Amount Requested	Proposed Amount Leveraged	Estimated Total Project Cost	Population Served	Project Description	Leveraged Funds	Income Targeting	Affordskility Period	Employment &	Neighborhood Diversity	Green Building	Community	Community	Experience	Accessibility	Service Partners	Financing Community Monda	TOTAL
ATEGORY: HOMELESSNESS	- SEFERRE AND ROLL OF THE PARTY.	OHI		0.74673	14,836 (150)	97=+ 30-1	The Life NAC	医生星动物	ACKNOWLEND TO		143/2	£1072	313767		(eCy t	12+;	100	-7/3	12-03/	45.7KH	gent.	2.74
Community Advocates, Inc.	Autumn West 3410 W. Lisbon Avenue Total:		21		\$173,464 \$173,464	\$1,973,631 \$1,973,631	\$2,147,095		transitional living center for homeless persons	0	0	0	0	0	0	0	0	0	0		0 0	0.0
Amount Available Amount Requested Balance	\$173,464 \$173,464 \$0		41	Several Control	31/3,464		32,147,095		*			100						7		Żr.		

Cartegory: RENTALS				# uf Un	its	1											SCO	RING					
Veterans Incinent Incinent	Applicant	Project Name/Location	Rehab	Nex	- 5		Amount	Tutai Project		Project Description	Leveraged Funds	Income Targeting	Affordability Period	Employment & Contracting	Neighborhaod Diversity	Green Building	Community	Community	Experience	Accessibility	Service Partners	Financing Community Needs	TOTAL
Center for Veterans Issues, Ltd. Veteran Manor S2 S242,850 S11,034,909 S11,277,759 S11,277	ATEGORY: RENTAL	14 (1986) (1886)	130	nic.	1111	ettinalan, i	11.465 V II	40000		· · · · · · · · · · · · · · · · · · ·		_		358	£t.	1163	256	7. 10	٠,	-	r r	Self (1357
Initiative Scattered Sizes 40 \$225,000 \$8,484,225 \$8,709,225 Renters				52		\$242,850	\$11,034,909	\$11,277,759	chronic homelessness and mental illness	unit building for Veterans	ľ	0	0	o	0	0	0	0	0	0	0		0.
Martin Luther King EDC Sites 6 30 \$200,000 \$8,758,840 \$8,958,840 Renters development Corp. Sites 6 30 \$200,000 \$8,758,840 \$8,958,840 Renters development Corp. Sites 6 30 \$200,000 \$5,633,933 \$6,093,933 CMI affordable rental units 4 2 122 0 \$1,127,850 \$33,911,907 \$35,039,757	orman & Company	Initiative Scattered Sites		40		\$225,000	\$8,484,225	\$8,709,225	Renters	rent-to-own program	0	0	0	0	0	0	0	0	0	0	0	0 0	0.
Riverworks Lofts 3372 N. Holton Street 36 \$460,000 \$5,633,933 \$6,099,933 CMI industrial rite into 36 affordable rental units 42 122 0 \$1,127,850 \$33,911,907 \$35,039,757 Amount Available \$242,850 \$34,913,913,913,913,913,913,913,913,913,913	artin Luther King EDC		6	30		\$200,000	\$8,758,840	\$8,958,840	Renters	development	0	0	0	0	0	0	0	0	0	0	0	0 0	0.
Amount Available \$142,850 Amount Requested \$1127,850	iverworks Development Corp.				•				Renters <60% CMI	industrial site into 36	0	0	٥	0	0	0	0	0	0	٥	o - 50	APPEARED.	0.
Balance (\$185,000)			_			31,117,000		23423,737							ÿ						1		
				80																*			

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	i		# of Un	its					96							SCO	RING					
Applicant	Project Name/Location	Rehab	Nes	Owner-Occ	Amount Requested	Proposed Amount Leveraged	Estimated Total Project Cost	Papulation Served	Project Description	Leveraged Funds	Income Targeting	Affordability Period	Employment & Contracting	Neighborhaod Diversity	Green Building	Community	Community	Experience	Improvements	Service Partners	Pinencing Community Meeds	TOTAL
CATEGORY: HOMEOWNERSHIP		Carp No	£ .01	1.0		5972 Var. 11		C. 60 -62462	SECTOR AND AND ADDRESS OF THE PARTY OF THE P	372	5327	-200	150	6. 7		7.9	475	k V		(17.	565
Affordable Housing Centers of America	Homebuyer Counseling Various				\$100,000	\$124,200	\$224,200	Low-Income Homebuyers	Homebuyer couseling services for low-income clients	0	0	0	0	0	0	0	0	0	0	0	0 0	0.0
ominican Center for Women	Owner-Occupied Rehabilitation Scattered Site			LS.	\$125,000	\$203,894	\$378 894	Very Low- Income homeowners	Rehabilitation of owner occupied homes	۰	0	0	0	0	0	0	0	0	0	0	0 0	0.
syton Blvd West Neighbors	Turnkey Renovations Program	,		••	\$30,000	\$250,393		Low-Income Homebuyers	Rehabilitation and sale of foreclosed homes		0	0	0	0	0	0	0	0	0	0	0 (0.
	Youth Build Project	,						Low-Income	Homebuilding by at-risk youth		0	0	0	0	0	0	0	0	0	0	0 0	0.
ilwaukee Christian Center	Undetermined Emergency Repair Loan		1		\$40,000	\$675,537		Homebuyers Low-Income	homeowners for	١.	٥	0	0	٥	0	0	0	0	0	0	0 (0.
eighborhood Improvement Development Corp.	Program Scattered Sites Youthbuild - A Fresh Start			20	\$173,464	\$8,558,840		Homeowners Low-Income	emergency repairs Homebuilding by at-risk	,						0	0	0	0	0	0 (0.
ortheott Neighborhood House, Inc.	Bronzville 2772, 2476 N. 5th St. Owner-Occupied Rehabilitation		2	Not	\$105,000	\$758,000	\$863,000	Homebuyers Elderly and	youth modifications and	ľ					^	^	. "	Ť		^		
building Together Greater Milwaukee	Scattered Sites			Clear	\$100,000	\$305,500	\$405,500	disabled	emergency repairs of	l °	0	U No.	J	J				En:	821	•	• •	SVE
	Total:	3	3	31	\$673,464	\$10,876,364	\$11,549,828	2.14	3 1	100				1		14.	1					14
Amount Available Amount Requested Balance	\$173,464 \$673,464 (\$588.000)	130.		_			99 7								V.		A CONTRACTOR					

Other Needs A Identified

Amount Available \$104,077

TOTAL ALL CATE	CORIES	TOTAL	ALL	UNITS
Amount Available	\$693,855	45	146	31
Amount Requested	\$1,974,778			
Balance	(\$1,280,923)			

Total Leveraged:

\$46,761,902

Footnotes: (a) Formal appraisal was not provided, written estimate of value provided by develope

(b)

(6