



# City of Milwaukee

200 E. Wells Street  
Milwaukee, Wisconsin  
53202

## Meeting Minutes HOUSING TRUST FUND ADVISORY BOARD

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Wednesday, April 18, 2007

9:00 AM

Room 301-A

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### 1. Roll Call

*Also Present: Mr. Vincent Lyles*

**Present** 8 - McGee, Murphy, Soika, Kammholz, Van Alstine, Sanchez, Madden and Dummer Combs

### 2. Introduction of members

*A round of introductions was made.*

### 3. Communication by Deputy City, Jim Owczarski relating to open meeting laws

*Deputy City Clerk Jim Owczarski appeared and discussed various aspects of the state Open Records and Open Meetings laws.*

### 4. Discussion of the Application Funding Process

*Ald. Murphy submitted a proposed draft application form which he said borrowed extensively from that used successfully by the city of Columbus, OH. He then asked for comments on it.*

*Ms. Sanchez said the application should provide information to prospective applicants about the way the advisory board would be prioritizing applications, i.e., which sort of application would be received the most favorably.*

*Ms. Dummer-Combs said she would like some mention of how long a particular applicant intended to have a property remain affordable. She said it should also include a set of income levels for housing types other than owner-occupied. She said the application also did not seem to have enough information, and therefore did not do enough to encourage, prospective providers of wrap-around services*

*Mr. Morics, City Comptroller, inquired as to where in the process the board should indicate that it intended its money to be the "last in" or "but-for" financing and not the source of first resort. Ald. Murphy indicated that this information should be up front and in the application.*

*Mr. Lyles asked whether it was premature to recommend an application form and if there were not policy issues with respect to the trust fund still unresolved? Ald. Murphy said the board was actually the result of almost three years' worth of work and that many of the policy decisions with which Mr. Lyles was concerned were addressed in the record of the Housing Trust Fund Task Force. He continued that the work of the trust fund was likely to grow in importance given recent press accounts of the collapse of the sub-prime lending market.*

*Ms. Sanchez said she would like the application to include more information about the*

*entire development team making the proposal.*

*Mr. Steven Mahan, director of the Community Development Block Grant Administration, said he was working with the office of the City Attorney to prepare language that will have to be included in the agreements eventually signed with those awarded grants. Of particular importance will be those crafting restrictive covenants to insure things like owner-occupancy and affordability over a period of years.*

*Mr. Kammholz asked how the Board would be evaluating proposals? Ald. Murphy said he hoped the Board would follow a "Committee of the Whole" approach for its deliberations and would eventually adopt a set of criteria for use in evaluation. He said he would share those used by Columbus, OH with the Board. He said the key would be demonstrating that clear, consistent rules were followed in making grants.*

*Mr. Lyles said the application should include information about the process that would be followed to evaluate proposals.*

*Mr. Mahan said the Board might consider performing an initial technical review of all proposals to insure certain basic criteria were met, such as whether or not a particular property is even zoned to permit residential development.*

*Mr. Van Alstine asked if, perhaps, not enough consideration had been given in the application to owner-occupants, particularly as it pertains to wrap-around services? Ms. Sanchez said she felt there was not enough room for small service providers in the structure as envisioned, and they play an important role in helping people retain and remain in their homes. Mr. Mahan said that, it seemed to him, that there ought to be monitoring of those providing wrap-around services. If there is, he said his office will need to determine a system for doing so.*

*Ms. Sanchez asked if it was the intent of the Board to send all its annual resources to RFP at once or to issue them by category. Ms. Dummer-Combs said issuing the entire sum at once would not be a problem so long as the Board, as a matter of policy, remembers to respect the ratios between the three categories as specified in the recommendations of the Affordable Housing Task Force. Mr. Morics said much of the Board's deliberations on this topic would be predicated on how many proposals are actually received.*

*Ald. Murphy asked that all proposed changes to the application form be submitted to him and he would prepare a new version based on this input.*

**5. Presentation Proposal by Select Milwaukee/LISC**

*Ald. Murphy said this item will be heard at the next scheduled meeting.*

*Mr. Van Alstine inquired about a possible conflict of interest for an attorney or employee of a firm that might make a proposal to the trust fund who is also a member of the Board. Ald. Murphy recommended that a confidential opinion be sought of the Board of Ethics.*

**6. Schedule next meeting date(s)**

*Next meeting was set for Wednesday, May 2, 2007, beginning at 1:30 p.m.*

The meeting adjourned at 11:05 a.m.

Jim Owczarski, Deputy City Clerk