

Dane County Affordable Housing Development Fund
RFP #119037



Limestone Ridge Apartments
Fitchburg, WI

JTKLEIN, INC.
DEVELOPMENT • CONSTRUCTION • MANAGEMENT



Table of Contents

Attachment A- Signature Affidavit

Response to General Requirements- (Tabs 1-8)

Tab 1:	Introduction.....	4.3
Tab 2:	Development Team & Service Team Background.....	4.4
Tab 3:	Project Description.....	4.5
	Project Location	4.5.1
	Photo Voltaic Array	4.5.2
Tab 4:	Project Financing and Leverage	4.6
Tab 5:	Fair Tenant Selection	4.7
Tab 6:	Tenancy Addendum.....	4.8
Tab 7:	Housing First.....	4.9
Tab 8:	Supportive Services Plan	4.10

Required Forms

Tab 9:	Attachments B & C.....	4.11
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VENDOR INFORMATION

VENDOR NAME: JT Klein Company, Inc.

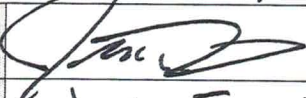
Vendor Information (address below will be used to confirm Local Vendor Preference)			
Address	818 S. Park St.		
City	Madison	County	Dane
State	Wisconsin	Zip+4	53715-
Vendor Rep. Name	Jacob Klein	Title	President
Email	jacob@jtklein.com	Telephone	612-202-1577
Dane County Vendor #	25895		

Fair Labor Practice Certification (check only 1)	
<input checked="" type="checkbox"/>	Vendor has not been found by the National Labor Relations Board ("NLRB") or the Wisconsin Employment Relations Commission ("WERC") to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.
<input type="checkbox"/>	Vendor has been found by the National Labor Relations Board ("NLRB") or the Wisconsin Employment Relations Commission ("WERC") to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.

Local Vendor Purchasing Preference	
Are you claiming a local purchasing preference under DCO 25.08(7)?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (complete remainder of this section)
Preference as a Dane County Business:	<input checked="" type="checkbox"/> Dane
Preference as a business located in a county adjacent to Dane County:	<input type="checkbox"/> Columbia <input type="checkbox"/> Sauk <input type="checkbox"/> Iowa <input type="checkbox"/> Green <input type="checkbox"/> Dodge <input type="checkbox"/> Rock <input type="checkbox"/> Jefferson

Cooperative Purchasing	
<input type="checkbox"/>	I <u>agree</u> to furnish the commodities or services of this bid to other municipalities.
<input checked="" type="checkbox"/>	I <u>do not agree</u> to furnish the commodities or services of this bid to other municipalities.

Addendums – this vendor hereby acknowledges receipt/review of the following addendums, if any.									
Addendum #1	<input type="checkbox"/>	Addendum #2	<input type="checkbox"/>	Addendum #3	<input type="checkbox"/>	Addendum #4	<input type="checkbox"/>	None	<input type="checkbox"/>

Signature Affidavit			
<p>In signing this bid, we certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor; that the above statement is accurate under penalty of perjury.</p> <p>The undersigned agrees to hold the County harmless for any damages arising out of the release of any material unless they are specifically identified on Attachment B. The undersigned, submitting this bid, hereby agrees with all the terms, conditions, and specifications required by the County in this Request for Bid, and declares that the attached bid and pricing are in conformity therewith.</p>			
Signature		Title	President
Name (Printed)	Jacob T. Klein	Date	7/17/19

4.3 Introduction

The following document is a response to the Dane County's Affordable Housing Development Fund Request for Proposal #119037. JT Klein Company is pleased to present the Limestone Ridge Apartments proposal.

Development Team Capabilities:

In November 2014, Jacob T. Klein formed JT Klein Company, Inc. with the ambition to develop affordable and senior housing for Wisconsin's low income families and seniors. Over the past 14 years Jacob has been involved with the development and construction of affordable and market rate apartments, independent senior apartments, assisted living and memory care. Jacob's role includes site identification, market analysis, securing entitlements, sourcing debt and equity financing and construction project management. Between his experience with his former firm and with JT Klein Company, Jacob has developed over 1,350 units with project costs totaling over \$200,000,000. He has also served as construction project manager for over 600 of those units with construction contracts of exceeding \$60,000,000.

The Limestone Ridge Apartments will be developed by JT Klein Company, Inc. and will be supported by the professional experience of a handpicked development team. Each member of the development team has long standing working relationship with JT Klein Company, which helps JT Klein meet the rigorous standards required of each development.

Development Team:

Developer/ Owner: JT Klein Company, Inc.
Lead Contact: Jacob T. Klein

Accountant: SVA
Lead Contact: Mike Kendhammer

Attorney: Reinhart
Lead Contact: William Cummings

Management Company: Oakbrook Corporation
Lead Contact: Michael Morey

Veterans and Supportive Service Management: Community Action Coalition for South Central Wisconsin
Lead Contact: Jim Schroeder

Architect: JLA and Associates
Lead Contact: Joseph Lee

General Contractor: McGann Construction
Lead Contact: Aaron Kostichka

A copy of detailed information for members of the development team is attached below:

COMPANY OVERVIEW

HISTORY OF THE COMPANY

Oakbrook Corporation was formed in 1987 for the purpose of engaging in real estate property management, leasing and project management. Subsequently, the firm added brokerage, leasing, research, construction management and consulting services. Along the way, we have held true to our values of diligence, stewardship, and integrity. Our success in adhering to these principles is the primary reason that our company has attained a significant number of prominent clients who have continued their relationship with us for many years.

2019 marks 32 years since Oakbrook's founding. We now employ over 240 employees, manage over 6,900 apartments at 80 different locations in Wisconsin, Illinois and Iowa, and 45 commercial properties in the metropolitan Madison area, all totaling over 10 million square feet of space. Oakbrook is an Accredited Management Organization and has a Certified Property Manager and another Certified Property Manager candidate on staff.

UNIQUE ORGANIZATIONAL STRUCTURE

Oakbrook conducts business through an organizational structure that remains virtually unique among Wisconsin real estate service firms. We are organized into six primary operating groups:

- Residential Property Management
- Commercial Property Management
- Brokerage & Leasing
- Development & Investment
- Construction
- Accounting, corporate operations and treasury

Our experience and longevity in managing and leasing commercial property in the Madison market is unrivaled. As each assignment warrants, we can bring together teams with special expertise in research, financial analysis, property management, development, project management, construction and transaction execution, providing our clients with a unique blend of value added services. Each team's breadth of prior experience on a local and national basis creates a potent array of insight, experience and knowledge of the many disciplines that need to be mastered for a successful project.

COMPANY OVERVIEW

SERVICES OVERVIEW

The backbone of our organization and the services we offer to our residential and commercial clients stems from broad and comprehensive experience developing, financing, marketing, managing and selling our own properties. This experience has provided us with both broad and deep knowledge of all the faculties and skills necessary to achieve success in the complex world of property ownership. We have experienced in house resources that allow us to offer the following integrated services:

Residential and Commercial Management Property Management

- Property Accounting
- Federal and State Program Compliance
- Annual Budget Planning and Expense Management
- Capital Budget Planning and Execution
- Renovations
- Client Relations
- Tenant Relations
- Human Resources and Payroll Management
- Marketing and Leasing
- Owner Financial and Tax Reporting
- Property Transitions
- Recruiting and Employee Development
- Revenue Management
- Senior Housing
- Preventative Maintenance

Brokerage

- Retail, Office, Industrial, Multifamily, Land, and Corporate Building Sales and Acquisitions
- Landlord and Tenant Representation
- Investment Sales and Acquisitions
- Broker Opinion of Value

Development and Construction Services

- Strategic Planning
- Analysis of Facility Operating Costs
- Project Management
- Mortgage/Equity Financing Service
- Site Selection and Acquisition
- Construction Management
- Design Consulting Services
- Architectural/Engineering Contract Negotiations
- Construction Contract Negotiation



MICHAEL L. MOREY

President
Oakbrook Corporation

CAREER SUMMARY

Prior to forming the Oakbrook Corporation in 1987, Mr. Morey was Executive Vice President and Secretary of Madsen Corporation, a Midwestern commercial development and construction business. He was also President of its two operating subsidiaries, Madsen Investment Services, Inc., a licensed securities broker/dealer, and Madsen Mortgage Company, Inc., a mortgage-banking firm. During his 13 years at Madsen, Mr. Morey was responsible for development, financing and financial planning for \$400 million in properties developed and/or owned by Madsen. He also supervised the activities of Madsen's developers, real estate agents, securities agents, property managers, and finance directors.

During his career, Mr. Morey has been active as a speaker at seminars on various aspects of real estate. He is currently a member of the Wisconsin Real Estate Alumni Association. Mr. Morey is a past member of the Board of Trustees of the Edgewood Campus Grade School and the Edgewood College Board of Trustees. He is also a past member of the Board of Directors of Downtown Madison, Inc., the Business and Advisory Board of Attic Angels, and previously on the Gubernatorial appointed Multifamily Dwelling Code Council.

EXPERIENCE

As President of Oakbrook Corporation Mr. Morey is responsible for overall corporate management and directs the brokerage, property management, consulting, development, construction and financial operations.

- 1987 – Present: President
Oakbrook Corporation

EDUCATION

- University of Wisconsin-Madison, M.B.A., Finance, 1974
- University of Wisconsin-Madison, B.S. Engineering, 1972

PROFESSIONAL AFFILIATIONS

- Licensed Real Estate Broker – Wisconsin, Illinois, Iowa



MICHAEL C. MOREY

Senior Vice President
Oakbrook Corporation

CAREER SUMMARY

Michael Morey joined Oakbrook in 2007. In his current role, Mr. Morey provides leadership and oversight of the Investment division, which includes all development, acquisition, asset management and disposition activities on behalf of Oakbrook's principals, clients and stakeholders. Mr. Morey works directly with Oakbrook's lending and investor partners as well as the operations and accounting divisions to maximize the value and returns of this portfolio. Mr. Morey has experience with a variety of housing types and finance programs, having lead or participated in the development, financing, repositioning, and sale of over \$300 million of multifamily housing over the course of his career.

Prior to joining Oakbrook, Mr. Morey worked for General Growth Properties in Chicago. His responsibilities included project management and providing feasibility analysis of redevelopment and capital improvement projects for regional malls and unique retail properties within GGP's existing portfolio. Previously he worked at Lend Lease Real Estate Investments in Boston, MA, a national tax credit equity syndication and investment firm.

EDUCATION

- University of Wisconsin-Madison, M.S., Real Estate and Urban Land Economics, 2005
- University of Michigan, A.B., Economics, 2003

PROFESSIONAL AFFILIATIONS

- Licensed Real Estate Salesperson, Wisconsin
- Wisconsin Real Estate Alumni Association
- National Multi-Housing Council
- Board Member, Catholic Charities of Madison



JOSEPH M. CARPENTER

Chief Financial Officer
Oakbrook Corporation

CAREER SUMMARY

Joe Carpenter is a financial and informational systems professional with experience in property management, telecommunications, publishing and distribution. He has broad skills in financial systems design and improvement, information systems implementation and operational improvements. Much of his recent experience has been managing organizations through change and developing staff.

EXPERIENCE

Joe is responsible for the company's finance, human resource and information technology functions.

- 2009 – Present: CFO
Oakbrook Corporation
- 2002 – 2009: Controller & Operations Manager
H&M Distributing
- 2000 – 2002: Controller
Hanley-Wood, LLC
- 2000: Accounting Manager
The Wilderness Society
- 1995 – 2000: Specialist – Accounting & Finance
Southern New England Telephone
- 1991 – 1995: Staff Accountant
Martin Verhelst, CPA

EDUCATION

- University of Wisconsin-Madison, BBA, Accounting, 1991
- Quinnipiac University, MBA, 1999

PROFESSIONAL AFFILIATIONS

- AICPA, WICPA, Financial Executives International

PROFESSIONAL PROFILE



JENNIFER FOLAND

Director | Compliance

CAREER SUMMARY

Jennifer Foland brings over 15 years of experience in the area of real estate compliance. With a background in real estate sales and investments, Jennifer has proven to be an asset to owners who search for ways to navigate the complex process of ensuring their assets are in compliance with all applicable federal and state regulations.

Oakbrook Corporation's affordable portfolio includes Section 42, Section 8, and Section 515 properties with additional layering of HOME, Bonds, and project based voucher funding. Jennifer manages a talented compliance team who work diligently to oversee our diverse portfolio of properties in multiple states.

EXPERIENCE

Ms. Foland is a skilled and experienced Director of Compliance with a demonstrated history of working the real estate industry and has significant skills in overseeing the compliance of 3000+ units including multi-family and senior properties containing a blend of market rate and affordable units. Her work experience includes:

- Compliance Specialist Oakbrook Corporation. Managed the day-to-day leasing of affordable units, working closely with property managers to ensure households were initially qualified and remained qualified throughout their tenancy. Ensured portfolio of over 1000+ affordable units maintained compliance with multiple affordable programs. Tracked income and rent limits. Prepared investor and state audits to maintain higher ratings.
- Real Estate Sales Agent for Keller Williams Realty. Ranked in top 5% of agents in Las Vegas area. Marketed real estate holdings. Negotiated real estate transactions. Facilitated educational sessions on buying HUD properties.

EDUCATION

- Bachelor of Arts – Mass Communication, University of Wisconsin-Milwaukee
- Real Estate Sales Associate Certificates, Shorewest Real Estate School and Real Estate Sales Associate Certificate, ABC Real Estate School

CERTIFICATIONS - Housing Credit Certified Professional (HCCP), Novogradac Property Compliance Certification (NPCC), and Certified Occupancy Specialist (COS)

PROFESSIONAL ASSOCIATIONS - National Center for Housing Management, National Association of Homebuilders



ALLISON C. OLSON

Director of Operations
Oakbrook Corporation

CAREER SUMMARY

Allison Olson joined Oakbrook in 2017 as our Director of Training, and was recently promoted to Director of Operations. In her new role, she works to organize daily operations and enhance communication with other key operating divisions. Allie identifies and targets areas in which our residential business can improve and develops plans to address these areas of opportunity. Additionally, she manages and implements our policies and procedures while coaching and training our employees. As a results-focused leader, Allie leads our employee engagement efforts, including Oakbrook's Annual Leadership Summit.

Prior to joining the Oakbrook team, Allie spent ten years with AT&T, where she led large teams in both the sales and training organizations. Most recently, she served as Associate Director of Training, specializing in development and delivery of Sales and Leadership training courses. Her knowledge of project management, operations, learning theory, curriculum design and engaging delivery make her an asset to the team.

EDUCATION

- Bachelor of Arts—Organizational Communication, University of Wisconsin-Green Bay, 2010

PROFESSIONAL AFFILIATIONS

- Association for Talent Development

PROFESSIONAL PROFILE



JENNIFER ADE

Director | Property Management

CAREER SUMMARY

Having learned property management from the ground up, Jennifer brings a strong background in finance, residential leasing operations and property development. Jennifer comes with 20+ years of experience in multiple aspects of housing and asset management. Before returning to Oakbrook, Jennifer previously served as Vice President of Property Management for Wimmer Communities where she was accountable for the performance of 3,500 apartments in the Milwaukee market. Jennifer previously served Oakbrook Corporation as Regional Manager, with a portfolio exceeding 40 properties consisting of more than 3,200 residential units located in Illinois and Wisconsin. These properties included market rate, HUD Section 8 and HOME, USDA Rural Development and Low Income Housing Tax Credit financed developments. Jennifer also holds a degree in accounting/finance and is a licensed real estate broker.

CORE KNOWLEDGE & SKILL AREAS

- ◆ Asset Management
- ◆ Client/Owner Relations
- ◆ Capital Improvement Planning
- ◆ Financials/Budgets
- ◆ Service Strategies/Solutions
- ◆ Marketing Strategies
- ◆ Contract Negotiating
- ◆ Recruiting/training/coaching
- ◆ Tax Credit Compliance

EXPERIENCE

Jennifer is an expert in combining financial and business planning with tactical execution to optimize long term gains in performance, revenues, and profitability. Jennifer is a results-focused, quality-driven, business executive with experience increasing efficiency of operations and team building. Jennifer demonstrates consistent achievement of objectives, supervisory and service skills with dedication to employer, owners/clients.

- Responsible for a portfolio of 40 properties, 2100+ apartments including market rate, and Low-Income Housing Tax Credit financed developments.
- Supervise Regional Managers holding portfolios of over 1000 units.
- Staff of 45+ associates (4 direct reports): hire, train, counsel, and discipline
- Communicate with owners regarding property performance, cash flow, capital improvement, etc.
- Prepare realistic budgets for income and operational costs and monitor financial objectives to ensure budgeted goals are met.
- Develop policies and procedures that support and enhance operations.

EDUCATION

- Accounting/Finance Degree
- Licensed Real Estate Broker, Wisconsin

PROFESSIONAL ASSOCIATIONS

- Board Member of the Apartment Owners and Managers Association of Wisconsin

PROFESSIONAL PROFILE



PETER DEVORE

Director | Facilities and Construction Management

CAREER SUMMARY

Peter Devore brings over 20 years of experience in commercial and multi-housing construction, development, asset management, and acquisitions. He has 10+ years of experience in the role of Owner Rep for commercial office, retail and multi-family developments.

With a background in construction, Peter has proven to be an asset to owners and tenants who search for ways to save significant funds during project development and efficiencies over the life of the asset.

In his current role as Director of Facilities and Construction Management at Oakbrook Corporation, he provides construction oversight of multi-housing and commercial projects in excess of \$20 million, commercial tenant improvements, and capital expenditure projects. Peter works directly with Oakbrook and other asset owners to properly position assets for immediate and future growth.

EXPERIENCE

Mr. Devore is a skilled and experienced Director of Facilities with a demonstrated history of working in the facilities services industry and has significant skills in negotiation, budgeting, operations management, coaching, and team building. His work experience includes:

- April 2018 - Present: Director of Facilities and Construction Management
Oakbrook Corporation (Madison, Wisconsin)
- 2010 - 2018: Director of Services
Neupoint Management Solutions (Minneapolis, Minnesota)
- 2000 - 2010: Senior Property Engineer
First Select Equities (Greater Minneapolis-St. Paul area)

EDUCATION

- United States Air Force
- Terra Community College

PROFESSIONAL AFFILIATIONS

- International Facilities Management Association
- Building Owners and Managers Association
- Multi-housing Association
- General Contractor QM



Integrated Real Estate Services

RESIDENTIAL BUSINESS REFERENCES

OAKBROOK CORPORATION

RESIDENTIAL BUSINESS REFERENCES

ACCOUNTING

Glen Weyenberg

SVA Certified Public Accountants, S.C.
1221 John Q. Hammons Drive
Madison, WI 53717
(608) 826-2005
weyenbergg@sva.com

Partner responsible for preparation of Oakbrook Corporation corporate tax returns and income tax returns and audits for real estate properties managed by Oakbrook Corporation.

LEGAL

Michael Hatch

Foley & Lardner LLP
777 East Wisconsin Avenue
Milwaukee, WI 53202-5367
(414) 297-5706
mhatch@foley.com

Katie Rist

Foley & Lardner LLP
150 East Gilman Street, Suite 5000
Madison, WI 53703-1482
(608) 258-4317
krist@foley.com

Partners responsible for legal assistance on real estate matters.

INSURANCE

Jim Yeager

M3 Insurance
828 John Nolen Drive
Madison, WI 53713
(608) 288-2830
jim.yeager@m3ins.com

Partner and Vice President at M3 Insurance responsible for providing assistance with Oakbrook Corporation's insurance needs.

PROPERTY MANAGEMENT

David Weiss

General Capital Group
6938 North Santa Monica Boulevard
Fox Point, WI 53217
(414) 228-3500
david@generalcapitalgroup.com

Jacob Klein

JT Klein Company, Inc.
818 South Park Street
Madison, WI 53715
(612) 202-1577
jacob@jtklein.com

Dan Fosdick

Heartland Properties
2418 Crossroads Drive, Suite 2000
Madison, WI 53718-2423
(608) 310-6860
dfosdick@heartland-properties.com



JLA

ARCHITECTS

ABOUT JLA

JLA Architects is a full-service architectural and planning firm with offices in Madison and Milwaukee. Joseph Lee founded the firm in 2007 to create a "client service" based firm that offers a comprehensive range of professional services allowing us to assist you at every phase of the real estate development process.

FIRM COMPOSITION

25	Total Staff Members
6	Licensed Architects
16	Architectural Associates
1	Marketing
1	Admin/HR
1	IT Tech

OUR EXPERIENCE

Our projects have ranged in size from smaller commercial remodels to large & complex multi-use facilities. We provide each client and project with the same level of excellent service & care that is often lacking in the architectural industry today.

Although our expertise is diverse, we focus on these project types:

- Multi-Family
- - Market-Rate & Affordable
- Mixed-Use
- Corporate
- Recreational
- Housing with Services
- Civic & Institutional
- Retail/Restaurants
- Adaptive Re-use
- Industrial

We invite you to visit jla-ap.com to view our portfolio.



2418 Crossroads Drive, Suite 2300
Madison, WI 53718
Ph. 608.241.9500

311 E. Chicago Street, Suite 240
Milwaukee, WI 53202
Ph. 414.988.7520



AREAS OF **EXPERTISE**

As a full-service architectural and planning firm, we offer the following services to our clients:

project feasibility

- Site Selection and Site Analysis
- Programming and Pro Forma Assistance

planning services

- Land Use Space Allocation
- Building Footprints
- Parking Requirements
- Service Needs

architectural services

- Architectural Programming
- Architectural Design
- Interior Design
- Construction Documents
- Construction Administration
- Post-Occupancy Evaluations

entitlement assistance

- Community Meetings
- Municipal Meetings
- Municipal Submittals
- Owner's Representative Services

THE JLA **PROMISE**

***A commitment to your vision, your budget,
and your organization's legacy.***

We promise that WE WILL:

- LISTEN TO YOUR NEEDS and go the extra mile to provide you a design that's feasible, within budget, and one you can be proud of.
- BE YOUR PARTNER FROM BEGINNING TO END, from determining the feasibility of your project to construction administration. A relationship built on collaboration ensures a successful project.
- PROVIDE MARKET KNOWLEDGE AND SOUND PROFESSIONAL ADVICE so you are educated on current design and construction trends as well as applicable municipal approval processes and building codes.
- LEVERAGE THE LATEST TECHNOLOGY to ensure an efficient approach. This allows you to make more informed decisions earlier in the process to help avoid costly changes down the road.
- OFFER COMPETITIVE AND CLEAR FEE STRUCTURES because in our minds it's bad business to 'nickel and dime' clients.



JOSEPH LEE

FOUNDER & PRESIDENT

JLee@JLA-AP.com

C: 608.215.1495

EDUCATION

Masters of Architecture
UW-Milwaukee, May 1998

Masters of Urban Planning
UW-Milwaukee, May 1998

Bachelor of Science
Architectural Studies
UW-Milwaukee, May 1995

Project Manager Bootcamp
PSMJ, 2006

Strategies for the Construction
Administrator
UW-Extension Course, 2005

PROFESSIONAL AFFILIATIONS

Licensed Architect
Wisconsin, 2003–present

American Institute
of Architects, 2003–present

AWARDS & RECOGNITION

Franciscan Health Care Center
Finalist: New Construction

Nursing Homes Long Term Care
Management, 2003

Madison's "40 Under 40"
In Business Magazine, 2006

"Design of the Times"
Madison Magazine, Feb. 2007

Joe is a Madison native and graduated with both a Masters of Architecture and a Masters of Urban Planning from the University of Wisconsin–Milwaukee (UWM). During his schooling and after graduation, Joe resided in Milwaukee for 13 years, working in both the public and private sectors.

Prior to founding JLA Architects & Planners in February 2007, Joe was an associate at Eppstein Uhen Architects in Milwaukee where he was a lead designer on multi-family, mixed-use, & retail projects.

Joe's background in both architecture and urban planning has allowed him to develop a unique blend of skills & market knowledge that brings distinct value to JLA clients.

As the Owner and Managing Principal of JLA Architects, his main goal is client satisfaction. He is involved at every phase of the process and truly believes that listening and collaborating with clients at every step ensures a successful project.

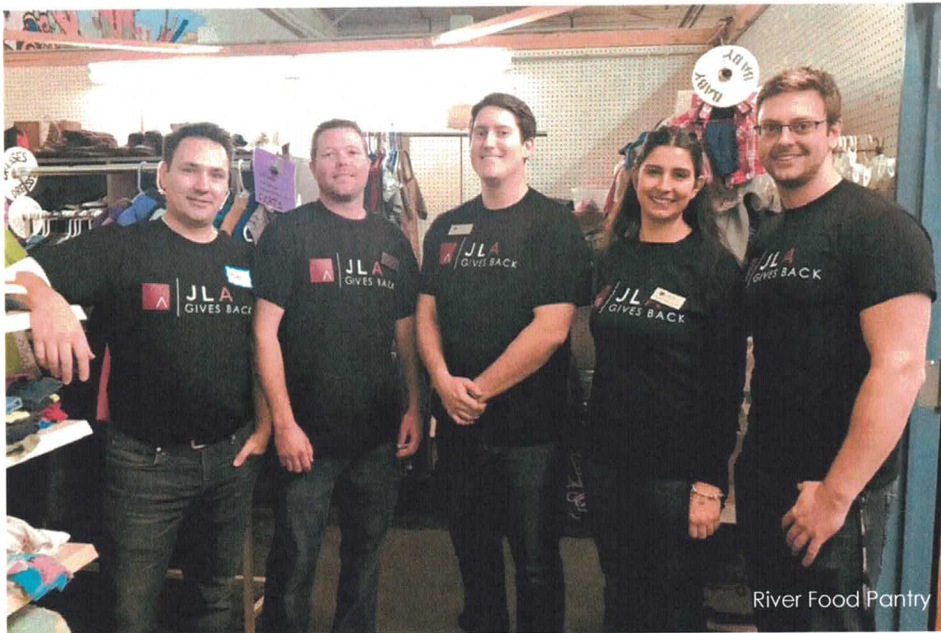
RELATED PROJECT EXPERIENCE

Forte at 84 South	Greenfield, Wis.
50Twenty Apartments	Madison, Wis.
Velo Village at Ballpark Commons	Franklin, Wis.
Vim & Vigor at the Brewery	Milwaukee
1600Tosa apartments	Wauwatosa, Wis.
Veritas Village apartments	Madison, Wis.
Yahara Commons (mixed-use development)	Monona, Wis.
Middleton Station apartments	Middleton, Wis.
Meadow Ridge (affordable housing)	Middleton, Wis.
The Globe Apartments (affordable housing)	Watertown, Wis.
Stonebridge Apartments (affordable housing)	Merrill, Wis.
Cedar Glen Senior Living	Wauwatosa, Wis.
Factory District Apartments	Madison, Wis.
The Junction Apartments	Menomonee Falls, Wis.
Valley Endodontics	Appleton, Wis.
Home Again Assisted Living	Cambridge, Wis.
Brooks & Dayton Student Housing	Madison, Wis.
22 Slate Apartments	Madison, Wis.
Holy Mother of Consolation Parish Hall	Oregon, Wis.

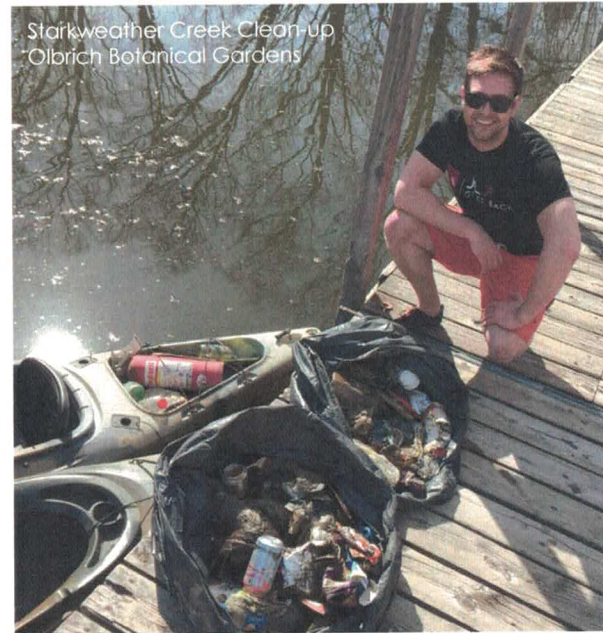
GIVING BACK

Through our corporate citizenship program, JLA Gives Back, our team works hard every day to make a positive impact in our communities. Several times a year, we volunteer together at a new non-profit organization. Each team member is also allotted paid time every year to volunteer with organizations they are most passionate about. Many team members spend their nights and weekends volunteering as well, so JLA is proud to match their efforts with monetary donations. We are deeply committed to bettering our communities and aren't afraid to roll up our sleeves.

To learn more, follow #JLAGivesBack on Facebook and LinkedIn



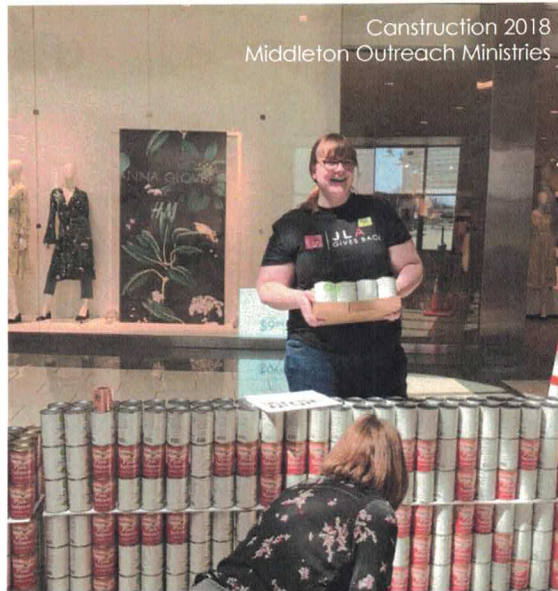
River Food Pantry



Starkweather Creek Clean-up
Olbrich Botanical Gardens



Mobile Food Pantry at Bradley Crossing
JFS Housing & Feeding America



Construction 2018
Middleton Outreach Ministries



Mobile Food Pantry at Bradley Crossing
JFS Housing & Feeding America

CLIENT REFERENCES

We are proud of our past successes & relationships that we have built with our clients. We encourage you to contact any of the references below to discuss their experiences with JLA.

Mr. Chris Laurent

Senior Vice-President
Building Blocks / Cinnaire
Madison, Wisconsin
503.869.6544
claurent@cinnaire.com

Mr. Craig Raddatz

Vice-President
Fiduciary Real Estate Development
Milwaukee, Wisconsin
414.226.4535
craddatz@fred-inc.com

Mr. Blair Williams

President
WiRED Development
Milwaukee, Wisconsin
414.803.9699
blair@wiredproperties.com

Mr. Jeff Thornton

President
Sun Prairie Youth Hockey Association
Sun Prairie, Wisconsin
608.274.2577
thornton@tess-inc.com

Mr. William Kunkler

Executive Vice President
The Fiore Companies
Madison, Wisconsin
608.255.5060
wkunkler@fioreco.com

Mr. Aaron Kostichka

Private Developer &
VP of McGann Construction
Madison, Wisconsin
608.241.5585
aaron.kostichka@mcgannconstruction.com

Mr. Dan Fitzgerald

President, Horizon Development Group
Madison/Milwaukee, Wisconsin
608.354.0900
d.fitzgerald@horizondbm.com

Mr. TJ Blitz

Principal
Cresa Company
Madison, Wisconsin
608.467.1513
tblitz@cresa.com

Mr. Greg McHenry

(Former) Director of Development
Milhaus Development
Indianapolis, Indiana
317.602.2044
(Greg is currently with Hines)

Mr. Brett Miller

President
Fiduciary Real Estate Development
Milwaukee, Wisconsin
414.274.8218
bmiller@fred-inc.com

Mr. Jacob Klein

President
JT Klein Development
Madison, Wisconsin
612.202.1577
Jacob@JKlein.com



"JLA is easy to work with because **they take the time to listen to the needs of their clients.** They do everything humanly possible to meet schedules and be on budget with the project."

William Arpe
CEO, Fiduciary Real Estate Development Inc.



McGann Construction, Inc. is a Subchapter S Wisconsin Corporation established in January of 1988. McGann has a steady workforce of approximately 90 employees in which they self-perform demolition, rough and finished carpentry, concrete foundations/flatwork, steel erection and exterior siding.

Since 1988, they have been a full-service General Contractor, currently averaging \$60 million in revenue annually in the Wisconsin construction market. They specialize in Mixed Use and Multi-Family Residential Housing. In 30 years of work, they have constructed projects in many communities throughout Wisconsin.

McGann Construction has earned a strong reputation based on service, delivering top quality buildings in a timely fashion, and for bringing extraordinary value to owners.

McGann Construction has a highly qualified and dedicated team of professionals in the field and in the office. McGann Construction continues to be a sought-after contractor because of its experienced leadership and excellent communication with its clients.



Revival Ridge - Madison

SIMILAR RECENT EXPERIENCE:

<u>Year</u> <u>Started</u>	<u>Name</u>	<u>Total</u> <u>Contract</u>
2018	203 Main Waunakee	\$ 20,000,000
2018	Monona Riverfront Phase 1	\$ 19,000,000
2017	Watts Hill Apartments	\$ 10,500,000
2017	8Twenty Park Phase 1 & 2	\$ 13,500,000
2016	Meadow Ridge Apartments	\$ 11,700,000
2016	Maple Grove Commons	\$ 10,000,000
2015	Webster Street Apartments	\$ 8,000,000
2014	Parmenter Circle Phase 2	\$ 8,000,000
2014	Murray Glen Apartments Phase 1 & 2	\$ 10,000,000
2014	Atwood Avenue Apartments	\$ 5,400,000
2013	Granite Ridge Apartments	\$ 8,000,000
2013	The Monroe	\$ 3,000,000
2012	Hawks Landing Building D	\$ 2,800,000
2011	Hawks Landing Lot 62	\$ 2,500,000



RECENT SECTION 42 PROJECTS

Project	Units	Contract	Notes
Marathon Co. Housing Rehab	176	\$8,100,000	WHEDA
LaFollette Park Apartments	56	\$4,100,000	WHEDA
Sturgeon Bluff Apartments	105	\$7,500,000	WHEDA
Arcadia Housing	30	\$2,250,000	WHEDA
Marian Manor Renovations	121	\$7,750,000	WHEDA

	Parkview Apartment/Brillion	24	\$1,725,000	WHEDA
	Whitehall Apartments	60	\$4,500,000	WHEDA
	Allied Drive Redevelopment	49	\$6,300,000	WHEDA / CDA Madison
	Heritage Apartments/Brillion	23	\$2,150,000	WHEDA
	Red Cliff Housing Redevelopment	24	\$4,000,000	WHEDA
	River Cities Redevelopment	60	\$4,200,000	WHEDA
	Truax Park Apartments	71	\$9,200,000	WHEDA / CDA Madison
	Beloit Apartments Redevelopment	66	\$7,500,000	WHEDA
	Towers Redevelopment Phase 1	51	\$6,500,000	WHEDA
	Towers Redevelopment Phase 2	53	\$6,800,000	WHEDA
	Truax Park Redevelopment Phase 2	48	\$7,500,000	WHEDA / CDA Madison
Total		1017	\$90,075,000	

MULTIFAMILY / RESIDENTIAL NEW CONSTRUCTION COMPLETED PROJECTS

* Contract Amounts are Estimated

PROJECT NAME	CONSTRUCTION TYPE	CONTRACT	PROJECT TYPE
Olbrich by the Lake Apts	Wood Frame Apartments	\$3,200,000	Multifamily
Riverplace Senior Housing	44 Unit Elderly Housing	\$1,800,000	Senior Housing
Cedar Glen Terrace Apts	Market Rate Apts	\$1,650,000	Multifamily
Rodney Scheel House	HUD Housing	\$1,200,000	Multifamily
Sussex Mill Apts	Elderly Apts	\$3,200,000	Senior Housing
Rosewood Apts	Wood Frame Housing	\$4,200,000	Senior Housing

WovenHearts-Platteville	Community Based	\$500,000	Senior Housing
Maple Ridge Senior Housing	Wood Frame Housing	\$1,600,000	Senior Housing
The Landings	Wood Frame Housing	\$2,850,000	Senior Housing
Timber Trails	Wood Frame Housing	\$2,900,000	Senior Housing
WovenHearts-Whitewater	Wood Frame Housing	\$700,000	Senior Housing
WovenHearts-Janesville	Wood Frame Housing	\$600,000	Senior Housing
Westridge Apts	Wood Frame Apts	\$900,000	Multifamily
Sheboygan Senior Housing	Wood Frame Housing	\$2,400,000	Multifamily
Cudahy Senior Housing	Wood Frame Housing	\$1,600,000	Multifamily
Community Housing	Multifamily Addition	\$2,200,000	Multifamily
Sherman Glen Apts	Wood Frame Housing	\$4,600,000	Multifamily
Eagle Heights Apts	Apartments	\$4,700,000	Multifamily
Lincoln Court Apts	Wood Frame Housing	\$1,400,000	Senior Housing
Oregon Senior Housing	Wood Frame Housing	\$1,600,000	Senior Housing
Pleasant Valley Sr Housing	Wood Frame Housing	\$1,400,000	Senior Housing
Junction Pt Retail/Res Center	Residential	\$6,600,000	Multifamily
PROJECT NAME	CONSTRUCTION TYPE	CONTRACT	PROJECT TYPE
Greenfield Senior Housing	Elderly Housing	\$5,800,000	Senior Housing
Chapel Valley Housing	Wood Frame Apts	\$3,200,000	Multifamily
Highlands of Seminole Bldg 1	Wood Frame Apts	\$1,300,000	Multifamily
Riverbend Senior Housing	Wood Frame Housing	\$3,100,000	Multifamily
Highlands of Seminole Bldg 2	Wood Frame Apts	\$1,300,000	Multifamily
Sugarwood Apts	Wood Frame Housing	\$1,300,000	Senior Housing
Highlands of Seminole Bldg 3	Wood Frame Apts	\$1,300,000	Multifamily
Parkside Commons	Wood Frame Elderly Apts	\$6,000,000	Senior Housing

Junction Point Phase II	Wood Frame Apts	\$4,200,000	Multifamily
Chester Square Apts	Apartments	\$1,200,000	Multifamily
Harthaven Apts	HUD Senior Housing	\$600,000	Senior Housing
WovenHearts Asst Living	Wood Frame Housing	\$600,000	Senior Housing
Pioneer Place III	HUD Elderly Housing	\$1,000,000	Senior Housing
Pioneer Place II	HUD Elderly Housing	\$600,000	Senior Housing
Lodi Elderly Housing	Wood Frame Housing	\$300,000	Senior Housing
Independent Living	Housing/CBRF	\$1,400,000	Senior Housing
Coachyard Square	New Wood Frame Condos	\$1,900,000	Multifamily
Highland Rise Bldg 4	Wood Frame Apts	\$1,400,000	Multifamily
Wexford Ridge	ADA Improvements	\$500,000	Multifamily
Pheasant Run Apts	Wood Frame Apts	\$700,000	Multifamily
Goodwill Debra Beebe Apts	Wood Frame HUD housing	\$300,000	Multifamily
Eagle Heights 200/100 Series	Wood Frame Rehab	\$2,400,000	Multifamily
Prairie Crest Apts	Wood Frame Apts	\$2,100,000	Multifamily
Sunwood Apts	Wood Frame Housing	\$3,400,000	Senior Housing
College Park Apts	Student Housing	\$2,300,000	Multifamily
Colonial Club Adult Day Care	Addition to Elderly Housing	\$500,000	Senior Housing
Renee Row Apts	Student Housing	\$2,400,000	Multifamily
Lake View Apts	FMHA Housing	\$1,000,000	Multifamily
Sauk Creek Phase I	Luxury Apts	\$1,800,000	Multifamily
Hickory Hills, LSS Housing	HUD Housing	\$900,000	Multifamily
Masonic Village on the Square	Elderly Market Rate Housing	\$5,700,000	Multifamily
Sauk Creek Phase II	Luxury Apts	\$1,700,000	Multifamily
Sauk Creek Phase III	Luxury Apts	\$1,700,000	Multifamily

New Fountains I Apts	Apartments	\$1,800,000	Multifamily
CBRF Lodi	Wood Frame Housing	\$300,000	Multifamily
New Fountains II Apts	Remodeling	\$900,000	Multifamily
Clybourn Street Apts	Large Wood Frame Apts	\$2,200,000	Multifamily
Oakview Apts	Fire Remodel	\$1,300,000	Multifamily
Sauk Creek Phase IV	Luxury Apts	\$1,900,000	Multifamily
Keene Residence	New Home/Lake Mendota	\$1,500,000	Residential
Eagle Heights 308/403/405	Interior Remodel	\$700,000	Multifamily
Red Cliff Redevelopment	Wood Frame Housing	\$4,500,000	Single Family Homes
Mueller Memorial Terrace	Wood Frame Housing	\$1,000,000	Multifamily
Cortland Pond Apts	New Apts - Wood Frame	\$7,900,000	Multifamily
St. Mary's Care Center	Wood Frame	\$7,100,000	Nursing Home
Oregon Senior Housing	New Apts - Wood Frame	\$2,500,000	Elderly Housing
Pleasant Valley Sr Housing	New Apts - Wood Frame	\$2,800,000	Elderly Housing
Rosewood II	Wood Frame Housing	\$3,600,000	Elderly Housing
Prairie Crest Clubhouse	Wood Frame Apt Clubhouse	\$400,000	Multifamily
Prairie Crest Bldg 4	New Wood Frame Apt	\$2,400,000	Multifamily
699 West Mifflin	Luxury Apts	\$1,900,000	Multifamily
Goodwill/Jefferson Apts	New Multifamily Housing	\$1,200,000	Multifamily
Highland South Apts	New Multifamily Housing	\$4,800,000	Multifamily
Yahara Riverview Apts	New Multifamily Housing	\$4,700,000	Multifamily
Upland Homes / 40 Rental Units	New Multifamily	\$3,600,000	Multifamily
Harvey Street Apts	Remodel University Housing	\$306,410	Multifamily
Castle Condominiums	New Wood Frame Condos	\$3,750,000	Multifamily
Our House Assisted Living	New Wood Frame Senior	\$2,300,000	Multifamily

Cortland Commons	New Apts/Retail	\$1,800,000	Multifamily
Park Glen Commons	New Senior Apts	\$7,900,000	Multifamily
The Meetinghouse	New Senior Apts	\$6,800,000	Multifamily
The Uplands, Lot 98,2/4,32/33,7	Wood Frame Apartments	\$2,150,000	Multifamily
Cortland Commons II	Wood Frame Multifamily	\$1,800,000	Multifamily
Cortland Commons	Wood Frame Multifamily	\$1,900,000	Multifamily
Bayside Commons Condos	New Wood Frame Condos	\$4,800,000	Multifamily
Porchlight/Pheasant Ridge	Wood Frame Apartments	\$800,000	Multifamily
Cityview Condos Sun Prairie	New Wood Frame Condos	\$2,400,000	Multifamily
The Brownstone	Wood Frame Apartments	\$7,500,000	Multifamily
Sun Prairie Healthcare Ctr	Add/Rehab Senior Care	\$3,500,000	Senior Housing
Troy Gardens	New Wood Frame Condos	\$3,300,000	Multifamily
Leopold Place, Building 1	New Residential	\$4,600,000	Multifamily
Waunakee Manor	Additions/Rehab Sr Care	\$3,200,000	Senior Housing
Arboretum Cohousing	New Cohousing Condos	\$6,500,000	Multifamily
Leopold Place Building #3	Wood Frame Market Rate	\$4,600,000	Multifamily
Leopold Place Building #2	Wood Frame Market Rate	\$3,800,000	Multifamily
Allied Drive Redevelopment	New Multifamily Apartments	\$6,300,000	Multifamily
The Monroe	Wood Frame Market Rate	\$3,200,000	Multifamily
Granite Ridge Apartments	Wood Frame Market Rate	\$6,900,000	Multifamily
Hawks Landing	Wood Frame Market Rate	\$5,200,000	Multifamily
Porchlight Nakoosa Trail	Supportive Housing	\$2,500,000	Multifamily



Park Glen - Madison



About Dane County Housing Authority

Mission Statement:

The mission of Dane County Housing Authority is to promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination.

Dane County Housing Authority's mission is to promote and ensure safe, decent, and affordable housing for our participants, as well as provide owners and developers with an opportunity to rehabilitate and develop affordable housing. Dane County Housing Authority will:

- Recognize our participants as our primary focus
- Work in partnership with community and government organizations to continually promote affordable housing
- Act as an agent of change when performance is unacceptable
- Continue to strive for public trust and confidence through good communication and being responsive to needs of our participants and community
- Identify and work to eliminate barriers that prevent Dane County Housing Authority from achieving our goals as a housing authority

Dane County Housing Authority (DCHA) was created in 1972 by the Dane County Board of Supervisors to address the affordable housing needs of low-income families in Dane County (outside the city of Madison).

The oversight and governance of DCHA is the responsibility of a five-member citizen commission appointed by the Dane County Executive. They are responsible for formulating DCHA policy. They are dedicated and committed volunteers that bring an array of knowledge and abilities to DCHA. They are representatives of the following sectors of our community: government (County Board, State), law, non-profit, real estate, and housing development & consulting.

The Dane County Housing Authority Board of Commissioners consists of:

- Daniel O'Callaghan, Chair
- Mary Kolar, Vice Chair
- William (Bill) Perkins
- Melissa Huggins
- Harold Rayford
- Hayley Young

Dane County Housing Authority administers the Section 8 Housing Choice Voucher Program providing eligible families and individuals the opportunity to rent homes of their choice in the private sector. Dane County Housing Authority provides more than 6 million dollars annually into our community to landlords through rent subsidies each year. Dane County Housing Authority has an allocation of 1,160 vouchers through the Department of Housing and Urban Development (HUD).

The Dane County Housing Authority owns 102 units of housing throughout Dane County. 86 of those units are funded by the Department of Housing and Urban Development through its Low Rent Public Housing Program and the Rural Development and HUD Section 515 Program fund 16 elderly units.

Since 1996 Dane County Housing Authority has contracted the management and maintenance of their units to a management company. Currently Wisconsin Management is managing our units.

The units are located in the following communities:

- Mazomanie – 10 elderly, 10 family
- Stoughton - 14 elderly, 16 family
- Sun Prairie - 28 scattered sites (Prairie Homes)
- Monona - 8 scattered sites
- Cross Plains - 16 elderly (Rural Development)

Over the past 5 years Dane County Housing Authority has undertaken a lot of rehab work to improve our units. We have added air conditioning, updated kitchens and bathrooms, updated lighting, replaced flooring, landscaped, new roofs, and etc.

Dane County Housing Authority will always strive to provide and further affordable housing through our long term planning strategies, partnerships with other organizations, and utilizing bonding financing to develop and preserve affordable housing.



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ABOUT

Our Mission

To develop economic and social capacities of individuals, families, and communities in Dane, Jefferson, and Waukesha counties.

Our Values

Being helpful, respectful, striving for excellence, and rising above adversity.

Our History

Community Action Agencies like CAC were established as one part of the Economic Opportunities Act of 1964, better known as President Lyndon Johnson's War on Poverty initiatives. Originally conceived as a way to empower low-income communities with direct support, CAAs eventually grew into non-profits governed by tripartite boards who represent public, private, and low-income interests in the community.

We formed in 1966 as the Community Action Commission for the County of Dane and the City of Madison. We expanded to Jefferson County in 1992 (and became Community Action Coalition for South Central WI, Inc), and Waukesha County in 1996. CAC is a member of the Wisconsin Community Action Program Association (WISCAP), which coordinates all 16 of Wisconsin's Community Action Agencies. Many anti-poverty programs had their start at CAC, including Head Start and Madison-area community gardens, now run by Community Groundworks.

Today, CAC strives to provide **hope, support, and opportunities** to our participants. We work to build on the strengths, assets, and capacities of low-income people and communities. To that end, we've narrowed our focus to three key areas: **housing, food, and clothing**. Making sure that our participants have roofs over their heads, food on their tables, and clothes on their backs so they can feel safe and secure is how we accomplish our mission.

NEWSLETTER SIGN-UP

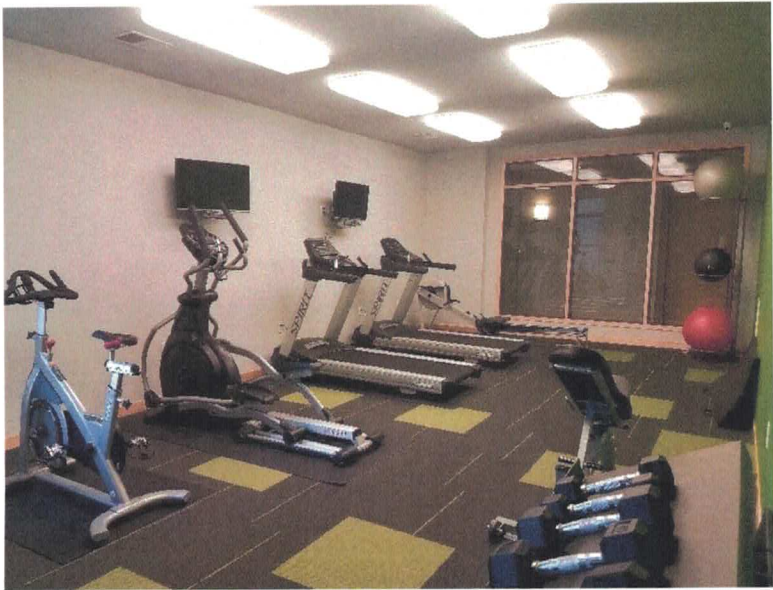
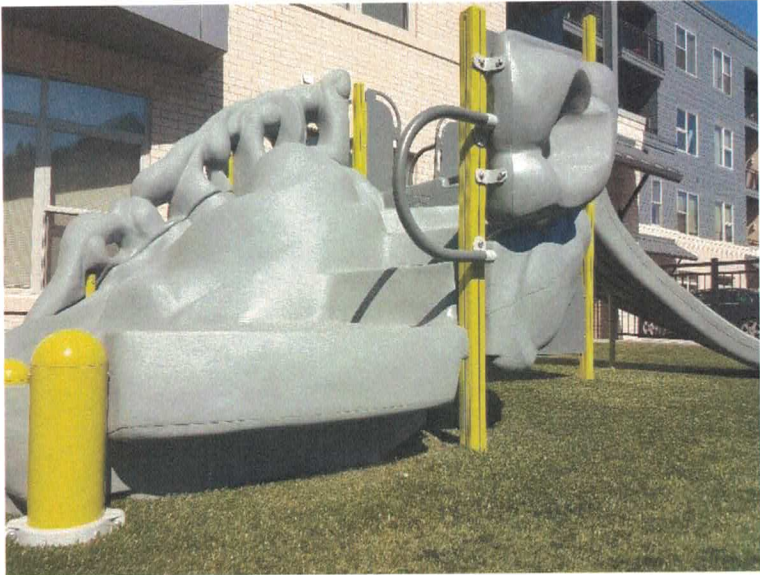
Project Description:

Limestone Ridge will be a 133 unit, two phase development on Lot 10 of the Orchard Pointe shopping center immediately behind Hy-Vee at the intersection of Fitchburg's Limestone Lane and Fitchrona Road. The first phase will be a mixed-income workforce housing project financed using 9% tax credits. This building will include 27 market rate units and 82 workforce units, for a total of 109 units. Of the 82 affordable units, 8 have been awarded Section 8 Project Based Vouchers (4 one bedrooms, 4 three bedrooms) and 14 additional one bedroom units will be targeting persons making at or less than 30% of the County's AMI. Units within 50% of the County's AMI include 32 one bedrooms, 7 two bedrooms, and 9 three bedroom units. Units set aside for residents at or under 60% AMI consist of 12 two bedroom units.

Limestone Ridge will offer the same high quality finishes and amenities offered within each of JT Klein Company's workforce portfolio. The interior of each unit is carefully designed to provide the best product for the tenant. In doing so, tenant satisfaction is maximized, and turnover/maintenance cost is minimized. Each individual unit features luxury vinyl plank flooring, energy star stainless steel appliances, ample cabinet space, granite counter tops, and full size washer/dryer. There is no difference between the finish level of the market rate and workforce units.



Limestone Ridge will also offer a variety of on-site amenities designed to appeal to mixed-income residents. These include a community room, exercise room, secured area playground, resident storage units, and an on site leasing office. On and off site supportive services will be coordinated by non-profit project partner Community Action Coalition of South Central Wisconsin and Dane County Department of Human Services. The project will also partner with the Dane County Housing authority as the project's non-profit sponsor.



Location:

Limestone Ridge is located on Lot 10 of the Orchard Pointe shopping center in Fitchburg, Wisconsin. This parcel is the ideal location for an affordable housing project as it addresses a variety of the challenges facing Dane County citizens. Limestone Ridge is within walking distance of public transportation, a grocery store, neighborhood shops and amenities. A full breakdown is available in section 4.5.1

Solar Array:

JT Klein Company, Inc. is committed to renewable energy, and is very experienced in providing photo voltaic array's on a variety of previous developments. JT Klein plans to work with Full Spectrum Solar to continue this commitment to the County and the environment. Limestone will have an array system generating 28.8 kW DC per year, costing approximately \$61,000.

Funding Leverage:

The Limestone Ridge Apartments will be applying for 2020 competitive 9% WHEDA tax credits, along with other funding sources throughout the next year. If Limestone Ridge is awarded the tax credits, JT Klein will enter into a 30 year land use restriction guaranteeing that the project remains affordable for at least 30 years.. JT Klein Company will be applying for \$2,000,000 (or \$15,470 per bedroom) to bridge the financial gap in order to develop much needed affordable family housing in the City of Fitchburg. As construction costs continue to rise, this financing is vital in order to proceed with this development.

Tenant Selection:

Limestone Ridge will be managed by the Oakbrook Corporation, who will be responsible for leasing and tenant qualification. Oakbrook Corporation is an industry leader in providing management services to Section 42 properties in the Midwest. For Limestone Ridge, Oakbrook will use more relaxed qualification and screening policies than it does for market rate properties. These policies will enhance access to the property for persons that would normally not qualify to live in a typical market rate project. Tenant screening policies are outlined in detail in section 4.7.

Tenancy Addendum:

JT Klein Company, Inc. understands that specific barriers to rental entry can cause a cycle of perpetual homelessness, or volatility. Limestone Ridge will be committed to the specific provisions relating to security deposits, late fees, termination of tenancy, parking & guest policies outlined in Attachment G. See section 4.8 for details.

Housing First

JT Klein Company is committed to furthering Dane County's Housing First goals, and will continue to pursue these goals at Limestone Ridge. JT Klein is willing to work with the Dane County Homeless Services Consortium (HSC) to help provide housing and end homelessness in Dane County. Limestone Ridge will target 14 units (12.8% of total units) to individuals/families that are receiving case management services on the Community-wide Priority List for Housing.

Supportive Services Plan

JT Klein Company has experience in providing supportive services to its residents and already has partnerships ready for Limestone Ridge. Some of the partnerships are with Community Action Coalition of South Central & Dane County Department of Human Services. The details of these partnerships are outlined in the MOUs found in section 4.10.

4.4 Development and Service Team Background

1) Jacob T. Klein Experience and Section 42 Projects:

Mr. Klein is responsible for project development, leading all facets of the development process, including site identification and acquisition, city approvals, financial layering, tax credit approval, construction and lease-up, financing -- identifying various forms of soft cost subsidies, TIF analysis, construction and long-term debt financing as well as Tax Credit Equity. Mr. Klein is experienced in developing and performing construction management duties for independent senior apartments, assisted living and memory care as well as market rate and affordable general occupancy apartments.

Prior to forming JT Klein Company, Inc. in 2014, Mr. Klein served as Vice President and Project Partner at MSP Development and Heritage Assisted Living. During his tenure at MSP Jacob developed over 1,000 units with project costs exceeding \$150,000,000. Since 2014, JT Klein Company has been awarded six LIHTC awards from WHEDA to support the development of 273 new apartment units in Dane County. JT Klein Company was recognized as one of 2016's Top 50 affordable housing developers in the nation by Affordable Housing Finance Magazine. President Jacob T. Klein has developed over 1,000 senior and family apartment units since 2007. These include 496 units in affordable projects and five affordable senior apartment buildings.

JT Klein Company, Inc. Development Portfolio

Meadow Ridge Middleton—Completed 2017- Middleton, WI



Completed in May 2017, Meadow Ridge Middleton offers one, two, and three bedroom units located in the center of Middleton's evolving Parmenter Corridor. The 95 unit project is located within two blocks of a new 50,000 square foot Meriter/UW Health Clinic, planned to reach 250,000 square feet by 2027. This \$17,000,000 project was completed on time and on budget. Not only was the project completed on time, but it was 100% preleased, and was 100% occupied within 45 days of completion. This project is a key component of the City of Middleton's Parmenter Corridor Neighborhood Plan and is supported financially by a TIF loan from Tax Increment District #5.

8Twenty Park Phase I & II—Completed 2018 -Madison, WI



JT Klein Company, Inc. redeveloped an entire city block to create 8Twenty South Park Street. This development involved relocating 3 houses and working in a small construction site with many complexities. The resulting \$21,000,000 redevelopment is a 95 unit new construction workforce housing development. 8Twenty Park consists of 1, 2 and 3 bedroom units along with 2,000 square feet of commercial space on the 1st floor. Each of these units were carefully

designed to meet the highest standards and include in-unit washer/dryer, granite countertops, and stainless steel Energy Star appliances. Among the unit mix are rare townhome-style, two story three bedroom units located along Delaplaine Ct. 8Twenty Park is also home to the JT Klein Company, Inc. corporate office on the first floor.

Oak Ridge Middleton-Completed 2019- Middleton, WI



In December of 2017, JT Klein Company, Inc. started construction of an eighty three (83) unit, four story mixed income senior apartment building in Middleton, WI. This \$15,000,000 building will be targeted towards independent seniors aged 55+ and offers one and two bedroom apartments, including 70 affordable units. Additionally, this development includes three bedroom units designed for "grandfamilies", families with senior heads of household raising younger relatives.

Stagecoach Trail Apartments- Completed 2019- Middleton, WI



In May of 2018, JT Klein Company started construction of a forty-six (46) unit, three story mixed income apartment building located at 6620 Century Ave. in Middleton, WI. This \$9,000,000 redevelopment will offer one, two, and three bedroom apartments, including 10 workforce housing units. Future residents will benefit from the convenient access to Middleton Hills Shopping Center, public transportation, as well as the close proximity to the 160 acre Pheasant Branch Conservancy.

Projects Developed as Director of Development for MSP Real Estate, Inc:

Market Rate Apartments:

- City Center North 75 Units, New Berlin, WI completed May 2015 [SEP]

Affordable Family Apartments:

- City Center at Deer Creek 102 Units, New Berlin, WI completed December 2012 [SEP]
- Meadow Ridge 70 Units, Waukesha, WI completed October 2014 [SEP]

Affordable Senior Apartments:

- Heritage West Allis 122 Units, West Allis, WI completed April 2009 [SEP]
- Heritage Monona 88 Units, Monona, WI completed September 2009 [SEP]
- Heritage Middleton 56 Units, Middleton, WI completed October 2012 [SEP]
- Heritage at City Center 34 Units, New Berlin, WI completed December 2012 [SEP]
- Chippewa Senior II 24 Units, Chippewa Falls, WI completed October 2011 [SEP]

2) Public/ Private Joint Ventures

Property	Public Involvement
Heritage West Allis	At MSP, Jacob was selected as the developer of a City sponsored RFP to construct a 200 unit senior housing campus. This project included 122 units of Section 42 independent senior apartments. In this public/private partnership, the City provided the land for \$1 and was responsible for demolition of the existing uses on the site and remediation of brownfield conditions.
Heritage Monona	At MSP, Jacob was selected as the developer of a City sponsored RFP to construct a multi-phase senior housing campus. This project included 88 units of Section 42 independent senior apartments. In this public private partnership, the City provided the land for \$1 and \$2,100,000 in TIF to help finance the construction of 231 units of senior housing.
Heritage Middleton	At MSP, Jacob worked with the City of Middleton to put together a financing package to help finance the construction of a 135 unit senior housing campus. This project included 56 units of Section 42 independent senior. In this public/private partnership the City provided \$2,100,000 in TIF. Additionally, Dane County provided approximately \$450,000 in HOME Funds.
Heritage Elm Grove	At MSP, Jacob worked with the Village of Elm Grove to put together a financing package to help finance the construction of a 98 unit assisted living and memory care community. In this public/private partnership the Village provided \$600,000 in TIF and the project ran a new water line from the neighboring municipality to service the project.

Heritage at City Center	At MSP, Jacob obtained a \$180,000 grant from the Federal Home Loan Bank of Chicago as well as \$300,000 in Waukesha County HOME Funds to help finance the construction of this 34 unit Section 42 independent senior project.
City Center at Deer Creek	At MSP, Jacob obtained a \$484,000 grant from the Federal Home Loan Bank of Chicago as well as \$555,000 in Waukesha County HOME Funds to help finance the construction of this 102 unit Section 42 family development.
Meadow Ridge Middleton	a JT Klein Company project, obtained \$2,100,000 in TIF committed from the City of Middleton, \$804,000 from the Federal Home Loan Bank of Chicago Affordable Housing Program and a below interest first mortgage from the lender.
Oak Ridge Middleton	A JT Klein Company project, obtained \$1,500,000 in TIF committed from the City of Middleton, \$427,559 in Dane County HOME and \$665,000 in Dane County AHDF.
8Twenty Park	A JT Klein Company project, obtained \$1,250,000 from the City of Madison Affordable Housing Fund, and \$1,016,901 from the Federal Home Loan Bank of Chicago Affordable Housing Program.
Stagecoach Trail	A JT Klein Company project, obtained \$1,600,000 in TIF committed from the City of Middleton to support the inclusion of 10 workforce housing units for tenants at 50% AMI in a market rate project.

3) Developing Housing for Low-Income Households

As detailed above Jacob Klein has developed a total of 8 affordable housing projects in Wisconsin using Section 42 tax credits, creating a total of 769 new apartment units.

4) Developing Permanent Supportive Housing

While the proposed development and others that Jacob has completed are not purely supportive housing projects, we have utilized an integrated housing model in several developments. This approach requires that a portion of the building's units be set aside for the homeless or those with disabilities. At MSP, Jacob developed three projects with the non-profit organization Movin' Out that followed this model, with units specifically designated and maintained for veterans or residents with special needs. These integrated housing projects included New Berlin City Center (11 units), Heritage Middleton (9 units).

Since forming JT Klein Company, Jacob has developed four projects, Meadow Ridge Middleton (24 units), 8Twenty Park Phase I & II (24 units), and Oak Ridge Middleton (17 units) in partnership with the non-profit CAC and the Dane County Housing Authority.

Limestone Ridge will contain twenty two (22) units that are considered supportive and are targeted towards veterans or those who require supportive services. To provide these services JT Klein Company has entered into a Memorandum of Understanding with the Community Action Coalition of South Central Wisconsin to place and support homeless individuals and veterans in these units, as well as to provide associated services to these residents. The project will also enter into an MOU with Dane County Department of Human Services to offer residents assistance coordinating benefits from programs including FoodShare, Medicaid, Badgercare Plus, and Energy Services.

Additionally, JT Klein Company is working with Feist Vocational Counseling & Placement. Feist VCP targets young adults on the autism spectrum that need help transitioning into an independent lifestyle. Feist specializes in a variety of supportive services including, financial literacy, benefits counseling, high school transition, job placement/coaching, and numerous life skill training sessions. JT Klein believes that there is a huge demand for affordable housing services for young adults with autism. JT Klein is in discussions with Feist VCP to refer these tenants and coordinate their supportive services at Limestone Ridge.

5) Property Management: Oakbrook Corporation

Oakbrook's multifamily property management group has extensive experience managing apartment communities of all types and sizes including urban mixed use properties. These properties consist of senior or family communities which operate as market rate properties or were financed with Section 42 Low Income Housing Tax Credits or under various other state and federal programs.

Oakbrook Corporation currently employs over 280 individuals and manages over 6,900 apartments in 80 different properties in Wisconsin, Iowa and Illinois, and 46 commercial properties in the Madison area totaling over 1,700,000 square feet.

With state-of-the-art software products, Oakbrook is equipped to provide a range of financial reports to property owners and other direct real time reports to tenants. These reports include balance sheets, income statements (with comparisons of actual to budget), sources and uses of funds statements, investor reports, occupancy and marketing reports, state and federal compliance reports, operating budgets which include proposed capital improvements.

Oakbrook provides tenant communications that include real time work order status reports, leases with electronic signatures, online rental payments and rental applications. Included with this RFP is Oakbrook's corporate brochure that elaborates on their history and current property portfolio.

6) Supportive Services

The Community Action Coalition of South Central Wisconsin specializes in providing housing case management, coordinated intake, financial assistance and supportive housing for homeless persons, those with documented disabilities and veterans in Dane County. JT Klein Company and CAC have entered into a Memorandum of Understanding to work together on Limestone Ridge in order to further the mission of CAC by provide housing and supportive services to those in need in Dane County. The project is also in discussions to enter into an MOU with Dane County Department of Human Services to offer residents assistance coordinating benefits from programs including FoodShare, Medicaid, Badgercare Plus, and Energy Services. There is a final MOU discuss with Feist Vocational Counseling & Services to provide housing to young adults with mental disabilities.

JT Klein Company has strong working relationships with local non-profit resident referral organizations in the greater Madison area. These partners include Community Action Coalition (CAC), Community Living Connections (CLC), Joining Forces for Families (JFF), the Dane County Housing Authority, Madison Housing Authority, and Middleton Outreach Ministry (MOM). JT Klein Company recently completed a 95 unit LIHTC development, Meadow Ridge Middleton which, opened in May 2017. There we successfully worked with the above mentioned organizations to connect with the broader community and place 29 tenants who required supportive services. 8Twenty Park is also working with these organizations to help refer tenants for the 24 supportive units that are part of this developments.

At Meadow Ridge Middleton residents were referred to us from CAC (10 residents), CLC (5), JFF (4), and the Dane County Housing Authority or Madison Housing Authority (10). We are proud to be able to provide housing for prospects with specific needs and to offer this valuable housing resource to the local community. Oakbrook Corporation, our property management agent, works throughout Wisconsin and manages several properties where residents receive on site supportive services. Oakbrook has had great success proactively reaching out and meeting with area organizations to place tenants in our supportive service targeted units. At Meadow Ridge CLC

even rented a market rate unit for a caregiver to move into the building to manage the services of their tenants on site.

Our goal is that when an organization has someone in need of housing they already have us in mind. Once we are contacted by an organization we work together to make sure all the necessary paperwork is provided and facilitate the application process. We work hard to establish and maintain these relationships with non-profit resident referral organizations, and make sure we are providing the best service possible to their clients.

At Limestone Ridge we will continue our relationships with Community Action Coalition (CAC), Community Living Connections (CLC), Joining Forces for Families (JFF), the Dane County Housing Authority, Madison Housing Authority, and Middleton Outreach Ministry (MOM) to match residents who receive supportive services to the units we have available for that target population.

4.5 Project Description

Limestone Ridge Phase I is located on Lot 10 of the Orchard Pointe shopping center immediately behind Hy-Vee off Fitchrona Road. The subject site is a 3.75 acre unimproved lot, and there are currently no permanent structures on the property. The site is less than 0.1 miles from Hy-Vee Grocery and Target, as well as hundreds of service jobs located within the Orchard Pointe shopping center. The project will be four stories of new construction with underground and surface parking. The site is oriented in a “T” shape to create a sheltered courtyard and parking area in the center of the property.

Limestone Ridge is in a moderately to heavily-traveled area offering easy access to other areas of the City and the greater area by way of McKee Rd and Verona Rd/Hwy 18. The site is extremely well served by public transportation, with Madison Metro offering two bus stops within 500 feet of the proposed building. This is one of the best served areas in the City of Fitchburg for public transportation. These bus routes provide direct access to Madison’s West Transfer Point every 30 minutes, with the trip taking 14 minutes. From the West Transfer Point the majority of the Madison area is accessible via public transportation.

The Limestone Ridge Apartments will offer a total of 133 new apartments in two phases. Phase I (109 units) is financed primarily with 9% LIHTCs, and will result in 82 affordable units and 27 market rate units. Three bedroom units are considered an essential component of this affordable family project, making up a total of 17% of the total units. Of the 82 affordable units, 8 will be reserved for project based vouchers (4 one bedrooms, 4 three bedrooms) and 14 additional one bedroom units will be targeting persons making at or less than 30% of the County’s AMI. Units within 50% of the County’s AMI include 32 one bedrooms, 7 two bedrooms, and 9 three bedroom units. Units set aside for residents at or under 60% AMI consist of 12 two bedroom units.

JT Klein Company believes that providing a wide range of bedroom sizes across multiple AMIs allows Dane County citizens to find the perfect home, regardless of income level.

Limestone Ridge detailed unit breakdown:

SITE ADDRESS	UNIT TYPE	NUMBER OF UNITS	NUMBER OCCUPIED BY LMI HOUSEHOLDS	SUPPORTIVE UNITS
Limestone Ridge Phase I – Fitchburg Orchard Pointe Lot 10, Fitchburg, WI, 53719	Family	109	82	22
	NUMBER OF STORIES:	4	ELEVATOR? <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	NUMBER OF HANDICAPPED ACCESS UNITS	4	NUMBER OF UNITS ACCESSIBLE FOR SENSORY IMPAIRED	4

UNIT	SQUARE FOOTAGE	NUMBER OF BEDROOMS	NUMBER OF UNITS	MONTHLY UNIT RENT	UTILITY ALLOWANCE	TOTAL HOUSING COST
1 BR- 30%	641	1	14	483	82	565
1BR- Voucher(50%)	641	1	4	915	0	915
1BR- 50%	641	1	18	859	82	941
1BR- 50%	722	1	3	859	82	941
1BR- 50%	723	1	3	859	82	941
1BR- 50%	725	1	4	859	82	941
1BR- 50%	747	1	4	859	82	941
1BR- MKT	733	1	9	1025	0	1025
2BR- 50%	1019	2	3	1032	98	1130
2BR- 50%	1020	2	4	1032	98	1130
2BR- 60%	1102	2	12	1202	98	1300
2BR- MKT	1102	2	12	1450	0	1450
3BR- 50%	1293	3	9	1192	113	1305
3BR- Voucher(50%)	1293	3	4	1507	0	1507
3BR- MKT	2110	3	1	1800	0	1800
3BR- MKT	1293	3	5	1650	0	1650



Dane County Housing Authority

6000 Gisholt Dr, Suite 203, Monona, WI 53713 Ph: (608) 224-3636 ■ Fax: (608) 224-3632

December 6, 2018
JT Klein Company, Inc.
906 Bear Claw Way
Madison, WI 53717

RE: Limestone Ridge Phase I- Fitchburg Project Based Vouchers

Dear Mr. Klein:

We have reviewed your request for Project Based Vouchers (PBV's) submitted October 11, 2018. I am pleased to announce that on December 6, 2018 the Dane County Housing Authority ("DCHA") Board of Directors passed a resolution to commit 8 project-based section 8 vouchers to Limestone Ridge Phase I- Fitchburg ("Project Owner"), a 108 unit apartment development to be located at Lot 10 of Orchard Pointe in Fitchburg, WI ("Project"). These 8 vouchers will be contractually committed to the Project for a term of fifteen years. Upon receiving an award of Low-Income Housing Tax Credits the Project Owner, and DCHA will enter into the standard AHAP Contract.

The following is a general outline of the terms that will be reflected in the AHAP Contract.

Description of housing, including:

- **Project Site.**
Lot 10 of Orchard Pointe Fitchburg, WI
- **Total number of units in project covered by this Agreement.**
8 units.
- **Location of contract units.**
Lot 10 of Orchard Pointe Road Fitchburg, WI
- **Number of contract units by area (size) and number of bedrooms and bathrooms.**
 - (4) 1 bedroom / 1 bath units, Average size: 620-670 SF
 - (4) 3 Bedroom/ 2 bath units, Average Size 1280 SF
- **Services, maintenance or equipment to be supplied by the owner without charges in addition to the rent to owner.**

The following will be included at no extra charge to the residents.

1. Maintenance
 2. Appliances: stove, refrigerator
 3. Air conditioning with individual controls
 4. Computer room
 5. Fitness room
- **Utilities available to the contract units, including a specification of utility services to be paid by owner (without charges in addition to rent) and utility services to be paid by owner.**
The owner will provide water, sewer and trash removal at no charge to the tenant.
 - **Estimated initial rent to owner for the contract units.**
One Bedroom: \$915, Three Bedroom: \$1507

Thank you,

Rob Dicke
Executive Director- Dane County Housing Authority



4.5.1 Project Location

Limestone Ridge is located on Lot 10 of the Orchard Pointe shopping center in Fitchburg, Wisconsin. The tax parcel ID is 225/0609-072-00702 and is outlined in the image below. The land that Limestone Ridge is being built on is a sub-parcel of the tax parcel outlined above, which is currently controlled by JT Klein Company. The total parcel is approximately 3.75 acres. Prior to construction, approximately 3 acres will be parceled off to development Limestone Ridge Phase I.

Limestone Ridge Location



Nearby Neighborhood Amenities



Public Transportation Within Walking Distance



Imagery ©2018 Google, Map data ©2018 Google 100 ft

Neighborhood Linkages Report Provided by Baker Tilly

Harrison Park Neighborhood Linkages			
Map #	Category	Name/Description	Distance from Site
N/A	Transportation	Metro Transit Bus System	0.2 miles
1	Grocery Store	Hy-Vee-2920 Fitchrona Rd. ALDI-6261 McKee Rd.	Directly N. 0.2 miles
2	Shopping	Target-6321 McKee Rd. Goodwill-6921 McKee Rd.	Directly N 0.2 miles
3	Gas Station/ Convenience Store	Kwik Trip-6208 McKee Rd. Kwik Trip-6133 McKee Rd.	0.4 miles 0.6 miles
4	Medical	UnityPoint Health Meriter-McKee Clinco-3102 Meriter Way	2.4 miles
5	Pharmacy	CVS Pharmacy-6321 McKee Rd. Hy-Vee Pharmacy-2920 Fitchrona Rd.	Directly N. Directly N.
6	Churches	Capitoland Christian Center-3651 Maple Grove Dr. Chapel Valley Church-2575 Petersburg Circle Meadow Baptist Church-2817 Prairie Rd.	1.0 mile 0.6 miles 0.9 miles
7	Banking	UW Credit Union-6331 McKee Rd. Wisconsin Bank and Trust-6180 Verona Rd.	0.3 miles 0.3 miles
8	Restaurants	Monkeyshines Bar and Grill-6209 McKee Rd. MOOYAH Burgers, Fries & Shakes-6309 McKee Rd. Pancheros Mexican Grill-6309 McKee Rd.	0.3 miles 0.2 miles 0.2 miles
9	Post Office	US Post Office-3000 Cahill Main	2.9 miles
10	Elementary School	Country View Elementary-710 Lone Pine Way (Verona, WI)	3.3 miles
11	Middle School	Savannah Oaks Middle School-5890 Lacy Rd.	1.7 miles
12	High School	Verona Area High School-300 Richard St. (Verona, WI)	3.1 miles
13	College/Job Training	N/A	-
14	Recreation/Park	Quarry Ridge Recreational Area-2740 Fitchrona Rd. Ten Pin Alley-6285 Nesbitt Rd. Quarry Cove Park-3333 Bradbury Rd.	0.4 miles 0.2 miles 0.3 miles
15	Library	Madison Public Library-Meadowridge-5726 Raymond Rd.	1.4 miles
16	Senior Center	West Madison Senior Center-6724 Raymond Rd. Verona Senior Center-108 Paoli St.	1.4 miles 3.3 miles

Source: Baker Tilly Virchow Krause, LLP

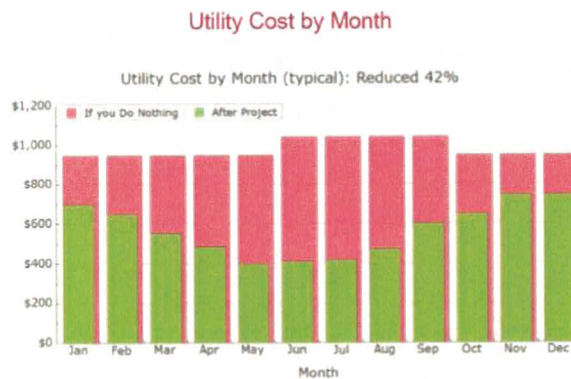
4.5.2 Photo Voltaic Array

JT Klein Company, Inc. is committed to renewable energy, which is why the majority of the company's developments contain a photo voltaic array system. JT Klein will be working with Full Spectrum Solar to install a solar electric system at Limestone Ridge. Full Spectrum Solar will do an indepth analysis of the site and building in order to determine the most efficient system and layout for Limestone Ridge.

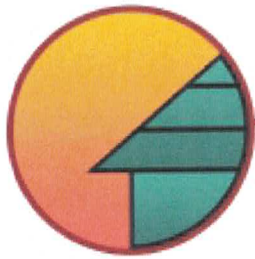
We are committed to installing a flat roof photo voltaic array system identical to the system at Oak Ridge Middleton, which is detailed on the following pages. This system costs approximately \$61,000 and generates 28.8 kW DC producing 35,782 kWh/Year. This converts into an annual average utility savings of \$8,955, or \$268,661 over the 30 year lifetime of the system.



Your Hedge Against Utility Inflation: Your investment in this project will protect you from utility rate inflation.



Attached is the cost proposal for the Full Spectrum Solar system currently in use on our Oak Ridge Middleton development:



FULL SPECTRUM S O L A R

Performance & Financial Analysis

Prepared November 13, 2018 for

Jacob Klein (11/13)

President

JT Klein Company, Inc.

906 Bear Claw Way

Madison, WI 53717

Phone: (612) 202-1577 | Alt Phone: (914) 649-7085

Email: Jacob@JTKlein.com

Work Location:

Oak Ridge Middleton

7635 Lisa Lane

Middleton, WI 53562

Prepared by Burke O'Neal

Project Engineer

Full Spectrum Solar

1240 E. Washington Ave.

Madison, WI 53703

Phone: 608-284-9495 Ext: 204 | Email: burke@fullspectrumssolar.com

1) Disclaimer: Quotes for projects are valid for 30 days from delivery to recipient



Executive Summary

Electric Utility Savings: Anticipate a savings of approximately \$4,913 in electric bills (42%) at current utility rates in the first year. Savings will grow as electric utility rates are expected to rise 3.78% a year. The purchase of electric energy (kWh) from your utility is expected to be reduced by 43%.

Over 30 years, annual utility savings are anticipated to average \$8,955, for a total utility savings of \$268,661. After tax effects are applied, savings average \$6,000 annually or \$180,007 over the system life.

Performance Summary

Solar Electric (PV) System: 28.8 kW DC producing 35,782 kWh/Year.

Purchase Price & Net Cost

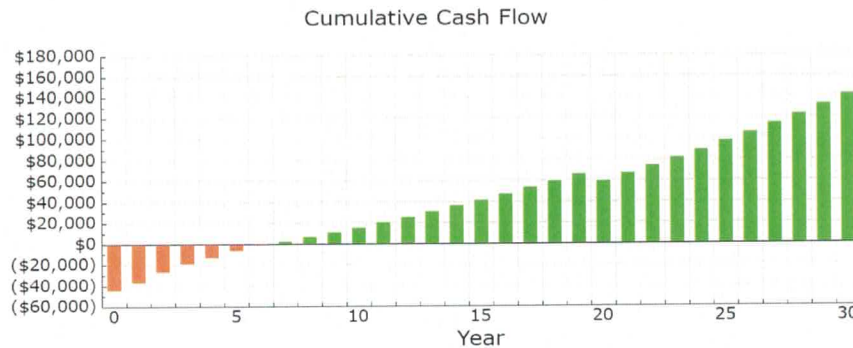
Contract Price: \$60,995
 Incentives to Customer: (\$24,561)
 Income Tax on Incentives: \$8,105
 Net Purchase Cost: \$44,539
 MACRS Depreciation: (\$20,128) (Total)

Financial Ratios

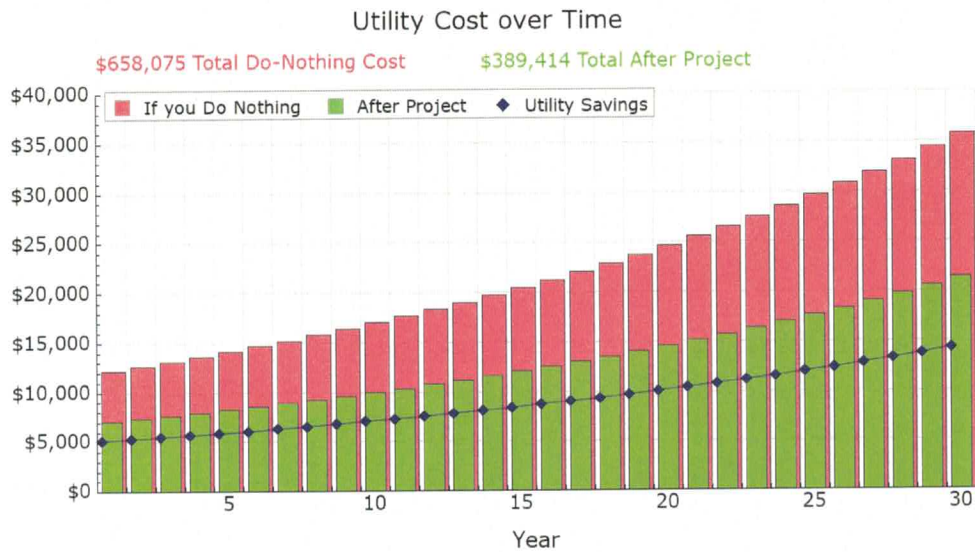
Customer's Profitability Index: 2.7
 Cashflow Payback: 6.5 years
 8 years (modified)
 Internal Rate of Return (IRR): 13.9%
 Modified IRR (MIRR): 9.4%
 Net Present Value (NPV): \$60,962
 Cash Gained over Life: \$142,187

- CO2 Saved over System Life: 880 tons. Equivalent to driving 1,760,000 auto miles

Finance: Cash

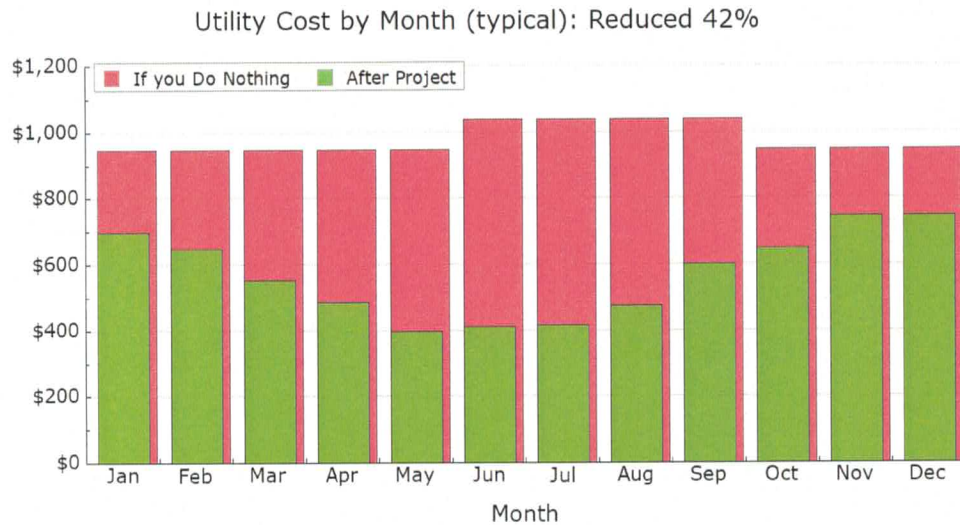


The Cost of Doing Nothing



Your Hedge Against Utility Inflation: Your investment in this project will protect you from utility rate inflation.

Utility Cost by Month



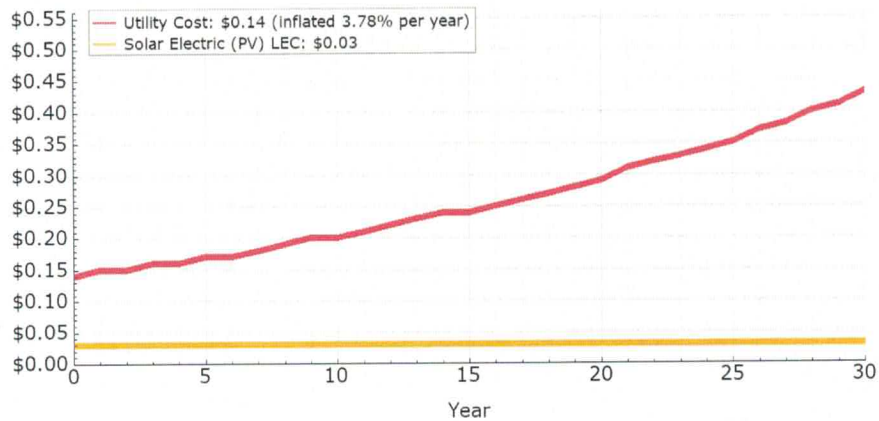


Levelized Energy Cost (LEC)

Your Hedge Against Utility Inflation: Your investment in this project will protect you from utility rate inflation. Levelized Energy Cost (LEC) analysis provides us with a "hurdle rate" (the levelized energy cost) which can be compared to the expected change in utility rates (by way of utility rate inflation). LEC is the average lifetime cost of energy produced by a particular system. We can compare the LEC to the current utility rate and its expected change in price as time goes on. In this manner one can judge the investment as a "better bet" than utility rates to contain energy costs. Represented below is the average cost of utility energy versus the cost of energy produced (LEC) by your system over time.

Electric: Levelized Energy Cost (LEC)

\$/kWh: Utility vs. System Levelized Energy Cost (LEC)



Carbon Footprint

Your carbon footprint will be reduced. Over the life of your system 880 tons of carbon dioxide (CO₂) will be eliminated from your footprint. Equivalent to:



Planting 20,504 trees.



Driving reduced by 1,760,000 auto miles, or 89,760 gallons of gasoline.



Recycling 2,781 tons of waste instead of sending it to landfill.



Displacing CO₂ emissions from the annual electric use of 100 homes.



857,491 pounds (428.7 tons) of coal burned.

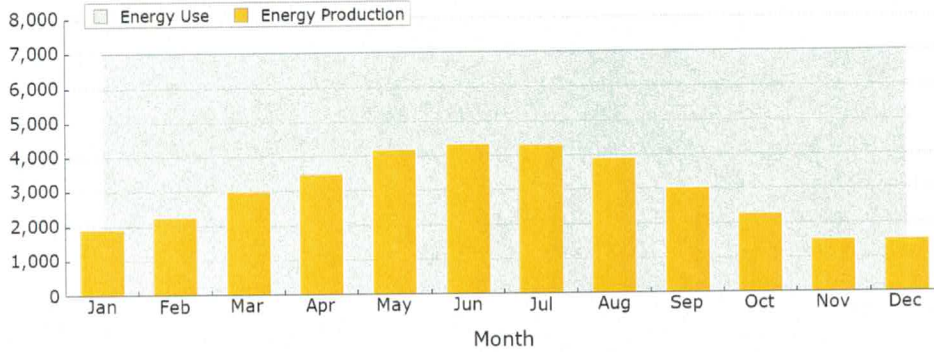


and you will help avoid the use of up to 21,469,200 gallons of water by Thermoelectric Powerplants.



Solar Electric (PV) System Summary

Solar Electric (PV) kWh Production by Month (typical)



Tilt: 10° Azimuth: 180° Rack/Gnd/Pole Mount

Shade reduces production: 4%

PV Panels: 80 x Heliene, Model: 72M360

Inverters: 2 x Fronius USA, Model: Fronius Symo 10.0-3 208-240 (208V)

Total Panel Area: 1,638 sq-ft

System Peak Power: 28.8 kW DC

Annual Production: 35,782 kWh. Supplying 43% of annual electric use

Contract Price Summary: Solar Electric (PV) System

Contract Amount: \$60,995 (\$2.12 per watt DC)

Incentives available to Customer in 1st Year

Federal Tax Credit (30% of Gross Cost at Installation): (\$18,299)

RECIP Grant: (\$6,262)

Net Cost at Install (after incentives): \$36,434

Net Installed Price per Watt: \$1.27 per watt DC (\$1.31 per watt AC)

Note: Income Tax may be due on some incentives: \$8,105



Sensitivity Analysis: Utility Rate Inflation Scenarios

Sensitivity Analysis is a process of analyzing possible future events by considering alternative possible outcomes.

The average change in utility rates (inflation) over the system life is perhaps the variable which may most affect the return on your investment. The following table summarizes how utility rate inflation may impact your investment. The project, as quoted, is compared to utility rate inflation that averages -5%, 0% and +5% over the system life.

	<u>As Quoted</u>	<u>-5% Inflation</u>	<u>0% Inflation</u>	<u>+5% Inflation</u>
Total Utility Savings:	\$268,661	\$72,140	\$144,233	\$333,608
Cash Gained over Life:	\$142,187	\$10,513	\$58,817	\$185,696
Return on Initial Cash Invested (IRR):	13.9%	3.8%	9.9%	15.2%
Wealth Created Over System Life (NPV):	\$60,962	(\$551)	\$23,350	\$79,757

Utility Inflation, as Quoted: Electric Rates: 3.78%



How to Interpret Financial Ratios and Measures

A Measure of Security: Cashflow Payback: 6.5 years - 8 years (modified)

The most common measure of the security of a proposed investment is its payback, defined as the length of time until one gets one's money back. Cashflow Payback is when cumulative cash flow stays positive for good. Modified Cashflow Payback is when the cumulative cash in-flows exceed the total of all cash out-flows over the system life; future maintenance expenses are accommodated.

Profitability Index: 2.7

What PI Means: Generally, if $PI > 1$ then accept the project. If $PI < 1$ then "qualitative" factors may justify the project.

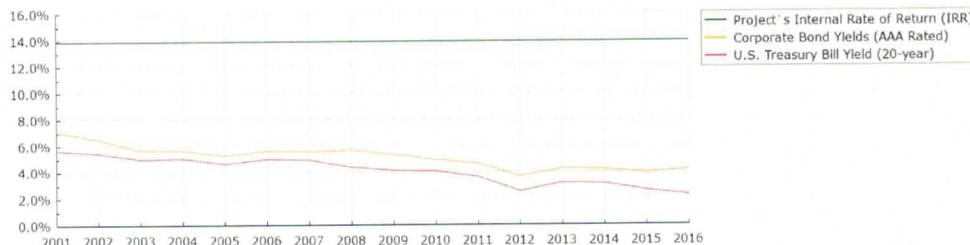
Profitability Index (PI) is a measure of investment efficiency. It identifies the relationship of investment to its return. Profitability Index (PI) is calculated as: (Net-Present Value of the Returns plus the Initial Investment) divided by the Initial Investment. For example: \$36,434 is invested and the NPV of the returns is \$60,962, then the $PI = (\$36,434 + \$60,962)/\$36,434 = 2.7$, or more generically, for every \$1 invested you received \$2.7 in return.

Net Present Value (NPV): \$60,962.

What NPV Means: NPV is an indicator of how much value (wealth) an investment adds to the customer. If NPV is positive then the investment would add value. If NPV is zero or negative then other "qualitative" factors may be of adequate value to justify the project (for example, lengthening a swimming pool season). *Net Present Value (NPV)* is one way to account for the time value of money. NPV calculates the current value of each future cash flow. For example, \$1.00 received two years from now is equivalent to something less today, if it can be invested now at some interest rate. This allows us to "discount" the cash flows (whether positive or negative) that the proposed investment is expected to generate at various times in the future back to their equivalent value today (that is, their "present value"). If one then subtracts the cost of the proposed investment from the sum of the present values of the ongoing cash inflows, one obtains the net present value (NPV) of the investment.

Internal Rate of Return (IRR): 13.9%

Internal Rate of Return (IRR) is a common measure of investment efficiency. Equivalent to the yield to maturity of a bond. The internal rate of return (IRR) is the annualized effective compounded rate of return earned on the invested capital.



Modified Internal Rate of Return (MIRR): 9.4% -- *Modified Internal Rate of Return (MIRR)*, as the name implies, is a modification of the internal rate of return (IRR) and as such aims to resolve some problems with the IRR. First, IRR assumes that positive cash flows are reinvested at the same rate of return as that of the project that generated them. A more likely situation is that the funds will be reinvested at a rate closer to the cost of capital. For determining MIRR, we assumed a finance rate of 4.00% and a reinvestment rate of 8.00%.



Measures of Predictability: Using "hurdle rates" Levelized Energy Cost (LEC)

Solar Electric (PV): \$0.03 per kWh

Another dimension of concern about a proposed investment is the predictability of its anticipated costs and returns, which requires measures of the uncertainty associated with them. Levelized Energy Cost (LEC) analysis provides us with a "hurdle rate" (the levelized energy cost). LEC is the average lifetime cost of energy produced by a particular system. We can compare LEC to the current utility rate and its expected change in price as time goes on. In this manner one can judge the investment as a "better bet" than utility rates to contain energy costs.

Assessing Option Value: The option value of a proposed investment represents the value of future opportunities that would be made available only if the investment were made. Like the ante in a poker game, the investment may promise no return other than the opportunity to look at the cards being dealt, at which point one can either fold or "exercise the option" by making additional investments in an attempt to win the pot. To realize future value here new investments are not necessarily required to "exercise the options" - ownership is enough. In the case of renewable energy systems in general, there are primarily two opportunities, or options, which may have future value: Property value appreciation, and Renewable energy certificates (RECs or SRECs):

Renewable Energy and/or Carbon Credits or Certificate (REC or SREC): Renewable Energy Certificates (sometimes called "solar renewable energy credits/certificates" - SRECs, S-RECs, or simply RECs) are a new and evolving method to ascribe future financial value to a renewable energy system. RECs represent the bundle of legal rights to the "green" part of each unit of energy produced by a renewable energy system. This green part can be sold for a value, which generates additional revenue for the seller. These certificates can be sold and traded or bartered and the owner of the REC can claim to have purchased renewable energy.



Utility Energy Summary: Electric

Electric Utility Rates

Current Rate
 Madison Gas & Electric Co: Small Commercial & Industrial Lighting and Power
 Tiered Rate: No
 Time-of-Use Rate: No
 Demand Charges: No

Post Project Rate
 Madison Gas & Electric Co: Small Commercial & Industrial Lighting and Power
 Tiered Rate: No
 Time-of-Use Rate: No
 Demand Charges: No

Summary of Utility & New Source Electricity

Electric by Month (kWh)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<u>Entered into Software (historical)</u>													
Monthly Use	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	84,000
Historical Cost	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>Estimated by Software at Current Rates</u>													
Estimated Use	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	84,000
Current Cost	\$947	\$945	\$947	\$947	\$947	\$1,038	\$1,039	\$1,039	\$1,038	\$947	\$947	\$947	\$11,728
PV Production	(1,904)	(2,257)	(3,000)	(3,498)	(4,197)	(4,348)	(4,310)	(3,894)	(3,025)	(2,284)	(1,533)	(1,532)	
Post Project Use	5,096	4,743	4,000	3,502	2,803	2,652	2,690	3,106	3,975	4,716	5,467	5,468	48,218
Post Project Cost	\$697	\$648	\$552	\$486	\$395	\$409	\$415	\$475	\$600	\$647	\$745	\$746	\$6,815
Production Self-Consumption Percent:	94%	89%	82%	80%	73%	73%	73%	74%	86%	94%	100%	100%	



Cash Flow Details for the System

Cash Flows in Year	0	1	2	3	4
Gross Cost: PV	(60,995)				
<u>Reference:</u> Utility Bill Savings with Inflation Applied	0	5,098	5,283	5,475	5,673
Utility Bill Net Cash Savings after Tax Effects	0	3,416	3,540	3,668	3,801
<u>Solar Electric (PV) Incentives</u>					
Federal Tax Credit (30% of Gross Cost at Installation)	18,299	0	0	0	0
RECIP Grant	6,262	0	0	0	0
Total Incentives	24,561	0	0	0	0
<u>Reference:</u> Total Incentives Federal Taxable as Income	24,561	0	0	0	0
<u>Reference:</u> Total Incentives Taxable as State Income	24,561	0	0	0	0
Income Tax on Incentives	(8,105)	0	0	0	0
Federal MACRS Depreciation Tax Savings	0	3,416	5,465	3,279	1,967
State MACRS Depreciation Tax Savings	0	610	976	586	351
Net Annual Cash Flow	(44,539)	7,442	9,981	7,533	6,119
Cumulative Cash Flow	(44,539)	(37,097)	(27,116)	(19,583)	(13,464)

Net Annual Cash Flow is the sum of values in gray lines.

Cash Flows in Year	5	6	7	8	9
<u>Reference:</u> Utility Bill Savings with Inflation Applied	5,880	6,092	6,313	6,543	6,779
Utility Bill Net Cash Savings after Tax Effects	3,940	4,082	4,230	4,384	4,542
Federal MACRS Depreciation Tax Savings	1,967	984	0	0	0
State MACRS Depreciation Tax Savings	351	176	0	0	0
Net Annual Cash Flow	6,258	5,242	4,230	4,384	4,542
Cumulative Cash Flow	(7,206)	(1,964)	2,266	6,650	11,192

Cash Flows in Year	10	11	12	13	14
<u>Reference:</u> Utility Bill Savings with Inflation Applied	7,026	7,280	7,544	7,818	8,101
Utility Bill Net Cash Savings after Tax Effects	4,707	4,878	5,054	5,238	5,428
Net Annual Cash Flow	4,707	4,878	5,054	5,238	5,428
Cumulative Cash Flow	15,899	20,777	25,831	31,069	36,497



Cash Flow Details for the System

Cash Flows in Year	15	16	17	18	19
<u>Reference:</u> Utility Bill Savings with Inflation Applied	8,394	8,699	9,013	9,340	9,679
Utility Bill Net Cash Savings after Tax Effects	5,624	5,828	6,039	6,258	6,485
Net Annual Cash Flow	5,624	5,828	6,039	6,258	6,485
Cumulative Cash Flow	42,121	47,949	53,988	60,246	66,731

Cash Flows in Year	20	21	22	23	24
O&M Cost: PV	(20,013)	0	0	0	0
<u>Reference:</u> Utility Bill Savings with Inflation Applied	10,029	10,392	10,768	11,159	11,563
Utility Bill Net Cash Savings after Tax Effects	6,719	6,963	7,215	7,477	7,747
Tax Savings from O&M Expense Deduction	6,604	0	0	0	0
Net Annual Cash Flow	(6,690)	6,963	7,215	7,477	7,747
Cumulative Cash Flow	60,041	67,004	74,219	81,696	89,443

Cash Flows in Year	25	26	27	28	29
<u>Reference:</u> Utility Bill Savings with Inflation Applied	11,982	12,416	12,865	13,331	13,813
Utility Bill Net Cash Savings after Tax Effects	8,028	8,319	8,620	8,932	9,255
Net Annual Cash Flow	8,028	8,319	8,620	8,932	9,255
Cumulative Cash Flow	97,471	105,790	114,410	123,342	132,597

Cash Flows in Year	30	31	32	33	34
<u>Reference:</u> Utility Bill Savings with Inflation Applied	14,313	0	0	0	0
Utility Bill Net Cash Savings after Tax Effects	9,590	0	0	0	0
Net Annual Cash Flow	9,590	0	0	0	0
Cumulative Cash Flow	142,187	0	0	0	0



Other Assumptions Used in this Analysis

Customer Type: Business/Commercial.

Tax Effects Applied to Utility Savings: As a business customer, utility savings will result in lower business expenses (a tax deduction or "write off") for utility services. Therefore we have reduced utility savings by your effective income tax rate (28.00% federal and 5.00% state).

System Life: PV System: 30 years. Inverters: 20 years.

PV System Modeling Variables (PVWatts references): System Losses: 9.5%, DC-to-AC Ratio: 1.44, Module Type: Standard, Inverter Efficiency: 96.50%.

Performance Degradation and O&M Costs: We have assumed performance will degrade by 0.25% per year due to soiling and general wear. Annual operating and maintenance (O&M) costs are inflated 2.80% per year, and are estimated as a percent of gross system price, as follows: Solar Electric (PV): 0.00%.

Income Tax Rates: Federal: 28.00%, State: 5.00%

Annual Inflation Rates: Consumer price index: 2.80%, Electric Rates: 3.78%

Energy Metering Type: Net Metering

Net Excess Generation (NEG): Monthly NEG credited at Utility Rate. Monthly NEG may be carried forward to the next month for application to future utility bills. Annual NEG Not sold.

Discount Rate: 4.00%. Used to estimate net present value of future cash flows. This is also assumed to be the finance rate, as used to calculate MIRR.

Reinvestment Rate: 8.00%. Used to calculate MIRR.

Depreciation Methods: Federal: Regular MACRS Schedule. State: Regular MACRS Schedule.

Amounts Depreciated by Year	0	1	2	3	4
Federal (\$60,995 total)	\$0	\$12,200	\$19,518	\$11,711	\$7,025
State (\$60,995 total)	\$0	\$12,200	\$19,520	\$11,720	\$7,020

Amounts Depreciated by Year	5	6	7	8	9
Federal	\$7,025	\$3,514	\$0	\$0	\$0
State	\$7,020	\$3,520	\$0	\$0	\$0

Carbon Dioxide (CO2) Calculations: The following assumptions are used to calculate carbon dioxide (CO2) reductions: Electricity: 1.64 lbs. CO2 per kWh. Natural Gas: 0.12 lbs. CO2 per cubic foot (12 lbs. per Therm). Fuel Oil: 22.29 lbs. CO2 per gallon. Propane: 12.17 lbs. CO2 per gallon. Trees Planted: 0.0429 tons CO2 per Tree planted (23.3 Trees/Ton CO2). Automiles Saved: 1 lb CO2 per mile for medium passenger car (2,000 Miles/Ton CO2). Gallons Gasoline: 0.009812 tons CO2/gallon (102 Gal/Ton CO2). Landfill Tons: 3.16 tons CO2 per ton of waste recycled instead of landfilled. Single-family Homes (electric use): 8.82 tons CO2/home (0.11 Homes/Ton CO2). Tons of Coal Burned: 2.0525 lbs. of CO2 per lb. of Coal



(2,000 lbs. per ton). Source: www.epa.gov/cleanenergy/energy-resources/refs.html

Water used by Thermoelectric Powerplants: Depending upon the technology used, natural gas and coal power plants withdraw up to 20 gallons of water for every kWh of energy produced and consume (via evaporation) about 0.47 gallons per kWh produced. Sources: <http://nrel.gov/docs/fy04osti/33905.pdf> and <http://www.wri.org/resources/charts-graphs/typical-range-water-withdrawals-and-consumption-thermoelectric-power-plants> which summarizes the Electric Power Research Institute's report *Water & Sustainability (Volume 3): U.S. Water Consumption for Power Production - The Next Half Century*

Disclaimer: Quotes for projects are valid for 30 days from delivery to recipient



PV Production by Year

PV system production will vary according to weather patterns, changes in obstacles that may shade the PV panels, and the like. Over time system production may also "degrade" due to general soiling and other effects of aging. The table below provides a range (+/- 20%) of typical annual production values for the system, by year, with an annual performance degradation of 0.25% included. The "Typical" values were used to provide this report.

<u>Year</u>	<u>Low Typical</u>	<u>Typical</u>	<u>High Typical</u>
1	28,626 kWh	35,782 kWh	42,938 kWh
2	28,554 kWh	35,693 kWh	42,831 kWh
3	28,482 kWh	35,603 kWh	42,724 kWh
4	28,411 kWh	35,514 kWh	42,616 kWh
5	28,339 kWh	35,424 kWh	42,509 kWh
6	28,268 kWh	35,335 kWh	42,402 kWh
7	28,196 kWh	35,245 kWh	42,294 kWh
8	28,125 kWh	35,156 kWh	42,187 kWh
9	28,053 kWh	35,066 kWh	42,080 kWh
10	27,982 kWh	34,977 kWh	41,972 kWh
11	27,910 kWh	34,887 kWh	41,865 kWh
12	27,838 kWh	34,798 kWh	41,758 kWh
13	27,767 kWh	34,709 kWh	41,650 kWh
14	27,695 kWh	34,619 kWh	41,543 kWh
15	27,624 kWh	34,530 kWh	41,436 kWh
16	27,552 kWh	34,440 kWh	41,328 kWh
17	27,481 kWh	34,351 kWh	41,221 kWh
18	27,409 kWh	34,261 kWh	41,114 kWh
19	27,337 kWh	34,172 kWh	41,006 kWh
20	27,266 kWh	34,082 kWh	40,899 kWh
21	27,194 kWh	33,993 kWh	40,791 kWh
22	27,123 kWh	33,903 kWh	40,684 kWh
23	27,051 kWh	33,814 kWh	40,577 kWh
24	26,980 kWh	33,725 kWh	40,469 kWh
25	26,908 kWh	33,635 kWh	40,362 kWh
26	26,837 kWh	33,546 kWh	40,255 kWh
27	26,765 kWh	33,456 kWh	40,147 kWh
28	26,693 kWh	33,367 kWh	40,040 kWh
29	26,622 kWh	33,277 kWh	39,933 kWh
30	26,550 kWh	33,188 kWh	39,825 kWh
Totals	827,638 kWh	1,034,547 kWh	1,241,456 kWh



Renewable Resources

The following renewable resource assumptions were used to develop estimates for the project location. These are typical values based upon observed data over several decades. Actual values (and system performance) will vary from month to month, and from year to year, in accordance to weather and climate pattern changes.

Weather station referenced: "MADISON DANE CO REGIONAL ARPT [ISIS]" (Wisconsin)

Solar Resources: Flat-Plate, South-facing Tilted at Latitude

Month	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
kWh/m ² /day	3.227	3.885	4.262	4.832	5.411	5.656	5.568	5.368	4.821	3.841	2.83	2.683

As shown by the above sources and uses for Limestone Ridge, the current funding gap is \$2,999,802 with a total project cost of \$24,538,438. This equates to a funding gap of 12.2% of project costs. To make this development feasible, JT Klein company is requesting from the Affordable Housing Development Fund \$1,950,000 for development costs, and \$50,000 for the photo voltaic array system. The total request of \$2,000,000 equates to 8% of total project costs. This funding would support 82 affordable units, or 127 bedrooms. The County funding requested is approximately \$15,740 per bedroom.

Since the project was originally underwritten in mid-2018 for the 2019 9% WHEDA tax credit round, construction costs have risen dramatically. JT Klein Company, Inc. is working to make this development feasible and bring this much needed affordable family housing development to Fitchburg. As outlined above, the primary mortgage will be for \$7,600,000. Preference will be given to WHEDA on the primary mortgage, but other debt institutions will be asked in order to guarantee the most competitive rate. The deferred developer fee for Limestone Ridge is estimated to be \$999,802, or approximately 4% of development costs. JT Klein Company will be asking for the maximum amount of credits a project can receive, \$1,550,000. This equates to roughly \$13,638,636 in equity. JT Klein has strong relations with tax credit investors, and will be able to obtain maximum credit pricing.

JT Klein has already given a presentation to County HOME funding for 2019. The amount requested was increased from \$300,000, which was committed in 2018, to \$450,000 in 2019.

These Dane County Affordable Housing Development Funds are a vital part of the Limestone Ridge Apartments. Unlike projects in the City of Madison, there are no other sources of funds to make a project of this size feasible in many of the Dane County suburbs. Additionally the City of Fitchburg has the highest park dedication fees in all of Dane County, while other municipalities like Madison waive these fees. These AHDF funds are the only way to bridge the competitive disadvantage of approximately \$27,000 per unit (Madison AHF & waived park fees), and make affordable housing development feasible outside the City of Madison. Without this funding, Limestone Ridge will not be possible.

The Limestone Ridge Apartments embodies all aspects of outlined in this RFP. If funded, Limestone Ridge will provide a diverse portfolio of 82 high quality affordable apartment units, ranging across 30-60% AMI and 1-3 bedroom units. More specifically, of the 82 affordable units,

8 will be reserved for project based vouchers (4 one bedrooms, 4 three bedrooms) and 14 additional one bedroom units will be targeting persons making at or less than 30% of the County's AMI. Units within 50% of the County's AMI will include 32 one bedrooms, 7 two bedrooms, and 9 three bedroom units. Units set aside for residents at or under 60% AMI consist of 12 two bedroom units.

Affordable housing will be created in an area that has a high number of jobs, but very few housing options. The close proximity to everyday neighborhood amenities and public transportation will allow families to thrive in a safe and comfortable environment. JT Klein Company wants Limestone Ridge to align perfectly with this RFP, which is why Limestone Ridge will be committed to supportive services, renewable energy, and both tenant screening policies outlined in Attachment G.

4.7 Fair Tenant Selection

Limestone Ridge will be managed by the Oakbrook Corporation, who will be responsible for leasing and tenant qualification. Oakbrook Corporation is an industry leader in providing management services to Section 42 properties in the Midwest. For Limestone Ridge, Oakbrook will use more relaxed qualification and screening policies than it does for market rate properties. These policies will enhance access to the property for persons that would normally not qualify to live in a typical market rate project. The 3 tenant qualification policies are listed below.

- Typically, a market rate renter is required to show that their income is at least three times the rent; Oakbrook understands that this may be unrealistic in an affordable project so they have adapted their standard policy to have a 45% rent to income requirement instead of the 33%.
- Next, there are two credit screening models provided by Oakbrook's vendor, a market rate and an affordable model. In the affordable model, student loan debt and unpaid medical expenses are not used.
- Finally, if applicants score with "conditional credit" Oakbrook will consider them with a higher security deposit and/or allow them to provide a co-signer with acceptable credit. In some cases, exceptions have been made for disabled applicants having a representative payee.

A detailed Oakbrook Corporation management plan and tenant selection criteria is included in the following pages of this RFP.



RESIDENT SELECTION PLAN - FAMILY

This property is an apartment community for low-to-moderate income families. This property subscribes to the following procedures for qualifying applicants for occupancy in this rental development.

Additional restrictions may apply dependent on Development financing.

Equal Housing Opportunity

Oakbrook Corporation and this rental community adhere to local, state, and the federal Fair Housing Law (Title VIII of the Civil Rights Act of 1968, The Fair Housing Amendments Acts of 1988 and Section 504 of the Rehabilitation Act of 1973, all as amended), which stipulates that it is illegal to discriminate against any person on the basis of race, color, creed, religion, sex, national origin, marital status, status with regard to receipt of public assistance, disability, familial status, sexual orientation and gender identity.

THIS IS AN EQUAL HOUSING OPPORTUNITY COMMUNITY

Age and Occupancy Standards

Occupancy standards for this development are no more than 2 people per bedroom. Exceptions may be made on non-senior properties for minors under the age of 2 years old.

Income Requirements

Income requirements at this development are prescribed by the Low Income Housing Tax Credit Program ("the Program") outlined in Section 42 of the Internal Revenue Code ("Section 42"). Income limits are issued and annually updated by the Department of Housing and Urban Development for each state by county and/or metropolitan statistical area according to family size. The applicant must demonstrate a financial ability to pay the monthly contribution toward rent, meaning a household may not pay more than 45% of their gross monthly income toward rent. Adjustments to this policy may be made by management depending upon a household's total assets.

Resident Selection Procedures

The following procedures are the established resident selection criteria used by management to determine applicant eligibility:

- A. A formal application form must be completed by all applicants, including a Release of Information Consent Form.
- B. A consumer credit report will be prepared by a credit-reporting agency that will reflect past and present credit history and criminal background search will be completed.
- C. Household income qualification and Program eligibility will be determined in accordance with Program regulations.
- D. Student eligibility will be verified based on Program regulations.

Occupancy Preferences

Preference for occupancy will be given to households desiring as follows:

- A. Preference will be given on a first come first serve basis for all units (**excluding the project based voucher units and those units set aside as supportive housing units**). The appropriate application fee (if applicable) must accompany each rental application in order to be processed. The application fee (if applicable) is non-refundable. This fee is used by management to cover costs of processing applications and running credit and criminal history reports, etc.
- B. **Preference for the units set aside as supportive housing units and project based voucher units will be given to persons with disabilities and/or veterans.**
- C. In accordance with Section 504 of the Rehabilitation Act of 1973, accessible units are allocated using a special priority approach. When accessible units become available, the housing provider will offer the units in the following order:
 1. To current residents who would benefit from the available unit's accessibility features, but whose current unit does not have such features.
 2. To eligible and qualified households on the waiting list with disabilities who would benefit from the available unit's accessibility features.
 3. To other eligible and qualified households on the waiting list (i.e., without disabilities) who may desire the unit, however management may require the household to agree, in writing, to transfer to a non-accessible unit at the owner's request. The request will only be made if an accessible unit is not available to a person who requires the unit's features.

When an accessible unit becomes available, households that need (and currently do not have) the accessibility features assume a position at the top of the waiting list.

Unit-Transfers

All requests for unit-transfers must be in writing and will be processed in the order received. Unit-transfers may be requested after completion of the initial lease term and all lease obligations have been fulfilled (e.g., there are outstanding issues such as unpaid rent, late charges, damages beyond normal wear and tear, significant violations of the lease or House Rules, etc.). It is management's policy to alternate the preference between current residents (without "reasonable accommodations") requiring transfers and new move-in residents on the waiting list. If a resident desires to transfer to another unit in the development, management will re-verify that the household will continue to be Program eligible and income qualified in accordance with Section 42, prior to the unit-transfer.

Rental Application

The rental application for an apartment is designed to give management enough information to determine Program eligibility. Completion of the rental application by a household does not mean the applicant has been approved for occupancy. Approval for occupancy is determined only after all information on the application is verified through the certification process.

Selection Criteria/Certification Process

In addition to verifying whether a household is income qualified and Program eligible, management will use various criteria in determining the acceptability of all applicants. An application may be rejected based on one or more of the following criteria.

- A. Insufficient/Inaccurate Information on Application.

If management determines that the applicant has not fully cooperated in all aspects of the application process, or if it is determined that the applicant has falsified information, it is cause for immediate rejection of the application.

B. Credit and Financial Standing

1. Management will consider whether all applicants have a satisfactory history of meeting financial obligations, (including timely payment of rent, outstanding judgments or a history of late payments of bills). If management rejects an application based upon the credit report, the applicant will be provided with the name of the credit-reporting agency that performed the credit check. Management will not disclose the specifics of any information reported by the credit bureau. Applicants will be given the opportunity to correct or clear the adverse credit.
2. The inability to verify credit references is a factor for rejection of an application. Consideration will be given to special circumstances in which credit has not been established.

C. History of Residency

Management will consider whether the applicant or any other person who will be living in the unit, has a history of physical violence to persons or property, or has exhibited living habits at prior residences that could adversely affect the health, safety, and quiet enjoyment of other residents at the rental community. Management will consider all circumstance regarding this type of activity as well as the period during which it occurred.

D. Other Reasons for Rejection (unless prohibited by local, state or federal law) include, but are not limited to:

1. A household member's conviction record;
2. Anyone who will live in the apartment who is currently engaged in the use of illegal drugs. (Management will not discriminate against qualified applicants who are former drug users or who have undergone drug or chemical sensitivity treatment);
3. Rent delinquency;
4. False, inaccurate or missing information on the rental application and other related documentation;
5. Refusal to accept the lease provisions (rules and regulations, occupancy standards, amount of rent, the unit must be the primary place of residency, etc.) or the Program requirements.

Pet Policy

Pets may be permitted at this development. Refer to pet lease addendum for pet requirements (breed restrictions may apply). Pre-approval by management is required and a pet lease will be executed between the household and the owner. Service animals as defined in Section 504 of the Rehabilitation Act of 1973, 42 USC Part 12100 (1990) and the Fair Housing Amendments Act, 42 USC Sect. 3604 (1988) and 24 CFR Sect. 100.204 (1989), are permitted. Service animals include "any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability." Confirmation of the need for a specific service animal may be required from a medical professional. *(A companion animal for a person with an emotional disability is also considered a "service animal." This type of service animal requires verification from a medical professional that the individual meets the definition of "disabled" and that there is a need for a specific companion animal.)*

Application Approvals

If management approves an application, the applicant will be notified by phone or in writing of their acceptance. The applicant shall have two calendar working days from initial notification to accept the apartment. If the applicant does not respond within two (2) working days of the notification, management reserves the right to cancel the application and remove the applicant from the waiting list. It is the applicant's responsibility to notify management of changes of address and phone numbers.

Application Rejections

If management rejects an application, a formal letter of rejection will be sent to the applicant at the address shown on the application unless otherwise notified. If the cause for rejection is due to an unfavorable credit history, the applicant will be notified of the credit reporting service, their address and telephone number for direct contact with the service. If it can be verified that the credit report is in error, the application will be re-processed, and, if accepted, the application will be prioritized according to the original application date. Management may not discuss credit-reporting information with the applicant.

Short Term Lease Policy (offered at management's discretion)

This property may impose a short term lease fee policy for leases less than nine (9) months, which will require pre-approval from the Area or Regional Manager. A short term lease fee up to \$200/month may apply. Short term leases will not be allowed to expire during the fall through winter months of October through April. On all Section 42 apartments, the initial minimum lease term available is six (6) months. The lease dates must constitute a full six month term (a move-in on the 30th of a month does not equate to a full month's occupancy). Short term leases may not be eligible for rent specials. All short term leases will require a sixty (60) day notice to vacate.

Screening Criteria

This property uses a scoring model to screen credit reports. Exceptions may be made for special conditions, such as medical collections, government rental assistance, or applicants without credit history. Scoring criteria is subject to change.

Waiting List Procedures

If an applicant is eligible for tenancy, but no appropriately sized unit is available, Management will place the applicant on a Waiting List for the Development. Current residents are given priority for an available unit before those on the Waiting List. The Waiting List will be organized on a "first come, first served" basis with the date and time of the application being the definitive documentation establishing placement on the Waiting List. Placement on the Waiting List does not guarantee occupancy; it merely means that these persons will be contacted in the future with detailed instructions on how to formally apply for residence at the Development. It is the applicant's responsibility to inform Development's management office of changes in address or telephone number. **A separate Waiting List will be maintained at DCHA for the project based voucher units and at CAC for those units set aside as supportive housing units.**



4.8 Tenancy Addendum

JT Klein Company, Inc. and Limestone Ridge will agree to all provisions related to security deposits, late fees, termination of tenancy, parking and guest policies outlined in Attachment G below:

Tenancy Addendum

Respondents to this RFP that agree to include the following provisions within all tenant leases or as an addendum to all tenant leases will receive 10 points.

- a. **Security Deposits.** The amount of a security deposit shall not be more than one month's rent.
- b. **Late Fees and Other Fees.** Late fees must be set forth in the rental agreement. Late fees shall not exceed 5% of the tenant's portion of the monthly rent. Other penalty fees are prohibited. All other fees must be directly related to the cost for a specific amenity or service provided to the tenant and comply with all applicable laws.
- c. **Rights of Youth to Access Common Spaces.** Youth under the age of 18 are allow to use and enjoy common areas without supervision.
- d. **Good Cause for Termination.** A tenancy may not be terminated during or at the end of the lease unless there is good cause. Good cause is defined as a serious violation of the lease or repeated minor violations of the lease. Repeated means a pattern of minor violations, not isolated incidents. Termination notices and procedures shall comply with Chapter 704 of Wisconsin Statutes and federal law, when applicable. Written notice is required for non-renewal and shall include the specific grounds for non-renewal and the right of the tenant to request a meeting to discuss the non-renewal with the landlord or landlord's property management agent within fourteen (14) days of the notice. If requested, the landlord or property management agent will meet with the tenant to discuss the non-renewal, allow the tenant to respond to the alleged grounds for non-renewal, and pursue a mutually acceptable resolution.
- e. **Reasonable Guest Rules.** Tenants have the right to have guests. In the event the property management establishes rules related to guests, they must be reasonable. Unreasonable rules include, but are not limited to the following: (1) Prior authorization of guests by the property management, unless the guest is staying for an extended period of time (e.g. more than 2 weeks); (2) Prohibition on overnight guests; (3) Requiring that the resident be with the guest at all times on the property. (4) Requiring guests to show ID unless requested by the tenant. (5) Treating caregivers, whether caring for a child or children, or an adult with disabilities, as guests.

Landlord may ban a person who is not a tenant from the rental premises if the person has committed violent criminal activity or drug related criminal activity at rental premises. No person shall be banned from the rental premises without the consent of the tenant unless the following have taken place:

- (1) A notice of the ban is issued to the tenant stating the:
 - (a) name of the person banned,
 - (b) grounds for the ban including, (i) the specific facts detailing the activity resulting in the ban; (ii) the source of the information relied upon in making the ban decision; and (iii) a copy of any criminal record reviewed when making the ban decision; and

SECTION 5 – ATTACHMENT G

(c) the right of the tenant to have a meeting to dispute the proposed ban, discuss alternatives to the ban, and address any unintended consequences of the proposed ban.

(2) If requested, a hearing on the ban has taken place to provide the tenant an opportunity to dispute the proposed ban, discuss alternatives of the ban, and address any unintended consequences of the proposed ban.

A tenant may not invite or allow a banned person as a guest on the premises, provided the Landlord has followed the proper procedure and given notice to Tenant as set forth herein.

A tenant who violates the guest policy may be given a written warning detailing the facts of the alleged violation. The written warning shall detail the violation, and warn the tenant that repeated violations may result in termination of tenancy. Tenants that repeatedly violate the guest policy, (e.g. three (3) or more violations within a twelve (12) month period) may be issued a notice of termination in accordance with state and federal law.

Nothing in this policy limits a person's right to pursue a civil order for protection against another individual.

- f. **Parking Policies.** Parking policies and practices must comply with applicable laws. Vehicles shall not be towed to a location that is more than 6 miles from the rental premises, unless there is not a towing company with a tow location available within 6 miles.

4.9 Housing First

JT Klein Company actively supports Dane County's Housing First goals, and will continue to pursue these goals at the Limestone Ridge Apartments. On previous developments, JT Klein has worked with multiple service providers (listed in section 4.10) and provided units set aside for PBV to meet previous Housing First goals.

For the Limestone Ridge Apartments, JT Klein is willing to work with the Dane County Homeless Services Consortium (HSC) to help provide housing and end homelessness in Dane County. Limestone Ridge will target 14 units (12.8% of total units) to individuals/families that are receiving case management services on the Community-wide Priority List for Housing.

4.10 Supportive Services Plan

JT Klein Company is committed to providing supportive services at Limestone Ridge. We have entered into an MOU with the Community Action Coalition of South Central for Limestone Ridge. On previous projects we have signed MOUs with Dane County Department of Health Services, and intend to do the same at Limestone Ridge as well.

Community Action Coalition of South Central Wisconsin

The Community Action Coalition of South Central Wisconsin will work directly with potential residents and the management agent to qualify tenants and provide or coordinate supportive services. These services will be provided by CAC's internal budget and services will be offered at no cost to Limestone Ridge or its residents. CAC's mission is to serve individuals with permanent disabilities or veterans. A detailed description of the supportive services CAC will provide Limestone Ridge residents is below:

Case Management

Housing Case Management means providing participants one-on-one support related to housing stability. Services are a "neighborhood based case management service" delivered off-site in a variety of community locations which would include Limestone Ridge Fitchburg. Case management is provided either in a short term program of 1 to 3 months, or a longer program consisting of 6 months up to 1 year. CAC's Case Management services include:

- Assistance Locating Housing
- Housing Consultation
- Information and Referral
- Landlord/Tenant Mediation
- Budget Consultation
- Direct Rent Assistance

Financial Assistance

Financial assistance is available for participants who need short-term help with a housing situation. Assistance is available to eligible participants in the form of entry costs (security deposits), or homelessness prevention (eviction prevention). Additional services to prevent homelessness also include landlord/tenant mediation, budget consultation, and

working with residents on a Housing Stability Plan.

Supportive Housing

This long-term, permanent supportive housing is for homeless persons with documented disabilities. Intensive case management is provided along with supportive services including alcohol and drug abuse services, mental health and counseling, health related services, education assistance, child care, transportation, household goods/cleaning supplies and furniture. Caseworkers assist participants on developing an Individual Service Plan (ISP) focused on remaining in permanent housing, stabilizing income including employment, and increasing self-sufficiency by maximizing their ability to live independently.

Self-Sufficiency

CAC's Building Bridges and Family Self-Sufficiency programs work in partnership with DCHA and United Way of Dane County. These programs provide case management for households enrolled in the Section 8 Housing Choice Voucher program focused on employment and education opportunities.

A copy of the Memorandum of Understanding between JT Klein Company and CAC is included in the following pages of this RFP.

Dane County Department of Human Services

Dane County Department of Human Services provides tenants Assistance with Benefits and Employment Services to at no cost to the resident. This relationship will offer residents assistance coordinating benefits from programs including FoodShare, Medicaid, Badgercare Plus, and Energy Services.

A detailed supportive service plan is included below. This plan was developed based on Wisconsin Department of Health Services requirements to support a prior year's LIHTC application and provides for supportive services as required by WHEDA's Appendix S.

APPENDIX S

Certification to Create Rental Units for Persons Needing Supportive Services

Project Name: Limestone Ridge
Address: Lot 10 Orchard Pointe
City: Fitchburg
Proposed # units-Total: 136

Proposed # units-Targeted for supportive housing: 28
Target Population(s)*: Individuals with permanent developmental, physical or sensory disabilities as well as Veterans.

This certification acknowledges the intent of the Applicant/Developer to seek an allocation of Housing Tax Credits (HTC) from WHEDA and to create units appropriate for persons requiring supportive housing. The Applicant/Developer, Property Management Agent and Wisconsin Department of Health Services (WI DHS) must together review the below stated housing proposal prior to submitting the application to WHEDA, and assess the overall need for the proposed housing considering the target population and the development location to ensure there is sufficient demand for proposed units.

Applications, at a minimum, must include the items noted on the Supportive Housing Checklist - which follows this form.

Appendix S must be completed and signed before WI DHS will review any applications.

Deadline for submitting materials to WI DHS (check appropriate credit type):

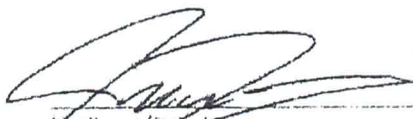
X 9% housing tax credits: November 19, 2018
_____ 4% state housing tax credits: December 17, 2018

The parties below agree:

- To establish a procedure for filling vacant supported housing units with eligible tenants during lease-up and thru the initial 15-year compliance period. WI DHS shall assist in contacting appropriate local collaborative long term support partners to help find qualifying persons in the event the developer requests additional support. Those persons and/or their representative shall be referred to the management agent.
- To establish and maintain collaborative relationships between developers and any identified case workers/service providers in housing qualified persons, ensuring they maintain tenancy, and making reasonable accommodations for persons or their service plans.
- That tenants must have choice of service provider, regardless of supportive housing management plan in place.
- To hold open a vacant supportive housing unit for a minimum of 30 days or until WI DHS or local collaborative long term support partners, in conjunction with the management agent, finds a person meeting the target definition and requisite income qualifications to lease the unit. After the 30 days, the unit may be leased to any otherwise income qualifying family or individual.
- The units will be designed with universal design features making them appropriate or readily adaptable to those with disabilities.

- The units will be set aside for those persons having incomes not exceeding 30% of the County Median Income, or the unit or resident will receive a rental subsidy from a government entity.
- To affirmatively market these units to persons with disabilities by establishing an affirmative marketing and fair housing plan, approved by DHS, specifically for the target population in these units. A waiting list policy specifically designed for this target population should also be reviewed by DHS.

This letter MUST be signed by all parties below.



 Applicant/Developer

11/12/19
 Date



 Property Management Agent

11/7/2018
 Date



 WI Department of Health Services

11/19/18
 Date

Which HTC application is this document for? Check One:	
<input checked="" type="checkbox"/>	Initial HTC Application
<input type="checkbox"/>	Final (8609) HTC Application

Contact Information for WI DHS:
 Division of Medicaid Services; Wisconsin Dept. of Health Services, 1 West Wilson Street, Rm 527;
 Madison, WI 53703; (608) 266-2905; DHS.DTC.Housing@dhs.wisconsin.gov

*Target Population(s) may include, for example: People who have permanent developmental, physical, sensory, medical or mental health disabilities, or a combination of impairments that make them eligible for long term care services.

Examples of local collaborative long term support partners include: Aging and Disability Resource Centers serving each Wisconsin County, Managed Care Organizations, and County Human Service Agencies.

November 19, 2018

Gail Propsom
Housing Specialist
WI- Department of Health Services
1 West Wilson
Madison, WI 53703

RE: Limestone Ridge- Phase I
Supportive Services Plan

Dear Ms. Propsom:

Since forming JT Klein Company Inc. (JTK) in November of 2014, we have been successful in obtaining LIHTC tax credits to construct four developments in Dane County, all of which will have units targeted for residents who require supportive services. In July 2015 JTK was awarded an allocation of tax credits to construct Meadow Ridge Middleton a 95 unit development that was constructed in partnership with the Dane County Housing Authority (DCHA) and The Community Action Coalition of South Central Wisconsin (CAC) and opened in May 2017. In 2016, JTK received awards to construct 8Twenty Park Phase I and II a 95 Unit development in Madison with the same development team which began construction in March 2017. Additionally, in 2017 JTK received an allocation of tax credits to help finance the construction of Oak Ridge- Middleton an 83 unit development for seniors which construction began in late 2017.

A couple years ago WHEDA modified its requirements for the creation of units for persons needing supportive services. Within this letter, I will attempt to provide the necessary information for your review to assess Limestone Ridge Fitchburg a new construction affordable housing development for families, veterans and those requiring supportive services to be located in Fitchburg, WI. I request, that upon completion of your review, you execute the attached Appendix S to submit as part of my tax credit application. I appreciate your feedback to help me reach out to the community and improve access to supportive service for my target population.

Upon completion, Limestone Ridge Fitchburg- Phase I will be a one hundred nine (109) unit apartment project located at Orchard Pointe Lot 10 on Fitchrona Road in the City of Fitchburg. The project will be with a mix of one, two and three bedrooms units. DCHA will be providing Project Based Section 8 Vouchers (PBV's) for eight (8) units in each phase of the project. These units along with another fourteen (14) units in phase one will be marketed to disabled individuals eligible for care services who have permanent developmental, physical, or sensory impairments.

JTK has engaged Oakbrook Corporation to be the management agent for this development. Oakbrook currently manages over 8000 apartment units, primarily in Wisconsin and Illinois. They have extensive experience coordinating supportive services for residents in both Section 8 and Section 42 properties.

The local need for supportive housing in Dane County goes well beyond what can be developed using the limited resources of the affordable housing tax credit program in Wisconsin. In the City of Fitchburg and Dane County, there is an enormous, unmet demand for high quality affordable housing units targeted for extremely low-income individuals who need support services. JTK believes in an integrated housing model, which targets a wide spectrum of tenants, ranging from low-income to market rate; designed for people with and without disabilities. Integrated housing simply works more efficiently than the previous model -which used Section 8 project-based housing, predominantly reserved for disabled tenants.

Past projects I developed in New Berlin, Waukesha, and Middleton and Madison has taught me that once a project receives funding and begins construction, local long-term support partners go through their waiting lists to place people in the units. For this project, I intend to work with Care Wisconsin, that Community Action Coalition of South Central Wisconsin and our management company to help qualify and place tenants in the units that suit them, and provide the best access to supportive services moving forward.

Eligibility screening and assessments procedures for the supportive units at Limestone Ridge Fitchburg will be the same as they are for the other units. Applicants must complete a written application, which the management agent will use to tentatively determine: eligibility, family size, household characteristics (elderly, students, etc.), annual income, and assets. We attached a copy of Limestone Ridge Fitchburg's Resident Selection Plan to provide a more detailed picture of the rental and certification procedures.

Typically, the applicant will come to the site office for the lease signing. However, until the applicant has paid the security deposit and one full month's rent, they will neither receive a signed copy of the lease, nor keys to the premises. Keys are given to the resident after the actual move-in date and not before. When the lease is signed, site personnel will explain to the resident any lease provisions which are unclear. The Resident Manager will be happy to help residents with any problems that might arise. For our end, only an authorized agent for the owner is permitted to sign the lease for the development.

Marketing efforts continue regardless of the occupancy level at a property. Beginning with a thorough orientation upon move-in and continuing focus on customer service throughout the tenancy, Oakbrook minimizes resident turnover. Expedient maintenance is another way we maintain high occupancy.

Oakbrook Corporation staff makes the effort to effectively communicate with persons having any disability or handicap (i.e., hearing and visual impairments, mobility constraints, etc.) and accommodate their needs. Oakbrook staff has tools available to aid communication with both visual and auditory impairments. If additional alternatives are necessary, staff is also familiar with interpreters, translators, and other methods of communication.

MARKETING PROGRAM

Our on-going marketing program is committed to:

1. Attracting qualified tenants who are most in need of the types of accommodations for this property (households whose income will allow them to pay no more than 30 to 45% of their income toward their rent and utilities);
2. Generating a rental traffic of qualified, quality applicants;
3. Working closely with the service agencies whose client base consists of an age and income qualified population, not only for referrals but also for continued support of our residents' needs and ongoing education of site staff;
4. Developing a waiting list of fully processed, qualified applicants for each unit; and
5. Promptly pre-leasing all vacant units with qualified residents.

A. TARGET MARKETS:

Target markets will consist of qualified seniors within a twenty-mile radius of the property. Pre-applications will be collected throughout the development and construction phases.

B. THEME AND TAG LINES

In marketing this property, management will work to convey to prospective residents that the property is:

1. An outstanding housing development in which seniors can comfortably live and interact with the community;
2. Committed to providing barrier-free living to people with various disabilities;
3. Oakbrook Corporation and the owners are responsive to the needs and wishes of its residents and encourage residents to play a role in their community.

C. ADVERTISING

Attracting prospects to our community and pointing out its benefits is essential in both rent-up and re-rent situations. Advertising is the most fundamental way to draw public attention.

1. Internet advertising is the most frequently used method.
2. Signage: A monument sign and directional signs are critical tools. Management anticipates the property will attract walk-in traffic with appropriate signage.
3. Referral networks will be established, and in some cases, a referral incentive may be offered.

Specifically, we will cultivate networks between:

- a. The Resident Manager and residents
- b. The Resident Manager and other area managers
- c. The Resident Manager and local businesses

D. OUTREACH

We plan to reach prospective residents through the following types of organizations:

1. Local city and county human services departments and agencies
2. Businesses frequented by potential residents
3. Local public housing authority(ies)
4. Transportation providers
5. Area health agencies
6. Social service organizations
7. Neighborhood associations
8. Local schools and libraries

Limestone Ridge Fitchburg marketing materials will notify and inform these organizations about the property. Materials including: flyers, brochures, and newsletter and church bulletin inserts will be distributed to appropriate organizations.

STABILIZATION PERIOD

During rent-up, we will actively contact these organizations, at least on a monthly basis. That way, the organizations will have updated information about the development, construction timeline, and available units, so their staff can answer any questions. After initial rent-up is completed, these organizations will be contacted, at least on an annual basis.

A. WAITING LIST

Limestone Ridge Fitchburg will have a separate waiting list for those requiring supportive services. If a unit is still available after reaching out to those on the list, Oakbrook will contact DHS, Care Wisconsin, CAC or other long-term support providers, to seek out residents who require supportive services.

B. NOTICE TO VACATE

Notices to vacate must be submitted sixty (60) days prior to a resident moving out. That means that DHS, Care Wisconsin and CAC will have ninety (90) days to find a replacement tenant. Once the unit becomes vacant, we will hold it off the market for thirty (30) days, while our network searches for a tenant who qualifies for supportive services. If our network cannot find a qualifying tenant during that thirty (30) day period, then the unit will be rented to a family or individual who meets the income requirements, but does not require supportive services.

SOURCES FOR SUPPORTIVE SERVICES

Limestone Ridge Fitchburg's service provider partners will drive the availability of supportive services for our tenants. As the building owner, we will make sure to work with the management company to explore what resources may be available to ensure tenants have their choice of service provider.

Most likely, local service providers will refer the tenants. In our experience with Care Wisconsin and CAC they have been an excellent partners, and have helped to coordinate with other providers to place tenants in these units. Other local housing providers - like the Dane County Housing Authority - also have extensive experience in providing this type of housing, and we plan to utilize their services as well. We appreciate your consideration of my Supportive Housing Plan for Limestone Ridge Fitchburg. Please review this at your earliest convenience, and pass on any suggestions you have to strengthen the plan or to improve my development are greatly appreciated.

Sincerely,



Jacob T. Klein
President

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (the "MOU") is made this 11th day of December, 2018 (the "Effective Date"), by and between the Community Action Coalition for South Central Wisconsin, Inc.(CAC), and JT Klein Company, Inc. (Developer).

WITNESSETH

WHEREAS, the Developer is the developer of a proposed One Hundred Eight (108) unit housing development named Limestone Ridge Middleton to be located at Lot 10 of Orchard Pointe in the City of Fitchburg, County of Dane, Wisconsin (the "Project").

WHEREAS, the Developer or its principal will have an interest in the owner of the Project (the "Project Owner").

WHEREAS, CAC is an independent, non-profit 501(c)3 organization which, through a grant provided by the U.S. Department of Veterans Affairs, provides supportive services to low income Veteran families and seniors in or transitioning to permanent housing. Through the Supportive Services Veterans Families (SSVF) Program, CAC provides eligible Veteran families with outreach, case management and assistance in obtaining VA and other benefits, which may include healthcare, daily living services, financial planning, transportation, legal services, childcare and housing consultation. CAC may also provide time-limited payments to third parties (e.g., landlords, utility companies, moving companies and licensed childcare providers) if these payments help Veterans' families stay in or acquire permanent housing on a sustainable basis.

WHEREAS, to be eligible for services under the SSVF Program, families and individuals must:

- 1) Have a member who served in the military on active duty and received an honorable discharge;
- 2) Be low-income (i.e., earning less than 50% of the area median income); and
- 3) Be homeless or be at imminent risk of becoming homeless (per HUD definitions)

WHEREAS, the intent of this Memorandum is to confirm the mutual desire and commitment of CAC and Developer to initiate a collaborative relationship to ensure eligible veterans are aware of the availability of affordable housing units in the Project, refer Veterans to the Project and those units and to further the goal of the SSVF Program to promote housing stability among low income Veteran families and seniors.

WHEREAS, the Developer is seeking financial support for the Project from the Wisconsin Housing and Economic Development Authority through the Section 42 Low Income Housing Tax Credit Program (LIHTC).

WHEREAS, the Developer wishes to proactively establish an area referral network that includes CAC.

NOW THEREFORE, the Developer and CAC agree:

- 1) The Project intends to provide 14 supportive housing units at rents affordable to those earning 30% of the area median income and provide 8 supportive housing units at rents affordable to those earning 50% of the area median income. The target population for the supportive housing units is veterans and the general population of seniors who have permanent developmental, physical, sensory, medical or mental health disabilities or a combination of impairments that make them eligible for long term care services.
- 2) Should the Project be developed, the Project Owner and/or its property management agent will, during lease-up and whenever one of the supportive housing units is vacant, contact CAC as well as other area local partners asking for referrals of prospective residents who are low income and are veterans. This contact will be made by the Project Owner or the onsite property management agent staff via email or phone.
- 3) The Project Owner's property management agent will establish a waiting list of prospective residents based on referrals described above.
- 4) The Project Owner and its property management agent will endeavor to make existing and prospective residents aware of services and resources available to them from CAC by provision of a tenant resource area within the common area of the Project.
- 5) CAC acknowledges that neither the Developer nor the Project Owner will provide supportive services to residents of the Project. Instead, the Project Owner will refer residents to CAC and other area local partners who will then assist residents in locating required services and funding appropriate to their individual needs.
- 6) Residents will not be required to receive any services in order to reside in the Project. Residents that desire to receive services will have their choice in service provider(s).
- 7) CAC will refer prospective residents to the Project. If a resident of the Project chooses to receive services from CAC, CAC will provide case management services through its SSVF program. Services may include referrals to community partners for job training, or employment, and assistance for applying for VA programs and services.
- 8) CAC shall provide the Project Owner and its agents with brochures and other materials in order for Project Owner to make residents aware of services offered by CAC. CAC also will include the Project on a list of housing options for low income veterans seeking housing.

Administrative Provisions

Duration

This MOU is subject to the Project receiving an award of LIHTC, with operations expected to commence on December 1, 2021. If the Project does not receive an award of LIHTC by June 1, 2020, this MOU shall automatically terminate and be of no further force and effect. The initial term of this MOU shall commence upon the Project's receipt of the LIHTC award and shall terminate one year from commencement of leasing operations at the Project. This MOU shall be automatically extended for one-year terms throughout the Project's LIHTC compliance period. Either party may terminate this MOU with 30 days' notice at the end of the initial term or at the end of any one-year term thereafter. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable.

Relationship of Parties

CAC is an independent, non-profit 501(c)3 and will not provide wages, taxes or fringe benefits such as health insurance, paid vacation or any other benefit to any JT Klein Company, Inc. employee.

Indemnification

JT Klein Company, Inc. agrees to indemnify and hold CAC and its directors, officers, agents, volunteers and employees against any and from all claims, losses, expenses, fees (including reasonable attorney's fees) and judgments that may be asserted against CAC that result from or are in anyway related to the negligence or misconduct of JT Klein Company, Inc., its directors, officers, agents, volunteers and employees.

CAC agrees to indemnify and hold harmless JT Klein Company, Inc. and its directors, officers, agents, volunteers and employees against any and all claims, losses, expenses, fees (including reasonable attorney's fees) and judgments that may be asserted against JT Klein Company, Inc. that result from or are in any way related to the negligence or misconduct of CAC, its directors, officers, agents, volunteers and employees. JT Klein Company Inc. will submit a Certificate of Insurance to CAC that indicates General Liability. In addition, your organization will provide an updated certification for the next year after January 1, 2021.

Amendments

This MOU may be amended when such an amendment is agreed to in writing by all parties. The amendment will be effective on the date a copy is signed by all parties.

Confidentiality

It is agreed that by virtue of entering into this MOU each party will have access to certain confidential information regarding the other party's operations related to this Project. JT Klein Company, Inc. recognizes that CAC has and will have data, records and other proprietary information which are valuable, special and specific to the participants. JT Klein Company, Inc. and CAC recognize that their staff will not at any time or in any manner, either directly or indirectly, use any information for its own benefit, or divulge, disclose, or communicate in any manner any information to any third party without the prior written consent of the other party. JT Klein Company, Inc. and CAC will protect said information and treat it as strictly confidential.

Unauthorized disclosure of confidential information shall be considered a material breach of this MOU. Where appropriate, client releases will be secured before confidential client information is exchanged. Confidential client information will be handled with the utmost discretion and judgment. The confidentiality provision of this MOU shall remain in full force and effect after the termination of the MOU.

Records: JT Klein Company, Inc. recognizes that any records, notes, data, that are in the CAC office are considered CAC property as they related to JT Klein Company, Inc. business and will be maintained as such.

Payment for approved services: CAC will process the payments to third party vendors through its regular accounting procedures. No payments will be made directly to JT Klein Company, Inc.

Nondiscrimination

There shall be no discrimination of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual orientation, age, handicap, ancestry, or national origin in the operation of the Project.

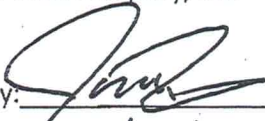
Notices: All notices required or permitted under this MOU shall be in writing and shall be deemed delivered in person, electronically (i.e. email and/or attachment) or deposited in the U.S. Mail, postage prepaid and addressed as follows:

For CAC: Community Action Coalition for South Central Wisconsin, Inc.
1717 N. Stoughton Road
Madison, WI 53704-2605

For Developer: JT Klein Company, Inc.
906 Bear Claw Way
Madison, WI, 53717

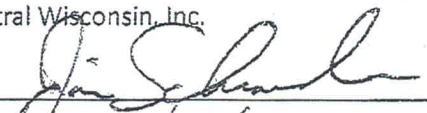
Signatories:

JT Klein Company, Inc.

By: 
Date: 12/12/2018

Name: Jacob T. Klein
Title: President
Office: 612-202-1577
Email: Jacob@JTKlein.com

Community Action Coalition for South
Central Wisconsin, Inc.

By: 
Date: 12/12/2018

Name: Jim Schroeder
Title: Executive Director
Office: 608-246-4730 ext. 217
Email: jschroeder@cacscw.org



PROGRAMS & SERVICES



COMMUNITY ACTION COALITION
FOR SOUTH CENTRAL WISCONSIN, INC.

MISSION: To develop economic and social capacities of individuals, families and communities to reduce poverty in Dane, Jefferson and Waukesha Counties.

**Community Action
Coalition For South
Central Wisconsin, Inc.**
1717 N. Staughton Road
Madison, WI 53704
Phone 608.246.4730
Fax 608.426.4760
www.cacscw.org

FOOD

Under the broad umbrella of providing food, there are several specific services directly related to food assistance offered by CAC, these include:

TEFAP

The Emergency Food Assistance Program provides commodities to CAC which are then distributed to forty-nine food pantries, homeless shelters and soup kitchens in all three counties.

SNAP/EBT

Provide FoodShare program participants the opportunity to purchase fresh produce at participating local farmers' markets. CAC also manages the EBT program at the Dane County Farmers' Market downtown Madison as well as executing the SNAP/EBT Incentive Program at select farmers' markets in Dane County.

CAC Gleaners

Approximately forty volunteers collect food from area grocers, restaurants, hospitals and bakeries distributing to area food pantries, homeless shelters, soup kitchens, low income apartments and senior centers.

Madison Area Food Pantry Gardens

CAC provides the lead role in coordination of harvest, collection and distribution of fresh fruits and vegetables to area food pantries and feeding organizations.

CLOTHING

CAC delivers clothing services directly to participants FREE of charge:

Clothes

CAC operates a FREE clothing center where qualified low income families receive new or gently donated clothes each month.

Coats for Kids

An annual winter event held in October that provides children and families with new or gently used coats and winter clothing.

CASE MANAGEMENT

Housing Case Management is providing participants one-on-one support related to housing stability. Services are a “neighborhood based case management service” delivered off-site in a variety of community locations such as Joining Forces for Families (JFF). Case management is provided from short term 1 to 3 months, or to longer terms, 6 months up to 1 year.

Services include:

- Assistance locating housing
- Housing Consultation
- Information and referral
- Landlord/tenant mediation
- Budget Consultation
- Direct Assistance

COORDINATED INTAKE

The Dane County Housing Crisis Hotline is one number to call to access information about homeless programs and resources. In partnership with the local Continuum of Care (CoC), the phone number (855-510-2323) offers a direct connection with local shelters, youth, and domestic violence services in Madison. The program provides a streamlined service for participants who are homeless or at risk of becoming homeless by connecting them to resources in the community, financial assistance, and referrals to a community wide housing prioritization list for permanent supportive housing.

SUPPORTIVE SERVICES FOR VETERANS FAMILIES (SSVF)

Supportive Services for Veterans Families (SSVF) provides case management and temporary financial assistance to low-income veterans (single individuals and those with families) to help them obtain and / or maintain stable housing.

FINANCIAL ASSISTANCE

Financial assistance is for participants who need short-term help with a housing situation. Assistance is available to eligible participants in the form of entry costs (security deposits) or homeless prevention (eviction prevention). Services also include landlord / tenant mediation, budget consultation, and working with recipients on a Housing Stability Plan.

SUPPORTIVE HOUSING

This long-term, permanent supportive housing is for homeless persons with documented disabilities. Intensive case management is provided along with supportive services including alcohol and drug abuse services, mental health and counseling, health related services, education assistance, child care, transportation, household goods/ cleaning supplies and furniture. Caseworkers assist participants on developing an Individual Service Plan (ISP) focused on remaining in permanent housing, stabilizing income including employment, and increasing self-sufficiency by maximizing their ability to live independently.

FAMILY SELF-SUFFICIENCY

CAC's Building Bridges and Family Self-Sufficiency is partnership with both local Housing Authorities and United Way of Dane County. These programs provide case management for households enrolled in the Section 8 Housing Choice Voucher program focused on employment and education opportunities.



COMMUNITY ACTION COALITION
FOR SOUTH CENTRAL WISCONSIN, INC.

DESIGNATION OF CONFIDENTIAL AND PROPRIETARY INFORMATION

The attached material submitted in response to this Proposal includes proprietary and confidential information which qualifies as a trade secret, as provided in Sect 19.36(5), Wisconsin State Statutes, or is otherwise material that can be kept confidential under the Wisconsin Open Records law. As such, we ask that certain pages, as indicated below, of this proposal response be treated as confidential material and not be released without our written approval. Attach additional sheets if needed.

Section	Page #	Topic

Proposer is not designating any information as proprietary and confidential which qualifies as trade secret.

Prices always become public information when proposals are opened, and therefore cannot be designated as confidential.

Other information cannot be kept confidential unless it is a trade secret. Trade secret is defined in Sect. 134(80)(1)(c) Wis. State Statutes, as follows: "Trade secret" means information, including a formula, pattern, compilation, program, device, method technique or process to which all of the following apply:

1. The information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by other persons who can obtain economic value from its disclosure or use.
2. The information is the subject of efforts to maintain its secrecy that are reasonable under the circumstances.

In the event the Designation of Confidentiality of this information is challenged, proposer hereby agrees to provide legal counsel or other necessary assistance to defend the Designation of Confidentiality.

Failure to include this form in the proposal response may mean that all information provided as part of the proposal response will be open to examination or copying. The County considers other markings of confidential in the proposal document to be insufficient. The undersigned agrees to hold the County harmless for any damages arising out of the release of any material unless they are specifically identified above.

REFERENCE DATA SHEET

Provide company name, address, contact person, telephone number, and appropriate information on the product(s) and/or service(s) used for three (3) or more installations/services with requirements similar to those included in this solicitation document

NAME OF FIRM:	Town Bank	
STREET ADDRESS:	850 W. North Shore Dr.	
CITY, STATE, ZIP	Hartland, WI 53029	
CONTACT PERSON:	John Johannes	EMAIL: jjohannes@townbank.us
PHONE #:	262-369-4223	FAX #: 262-369-1838
Product(s) and/or Service(s) Used:	Construction & Permanent Debt Financing	
NAME OF FIRM:	City of Middleton	
STREET ADDRESS:	7426 Hubbard Ave.	
CITY, STATE, ZIP	Middleton, WI 53562	
CONTACT PERSON:	Mike Davis	EMAIL: mdavis@ci.middleton.wi.us
PHONE #:	608-821-8350	FAX #:
Product(s) and/or Service(s) Used:	Developed 3 real estate projects within the City of Middleton	
NAME OF FIRM:	WHEDA	
STREET ADDRESS:	201 W. Washington Ave. Ste. 700	
CITY, STATE, ZIP	Madison, WI 53703	
CONTACT PERSON:	Sean O'Brien	EMAIL: sean.obrien@wheda.com
PHONE #:	608-267-1453	FAX #:
Product(s) and/or Service(s) Used:	Tax Credit Financing/Equity	