



**Dane County  
Department of Human Services  
Division of Housing Access & Affordability**

**Dane County Affordable Housing Development Fund:  
2021 Guidelines and Application for Financing**

**Due Date: August 4, 2021**

**Prepared by:  
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Jim Rodgers  
Renata Bungler  
Odessa Affordable Housing, LLC  
2677 Orrington Avenue, Evanston IL 60201**



August 4, 2021

Dane County Affordable Housing Fund Review Team  
Dane County AHDF Dropbox

RE: Dane County Affordable Housing Development Fund 2021 Guidelines and Application for Financing  
Avenue Square Apartments  
1802-1818 Packers Avenue & 2102 Schlimgen Avenue, Madison  
68-unit income-averaged 4% Fed / 4% State LIHTC development proposal

To: Dane County Affordable Housing Fund Review Team

Odessa Affordable Housing, LLC is pleased to present our application for Dane County's 2021 Affordable Housing Development Fund for The Avenue Square development proposal. This development proposal has received an award of 4% Federal / 4% State tax credits from WHEDA for the 2021 application round. The development is a 68-unit income averaged affordable family development of which 41 of the units will be set aside at 50% or below the county median income (CMI). Fourteen of the 68 units will be further set aside for 30% CMI residents who may need additional supportive services. Six of these 30% units will be provided a special preference to receive referrals from the Homeless Service Consortium (HSC). Supportive service partnerships we have established for this development are with NewBridge of Madison, JustDane, Dane County Veterans Services Office and the YWCA. All our non-profit partners are committed to helping to meet the Dane County housing objectives for the county's neediest residents.

Since October 2019, Odessa Affordable Housing has been diligently working to bring together the pieces of the puzzle necessary to fully source an affordable housing development at this location on Madison's near northside. To that end, this development team submitted two WHEDA Low-Income Housing Tax Credit (LIHTC) applications (a 9% application and a 4% Fed/4% State) for 2020 LIHTC credit without success and again submitted two tax credit applications for 2021 LIHTC credit (a 9% and 4% Fed/4% State) and did secure an award of 4% credits this year.

Regarding the site, of the four assembled sites at this location, two of the four sites required direct purchase, at varying times, as we could not retain control of the land any other way due to option to purchase expirations. Those land purchases were completed in November 2019 and March 2021. We have retained control of the other two sites via an option to purchase contract despite this extended predevelopment period. The sites that were purchased also required a rezoning land use application approval that was also

accomplished in July/August 2020 so that these four assembled sites are now fully entitled for up to eighty units of multifamily development. Much has been accomplished thus far with more left to do related to final construction drawings, final determination of construction costs and finding the necessary sources of financing to fully fund the development budget to bring this proposal to fruition.

We believe this development proposal aligns with the priorities established by the Dane County Affordable Housing Development Fund 2021 Guidelines:

- The project has met the WHEDA tax credit requirements since it has received an award of 2021 4% Fed / 4% State credits
- This proposal will increase the availability of affordable housing with new construction units further targeted to serve veterans and very low-income families experiencing homelessness, previously incarcerated, and the elderly through our non-profit partnership with NewBridge
- Development includes 20% of the units at 30% or less of the CMI that will also provide additional supportive services
- Preference for 6 HSC referrals
- Commitment to assist in the cost of case management services with one of our non-profit partners - NewBridge
- Well located site for access to jobs, transit, schools, and other daily living needs
- Partnerships with 3-4 non-profit supportive service providers to assist with residents needs to decrease homelessness and increase self-sustaining independence
- Generous screening criteria to allow those populations most vulnerable more options for housing
- Development proposal will contain eleven three bedroom 50% CMI units.
- Experienced development team and development team partners in the construction and management of affordable housing
- Commitment to a greener building footprint with Focus on Energy Bundle 3 building design that includes at least a 75-kW solar rooftop array and registration for the 2020 Enterprise Green Communities Certification

While not listed as an evaluation factor, one nuance of this application that is not mentioned anywhere else in our application is this fact. This site is in census tract 22 in the City of Madison. Census tract 22 was listed as a Qualified Census Tract (QCT) census tract under WHEDA's tax credit scoring criteria in 2020. That QCT designation was removed in 2021. But there remains in the tax code a "carry-forward" (for one year only) provision whereby this development team was able to retain the QCT designation for this site (for 2021) that allowed a 130% eligible basis boost (and apply for 4% credit) to increase the potential downstream tax credit equity and that QCT designation also allowed this site to score ten extra points in WHEDA's scoring criteria in 2021. With the loss of this QCT designation after this year (and based on WHEDA's current scoring criteria) this site will not

be a competitive scoring WHEDA tax-credit application for the foreseeable future. (Due to the loss of those 10 related QCT points in WHEDA's scoring criteria and the loss of the 130% basis boost so no ability to apply for 4% credit in the near future).

In 2021, we have secured an award of 4% Fed / 4% State credits which remains a valuable resource to produce affordable housing for our community. However, as this review team is aware, these development proposals still require other soft funds to move forward. We are hereby requesting \$850,000 in Dane County Affordable Housing Funds to fully ensure the completion of this development from the unknowns that remain in construction costs, tax credit equity pricing, and potential changes in interest costs of financing. A Dane County funding award will allow us to keep our first mortgage debt at levels necessary to meet WHEDA tax credit programmatic requirements and underwriting risk tolerance levels and fill the remaining gap within our development budget.

Finally, with our award of WHEDA tax credits in hand and approval of gap financing requests we can start construction and deliver a new affordable housing option to residents of the City of Madison and Dane County a year forward of other proposals that do not presently have an award of 2021 tax credits issued by WHEDA.

Thank you for your time and consideration of our Dane County Affordable Housing fund application.

Sincerely,

A handwritten signature in cursive script that reads "Jim Rodgers".

Jim Rodgers  
Odessa Affordable Housing, LLC

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### Supplemental Material for the Dane County Application

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<b>Addendum B &amp; C:</b>	<b>Jurisdiction &amp; Zoning</b> Common Council Approval City Plan Commission Approval and City Plan Review Letter in Support Future land use map NMX zoning in this location City Plan Review Letter referencing 1802 Packers Avenue Urban Design Commission Approval Comprehensive Plan/Future Land Use Map Info
<b>Addendum D</b>	<b>Project Description</b> Architectural Plan - Site plan, floor plans & rendering Community Service Facilities Support Letters (UW Extension – Dane County Financial Literacy, Covering Wisconsin, Score) Current Site Photos
<b>Addendum F</b>	<b>Green Technologies/Sustainability</b> Focus on Energy Email submitted with City application 2020 Enterprise Green Communities Registration Certification
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<b>Addendum O</b>	<b>Fair Tenant Selection Criteria</b> Tenant Selection Plan for proposed project Signed letter from designated property management partner
<b>Addendum Q</b>	<b>Supportive Services Plan</b> Additional Supportive Services Plan Information – Veterans Additional Supportive Services Plan Information – Just Dane Additional Supportive Services Plan Information – YWCA Signed letter(s) from designated supportive services partner(s) confirming the details in the application’s supportive services plan.
<b>Addendum S</b>	<b>Developer Experience and Qualifications</b>
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## DANE COUNTY APPLICATION FOR 2021 AFFORDABLE HOUSING DEVELOPMENT FUND

This application should be used for project seeking Dane County AHDF funds. Applications must be submitted electronically to DCDHS Division of Housing Access by **noon on August 4, 2021**. Upload application materials to the [Dane County AHDF Dropbox](#).

### APPLICATION SUMMARY

<b>ORGANIZATION NAME</b>	Odessa Affordable Housing, LLC	
<b>MAILING ADDRESS</b> If P.O. Box, include Street Address on second line	2677 Orrington Avenue Evanston, IL 60201	
<b>TELEPHONE</b>	(847) 491-9707	<b>LEGAL STATUS</b>
<b>FAX NUMBER</b>		<input type="checkbox"/> Private, Non-Profit
<b>NAME CHIEF ADMIN/ CONTACT</b>	Alfred G. McConnell	<input type="checkbox"/> Private, For Profit
<b>INTERNET WEBSITE (if applicable)</b>		<input checked="" type="checkbox"/> Other: LLC, LLP, Sole Proprietor
<b>E-MAIL ADDRESS</b>	alfmccconnell@gmail.com	Federal EIN: <u>84-4878358</u>
		DUNS Number:

**PROJECT NAME:** Please list the project for which you are applying.

PROJECT NAME	PROJECT CONTACT PERSON	PHONE NUMBER	E-MAIL
Avenue Square Apartments	Jim Rodgers	(608) 335-1635	jimrodgers4514@gmail.com

**FUNDS REQUESTED:** Please list the amount and source of funding for which you are applying.

TOTAL PROJECT COST	AMOUNT OF AHDF FUNDS REQUESTES	PERCENT OF AHDF FUNDS TO TOTAL PROJECT COST
\$17,292,703	\$ 850,000	4.92%

\_\_\_\_\_  
Signature of Chief Elected Official/Organization Head

\_\_\_\_\_  
Title

\_\_\_\_\_  
Manager

Alfred G. McConnell

Printed Name

Date

# PROJECT DESCRIPTION

- A. **PROJECT NAME AND LOCATION:** Indicate the name, address, and census tract where the project will be located. Attach maps to the application indicating the location of the proposed project.

Project Name:	Avenue Square Apartments
Project Address:	1802-1814- 1818 Packers Avenue & 2102 Schlimgen Avenue
City, State, Zip:	Madison, WI 53704
Parcel Number:	081031211155, 081031011329, 081031211163 and 081031211171
Census Tract:	22

- B. **JURISDICTION:** Indicate the name of the jurisdiction where the project will be located, i.e., City, Town, or Village. Is the jurisdiction supportive of the project? Describe any meetings that have been held with municipal staff, applicable municipal committees, and neighborhood/community groups.

Avenue Square Apartments is located in the City of Madison on the near northside.

The development team, as part of the assembly of 4 contiguous parcels, did require the rezoning of two of the four parcels from TR-C4 (1-2 family zoning) to NMX (typically allows up to 70 units of multifamily housing).

A Rezoning, Demolition and Land Use Application was submitted to the City of Madison in May 2020.

City Planning staff approved the rezoning of 1802 and 1818 Packers Avenue from TR-C4 to NMX zoning on July 27, 2020. Conditional uses and necessary demolition at these 4 contiguous sites was also approved. The Common Council of Madison approved the rezoning and development of up to 80 units of housing at this 4 contiguous site location on August 4, 2020.

This site is also located in Urban Design District No. 4 and subject to Urban Design commission review as this commission makes recommendations to City Planning staff for suggested changes to the building design. Building design received approval from the Urban Design Commission on July 1, 2020.

The Development team has worked with the Sherman Neighborhood Association since November of 2019 on the redevelopment of this site. The development team provided an initial concept meeting in November 2019 with updates in July 2020 and December 2020. The Sherman Neighborhood Association is supportive of this affordable housing development at this location.

This site has been a local eyesore since the Hertz Rent-a-Car Business that operated out of the 1814 Packers Avenue location closed down it's business here in February 2014. Since that time the lot has been vacant with two buildings in need of demolition and blighted and the overall condition indicates poorly maintained buildings, noteworthy are the buildings located at 1802 and 1814 Packers Avenue. (See Addendum D for these current conditions photos)

Additional supporting details for this question please see Addendum B & C Jurisdiction and Zoning, following this application, which includes the City Planning department approval letter from Tim Parks and the Common Council approval minutes and Urban Design Commission approval meeting minutes.

- C. **ZONING:** Provide the current zoning classifications of the site and describe any changes in zoning, variances, special or conditional use permits, or other items that are needed to develop this proposal. Indicate if the project is consistent with any local comprehensive plans.

1802-1818 Packers Avenue and 2102 Schlimgen Avenue are currently zoned NMX (Neighborhood Mixed Use) which allows for up to 70 units of multifamily housing to be constructed in buildings 2-6 stories tall.

This site received ALL required zoning and conditional use approvals respectively on July 27, 2020 and August 4, 2020 from the City of Madison Plan Commission and Common Council.

See Addendum B & C Jurisdiction and Zoning for back-up documentation related to City of Madison approvals and entitlements.

Project is consistent with Madison's Comprehensive Plan and Future Land Use Map as evidenced by City Planning and Common Council see approvals found in Addendum B & C as well.

- D. **PROJECT DESCRIPTION:** Provide a detailed description of the project.

The project, Avenue Square apartments, applied for 4% Federal / 4% State Credits in December 2020 for 2021 Wisconsin Housing and Economic Development Authority (WHEDA) tax-credits and was awarded an allocation of 4% Federal / 4% State credit in April 2021. See Addendum D for key sections of the current architectural plans for this proposed development including renderings.

Avenue Square apartments will be a newly constructed sixty eight (68) unit income-averaged 100% affordable development located at 1802-1818 Packers Avenue and 2102 Schlimgen Avenue in Madison, WI. The 68 unit building will contain a mixture of 1, 2 and 3 bedroom units in a four-story elevator building with 58 underground parking spaces and 37 surface spaces. The building will contain a community room, leasing office, exercise room, resident storage units and approximately 1,088 square feet of ground floor commercial space. As part of the site redevelopment a small single family (poorly maintained) home, a small vacant (blighted) office building and additional out-building and a 2 flat rental home would be demolished. (See Addendum D for current condition photos).

Avenue Square apartments is to be built on an infill (blighted) site located in an established neighborhood and generally requires minimal infrastructure improvements. Avenue Square apartments is situated at the northwest corner of the intersection of Packers Avenue and Schlimgen Avenue in Madison, WI. (1802-1818 Packers Avenue and 2102 Schlimgen Avenue) on the near north side of Madison.

This family affordable housing development will offer thirty-seven (37) one-bedroom, twenty (20) two-bedroom and eleven (11) three-bedroom units. The majority of the units (41) will target individuals and families with incomes within the range of 30% to 50% of the Dane County Median Income (CMI) guidelines provided by WHEDA.

Additionally, 20% of the units (14) will be offered to very low-income individuals and families at the 30% CMI level that will provide additional supportive case management services coordinated by our following non-profit supportive service partners: NewBridge Madison, JustDane, Dane County Veterans Service Center in conjunction with the Veterans Medical Center Homeless Program. Additional supportive services support for these residents may also come from the YWCA and their Rapid Rehousing program.

As part of the WHEDA tax credit application the available commercial space within the building design will need to provide an end-use tenant that meets the required Section 42 tax code definition

of a "Community Service Facility." WHEDA's guidance on "Community Service Facilities" was a location that "includes a job/skill training or employment counseling center (or similar facilities)" as a "Community Service Facility." The use of this space will be to further target providing services to the residents of Avenue Square apartments and the surrounding community at or below the 60% CMI income level.

The Northside Planning Council did indicate that they had an interest in partnering with ownership to use and manage the "Community Service Facility" space but no current legal agreements exist and so the end-user may be another local non-profit entity yet to be determined. Other outreach ownership has undertaken to "push" programming into this available space includes outreach to the Dane County UW Extension Financial Education Center, Covering Wisconsin (expanding Health Insurance outreach and coverage), and Score (business mentoring and education service). See these "Community Service Facility" support letters contained as supplemental information in Addendum D. Project Description.

Finally, current site condition photos can also be found in Addendum D as well. As clearly evidenced by these photos this site has been a long vacant eyesore on the gateway path (Packers Avenue) from the airport to downtown Madison. A long vacant blighted lot would be transformed by this new construction affordable multifamily development proposal at this corner location.

**E. TARGETED POPULATIONS:** Will the project serve any of the listed targeted populations? How many units will be targeted to designated populations?

Avenue Square apartments will serve the following number of units for listed targeted populations:

Chronically Homeless with disabling condition:	0 units
Veterans Experiencing Homelessness:	8 units
Very low-income families and/or families experiencing homelessness:	Range 1 to 3 units
Persons with arrest and conviction records:	Range 1 to 3 units

Individuals who are elderly: 1 to 57 units. There are 37 - 1 bdrm and 20 - 2 bdrm units that could be rented to the elderly.

Avenue Square Apartments is a family building however our "sister" senior tax credit building (The Madisonian, 64 units - 55+ age restricted and 6 - 3 bedroom townhouse family units) which is located less than 2/5th's of mile to the South, will refer prospects and applicants from their waitlist should that property be fully leased to Avenue Square. The management agent for The Madisonian, Oakbrook Corporation, can refer prospects/applicants to neighboring buildings at the direction of ownership. Ownership anticipates renting out a number of units to the elderly (55+) based on this marketing strategy.

Yes	No	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chronically homeless, meaning those who are either: 1) an unaccompanied homeless individual with a disabling condition who has been continuously homeless for a year or more, or 2) an unaccompanied individual with a disabling who has had at least four episodes of homelessness the past three years. Disabling conditions include mental illness and alcohol and drug conditions
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Veterans experiencing homelessness
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Very low-income families and/or families experiencing homelessness.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Persons with arrest and conviction records
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Individuals who are elderly
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Individuals with disabilities

F. **GREEN TECHNOLOGIES/SUSTAINABILITY** Indicate if the project will be pursuing any of the listed energy and sustainability standards. Submit certification of registration for any selected certification.

<input checked="" type="checkbox"/>	<a href="#">2020 Enterprise Green Communities Certification</a>
<input type="checkbox"/>	<a href="#">ENERGY STAR Multifamily New Construction</a> and <a href="#">EPA Indoor airPLUS</a>
<input type="checkbox"/>	<a href="#">2020 Enterprise Green Communities Certification Plus</a>
<input type="checkbox"/>	<a href="#">Passive House (PHIUS)</a>

G. **WORK PLAN WITH TIMELINE AND MILESTONES:** In the space below, provide a work plan for how the project will be organized, implemented, and administered. Include a timeline and accomplishments from initiation through project completion. Add in extra quarters as needed. Examples of milestones are: acquisition, bid packages released, bids awarded, site preparation, excavation, construction begins, substantial completion, certificate of occupancy, lease-up begins, etc.

ON OR BEFORE	MILESTONES
November 2019	Secured site control for 4 contiguous parcels. Met with Development Assistance Team City of Madison, Met with Sherman Neighborhood Association
May 2020	Submitted to the City of Madison Land Use Application for Zoning Map Amendments and Conditional Use Approvals for up to 80 units of multifamily housing.
July 2020	Urban Design Commission approvals and Plan Commission approvals received from the City of Madison to build up to 80 units of housing at 1802-1818 Packers Avenue & 2102 Schlimgen Avenue.
August 2020	Final Common Council approvals received land fully entitled to build up to 80 units of housing
December 2020	Application to WHEDA for 4% Federal / 4% State Credits for 68 unit affordable housing development.
April 2021	WHEDA awarded 4% Federal / 4% State credits for 68 units of "income-averaged" affordable housing
July/August 2021	Application for City of Madison Affordable Housing Funds and Dane County Affordable Housing Funds
November 2021	Receipt of final approvals for all "soft financing" applied for in July/August 2021
February 2022	Finalize Construction drawings/New Construction Bid Publishing and selection of subcontractors
April 2022	Complete Equity and Debt Financing Package, Acquisition of Land, Real Estate Closing
May 2022 - December 2023	Start construction May 2022, anticipated 12 month construction period, Begin Lease-Up Marketing February- May 2023, New Construction completion, May 2023, Certificate of Occupancy issued, Complete Lease-up October 2023, Stabilization to January 2024.

H. **UNITS** In the space below, please list each site (street address) and building where the work will be undertaken. For each address list the number of each units by size, income category, etc. Use additional pages as needed.

ADDRESS #1:		1802-1818 Packers Avenue & 2102 Schlimgen Avenue									
% of County Median Income (CMI)	# of Bedrooms						Projected Monthly Unit, including Utilities				
	Total # of Units	# of Studios	# of 1 BRs	# of 2 BRs	# of 3 BRs	# of 4+ BRs	\$ Rent for Studios	\$ Rent for 1 BRs	\$ Rent for 2 BRs	\$ Rent for 3 BRs	\$ Rent for 4+ BRs
≤30%	14		11	3				580	696		
40%											
50%	27		12	4	11			966	1160	1340	
60%											
<b>Affordable Sub-total</b>	41		23	7	11			1546	1856	1340	
80%	27		14	13				1085	1425		
<b>Market</b>											
<b>Total Units</b>	68		37	20	11		Notes:	Utility Assumptions: Utility Allowance \$50 - 1 - bdrm, \$63 - 2- bdrm., \$76 - 3 - bdrm. Tenants pay apt. electric, owner pays heat & water.			

\*40% = 31 to 40% CMI, 50%=41%-50% CMI, 60%=51-60% CMI, 80%=61-80% CMI, Market = ≥81%

ADDRESS #2:											
% of County Median Income (CMI)	# of Bedrooms						Projected Monthly Unit, including Utilities				
	Total # of Units	# of Studios	# of 1 BRs	# of 2 BRs	# of 3 of BRs	# of 4+ BRs	\$ Rent for Studios	\$ Rent for 1 BRs	\$ Rent for 2 BRs	\$ Rent for 3 BRs	\$ Rent for 4+ BRs
≤30%											
40%											
50%											
60%											
<b>Affordable Sub-total</b>											
80%											
<b>Market</b>											
<b>Total Units</b>							Notes:				

\*40% = 31 to 40% CMI, 50%=41%-50% CMI, 60%=51-60% CMI, 80%=61-80% CMI, Market = ≥81%

I. **SITE AMENITIES:** Check all that apply.

<input type="checkbox"/>	Community Building, square feet:
<input checked="" type="checkbox"/>	Community Room, square feet: 903 SF with 1,342 SF Patio Deck Area
<input type="checkbox"/>	Garages, number: _____ and monthly rent: _____
<input checked="" type="checkbox"/>	Surface parking, number: 37 and monthly rent: Free
<input checked="" type="checkbox"/>	Underground parking, number 58 and monthly rent: 40

J. **OTHER SITE AMENITIES:** In the following space, describe the other site amenities for tenants and/or their guests.

**BUILDING AMENITIES:** Key components for tenant satisfaction and retention are the building and unit amenities offered to all of the residents. Avenue Square apartments exterior amenities will include private balconies and patios for each unit. Eleven of the units on the first floor offer direct entry from the parking lot or front sidewalk of the building and will have an individual private porch. The first floor of the Avenue Square building will contain the primary building entrance with secured access entry; the on-site manager's office and the central lobby area that contains the elevator and central interior individual mailboxes for the residents. Avenue Square apartments will have a security camera system and electronic access control at all building ingress and egress points. There will be a fully equipped multi-station fitness center on the second floor. (See Addendum D for Site Plan, Floor Plans & Project Renderings)

The community room will be located on the fourth floor with an attached patio deck of approximately 1,350 square feet that will include tables and chairs for residents and guests and offer scenic views of the surrounding neighborhood. The community room will feature a fully equipped serving kitchen along with a flat screen TV. Additionally the community room can be adapted for group meetings, private resident parties and children's play space during the winter months.

There will be 58 underground parking spaces with a currently expected monthly rental rate of \$40. Additionally there are 37 surface parking spaces available that provides a 1.4 (stalls/unit) parking ratio. There is no charge for the surface parking. There are also 72 underground bicycle parking stalls and 14 surface bicycle parking stalls at various locations throughout the site.

Extra green space at the southwest corner of the lot is currently designated as a play area but final determinations on the use there has not been determined at this time. This area could also serve as a garden area as well for the residents.

As part of the zoning requirements there will also be a commercial space on the first floor currently designed at 1,088 square feet and located at the corner of Packers Avenue and Schlimgen Avenue (southeast corner of the building). It's targeted end use will be a "Community Service Facilities" space to benefit the residents and surrounding community, with special emphasis on use and programming to serve individuals at 60% or less of the CMI. The current contemplated end tenant is the Northside Planning Council, with the proposed use for this space as a job/skill training center, business incubator coworking space, and meeting space for other services beneficial to the residents of the general area of the northside of Madison (the "Local Area"), which includes the residents of Avenue Square apartments.

Private office/meeting space within the commercial space would also be available for case managers to meet with residents in need of case management supportive services.

**UNIT AMENITIES:** Each of the units will provide a significant array of standard amenities. In addition to the size of the units (704-774 SF for a one bedroom and 1,088-1,181 SF for a two bedroom and three bedroom 1,365-1,490 SF) the tenants will find the following standard amenities: Fully equipped kitchens with Energy Star rated stainless steel refrigerator, electric stove, built-in microwave oven, dishwasher and disposal; Energy Star rated electric washer and dryers in each unit; Water conserving faucets, shower heads and bathroom facilities; Wall to wall carpeting in 25% of the units (still under consideration this may be amended to 0%); 75% of the units with luxury vinyl plank flooring in the living room. Full windows coverings; Cable and internet connections in each unit; every unit will have a patio or balcony

with private storage space. Each unit will also have a separate additional storage space available.

Avenue Square apartments will provide FREE WiFi for the residents within their units and as well in the common areas for guests as well.

Avenue Square apartments will be a completely non-smoking building/units.

**GREEN BUILD AMENITIES:** This project will be certified as "Green Built" according to the Wisconsin Green Built Home standards to score the required point criteria under (at least 200 points) WHEDA Scoring Category 2 - Energy Efficiency and Sustainability.

Some of the green features this project will feature is all appliances will be energy star rated, windows featuring a U-Value less than or equal to 0.35, high efficiency boilers (92% or higher), high efficiency air conditioner (14 Seer or higher A/C system), energy star light fixtures, showerheads, kitchen/bathroom faucets with GPM less than code or install of low-flow aerators and dual flush or ultra low flow toilet with GPF less than code or Watersense labeled. These efficiencies will give the residents savings on their electricity bills along with a significant savings to the project for common area utilities including water/sewer, gas and electricity.

An array of PV solar panels is planned on the roof at 1802-1818 Packers. Minimum expected energy generation sizing will be in the range from 70kW to 75kW. Ultimate sizing will be based on end costs, payback considerations and space restrictions on the roof.

We will also install 2-3 EV ready plug in stalls in the underground parking area. End numbers not available at this time but every consideration will be given to installing a higher ratio of 'pre-wired' EV stalls at time of construction, to increase percentage of 'EV capable' underground parking stalls to somewhere between 10% to 30%. (Given the expected life of the building this is a prudent upfront expense).

Incorporating a rooftop solar array into the construction of this development will extend the City and County's goal of reducing electrical energy generation needs via fossil fuels by using renewable energy source - solar. This will also help to offset the carbon emissions of this development. Also, promotes green awareness further by using affordable housing funds to promote renewable energy construction thereby further publicizing the city's and counties commitment to move to a net zero carbon emissions goal.

We are committed to working with the city, contractor, engineers and architects to incorporate sustainable elements into the final building design as firmly evidenced by our "Bundle 3" pursuit from our Focus On Energy review of the building design as well. See Addendum F for Focus on Energy Application Verification.

Also, provided in Addendum F is the registration letter for the 2020 Enterprise Green Communities Certification.

## LOCATION

- K. **NEIGHBORHOOD AMENITIES:** Describe the neighborhood in which the project will be located noting access to social, recreational, educational, commercial, and health facilities and services and other municipal facilities and services.

The development team likes this site because it is located in the Sherman neighborhood which is a convenient walkable, bikeable neighborhood. It's walkscore of 54 is considered "somewhat walkable" and bike score of 62 considered "bikeable." All the amenities of daily living are within a mile of this location: Willy St. Coop North & Pick N Save grocery stores, banks, medical clinic, pharmacies, Lakeview Library, Sunday morning Northside Farmers Market, Mallards Baseball, Warner Park and many popular businesses and restaurants. The Dane County Regional Airport and the interstate are also easy access points from this site. Predominantly single-family and small multi-unit buildings reside in this neighborhood. Sherman Middle School and Shabazz High School are within the neighborhood boundaries located just .3 (3/10ths) miles from the site.

The site is also in a "Preferred Area" as identified by the City of Madison Affordable Housing Fund map for this year, this was another important attribute of this site related to the Cities specified preferences for the location of new construction affordable housing. (This map is included for reference in Addendum K)

Avenue Square apartments location does have convenient access to 7 day public bus transportation with a bus stop approximately 125 feet from the site boundary line and the North Transfer Point Bus station is also 2/5th's of a mile away providing a range of transportation options for future residents. The following bus routes stop at the North Transfer Point: Full weekday, weekend and holiday service: Routes 02, 04, 17, 20, 21, 22, 27 & 28.

MATC Main (Truax) and Commercial Avenue Campuses, Lakeland College, Vet Counseling Center and Dane County Employment Center and Senior Center at Warner Park are all conveniently located within a mile of this site as well all providing additional activities, support and community engagement that can assist with a residents well being and purpose, further assisting with long term occupancy and stability to the resident population within the building. NewBridge, a supportive service partner is located at the Warner Park Community Center too.

This new construction development should further assist the City with providing a broader range of affordable housing units to an area that has also been identified as having heightened gentrification concerns due in part to this site location within 600 feet of the northern most boundary of the Oscar Mayer Special Area planning area (OMSAP). The Oscar Mayer Special planning area expects to be a high growth area for the City of Madison in the future due to the large tract of acreage available for development within the OMSAP boundaries.

Finally given its location right on Packers Avenue, where the daily traffic count is typically greater than 40,000 vehicles daily (as counted in 2018), this site was also deemed a good long-term location to promote high occupancy with excellent visibility to drive-by traffic.

See Addendum K for some information provided in our submitted WHEDA tax credit market study related to linkages. Additional "distance" maps are provided that were submitted with our tax credit application to WHEDA as additional verification to distances to linkages of daily living.

Identify the distance the following amenities are from the proposed site.

<b>Type of Amenities &amp; Services</b>	<b>Name of Facility</b>	<b>Distance from Site</b>
Full Service Grocery Store	Pick N Save	.5
	Willy Street Co-Op	.75
Public Elementary School	Emerson Elementary School	1.2
	Mendota Elementary School	1.83
Public Middle School	Sherman Middle School	.3
Public High School	Shabazz High School	.35
	East High School	1.5
Job-Training Facility, Community College, or Continuing Education Programs	Dane County Job Center	.5
	Dream Bikes	.6
	Feed Bakery Program	.55
	Lakeland College	.1
	MATC - Commercial Avenue	.9
	MATC - Truax Campus	1.3
Childcare	Isthmus Montessori Academy	.1
	Northside Kinder Care	.67
	Kaylee's Garden Early Child Care and Education	.5
	Respite Center	1.3
Public Library	Lakeview Public Library	.7
Neighborhood or Community Center	Warner Park Community Center	1.0
	Outreach LGBTQ+ Community Center	1.0
	Goodman Community Center	1.6
Full Service Medical Clinic or Hospital	UW Health Family Medical Center	.6
	UW Health Internal Medicine Center	1.5
	William T. Evjue Center	1.5
Pharmacy	Pick N Save Pharmacy	.5
	UW Health Pharmacy	.6
	Walgreens	.75
Public Park or Hiking/Biking Trails	Sherman School Playground	.3
	Eken Park	.75
	Windom Way Park	.5
	Maple Bluff Beach Park	.95
	Demetral Field	.9
	Warner Park	1.0
Banking	BMO Harris Bank	.6
	Heritage Credit Union	.6
	Old National Bank	.8
	Great Midwest Bank	.75
	Associated Bank	.70
	UW-Credit Union	1.5
Retail	Northgate Shopping Center	.5
	Lakewood Plaza Shopping Center	.9
	Northside Town Center (aka Sherman Plaza)	.7
	Madison East Shopping Center	1.3
	Fiore Shopping Center	1.9
		1.8
Other (list the amenities)	River Food Pantry	.65
	Dane County Regional Airport	1.2
	Lake Mendota	1.0

- L. **TRANSPORTATION:** Identify the travel time and cost via public transportation or public automobile from the neighborhood to places of employment providing a range of jobs for lower-income workers.

See Addendum L for a table containing travel time etc. information to provide more detail here than the narrative below:

Lower income wages are concentrated in a range of service industries related to restaurants and bars, retail, hotels and motels and other service related industries. Health related jobs can be lower income as well like home health and personnel care aides, assisted living employment and hospital employment. With this in mind we've selected the following locations as some of the "areas of Madison" that likely offer a range of lower income employment: Northgate Shopping Center, Northside Town Shopping Center, Capital Square, State Street, East Towne Mall, UW Hospital Highland Avenue and the Amazon Distribution Center, Milwaukee Street.

**Travel by Car:**

The site is situated at the eastern edge of a walkable residential neighborhood. Packers Avenue is a major north-south thoroughfare providing quick access to most sections of the city. The site sits just north of the Packers/Aberg exchange and just south of the Packers/CV branch-off. Past the Aberg exchange, Packers turns into Johnson and provides a ten-minute trip into the heart of the Isthmus. The site also offers convenient access via Aberg Avenue to East Washington corridor and Highway 51 south to the South Beltline. Heading north on Packers taking Northport Drive to Hwy 113 and Highway M around the north side of Lake Mendota provides access to the west side of Madison and Middleton by car typically in 30 minutes. The CV highway branch (going north) winds along the edge of Madison and the Dane County airport and deposits travelers at the Hwy. 51/I-94 exchange within ten minutes as well.

**Travel by Bus:**

Avenue Square Apartments location does have convenient access to 7 day public bus transportation as a south-going bus stop and a north-going bus stop are each located at the intersection of Schlimgen Avenue and Packers Avenue, at the southeast corner of the subject site. Additionally, the North Transfer Point bus station is also located 2/5th's of a mile away to the south providing a range of bus route options to get around the City of Madison. Bus routes 02, 04, 17, 20,21, 22 & 27 are available there.

**East – West Bus Rapid Transit**

The East-West BRT is a bus rapid transit (BRT) system that will run along East Washington Avenue, around the Capitol, through the University of Wisconsin-Madison (UW-Madison) campus, continuing west on University Avenue and Mineral Point Road to the West Towne area. The route is approximately 15 miles in length and will be the first BRT system in Madison and the second in Wisconsin (a similar system is being developed in Milwaukee)

In January 2018, the Madison Common Council authorized staff to begin planning for BRT in the east-west corridor. The goal is to open the East-West BRT line in 2024.

Located approximately 1.7 miles to the east at the corner of Melvin Court and East Washington will be an expected BRT stop to allow for further BRT bus connectivity for the residents of Avenue Square Apartments.

The City of Madison is focusing on the BRT East-West corridor first due to the following reason: The successful implementation of BRT is entirely dependent upon a federal grant, therefore the City must meet certain system performance criteria. The Federal Transit Administration uses existing and projected ridership to evaluate projects, and the East-West corridor performs much higher in that regard with more than 120,000 jobs and 80,000 residents residing within a 10-minute walk of the proposed BRT route. A successful Phase 1 will allow the City to more realistically expand the BRT system over time.

That said, the City still has a strong desire to connect north and south sides to BRT. During its preliminary BRT planning process, the City identified preferred routes for a Phase 2 North-South BRT extension, essentially connecting the City of Fitchburg to the south, and connecting to the Dane County Regional Airport on the north side which will run right in front of the Avenue Square apartments proposed site on Packers Avenue.

As part of Mayor Satya's Rhodes-Conway MetroForward transit investment initiative, a number of improvements are being advanced to immediately address service needs on the north and south sides. These improvements include more frequent local bus service during evenings and weekends, when many people need reliable access to jobs. MetroForward also includes free bus passes for youth who need to get to jobs and other activities during the summer months, as well as an increase in low-income bus passes for families.

Over time it is expected that this location will be ideally located to allow easy access to the BRT given Madison's current expectation of extending greater bus connectivity via BRT to the Dane County Regional Airport.

As demonstrated in the provided "Transportation Chart" in Addendum L and narrative here this site allows for a multitude of private or public transportation options that do allow for cost effective employment related destinations to be accomplished typically within 30 minutes travel time.

## PROJECT APPROACH

- M. **PARTNERHIPS:** In the space below, provide information on any partnerships that have been or will be formed in order to ensure the success of the project.

Affordable tax credit development requires many partnerships across a variety of professions in order to reach the end goal of the delivery of affordable housing. The following is a list of the partnerships and brief narratives this ownership group already has or that will be formed that will ensure the success of this project. These partnerships are listed somewhat in chronological order related to the needs of the development during each stage of the development process from concept to the end delivery and management of the affordable housing.

Ownership – Odessa Affordable Housing LLC

Odessa Affordable Housing, LLC (or its assigns) is a single purpose Limited Liability Company (LLC) (the Project LLC). An investor member (to be identified) will own 99.99% of the Project LLC. A Tax Credit Syndicator or Corporate Investors - invests money, controls terms of the partnership agreement, gets limited control of design and structure of the project as a condition to making an investment (i.e. only makes investment if satisfied with design and structure of project) and cannot be involved in the management and day-to-day decision making of the partnership. Also, there will be a .01% Managing Member(s) interest - who are responsible for carrying out purposes of the partnership and making day-to-day decisions, overall management and control of the business, assets and affairs of the partnership and to ensure compliance with the requirements of the LIHTC program and financing documents and supervision of the management agent.

With respect to the 99.99% investor member, (tax credit equity investor) a Letter of Intent has been received from Merchants Capital but the final equity investor has not been determined at this time. Given the long history 25+ years of affordable housing development work this ownership team has excellent working relationships with a number of tax-credit equity investors and syndicators, including AIG, BMO Harris Bank, Cinnaire, National Equity Fund, Nationwide Insurance, PNC Real Estate, Raymond James, RBC Capital, Richman Capital, US Bank and Wells Fargo that will be contacted when the time is right to find the end investor providing the highest equity in the marketplace at the time.

With respect to the .01% Managing Member(s) the following is provided to provide additional details about individual members roles and responsibilities within the managing members .01% interest.

Alfred G. McConnell (38.25%) and Jim Rodgers (36.75%) combined are 75% members of the .01% Managing Member interest and are responsible for putting together and overseeing work of the development team (architect, contractor, accountant, lawyer, consultant, management agent), getting site control, obtaining all necessary governmental approvals, obtaining necessary funding, negotiating financing documents, determining design and scope of construction, negotiating and enforcing contracts and ensuring construction is completed in a good and workerlike manner, on time and within budget and supervising the management agent.

Lean Design Werks, LLC (Renata Bunger) is a 24% member of the .01% managing member who will assist in securing and/or providing all services needed (as specified above) for a housing tax credit development as requested and specified by Alfred G. McConnell, the manager of the managing member.

Renata Bitoy Bunger, is an emerging affordable housing developer. Lean Design Werks, LLC (Renata Bunger) is a 24% member of the .01% managing member. The WHEDA tax credit application awarded points to entities certified as minority business enterprises (MBE) or ACRE graduates. Ms. Bunger qualified and is certified as a woman and minority business enterprise. Although Ms. Bunger has LIHTC asset management and underwriting experience, she has no direct development experience. Tax credit awards are infrequently, if ever, awarded to developers or development teams without successful tax credit development experience. Ms. Bunger's experience as an Avenue Square apartments development team member provides hands-on experience and a pathway towards establishing her own development score and track-record. Ms. Bunger will be the second African-American woman and the first woman of Asian heritage in WHEDA's 30+ year allocation history to take part as a for-profit co-developer team member on an awarded application.

Southwest Wisconsin Community Action Program (SWCAP), a Wisconsin not-for-profit corporation, is a .01% member of the .01% Managing Member interest. SWCAP operates a variety of state and federal programs to assist low-income individuals and families in becoming self-sufficient and to help communities grow and prosper. SWCAP operates in Grant, Green, Iowa, Lafayette and Richland counties. SWCAP and Alf McConnell have a long standing partnership over 25 years whose partnership has provided additional monetary assistance to low-income residents that SWCAP serves. SWCAP partnership allows the ownership to pursue other granted funds like those typically awarded via Federal Home Loan Affordable Housing Fund applications.

Accounting Firm:

SVA Certified Public Accountants  
1221 John Q Hammons Dr,  
Madison, WI 53717

Chris Fearn CPA Manager  
(608) 826-2408  
fearnc@sva.com

This accounting firm has also been involved with the LIHTC program since the early days of the program. Mike Kendhammer is also a valuable member of this firm with 30 plus years of LIHTC experience.

SVA provided consultation tax credit application review services that assisted the development team in securing an award of 4% Federal / 4% State Credit.

Other SVA services that will need to be provided later on in the development process will be issuance of a 10% Certification, final cost certification for issuance of the 8609 and ongoing financial audits that will be required by the tax credit equity investor and lender.

Architect (Design and Supervision)

Knothe & Bruce Architects, LLC  
Bob Feller, AIA, NCARB, LEED AP  
Ph: 608.836.3690 Ext. 122 | Cell: 608.444.6988  
7601 University Avenue; Suite 201, Middleton, WI 53562  
bfeller@knothebruce.com | www.knothebruce.com

From their website:

Knothe & Bruce is an award-winning architecture and design firm in Madison, Wisconsin. Knothe & Bruce currently is involved in a wide range of multi-family projects – from historic renovations to modern mid-rise apartments, and from student housing to senior housing campuses. While most of the Knothe & Bruce architectural work is in the Madison area they also work throughout Wisconsin, Iowa and Illinois. Regardless of the project or locale, Knothe & Bruce collaborates closely with their clients, providing a full range of residential and commercial architectural services.

Since Knothe & Bruce founding in 1974 they have diligently pursued the best designs and the highest quality construction possible for all of their clients. Knothe & Bruce brings nearly 40 years of experience to each project that they do. Knothe & Bruce has 9 licensed architects and 5 staff

professionals that work collaboratively with their clients to enhance the design and function of the living environments they create. Knothe & Bruce designs for the market, for future residents, and for the community, not for themselves. Knothe & Bruce understands the development realities such as public approvals, market demand, and construction costs. Knothe & Bruce embraces them in their program and design process. Knothe & Bruce considers the most important measure of their success is the success of their clients.

Knothe & Bruce has provided the building design for Avenue Square apartments and submitted our Land Use application to the City of Madison last May 2020 to request necessary demolition, zoning, and planning approvals. Knothe & Bruce's assistance was integral to the approvals we received for this development proposal on July 27, 2020 (Plan Commission Approval) and August 4, 2020. (Common Council Approval) that allowed us to move forward with this 68 unit proposal at this location.

Knothe & Bruce will also provide monthly draw site inspection supervision to ensure the progress of the work is in accordance with the architectural plans once construction begins.

Other partnerships critical to the design process will include:

One Design and Engineering, LLC – Structural Engineer

Vierbicher Associates, LLC - Civil Engineers and Landscape Designer

Hein Engineering Group – Mechanical Engineers provided HVAC, Electrical and Plumbing design

Focus on Energy – to assist in the end design to build a building to a maximum energy efficiency ratio within the budget constraint's of the end development budget.

All of these business entities provided the necessary design work for The Madisonian, 1841-1859 Aberg, a 70 unit affordable LIHTC housing development, now in construction for this development team.

Attorney – Legal

Reinhart Boerner Van Deuren S.C.

22 East Mifflin Street, Suite 700

Madison, WI 53703

Joseph D. Shumow

(T) 608-229-2245

jshumow@reinhart.com

This law firm has been involved with LIHTC projects since the early days of the program. Joe Shumow also has worked for a number of years as legal counsel for WHEDA during a number of the years that Jim Rodgers also worked at WHEDA. Joe Shumow's expertise will be critical to the success of the project related to the negotiation and drafting and final legal approvals and closing of equity and lender debt components for the development budget.

Krupp General Contractors, LLC

Paul Lenhart | President & CEO

749 University Row, Suite 101 | Madison | WI | 53705

Phone: 608-249-2020 | Direct: 608-260-7007

Email: Plenhart@Kruppconstruction.com | Website: www.kruppconstruction.com

Over 40 years' experience as general contractor throughout Wisconsin and more specifically to Madison Krupp is a very well-known and respected general contractor in the Madison area.

We are currently using Krupp General Contractors for our other Madison affordable tax project, The Madisonian, which is in construction currently at 1841-1859 Aberg Avenue.

Avenue Square will be our second project that Krupp would act as the General Contractor for.

There are numerous other subcontractor and supplier relationships that have been established over the last 25 years that we know provide excellent quality workmanship at a reasonable price and those subcontractors and suppliers will be contacted when we get to the bidding process for this job to assist in the delivery of a construction development budget that is balanced to the sources available for the end construction of the development.

#### Soils Engineer

Brian McIlwaine  
Staff Engineer  
CGC, Inc.  
2921 Perry Street  
Madison, WI 53713  
P 608-288-4100  
M 608-417-9526  
bmcilwaine@cgcinc.net

Due diligence will include soil borings to determine the quality of the soils; whether the soils are buildable; and the likely scope of soil remediation or replacement as it relates to overall project costs. Additional soil and concrete testing will be performed at later stages of the construction process.

#### Sources of financing partnerships:

WHEDA as construction/permanent lender. Both Alf McConnell and Jim Rodgers have a long history with WHEDA and excellent working relationship with WHEDA over the years.

City of Madison – This development team has secured a 2020 of City of Madison affordable housing funds award and we have worked closely with several members of the Community Development Division staff who work specifically on administering the Affordable Housing Fund for the City of Madison. Additionally, Joe Shumow, our attorney, has closed several City of Madison Affordable Housing Fund loans so we fully expect the closing process, should we secure an award of these funds, to go smoothly and efficiently. And given our supportive service partnerships in place we expect to deliver the supportive housing units as specified in our City of Madison Affordable Housing Fund application.

Dane County – securing an award of Dane County funding will form a new partnership for this development team with the requisite staff at Dane County. Joe Shumow, our attorney, has closed several Dane County Affordable Housing Fund loans so we fully expect the closing process, should we secure an award of these funds, to go smoothly and efficiently. And given our supportive service partnerships in place we expect to deliver the supportive housing units as specified in our Dane County Affordable Housing Fund application.

#### Property Management

Odessa Affordable Housing, LLC will partner with Wisconsin Management Company as its third-party property rental manager for this development. While this will be a new partnership for this development team Wisconsin Management has a reputation for consistently providing a strong on-site management presence, strong application/tenant selection process, and stellar tax-credit compliance along with strong maintenance and preventative maintenance programs.

Supportive Services Partnerships once lease-up and occupancy begins:

Collaborative referral based supportive service partnerships (with case management) will be established with NewBridge, JustDane, and the Veterans Medical Center Homeless Program & Dane County Veterans Service Office and the YWCA.

1. NewBridge of Madison  
Jim Krueger  
Executive Director  
1625 Northport Drive #125  
Madison, WI 53704  
P: (608) 512-0000 Ext. 3005
2. Wisconsin Department of Veterans Affairs  
Referrals through Homeless Services Consortium (HSC)
3. JustDane  
Linda Ketchum  
Executive Director  
2115 S Park St, Madison, WI 53713  
(608) 256-0906
4. YWCA of Madison  
Jael Currie  
Housing Director  
101 E Mifflin St, Madison, WI 53703  
( 608) 257-1436

It is our understanding that all of our supportive service partners have an existing relationship with HSC.

Homeless Services Consortium  
Torrie Kopp Mueller  
COC Coordinator, Homeless Services Consortium  
Department of Planning and Community & Economic Development  
Community Development Division  
Madison Municipal Building, Suite 300  
215 Martin Luther King, Jr. Boulevard  
Madison, WI 53703-3348  
Phone: (608) 266-6254

Avenue Square apartments will include 14 (20 %) integrated supportive housing units at the 30% county median income and rent level. Fourteen (14) units at 30% CMI that will have integrated supportive services provided by the following non-profit agencies with case management services available as follows:

- 1-3 units, for individuals/families case management/supportive services plans provided by NewBridge.
- 8 units for Veterans (Anticipated Veterans Medical Center Homeless Program & Dane County Veterans Center).
- 1-3 units formerly incarcerated housing, case management/supportive services plans provided by JustDane.

If our ranges of 30% units are not filled with the targeted supportive housing populations by our supportive service partners we will also work with Jael Currie (and her staff) from the YWCA, and will look to fill any of remaining 30% units with residents provided with case management services through the Rapid Rehousing program. (See Addendum Q for support letters)

Additionally, of the 14 "supportive service units" six (6) of these units will provide a HSC preference:

This project will implement an HSC preference for up to 6 units for individuals and families selected through the Homeless Services Consortium by-name list. These 6 units set aside by the development will be filled through the referral process from the HSC by-name list with the following targeted populations:

- A) Units reserved: 1 - 3 older adults - From NewBridge
- B) Units reserved: 1 – 4 Veterans - Veterans Medical Center Homeless Program
- C) Units reserved: 1 - 2 for families - YWCA

For abundant clarity, the HSC units from Group "A", "B" and "C" above shall be 6 units total.

#### Green Built Homes Inspection

This will be a new partnership that has not been formed yet but related to compliance with WHEDA tax credit application requirements and the delivery of end construction materials and components that provide for a more energy efficient building.

#### Other Long-Term Partnerships:

WHEDA Asset Management Partnership – Tax Credit Compliance and Loan monitoring oversight will be required. Wisconsin Management staff and Alf McConnell, Jim Rodgers and Renata Bunger have a long history of working with WHEDA regarding Asset Management requirements.

Coupled with Wisconsin Management compliance monitoring reporting WHEDA Asset Managers will conduct site inspections on a 1 to 3 year basis dependent on WHEDA internal risk metrics that include tenant file reviews to verify all Section 42 required compliance specifications have been adhered to.

WHEDA – Wisconsin Management – Ownership partnership will be formed with the issuance of the certificate of occupancy to maintain tax credit compliance for the first 15 year tax credit compliance period and then for the extended use period for the property, years 16-30. (Or to year 40 if City of Madison funding received)

- N. **PARTNERING TO END HOMELESSNESS:** In the space below, indicate the project's willingness to partner with the Homeless Services Consortium and its housing placement system to end homelessness for individuals and /or families on the community by-name list. If project will not implement an HSC preference on any project units, indicate how the proposed project will forward the goal of ending homelessness without the HSC preference.

This project will implement an HSC preference for up to 6 units for individuals and families selected through the Homeless Services Consortium by-name list. These 6 units set aside by the development will be filled through the referral process from the HSC by-name list as:

- A) Units reserved: 1 - 3 older adults
- B) Units reserved: 1 - 4 Veterans
- C) Units reserved: 1 - 2 for families

The tenants in the HSC units reserved will receive case management supportive services as offered by our supportive service partners already listed in question M above.

- A) These units will be set aside for older adults who meet the 30% income criteria. They will be selected through the HSC by-name list and services will be provided by NewBridge of Madison.
- B) These units will be set aside for individual Veterans or Veterans with families. They will be selected through the HSC by-name list and services will be provided by Veterans partners listed in question M above.
- C) These units will be filled by families experiencing homelessness. They will be selected through the HSC by-name list and will be connected with services provided by the YWCA Madison.

NewBridge Madison is an experienced partner with the Homeless Services Consortium (HSC) and its housing placement system. As an example, a NewBridge case manager currently provides the supportive services needed at Point Place Senior apartments on the west side of Madison with a set designated number of hours at the property every week. NewBridge will provide a similar structure to that used at Point Place for Avenue Square apartments on a smaller scale. NewBridge will target 1 to 3 referrals from the HSC list to place homeless older adults (age 50+) at the Avenue Square 30% "supportive services" units. As these (30%) supportive services affordable units at Avenue Square apartments become available, the priority for NewBridge will be to place HSC clients in these units.

To further support NewBridge, ownership will also commit a portion of the developer fee to be paid to NewBridge for dedicated case management supportive services aligned with the 30% set-aside units. Additionally, ownership commits to a payment of \$5,000 (adjusted 3% annually) to NewBridge for ongoing case management support as long as the requested City of Madison Affordable Housing funds and County Affordable funds remain part of the capital stack at or near levels requested.

If this application is able to secure an award of Dane County Affordable Housing Fund but at less than the amount specified (\$850,000) we request the following adjustments be made to our application and obviously scoring will be need to be adjusted as well.

If Dane County Affordable Housing Funds decreased to \$800,000 we will provide 5 HSC preferred units.

If Dane County Affordable Housing Funds decreased to \$750,000, we will provide 4 HSC preferred units.

If Dane County Affordable Housing Funds decreased to less than \$750,000, we will provide 3 HSC preferred units.

Total # of Project Units	# of Units Targeted to Individuals/Families on HSC community by-name list	% of Units Targeted to Individuals/Families on HSC community by name list
68	6	8.8%

- O. **FAIR TENANT SELECTION CRITERIA:** Will the project incorporate tenant selection criteria detailed below? Check all that apply, and attached copy of proposed tenant screening criteria for project.

General Screening Process – will not deny applicants based on the following:

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Inability to meet a minimum income requirement if the applicant can demonstrate the ability to comply with the rent obligation based on a rental history of paying at an equivalent rent to income ratio for 24 months
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lack of housing history
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Credit score
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Information on credit report that is disputed, in repayment, or unrelated to a past housing or utility (gas, electric, and water only) obligations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Inability to meet financial obligations other than housing and utilities necessary for housing (gas, electric, water).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Owing money to a prior landlord or negative rent payment history if the tenant's housing and utility costs were more than 50% of their monthly income.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Owing money to a prior landlord or negative rent or utility payment history if applicant does one of the following: (1) establishes a regular record of repayment of the obligation; 2) signs up for automatic payment of rent to the housing provider; or (3) obtains a representative payee.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Wisconsin Circuit Court Access records;
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Criminal activity, except: (i) a criminal conviction within the last two years for violent criminal activity or drug related criminal activity resulting in a criminal conviction, and (ii) if the program or project is federally assisted, criminal activity for which federal law currently requires denial. ( <i>Violent criminal activity</i> is defined in 24 C.F.R § 5.100 and means any criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force substantial enough to cause, or be reasonably likely to cause, serious bodily injury or property damage. "Drug related criminal activity is defined in Wis. Stat. s. 704.17(3m)(a)(2). "Drug-related criminal activity" means criminal activity that involves the manufacture or distribution of a controlled substance. "Drug-related criminal activity" does not include the manufacture, possession, or use of a controlled substance that is prescribed by a physician for the use of by a disabled person, as defined in s. 100.264(1)(a), and manufactured by, used, by or in the possession of the disabled person or in the possession of the disabled person's personal care worker or other caregiver. )
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Membership in a class protected by Dane County fair housing ordinances and non-discrimination ordinances in the municipality where the project is located.

Will the project incorporate the denial process detailed below?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Prior to a denial based on a criminal record, the housing provider shall provide the applicant access to a copy of the criminal record at least five days prior to the in-person appeal meeting and an opportunity to dispute the accuracy and relevance of the report, which is already required of HUD assisted housing providers. See 24 C.F.R. § 982.553(d), which applies to public housing agencies administering the section 8 rent assistance program.
1.	Prior to a denial based on a criminal record, the housing provider shall provide the applicant the opportunity to exclude the culpable family member as a condition of admission of the remaining family members.
2.	Prior to a denial decision, the housing provider is encouraged to meet with the applicant to review their application and make an individualized determination of their eligibility, considering: (a) factors identified in the provider's own screening policies, (b) if applicable, federal regulations, and (c) whether the applicant has a disability that relates to concerns with their eligibility and an exception to the admissions rules, policies, practices, and services is necessary as a reasonable accommodation of the applicant's disability. In making a denial decision, the housing provider shall consider all relevant circumstances such as the seriousness of the case, the extent of participation or culpability of individual family members, mitigating circumstances related to the disability of a family member, and the effects of denial on other family members who were not involved in the action or failure.
3.	The property manager will base any denial on sufficient evidence. An arrest record or police incident report is not sufficient evidence. Uncorroborated hearsay is not sufficient evidence.
4.	Denial notices shall include the following: a) The reason for denial with details sufficient for the applicant to prepare a defense, including: i) The action or inaction forming the basis for the denial, ii) Who participated in the action or inaction, iii) When the action or inaction was committed, and iv) The source(s) of information relied upon for the action or inaction. b) Notice of the applicant's right to a copy of their application file, which shall include all evidence upon which the denial decision was based. c) Notice of the applicant's right to copies of the property manager's screening criteria. d) Notice of the right to request an in-person appeal meeting on the denial decision by making a written request for a hearing within 45 days. The housing provider is not required to hold the unit open while the appeal is pending. e) Notice of the right to have an advocate present at the in-person appeal meeting and of the right to be represented by an attorney or other representative. f) Notice of the right to present evidence in support of their application, including, but not limited to evidence related to the applicant's completion or participation in a rehabilitation program, behavioral health treatment, or other supportive services.

5.	If the applicant requests an in-person appeal meeting, the hearing will be conducted by a person who was not involved in or consulted in making the decision to deny the application nor a subordinate of such a person so involved.
6.	The in-person appeal meeting shall be scheduled within ten working days of the request, unless the applicant requests a later date.
7.	A written decision on the application shall be provided to the applicant within ten working days after the in-person appeal meeting.

P. **TENANCY ADDENDUM:** Will the project include the following provisions within all tenant leases or as an addendum to all tenant leases?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

a.	<b>Security Deposits.</b> The amount of a security deposit shall not be more than one month's rent.
b.	<b>Late Fees and Other Fees.</b> 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.	<b>Rights of Youth to Access Common Spaces.</b> Youth under the age of 18 are allow to use and enjoy common areas without supervision. This does not preclude reasonable rules in ensure the safety of children and youth.
d.	<b>Good Cause for Termination.</b> A tenancy may not be terminated during or at the end of the lease unless there is good cause. Good cause is defined in include the following: (i) a serious violation of the lease; (ii) repeated minor violations of the lease; or (iii) a refusal to re-certify program eligibility. 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.	<p><b>Reasonable Guest Rules.</b> 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) Subjecting caregivers, whether caring for a child or children, or an adult with disabilities, to limitations on the number of days for guests.</p> <p>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:</p> <p>(1) A notice of the ban is issued to the tenant stating the:</p> <p>(a) name of the person banned,</p> <p>(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</p>

	<p>(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.</p> <p>(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.</p> <p>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.</p> <p>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.</p> <p>Nothing in this policy limits a person's right to pursue a civil order for protection against another individual.</p>
<p><b>f.</b></p>	<p><b>Parking Policies.</b> 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.</p>

**Q. SUPPORTIVE SERVICES PLAN:** Provide a detailed description of how supportive services will be secured for project tenants. Use the table below to provide details of how supportive services will be provided to tenants. The plan should note any differences between services targeted to units with the HSC preference and services that will be available building-wide. Attach a letter from the identified partner(s) confirming the details of the plan.

Name of Supportive Services Partner, and number of staff dedicated to project:	NewBridge Madison, Inc., 1 staff dedicated to this project
Scope of Services provided to tenants and approaches supportive service partner will use to address needs of tenant population:	<p>Services will be provided to individuals and individuals with families that are 60 or older or 50 - 59 and on medicaid.</p> <p>The NewBridge case manager can provide a wide variety of services for tenants depending on their needs. One of the first services provided is a functional assessment. Individual tenants will be asked a series of questions about different areas of their lives to determine what kind of support they may need to live and maintain residence in their apartment. The NewBridge case manager will assist them to acquire and complete forms to access services such as rental payment assistance, energy assistance, medical insurance, home chore assistance and food vouchers. The case manager may help them to develop a routine for paying bills, taking prescribed medications, arranging transportation for appointments or grocery shopping, or coordinating attendance for them to eat at a senior meal site. If the tenant has mental health issues or in home care needs the case manager can help them access services and support. There is no limitation on how long NewBridge provides case management services for our clients as long as they qualify financially to receive services (240% FPL) NewBridge does not provide direct care services or mental health counseling but will help tenants to access a provider.</p> <p>The case manager will begin by developing a rapport with tenants when she/he is on site and sees a tenants in the hallway or in the lobby of the building and lets the tenant know what kinds of support is available. The case manager will gradually gather information, in casual conversations with the tenant, to complete a functional assessment on them. As rapport is built, in many instances tenants will approach the case manager asking for help. In other instances, something might be brought to the case managers attention and they will approach the tenant about addressing the concern/need. The case manager may also have regular conversations with the building manager onsite to find out what they are observing about tenants.</p> <p>Another aspect of this population is termed the "sandwich generation" or "three generation household " whereupon an older adult is also living with their children and grandchildren. This means that the units set aside for older adults will be</p>

	filled by either individuals or families. Services for this population will be provided by NewBridge of Madison as well. This may include housing resources, income stability, and health services.
Where tenants will access services. For examples will services be on-site at development in designated space or by referral to off-site community supports:	The NewBridge case manager will be on-site at Avenue Square apartments once a week in a designated office. The case manager will use this time, and the office space, to meet with tenants and to help them access services. Some of the services like home chore assistance or filling out forms for various type of assistance will be on-site. Other community supports such as the meal site, grocery shopping or referrals to support groups or job assistance might be off-site.
If services provided are referral to off-site community supports, please detail how tenants will receive information on supportive services that are available to them before and after needs arise:	Each tenant that is referred by Coordinated Entry to work with the NewBridge case manager will receive a packet listing the types of community supports available to them. The case manager will provide additional information to tenants about specific supportive services upon request or when the case manager is working with a tenant and a need arises. The NewBridge case manager will post additional information outside her/his office about various community supports as they become available.
The frequency of services provided and/or a proposed schedule of when services are available to tenants:	The case manager will be on-site once a week for six hours to provide assistance to tenants. The day on which the services will be provided has not been determined but it will be the same day each week. On some occasions, in time sensitive matters, the case manager may assist the client outside of the set schedule. Services to clients will be provided based on the Individualized Service Plan. This is a plan developed by the client and the case manager where personal goals are identified and the client works through to achieve them with the support of the case manager. The case manager will meet with the client as needed and determined by the plan.
How the supportive services partnership will be funded, including if the respondent is providing funding to support the partnership:	The Avenue Square apartments will fund the six hours per week office hours to staff the NewBridge case manager. NewBridge will provide funding for any additional hours required to serve tenants needs.
Relevant performance data that provides insight into the supportive service partner's experience serving the target tenant population, and the outcomes for their tenants. Metrics could include the number of individuals served in a related program in a year, housing retention rates for individuals served in that program, connections to employment, etc:	For the past year NewBridge has been providing case management services for tenants, who were previously homeless, at Point Place. NewBridge is contracted to assist 11 units annually. In the past year our case manager assisted 13 referrals to acclimate into their new setting. Unfortunately two tenants were unable to acclimate and were evicted from their apartment. In addition, the NewBridge case manager has helped some of these tenants to access rent and energy assistance, medical benefits and connect them to food from the local food pantry. Eight received at least one resource but it was more challenging to help access resources during COVID. The annual goal for Avenue Square apartments would be that 85% of those served maintain housing or exit positiveiy and 75% access at least 2 resources. NewBridge also participates in

	the Dane County case management report. NewBridge case management services are evaluated as part of a consumer survey conducted every other year by Dane County Human Services,
How the supportive services partner and the respondent will work together to ensure the best outcomes for tenants, such as housing retention:	<p>The NewBridge case manager will maintain regular contact with the Avenue Square apartment manager. They will work together to prevent potential issues from arising; discuss what is happening with tenants and work together to address issues that become problematic. They will work together to bring in the resources needed to help support tenants and build up tenants skills to maintain independence.</p> <p>NewBridge will provide Coordinated Entry staff with information on the senior living facility and the role of the NewBridge case manager so that the homeless older adult referrals recommended for Avenue Square apartments have a better chance to succeed.</p> <p>The New Bridge case manager will also connect and work together with service providers working with these individuals while they were homeless to ensure these services are not dropped. The NewBridge case manager will work to team up with these providers to continue their services as needed.</p> <p>NewBridge and the client will use the ISP to identify short and long term goals towards sustaining housing stability. This may include applying for income sources, payment plans, or other needs that focus on housing retention. The property management company and landlord will work with the tenant and case manager as needed to ensure housing stability.</p>

R. **SUPPORTIVE SERVICES:** Describe the experience and qualifications of the organization that will be providing supportive services.

NewBridge Madison was formed in 2019 as the result of a merger of four Madison Senior Coalitions. Each Coalition provided a variety of supportive services and had been in existence for over 40 years. NewBridge Madison continues to provide these same services and more. NewBridge currently has 14 case managers/social workers ranging from 1-30 years of experience. All of our case managers have a minimum of a bachelors degree in social work or a related field and half of them have a masters degree in Social Work. NewBridge primarily provides services for older adults age 55 and older who are considered low-income. Over the past five years, our case managers have worked with an increasing number of homeless older adults in Madison. Many of our clients live in senior apartments and some of the Coalitions had partnerships with these facilities which we have continued after the merger. NewBridge has two staff that provide mental health resources and volunteers who provide representative payee and volunteer guardian services for case management clients throughout Dane County. In addition to these support services NewBridge oversees 10 congregate senior meal sites in Madison and Monona. NewBridge also delivers food boxes to homebound older adults, recruits volunteers to assist older adults with basic home chores NewBridge also provides various activities for Black and Latinx older adults in a safe space as well as other classes and activities for all older adults. NewBridge also has a medical equipment loan closet.

Dane County Veterans Services Office & Veterans Medical Center Homeless Program:

Dane County Veterans Service Office is an organization which assists eligible veterans and their dependents in applying for state and federal veterans benefits, and whose mission is to serve all veterans and their families, with dignity and compassion, by providing assistance in the preparation and submission of claims for benefits to which they may be entitled, and to serve as their principal advocate and link to services on veterans' related issues. The Veterans Medical Center Homeless Program in Madison provides information and referral for Veterans to VA and Non-VA Housing Resources along with referral for VA Benefits and other Healthcare information. Caseworker management, education and advocacy are also key components of the VA programs provided for Veterans living in Dane County. These two agencies have decades of experience assisting veterans with a variety of supportive services that provide direct assistance finding suitable housing, managing those housing expenses and other supportive services that allow veterans in need to live independently.

#### Just Dane:

Founded in 1971, JustDane has been changing lives and inspiring hope for nearly 50 years. Known until recently as Madison-area Urban Ministry, JustDane helps people facing the hurdles of incarceration and homelessness find a path toward a stable and productive future. And because of the racial disparities in the criminal justice system and homelessness, JustDane also focuses on anti-racism work in the community. Through case management and circles of support JustDane's 2 year recidivism rate ranges from 9-15% compared to the state average of 67%. JustDane Circles of Support members function to provide that support through a positive and accepting environment that holds their Core Team member accountable for achieving the goals that will allow them to succeed in the community and prevent recidivism. Circles last 6 months to a year, and end once the Circle members feel that the Core Team member is established in the community and ready to independently manage their life. If a Core Team member has been out for 2 years and is doing well, they can request to be a volunteer themselves with JustDane. The Circles of Support program has shown that over 90% of Core Team members have successfully completed the program.

#### YWCA:

The Rapid Rehousing Program is a collaborative effort among three local organizations: the YWCA Madison, the Salvation Army, The Road Home Dane County and the United Way of Dane County. It serves homeless families who are Dane County residents. Rapid Rehousing is a six-month program providing families with rent assistance and supportive case management services. The Rapid Rehousing Program follows the Housing First model, which has been extremely successful in other communities. Housing First programs incorporate a set of interventions to help families move more rapidly out of the shelter system (or avoid shelter altogether) and maintain permanent housing.

Rapid re-housing was designed to move families quickly from homelessness into permanent housing by helping them locate appropriate housing, providing temporary financial assistance for housing related expenses, and addressing service needs linked directly to housing stability. Though there is limited, but growing, evidence about the effectiveness of the approach, early evaluation and program data indicate that rapid re-housing reduces returns to homelessness.

Only 10 percent of families exiting the HUD Rapid Re-housing for Homeless Families Demonstration returned to homelessness (i.e., entered emergency shelter or transitional according to one study reviewed for this RFP applicant, "Rapid Re-housing: What the Research Says (urban.org)."

## EXPERIENCE AND QUALIFICATIONS

- S. **EXPERIENCE AND QUALIFICATIONS:** Describe the experience and qualifications of your organization related to the development of multifamily housing for low-income households.

Please review Addendum S for a complete response to this question.

- T. **PROPERTY MANAGEMENT:** Describe the experience and qualifications of the organization that will be handling the ongoing property management.

Odessa Affordable Housing, LLC will partner with Wisconsin Management Company, Inc. (WMC) as its third-party rental manager for this development. This will be a new partnership between Odessa and WMC however, the principals have worked on other affordable housing developments in prior years so there already a strong history, familiarity and comfort level with respective work styles. Over the last 20+ years, WMC has consistently provided a strong on-site management presence, strong application/tenant selection process, stellar tax-credit compliance and a strong maintenance and preventative maintenance programs to the properties under its care, especially related to the Madison based portfolio.

WMC currently employs more than 175 individuals and manages over 6,000 apartments including stabilized and lease ups; market rate; affordable including site based Section 8, Section 42, USDA RD (2187 units/37 properties Section 42 specific) in over 140 different projects throughout Wisconsin, northern Illinois and just moving into Iowa. See list of WMC managed properties in Addendum T.

WMC corporate headquarters are centrally located in Madison, WI, and has been in business since 1977. WMC has a strong presence in the Madison market/neighborhood where Avenue Square Apartments will be built. WMC is known for its ability to turn around existing properties with challenges of many types including resident base/selection, occupancy, delinquency and deferred maintenance.

Properties on the east and north side of Madison currently under WMC management include:

- The Ace: 70 unit LIHTC lease up / construction with supportive services (Movin' Out)
- The Harmony at Grandview Commons: 94 unit LIHTC restructure tenant base (lack of screening at initial lease up); close interaction with City Attorney/Police/Alder/Owner to overcome Chronic Nuisance Order; delinquency and occupancy (Royal Capital)
- Ridgecrest: 127 unit LIHTC restructure tenant base, crime frequency/presence, delinquency and occupancy (Commonwealth)
- Parkcrest: 128 unit LIHTC restructure tenant base, crime frequency/presence, delinquency and occupancy (Commonwealth)
- The Gordon: 39 unit market rate lease up concluding (Greg Rice)
- Briarwood: 136 unit market rate, stabilized (proprietary portfolio)
- Yahara Landing: 72 unit market rate, stabilized (proprietary portfolio)

WMC management staff and marketing practices adheres to all federal and state housing compliance issues including AG 134, Equal Opportunity, Fair Housing Requirements, affirmative fair marketing practices and Section 504 of the Rehabilitation Act of 1973.

WMC works throughout Wisconsin, northern Illinois and just now into Iowa. WMC manages multiple properties where residents receive on-site supportive services. WMC partners with local agencies and assists said agencies in placing prospective residents in designated units at their managed projects. WMC has had great success proactively reaching out and meeting with area supportive service organizations to assist in placing tenants in a respective supportive service supported apartments as available. WMC, has extensive partnership experience assisting in the coordination of supportive services for residents in both Section 8, Rural Development and LIHTC properties. WMC currently manages three (3) multifamily developments that provide integrated supportive services in Dane County. WMC has three (3) additional projects opening between now and the end of 2022 that will include supportive services in Dane County.

WMC strives to maintain a culturally sensitive property management staff, who are versed in property oversight, fair housing and best marketing practices. WMC property management staff receive regular annual training on Federal Fair Housing laws to assist in maintaining WMC's commitment to provide a welcoming and inclusive environment for all its residents. Also, for WMC's affordable housing managed developments the marketing plan that is established identifies which populations are underserved that are least likely to apply and targeted outreach to local organizations serving those populations is included in the overall marketing for the property.

If a Property Manager has yet to be identified, please describe how one will be selected.

## PROJECT FINANCING

U. **BUDGET SUMMARY:** Indicate the sources and uses of all funds for this project.

The County requires that the developer defer 40% of the developer fee as a financing source. If the sources and uses for a project indicate that less than 40% of the developer fee has been deferred, the amount requested will be reduced by the difference between the percentage of the developer fee deferred and 40%

For example: Assume the developer fee is \$1,000,000 and \$350,000, or 35% of the fee is deferred. Also assume the request for county funding is \$500,000. The actual award would be reduced by \$50,000 and the project would receive an award of \$450,000, if selected.

SOURCE	AMOUNT
WHEDA Bond Financing	\$5,482,637
WHEDA Subordinate Financing	\$685,330
City of Madison AHF	\$1,540,000
Deferred Developer Fee	\$1,078,027
Federal Tax Credit Equity	\$6,563,255
State Tax Credit Equity	\$1,093,454
Dane County AHF	\$850,000
TOTAL	17,292,703

USES	AMOUNT
Land/Site Utilities	\$ 658,664
Hard Construction	11,881,703
Construction Contingency	\$ 300,000
Architect/Engineer	\$ 282,000
Interim Construction	\$ 499,250
Permanent Financing	\$ 192,520
Soft Costs	\$ 406,000
Syndication Costs	\$ 12,500
Developer Fee	\$2,695,066
Operating Reserve	\$ 365,000
TOTAL	17,292,703

V. Which of the identified sources have been secured?

Development has "secured" and award of tax credits as evidenced by the WHEDA Reservation Agreement in Addendum V. \$745,899 in 4% Federal and \$256,705 in 4% State Tax Credits have been awarded.

The following Letters of Intent (LOI) have been secured for this development proposal.

1. Equity LOI from Merchants Capital Investments, LLC in the amount of \$7,656,709 or 44.28% of the capital stack.
2. Financing LOI from WHEDA for construction/permanent financing. First mortgage LOI of \$6,167,967 or 35.67% of the capital stack.
3. Deferred Development fee of \$1,078,026 is a "committed" deferred fee that will be paid from future cash flow and represents "sweat equity" into this development transaction, and as demonstrated in Addendum Y Operating Budget the deferred developer fee is paid within the initial 15 year tax credit compliance period an important variable related to tax credit equity investor interest in the development. Represents 6.23% of the capital stack.

Other funding applications pending subsequent approvals.

1. \$1,640,000 City of Madison Affordable Housing Fund application submitted on July 15, 2021. (There are only 4 applications listed this year (published by the City and publicly available) for the \$4.75 million in funding available from the City of Madison Affordable Housing fund this year. Our application, Avenue Square Apartments, along with one other application on this list, have already secured an award of WHEDA 2021 LIHTC Tax Credits. Based on the metric of "securing sources" Avenue Square Apartments should have a competitive advantage over the other two applications on this list that do not currently have an award of 2021 tax credits as those applications will be applying for WHEDA LIHTC 2022 credits. Said differently, with the award of 2021 credit from WHEDA already received Avenue Square apartments can begin construction a year forward of the two applications on this list that do not have a 2021 WHEDA LIHTC award.
2. \$850,000 Dane County Affordable Housing Fund application submitted with this application. This funding request contemplates at least a \$100,000 reduction from any City of Madison Affordable Housing Fund award since historically the City of Madison has typically reduced the amount of AHF funding awarded compared to the amount of AHF funding requested.

W. If the project will be applying for tax credits, please indicate which applications will be submitted (e.g. 4%, 9%, senior), the proposed timeline for submittal.

Avenue Square Apartments was awarded 2021 4% Federal / 4% State credits in the amount of \$745,099 Federal Credits and \$256,000 State Credits.

The executed WHEDA Reservation Agreement is included in Addendum V .

X. **FUNDS NEEDED:** In the space below, please describe why AHDF funds are needed to ensure the viability of this project.

A core funding source for this development is the tax credit equity that will be derived from the sale of \$6,563,255 (10-year credit stream at \$745,824 annually) LIHTC 4% credits and from the sale of \$1,093,453 (6-year credit stream at \$256,679 annually) 4% Wisconsin State Tax credits. Our proforma is projecting an estimated tax credit equity amount of \$7,656,709 based on current expected equity pricing of \$.88 (Federal) and \$.71 (State) pricing. This projected equity is subject to

potential changes (positive or negative) in tax credit market pricing until the time of firm commitment/closing not expected to occur until April/May 2022.

Supportable first mortgage (fully-amortizing) debt amount of \$5,482,637 can be achieved based on projected operating income and expenses of the development. The WHEDA commitment letter reflects a 1st mortgage with an interest rate of 4.65% and a 35-year amortization with a projected DCR of 1.23 in the first year. (Hard debt payment only)

A City of Madison Affordable Housing Fund RFP application was submitted on July 15, 2021, for \$1,640,000. Given that our (City AHF) application is for a 4% tax-credit application there is a wider financing gap than is typical for a 9% credit awarded proposal. Our request to the City of Madison Affordable Housing Fund was for the maximum amount per unit allowed per their indicated guidelines. We expect to be notified by the City of Madison of an Affordable Housing Funds award by late October 2021. There is no guarantee our award will be approved nor approved at the amount we have requested.

We did not apply for Chicago FHLB – Affordable Housing Program funds because our site simply would not score high enough with the Chicago FHLB scoring matrix this year therefore that source of funding is not indicated in our capital stack.

The deferred development fee of \$1,078,026 represents 40% of the total development fee for this proposal and aligns with the Dane County AHF RFP funding guidelines. The WHEDA Qualified Allocation Plan Developer Fee Policy for 4% Housing Tax Credit applications allows for a developer fee of up to 20%. The basic reasoning for allowance of this higher development fee (compared to a 12% fee for 9% tax credit applications) is to generate more eligible basis to further produce tax credit equity that allows for the creation of more affordable housing via the 4% credit. This higher development fee is allowed within the tax code and within the Wisconsin Qualified Allocation Plan administered by WHEDA. However, this level of deferred fee (40% of a 20% fee compared to 40% of a 12% fee for a 9% tax credit allocation) places a greater burden on end operational cash flow to pay down the deferred fee within the initial 15-year tax credit compliance period which is required to maintain the “eligible basis” calculation of the developer fee. Available cash flows (based on securing other gap financing) however based on current income and operational expenses do indicate the ability to pay the deferred fee in its entirety by year 15.

We are requesting \$850,000 in Dane County Affordable Housing Funds or \$7,727 for each of the 110 affordable bedrooms to fully ensure the completion of this development from the unknowns that remain in construction costs, tax credit equity pricing, and changes in bank debt interest rates. This level of Dane County affordable funding support would equal approximately 4.92% of the total funding sources. This level of county support will ensure that 37 – one bedroom, 20 – two bedroom and 11 – three-bedroom affordable units are constructed to further advance the affordable housing goals of Dane County.

The Dane County AHP Funds will complete (fill the gap) the funding level required to ensure the development fully sources its construction budget with no shortfalls and stays within the minimum debt coverage ratio requirements of WHEDA. The Dane County AHP funds will also enhance the project’s ability to reduce the first mortgage debt to provide the necessary cash flow to pay down the deferred development fee within the required 15-year initial tax credit compliance period.

Without access to sources of financing such as the City of Madison Affordable Funds, Dane County Affordable Funds, Federal Home Loan Bank Funds and Low-Income Housing Tax Credits projects such as The Avenue Square apartments could not offer approximately 60% of its apartments at rent levels at 50% or below the county median income. We have designed the project to include the largest possible number of affordable units attainable with ALL the proposed funding sources (including the 14-30% supportive units that further provide for an HSC preference for 6 of those units.)



Y. **OPERATING BUDGET:** Complete the 20-Year Operating Budget, identifying the income and expenses, use additional pages as necessary. An Excel file may be submitted in lieu of the Operating Budget provided that it contains all of the same column and row headers.

### OPERATING BUDGET

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
<b>INCOME</b>										
Gross Potential Rent	See	Addendu	m Y							
Vacancy										
Other Income										
Total Income										
<b>OPERATING EXPENSES</b>										
Marketing										
Payroll										
Other Administrative Costs										
Management Fees										
Utilities										
Security										
Maintenance Expenses										
Property Taxes										
Insurance										
Reserves for Replacement										
Total Operating Expenses										
Net Operating Income										
Debt Service										
Asset Management										
Cash Flow										

	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20
<b>INCOME</b>										
Gross Potential Rent										
Vacancy										
Other Income										
Total Income										
<b>OPERATING EXPENSES</b>										
Marketing										
Payroll										
Other Administrative Costs										
Management Fees										
Utilities										
Security										
Maintenance Expenses										
Property Taxes										
Insurance										
Reserves for Replacement										
Total Operating Expenses										
Net Operating Income										
Debt Service										
Asset Management										
Cash Flow										

# DANE COUNTY APPLICATION FOR 2021 AFFORDABLE HOUSING DEVELOPMENT FUND

This application should be used for project seeking Dane County AHDF funds. Applications must be submitted electronically to DCDHS Division of Housing Access by **noon on August 4, 2021**. Upload application materials to the **Dane County AHDF Dropbox**.

**APPLICATION SUMMARY**

<b>ORGANIZATION NAME</b>	Odessa Affordable Housing, LLC		
<b>MAILING ADDRESS</b> <small>If P.O. Box, include Street Address on second line</small>	2677 Orrington Avenue Evanston, IL 60201		
<b>TELEPHONE</b>	(847) 491-9707	<b>LEGAL STATUS</b>	
<b>FAX NUMBER</b>		<input type="checkbox"/> Private, Non-Profit <input type="checkbox"/> Private, For Profit <input checked="" type="checkbox"/> Other: LLC, LLP, Sole Proprietor	
<b>NAME CHIEF ADMIN/ CONTACT</b>	Alfred G. McConnell	Federal EIN: <u>84-4878358</u>	
<b>INTERNET WEBSITE (if applicable)</b>		DUNS Number:	
<b>E-MAIL ADDRESS</b>	alfmccconnell@gmail.com		

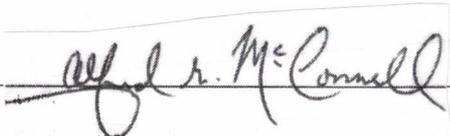
**PROJECT NAME:** Please list the project for which you are applying.

PROJECT NAME	PROJECT CONTACT PERSON	PHONE NUMBER	E-MAIL
Avenue Square Apartments	Jim Rodgers	(608) 335-1635	jimrodgers4514@gmail.com

**FUNDS REQUESTED:** Please list the amount and source of funding for which you are applying.

TOTAL PROJECT COST	AMOUNT OF AHDF FUNDS REQUESTES	PERCENT OF AHDF FUNDS TO TOTAL PROJECT COST
\$17,292,703	\$ 850,000	4.92%

Signature of Chief Elected Official/Organization Head



Title

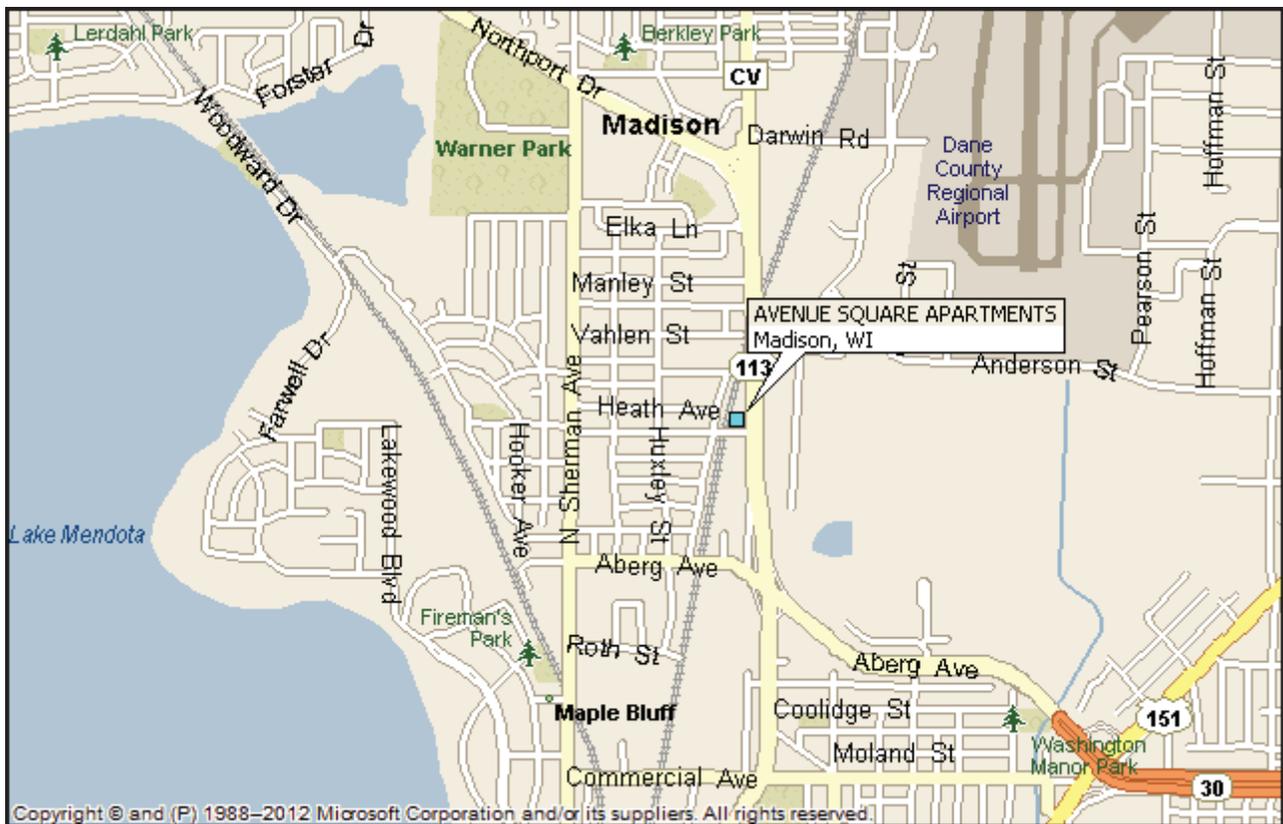
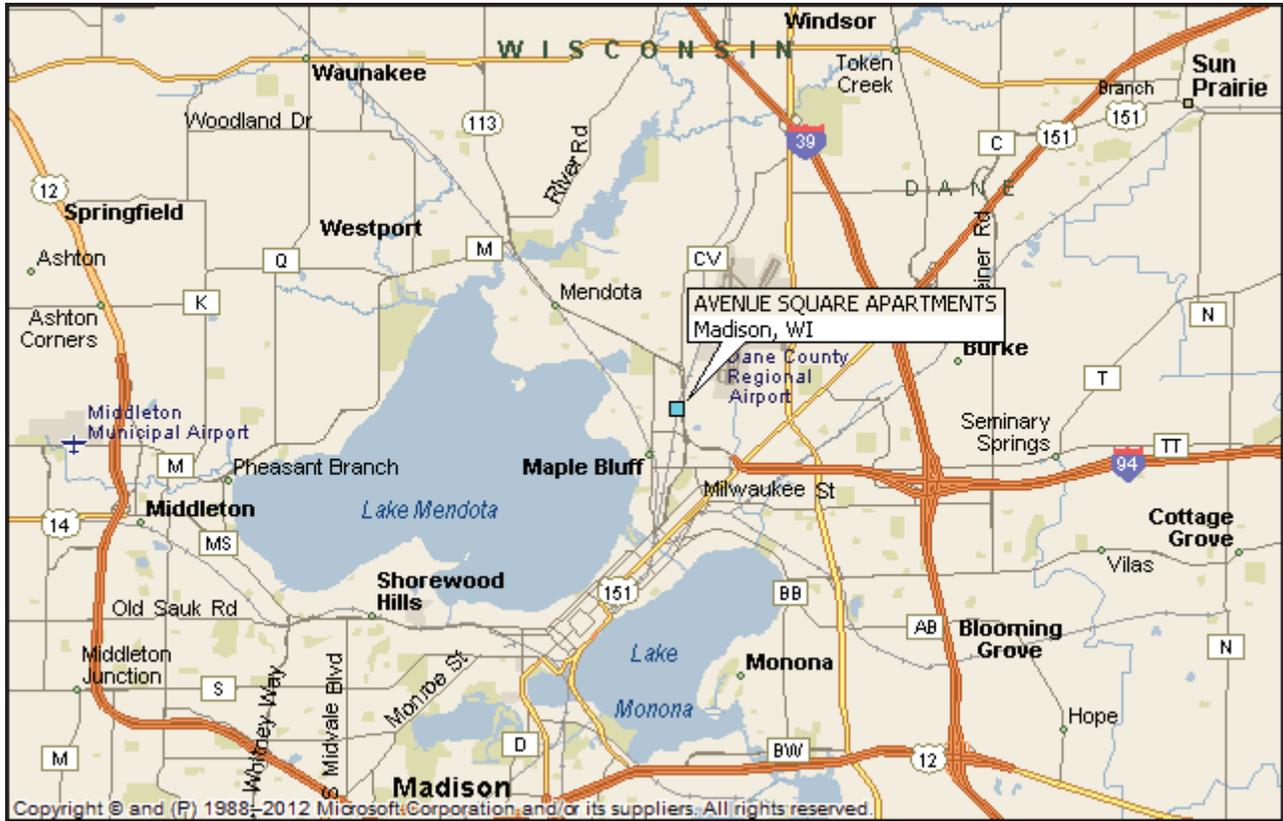
Manager

Alfred G. McConnell  
Printed Name

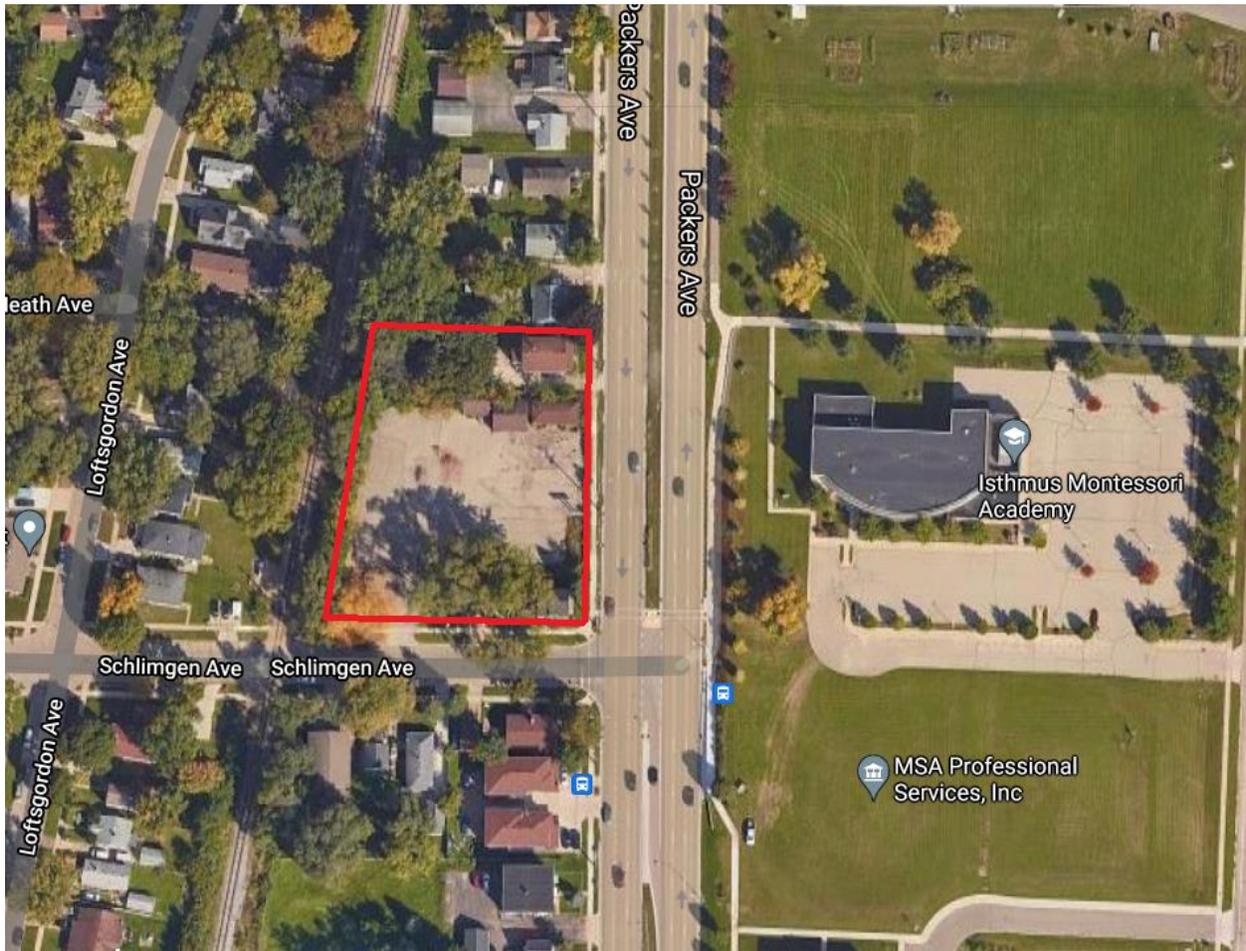
8/3/2021  
Date

# Addendum A - Avenue Square Apartments 1802-1818 Packers Avenue and 2102 Schlimgen Avenue, Madison

The following maps detail the subject's location in Madison and the area around it.



A. Assembled Sites, 1802-1818 Packers Avenue, 2102 Schlimgen Avenue, Madison



**Project Name and Location:**

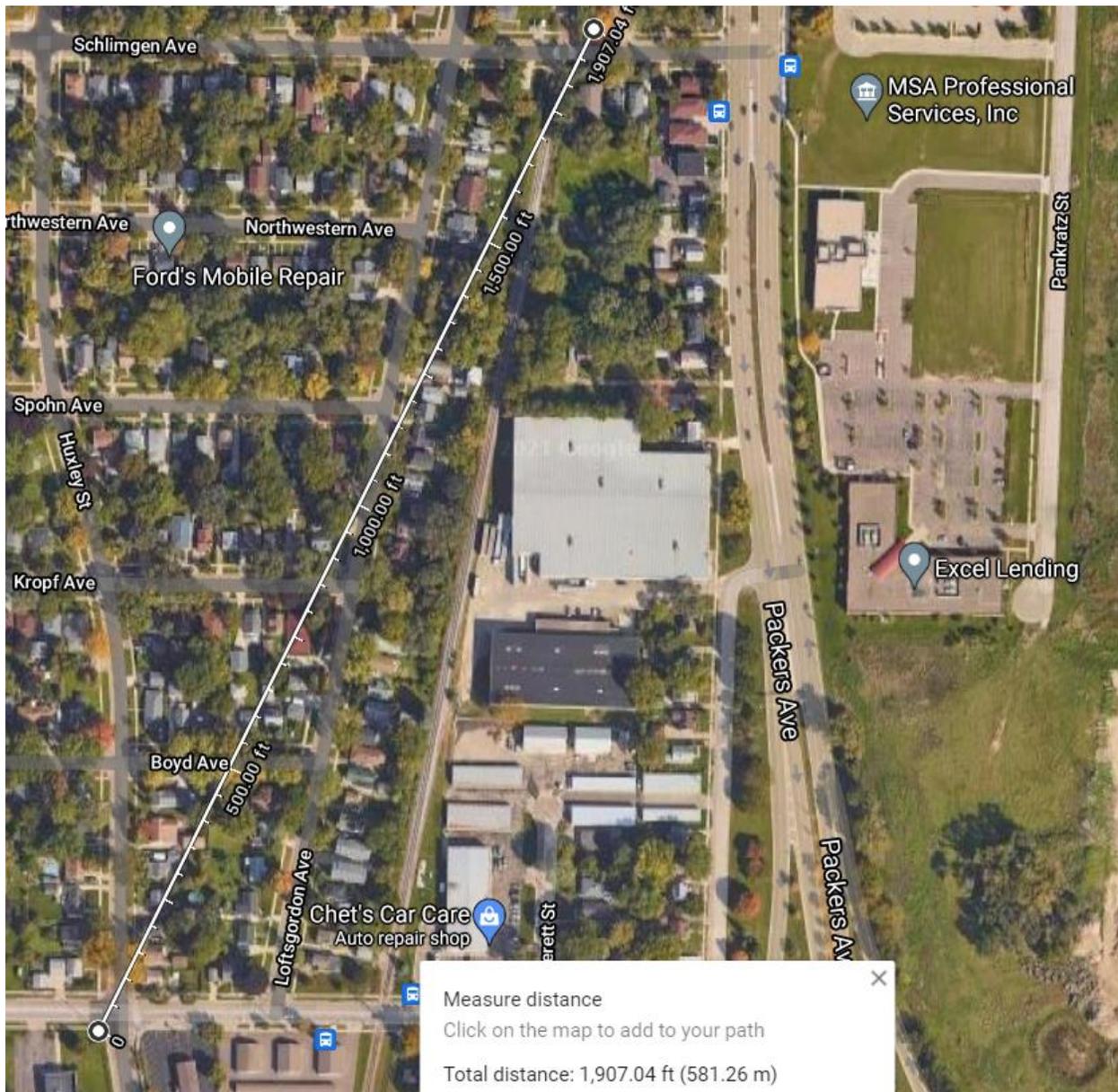
**Site Map with Parcels Identified**

- 2102 Schlimgen Avenue
- 1802 Packers Avenue
- 1814 Packers Avenue
- 1818 Packers Avenue



## Project Disbursement

- The map here measures the distance from the northeast corner of 1837 Aberg Avenue “The Madisonian Apartments” to the southwest corner of 2102 Schlimgen Avenue. Parcel No: 081031211329
- Based on a 10 point scale, this distance appears to equal approximately 1,907 feet or 72.23% of the distance to ½ mile. Based on that metric this distance should equate to approximately 7.223 points in this category.



# **Addendum B & C**

## **Jurisdiction and Zoning**



## City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

### Meeting Minutes - Approved COMMON COUNCIL

*Consider: Who benefits? Who is burdened?  
Who does not have a voice at the table?  
How can policymakers mitigate unintended consequences?*

*This meeting may be viewed LIVE on Charter Spectrum Channel 994, AT&T U-Verse Channel 99 or at [www.madisoncitychannel.tv](http://www.madisoncitychannel.tv).*

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Tuesday, August 4, 2020

6:30 PM

Via Virtual Meeting

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#### ROLL CALL

At 6:32 PM, Mayor Rhodes-Conway in the chair.

**Present:** 21 - Satya V. Rhodes-Conway; Barbara Harrington-McKinney; Patrick W. Heck; Lindsay Lemmer; Michael E. Verveer; Shiva Bidar; Marsha A. Rummel; Donna V. Moreland; Paul E. Skidmore; Zachary Henak; Arvina Martin; Syed Abbas; Tag Evers; Sheri Carter; Grant Foster; Michael J. Tierney; Samba Baldeh; Rebecca Kemble; Keith Furman; Christian A. Albouras and Max Prestigiacomo

The City of Madison is holding the Common Council meeting virtually to help protect our community from the Coronavirus (COVID-19) pandemic.

1. Written Comments: You can send comments on agenda items to [allalders@cityofmadison.com](mailto:allalders@cityofmadison.com)

2. Register but Do Not Speak: You can register your support or opposition to an agenda item at <https://www.cityofmadison.com/MeetingRegistration>

3. Register to Speak or to Answer Questions: If you wish to speak at the virtual meeting on an agenda item, you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

4. Watch the Meeting: You can call-in or watch the Common Council meeting in several ways:

- Livestream on the Madison City Channel website:  
<https://media.cityofmadison.com/mediasite/showcase>
- Livestream on the City of Madison YouTube channel:  
<https://www.youtube.com/user/CityofMadison>
- Television: Watch live on Spectrum channel 994 and AT&T U-Verse channel 99
- Listen to audio via phone:  
(877) 853-5257 (Toll Free)  
Webinar ID: 967 2344 5697

9. [61114](#) Public Hearing - New License  
North Central Management Inc • dba DoubleTree Hotel Madison East  
4402 E Washington Ave • Agent: • Estimated Capacity:  
Class B Combination Liquor & Beer • 25% alcohol, 70% food, 5% other  
Aldermanic District 17 (Alder Baldeh) • Police Sector 518  
**A motion was made by Carter, seconded by Abbas, to Grant and Close the Public Hearing. The motion passed by voice vote/other.**  
  
**There were 3 registrants in support.**
10. [61115](#) Public Hearing - New License  
Boneyard Productions LLC • dba The Boneyard  
1018 Walsh Rd • Agent: Steven Ritzer • Estimated Capacity: 50 indoor, 100 outdoor  
Class B Combination Liquor & Beer • 95% alcohol, 5% food  
Aldermanic District 15 (Alder Foster) • Police Sector 607  
  
**A motion was made by Carter, seconded by Abbas, to Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.**
11. [61116](#) Public Hearing - New License  
Guavva Inc • dba Nani Restaurant  
518 Grand Canyon Dr • Agent: Zhi Hang Jiang • Estimated Capacity: 300 indoor, 30 outdoor  
Class B Combination Liquor & Beer • 5% alcohol, 95% food  
Aldermanic District 19 (Alder Furman) • Police Sector 218  
  
**A motion was made by Carter, seconded by Abbas, to Grant with Condition(s) and Close the Public Hearing. The motion passed by voice vote/other.**  
  
**The condition is:**  
**1. Must meet the definition of a restaurant as defined by MGO Section 38.02.**

#### REPORT OF PLAN COMMISSION

- Here** 12. [60902](#) Creating Section 28.022 - 00447 of the Madison General Ordinances to change the zoning of properties located at 1802 and 1818 Packers Avenue, 12th Aldermanic District, from TR-C4 (Traditional Residential-Consistent 4) District to NMX (Neighborhood Mixed Use) District.  
  
**Sponsors:** Planning Division  
  
**A motion was made by Carter, seconded by Abbas, to Adopt with Conditions and Close the Public Hearing. The motion passed by voice vote/other.**  
  
**There were 2 registrants in support.**



# City of Madison

City of Madison  
Madison, WI 53703  
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## Meeting Minutes - Approved PLAN COMMISSION

*Consider: Who benefits? Who is burdened?  
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Monday, July 27, 2020

5:30 PM

**\*\*Virtual Meeting\*\***

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**Some or all of the members of the body, applicants, or members of the public, may participate in the meeting remotely by teleconference or videoconference.**

### CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:30 p.m.

**Present:** 9 - Lindsay Lemmer; Patrick W. Heck; Marsha A. Rummel; Ledell Zellers; Kathleen L. Spencer; Jason S. Hagenow; Eric W. Sundquist; Nicole A. Solheim and Bradley A. Cantrell

**Excused:** 2 - Keetra S. Burnette and Andrew J. Statz

Zellers was chair for the meeting.

Staff present: Heather Stouder, Tim Parks, and Sydney Prusak, Planning Division; Matthew Tucker, Building Inspection; Sean Malloy, Traffic Engineering Division.

Alders Present: Ald. Michael Verveer, District 4

### PUBLIC COMMENT

1. [60306](#) Plan Commission Public Comment Period

There were no registrants for public comment.

### COMMUNICATIONS, DISCLOSURES AND RECUSALS

#### MINUTES OF THE JULY 13, 2020 MEETING

**A motion was made by Cantrell, seconded by Hagenow, to Approve the Minutes. The motion passed by voice vote/other.**

Ald. Lemmer recused herself from the vote as she was not present at the July 13, 2020 Plan Commission meeting.

### SCHEDULE OF MEETINGS

Regular Meetings: August 10, 24 and September 14, 2020

Special Working Sessions: July 30, 2020 virtual meeting; 5:00-8:00 p.m. and August 5, 2020 virtual meeting; 4:30-6:00 p.m.

**ROUTINE BUSINESS**

- 2. [61271](#) Authorizing the City's execution of an Access Easement Agreement between the City and Madison Gas and Electric Company for access to an electric vault in the Capitol Square North Parking Garage located at 218 E. Mifflin Street. (2nd A.D.)

**A motion was made by Cantrell, seconded by Lemmer, to Return to Lead with the Recommendation for Approval to the TRANSPORTATION COMMISSION. The motion passed by voice vote/other.**

- 3. [61380](#) Determining a Public Purpose and Necessity and adopting a Relocation Order for the acquisition of land interests required to construct regional storm water management facilities as part of the Lower Badger Mill Creek Pond project, in the City of Madison, Dane County, Wisconsin. (1st AD)

**A motion was made by Cantrell, seconded by Lemmer, to Return to Lead with the Recommendation for Approval to the BOARD OF PUBLIC WORKS. The motion passed by voice vote/other.**

There were no registrants for the Routine Business items.

**PUBLIC HEARING-5:45 p.m.**

Note: Public Hearing items may be called at any time after the beginning of the public hearing. Those wishing to speak on an item must fill out a registration slip and give it to the Secretary. The Plan Commission uses a consent agenda, which means that the Commission can consider any item at 5:45 p.m. where there are no registrants wishing to speak in opposition regardless of its placement on the agenda.

**Zoning Map Amendments & Related Requests**

- Here** 4. [60902](#) Creating Section 28.022 - 00447 of the Madison General Ordinances to change the zoning of properties located at 1802 and 1818 Packers Avenue, 12th Aldermanic District, from TR-C4 (Traditional Residential-Consistent 4) District to NMX (Neighborhood Mixed Use) District.

On a motion by Cantrell, seconded by Solheim, the Plan Commission found the standards met and recommended approval of the zoning map amendment (ID 60902) to the Common Council, and approved the demolition and conditional use requests for the subject site (ID 60679), all subject to the comments and conditions in the Plan Commission materials. The motion to approve passed by voice vote/other.

**A motion was made by Cantrell, seconded by Solheim, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - PUBLIC HEARING. The motion passed by voice vote/other.**

- Here** 5. [60679](#) 1802-1818 Packers Avenue; 12th Ald. Dist.: Consideration of a demolition permit to demolish two residential buildings and an office building; consideration of a conditional use in the [Proposed] Neighborhood Mixed-Use (NMX) District for a building containing two or more uses that exceeds 10,000 square feet of floor area; consideration of a conditional use in the NMX District for a mixed-use building containing eight (8) or more dwelling units; consideration of a conditional use in the NMX District for a building exceeding three stories and 40 feet in height; and consideration of a conditional use in the NMX District for a building with less than 75% non-residential ground floor

Here

area, all to allow construction of a four-story mixed-use building containing 1,100 square feet of commercial space and approximately 80 apartments.

On a motion by Cantrell, seconded by Solheim, the Plan Commission found the standards met and recommended approval of the zoning map amendment (ID 60902) to the Common Council, and approved the demolition and conditional use requests for the subject site (ID 60679), all subject to the comments and conditions in the Plan Commission materials. The motion to approve passed by voice vote/other.

**A motion was made by Cantrell, seconded by Lemmer, to Approve. The motion passed by voice vote/other.**

Items 4 and 5 were considered together as one public hearing. Registered in support and wishing to speak was Kevin Burow, 7601 University Avenue Suite 201 Middleton, WI, representing Knothe & Bruce Architects. Registered in support and available to answer questions was Jim Rodgers, 5414 Surrey Circle. Registered in support and not wishing to speak was Jacob Harris, 1010 E Washington Avenue. Registered in opposition and available to answer questions was Susan Millar, 2233 Rowley Avenue.

6. [60903](#)

Creating Section 28.022 - 00446 of the Madison General Ordinances to change the zoning of property located at 909 Jenifer Street, 6th Aldermanic District, from TR-V1 (Traditional Residential-Varied 1I) District to TR-V2 (Traditional Residential-Varied 2) District.

On a motion by Cantrell, seconded by Ald. Lemmer, the Plan Commission referred the Zoning Map Amendment (ID 60903) to August 24, 2020 (September 1, 2020 Common Council) pending approval by the Landmarks Commission.

**A motion was made by Cantrell, seconded by Lemmer, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the PLAN COMMISSION and should be returned by 08/24/2020. The motion passed by voice vote/other.**

7. [60682](#)

909-915 Jenifer Street; Third Lake Ridge Historic District; 6th Ald. Dist.: Consideration of a conditional use in the [Proposed] Traditional Residential-Varied 2 (TR-V2) District for a housing cooperative to convert two apartment buildings into a 25-bed cooperative

On a motion by Cantrell, seconded by Ald. Lemmer, the Plan Commission referred the conditional use to August 24, 2020 pending approval by the Landmarks Commission.

**A motion was made by Cantrell, seconded by Lemmer, to Refer to the PLAN COMMISSION and should be returned by 8/24/2020. The motion passed by voice vote/other.**

Registered in support and not wishing to speak was Mark Reed, 2901 Syene Road.

8. [60906](#)

Creating Section 28.022 - 00444 of the Madison General Ordinances to change the zoning of property located at 8355 Mansion Hill Avenue, 1st Aldermanic District, from Temp A (Temporary Agricultural) District to TR-U2 (Traditional Residential-Urban 2) and creating Section 28.002 - 00445 of the Madison General Ordinances to change the zoning of the property located at 8355 Mansion Hill Avenue, 1st Aldermanic District from Temp A (Temporary Agricultural) to PR (Parks and Recreation) District

On a motion by Cantrell, seconded by Lemmer, the Plan Commission found the standards met and recommended approval of the zoning map amendment (ID 60906) and proposed subdivision (ID 60685) and approved the conditional use requests (ID 60686), all subject to the comments and conditions in the Plan Commission materials. The motion to approve passed on the following 7-1 vote: AYE: Ald. Heck, Ald. Lemmer, Cantrell, Hagenow, Solheim, Spencer, Sundquist. NAY: Ald. Rummel; NON-VOTING: Zellers; EXCUSED: Burnette, Statz

**A motion was made by Cantrell, seconded by Lemmer, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - PUBLIC HEARING. The motion passed by the following vote:**



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 1802-1818 Packers Avenue and 2102 Schlimgen Avenue  
**Application Type:** Zoning Map Amendment, Demolition Permit, and Conditional Use  
**Legistar File ID #** [60902](#) and [60679](#)  
**Prepared By:** Timothy M. Parks and Chris Wells, Planning Division  
Report Includes Comments from other City Agencies, as noted

## Summary

**Applicant & Property Owner:** Alf G. McConnell; Liberty Mortgage & Development Company; 2677 Orrington Avenue; Evanston, Illinois.

**Contact Person:** Kevin Burow; Knothe & Bruce Architects; 7601 University Avenue, Suite 201; Middleton.

**Requested Action:** Approval of a request to rezone 1802 and 1818 Packers Avenue from TR-C4 (Traditional Residential–Consistent 4 District) to NMX (Neighborhood Mixed-Use District); approval of a demolition permit to demolish two residential buildings and an office building; and conditional use approvals to allow construction of a four-story, mixed-use building containing 1,100 square-feet of commercial space and 80 apartments located at 1802-1818 Packers Avenue and 2102 Schlimgen Avenue.

**Proposal Summary:** The applicant proposes to demolish two residences and an office building to construct a four-story, mixed-use building containing 1,100 square-feet of commercial space and 80 apartments. Parking for 101 automobiles and 85 bicycles is proposed. The project is scheduled to commence construction in summer 2020, with completion anticipated in summer 2022.

**Applicable Regulations & Standards:** Section 28.182 of the Zoning Code provides the process for zoning map amendments. Table D-2 in Section 28.061(1) identifies multi-family dwellings with greater than eight (8) units as a conditional use in the NMX district. Section 28.064(3) requires conditional use approval for a building in NMX zoning taller than three stories and 40 feet. Section 28.64(4)(a) requires conditional use approval for a building containing two or more uses that exceeds 10,000 square feet of floor area in NMX zoning. Conditional use approval is also required in the NMX District for a building with less than 75% non-residential ground floor area. Section 28.183 provides the process and standards for the approval of conditional use permits. Section 28.185 provides the process and standards for the approval of demolition and removal permits. The site is also located in Urban Design District 4, which requires Urban Design Commission approval using the standards and guidelines in Section 33.24(11).

**Review Required By:** Urban Design Commission, Plan Commission, and Common Council

**Summary Recommendation:** The Planning Division recommends that the Plan Commission forward Zoning Map Amendment ID 28.022–00417 rezoning 1802 and 1818 Packers Avenue from TR-C4 to NMX to the Common Council with a recommendation of **approval**, and find that the standards for demolition permits and conditional uses are met to **approve** the demolition of two residential buildings and an office building to construct a four-story, mixed-use building at 1802-1818 Packers Avenue and 2102 Schlimgen Avenue subject to the Urban Design Commission’s approval, input at the public hearing, and the conditions from reviewing agencies beginning on page 7 of this report.

**Background Information**

**Parcel Location:** A 1.3-acre parcel located at the northwestern corner of Schlimgen Avenue and Packers Avenue (STH 113); Aldermanic District 12 (Abbas); Urban Design Dist. 4; Madison Metropolitan School District.

**Existing Conditions and Land Use:** The subject site is comprised of four parcels, from north to south:

- 1818 Packers Avenue is an approximately 9,600 square-foot parcel zoned TR-C4 (Traditional Residential–Consistent 4 District), which is developed with a two-story, two-flat residence constructed in 1930 according to City records with a detached, two-car garage;
- 1814 Packers Avenue is an approximately 36,275 square-foot parcel zoned NMX (Neighborhood Mixed-Use District). The parcel is developed with a one-story, approximately 1,300-square-foot, office building (in a former single-family residence). The property also includes a separate one-story 480 square-foot, gabled-roof structure open on one side and a detached garage/storage building;
- 2102 Schlimgen Avenue is an undeveloped 3,104 square-foot parcel zoned NMX zoning; and
- 1802 Packers Avenue is a 4,750 square-foot parcel zoned TR-C4, which is developed with a two-story, approximately 1,250-square-foot single-family residence that was constructed in 1900 according to City records. The parcel includes a detached two-car garage accessed from Schlimgen Avenue.

**Surrounding Land Use and Zoning:**

North: Single-family residences, zoned TR-C4 (Traditional Residential–Consistent 4 District);

South: Single- and two-family residences across Schlimgen Avenue, zoned TR-C4;

East: Office buildings across Packers Avenue in the Truax Air Park West development, zoned SE (Suburban Employment District); and

West: Railroad tracks, beyond which are single- and two-family residences, zoned TR-C4.

**Adopted Land Use Plan:** The 2018 [Comprehensive Plan](#) generally recommends Neighborhood Mixed-Use (NMU) for the subject site. The [Comprehensive Plan](#) states that NMU development should be compact and walkable and include residential uses, as well as retail, restaurant, service, institutional, and civic uses primarily serving nearby residents. Buildings in NMU areas are generally recommended to be two to four stories in height, oriented towards streets, and located close to public sidewalks. For density, the Plan recommends 70 or less dwelling units per acre.

The NMU recommendation for the subject site in the [Comprehensive Plan](#) effectively supersedes a more general recommendation in the 2009 [Northport-Warner Park-Sherman Neighborhood Plan](#) that encourages that the low-density, mostly single- family residential character on the west side of Packers Avenue between Melrose Street and the existing employment node Commercial Avenue be maintained.

**Zoning Summary:** The project will be developed in the NMX (the Neighborhood Mixed-Use) District.

Requirements	Required	Proposed
Lot Area (sq. ft.)	Not required for mixed-use buildings	53,761 sq. ft.
Lot Width	N/A	239'
Minimum Front Yard Setback	0'	9.6' from Packers Ave.

Requirements	Required	Proposed
Maximum Front Yard	25'	
Side Yard Setbacks	6' (North, per adjacent TR-C4 zoning)	21.2' (North)   13.3' (South)
Rear Yard	20'	22.8'
Maximum Lot Coverage	75%	74%
Useable Open Space	160 sq. ft./ one-bdrm unit; 320 sq. ft. for two-bdrm or larger (15,520 sq. ft.)	16,130 sq. ft.
Minimum Building Height	3 stories/ 40 feet	4 stories/ 50 feet
Auto Parking	83	101 total: 57 indoor, 44 outdoor
Accessible Stalls	5	2 (See Zoning Conditions)
Bike Parking	90	94
Loading	None	0
Building Forms	Commercial Block Building	Complies with requirements
<b>Other Critical Zoning Items</b>		
Yes:	Urban Design (Urban Design Dist. 4), Utility Easements	
No:	Barrier Free, Floodplain, Wellhead Protection, Landmarks, Waterfront Development, Adjacent to Park	
<i>Prepared by: Jacob Moskowitz, Assistant Zoning Administrator</i>		

**Environmental Corridor Status:** The property is not located in a mapped environmental corridor.

**Public Utilities and Services:** This property is served by a full range of urban services. Metro Transit currently operates daily, all-day service on Packers Avenue, serving stops in the Schlimgen Avenue intersection.

## Project Description

The applicant is requesting approval of demolition permit and conditional uses to construct a four-story, mixed-use building containing approximately 1,100 square-feet of first floor commercial space and 80 apartments on four parcels located at northwestern corner of Packers Avenue and Schlimgen Avenue. In order to develop the proposed mixed-use building, the applicant is also requesting approval of a zoning map amendment to rezone the properties located at 1802 and 1818 Packers Avenue from TR-C4 (Traditional Residential–Consistent 4 District) to NMX (Neighborhood Mixed-Use District). If approved, a Certified Survey Map (CSM) to combine the underlying parcels into one lot for the development will be required prior to issuance of building permits for the mixed-use building.

The approximately 1.3-acre site is currently developed with three principal structures proposed for demolition. At 1818 Packers Avenue is a two-story, two-flat residence with a detached, two-car garage. City Assessor records note the two-family residence was constructed in 1930. The parcel at 1814 Packers Avenue is developed with an approximately 1,200-square-foot, one-story office building, which City Assessor records note was originally constructed in 1930 as single-family residence but remodeled into its current office configuration in 1981. The parcel was used for over twenty years as an off-site car rental facility for Dane County Regional Airport, which is located nearby. The 1814 site is also developed with an open-sided, 480-square-foot structure west of the office building, which was constructed in 1945, and a detached garage. Finally, 1802 Packers Avenue is a two-story, approximately 1,250-square-foot single-family residence with a detached two-car garage. City Assessor records

note the residence was constructed in 1900. Photos of the structures have been submitted and are included in the Plan Commission materials.

Following demolition of the existing buildings, the applicant proposes to construct an “L”-shaped building that will parallel the eastern and northern property lines. The front wall of the proposed building will be set back 9.6 feet from Packers Avenue. The 1,100 square-foot commercial space is proposed at the southeastern corner of the first floor adjacent to the Packers-Schlimgen intersection. A residential lobby with management office, exercise room, craft room, and community room are proposed in the northeastern corner of the first floor, with primary access to these spaces proposed from the parking lot that will occupy most of the site between the building and Schlimgen Avenue. A secondary tenant entrance is proposed from the Packers Avenue sidewalk. The remainder of the first floor will include 14 one-bedroom apartments and three (3) two-bedroom apartments. Five of the first floor units will have direct access from the Packers Avenue sidewalk, with three additional first floor units to have exterior entries facing the parking lot. Floors 2-4 of the mixed-use building will consist of the remaining 63 dwelling units proposed. In total, the 80 apartments will consist of 63 one-bedroom units and 17 two-bedroom units.

A stepback is proposed along the northern façade of the fourth floor to aid in transitioning the mass of the development to the mostly one-story residences located north of the project. A more modest stepback is also proposed along the western façade of the fourth floor at the northwestern corner of the building.

Parking for the proposed development will consist of 57 automobile parking stalls located below the footprint of the L-shaped building and 44 surface stalls. Bike parking for the project will include 80 spaces in the underground garage and 14 surface stalls scattered around the site. Access to the site is proposed from two driveways from Schlimgen Avenue, with access to the underground parking proposed at the northwestern corner of the building.

The applicant has been awarded Section 42 affordable housing tax credits for the project from the Wisconsin Housing and Economic Development Authority (WHEDA). Of the 80 units proposed, 56 will be income-restricted.

## Analysis

The applicant is requesting the following approvals in order to construct a four-story, mixed-use building: a zoning map amendment to change the zoning of the properties located at 1802 and 1818 Packers Avenue from TR-C4 (Traditional Residential–Consistent 4 District) to NMX (Neighborhood Mixed-Use District) to provide consistent NMX zoning for the entire development site; a demolition permit to demolish two residential buildings and the office building; and conditional use approvals for a building containing two or more uses that exceeds 10,000 square feet of floor area in NMX zoning, a mixed-use building containing eight (8) or more dwelling units, a conditional use in the NMX District for a building exceeding three stories and 40 feet in height, and a conditional use in the NMX district for a building with less than 75% non-residential ground floor area. The subject site is also located in Urban Design Dist. 4, which requires that the Urban Design Commission approve the project subject to the standards and guidelines in MGO Section 33.24(11).

In order to approve the zoning map amendment, the Common Council shall find that the zoning map amendment is *consistent with* the City’s Comprehensive Plan as required by Section 66.1001(3) of Wisconsin Statutes. “Consistent with” is defined as “furthers or does not contradict the objectives, goals and policies contained in the comprehensive plan.”

For the demolition of the existing buildings, the Plan Commission shall find that both the requested demolitions and the proposed use are compatible with the purpose of Section 28.185 of the Zoning Code and the intent and purpose for the zoning district in which the property is located. In part, the purpose of Section 28.185 include aiding in the implementation of adopted City plans, protecting neighborhood character, preserving historic buildings, encouraging the reuse and/or relocation of existing buildings, and discouraging buildings falling into a state of severe disrepair. The proposed use of the property following the demolitions should also be consistent with the Comprehensive Plan and any adopted neighborhood plans. When making its decision, the Commission may consider and give decisive weight to any relevant facts including but not limited to the effects the demolition and proposed use of the subject property following demolition would have on the normal and orderly development and improvement of surrounding properties, the reasonableness of efforts to relocate the building, including the costs of relocation and the structural soundness of the building, impacts on street trees, and the limits that the location of the building would place on relocation efforts.

Similarly, the Plan Commission may not approve an application for a conditional use unless it can find that all of the standards found in Section 28.183(6)(a), Approval Standards for Conditional Uses, are met. That section states: "The City Plan Commission shall not approve a conditional use without due consideration of the recommendations in the City of Madison Comprehensive Plan and any applicable, neighborhood, neighborhood development, or special area plan, including design guidelines adopted as supplements to these plans. No application for a conditional use shall be granted by the Plan Commission unless it finds that all of the [standards for approval in Section 28.183(6) are met]."

The 2018 Comprehensive Plan generally recommends that the northwestern corner of Packers and Schlimgen avenues for Neighborhood Mixed-Use (NMU). The NMU land use category calls for relatively small existing and planned activity centers that include residential uses, as well as retail, restaurant, service, institutional, and civic uses primarily serving nearby residents. Development and design in NMU areas should be compact and walkable, and such mixed-use areas should be well connected and integrated into neighborhoods. Development in the NMU district should be transit-oriented, even in areas where transit service does not yet exist, and buildings should be oriented towards streets and located close to public sidewalks. On-street parking is recommended where practical, with private off-street parking placed primarily behind buildings, underground, or shielded from public streets by liner buildings. Non-residential uses in NMU areas should focus on serving nearby residents, though some buildings may also include specialty businesses, services, or civic uses that attract customers from a wider area. An individual building should not include more than 10,000 square feet of commercial space, except for buildings containing grocery stores and/ or community facilities (such as libraries). Finally, buildings in NMU are recommended to be two to four stories tall and may include housing developed at a density up to 70 units per acre.

Further, redevelopment of the site is consistent with the intensity of development recommended for the community growth corridor identified along Packers Avenue by the Comprehensive Plan. According to the plan, community growth corridors are recommended along certain major streets in the city that have some transit, but lack a diversity of existing or planned future land uses. Many such corridors are or are expected to transition from an auto-oriented development pattern to more transit-, walk-, and bike-friendly styles of development.

The proposal to rezone 1802 and 1818 Packers Avenue to the NMX zoning district is consistent with the NMU plan designation that generally applies to the subject site. Staff believes that the building placement, density (60.6 units per acre), and site plan are largely consistent with NMU district and community growth corridor recommendations in the Comprehensive Plan. While the proposed parking lot will be visible along Schlimgen Avenue, most of the parking will be screened from the Packers Avenue corridor and entirely screened from the low-density residential

uses to the north by the building. Also, while the proposed mixed-use building is overwhelmingly residential in its composition, staff feels that the predominantly residential project is appropriate for this NMU node due the site's frontage along the high-volume and higher-speed, six-lane wide Packers Avenue corridor (STH 113), whereas more neighborhood-serving commercial space might be more appropriate on the properties recommended for NMU development along the narrower, lower-volume and lower speed N Sherman Avenue corridor a few blocks to the west.

The NMU recommendation for the subject site in the Comprehensive Plan effectively supersedes a more general recommendation in the 2009 Northport-Warner Park-Sherman Neighborhood Plan that encourages that the low-density, mostly single-family residential character on the west side of Packers Avenue between Melrose Street and the existing employment node Commercial Avenue be maintained.

Staff believes the Plan Commission can find the demolition standards are met with this proposal. The Landmarks Commission informally reviewed demolition of the three principal buildings at their May 4, 2020 meeting and recommended to the Plan Commission that the three buildings proposed for demolition at 1802, 1814, and 1818 Packers Avenue have no known historic value.

Finally, Planning staff believes that the project can meet the standards for conditional use approval. The project should not have an adverse impact on the uses, values, and enjoyment nor normal and orderly of surrounding properties, nor should it negatively impact the transportation network beyond the Traffic Engineering Division's recommendation that the project only be served by one driveway from Schlimgen Avenue rather than the two driveways currently proposed.

The Planning Division also believes that the Plan Commission can find that conditional use standard 12 is met to allow the proposed building to exceed the three-story and 40-foot height threshold in the NMX district. Per standard 12:

*When applying the above standards to an application for height in excess of that allowed in the district, the Plan Commission shall consider recommendations in adopted plans; the impact on surrounding properties, including height, mass, orientation, shadows and view; architectural quality and amenities; the relationship of the proposed building(s) with adjoining streets, alleys, and public rights of ways; and the public interest in exceeding the district height limits.*

According to the plans dated July 17, 2020, the proposed building will stand approximately 49.5 feet in height along Packers Avenue, with a height of 47.5 at its tallest point at the northwestern corner of the L-shaped building. As noted in the previous section, a stepback is proposed above the third floor along the entire northern façade of the four-story building, with a modest stepback also proposed along the western façade at the northwestern corner. Staff feels that the stepbacks proposed create an appropriate transition to the lower-scale, low-density residential uses to the north and west of the site, which is aided by the 21.2-foot building setback proposed along the northern side of the project. Similarly, in addition to the stepback on the western façade, staff feels that the railroad corridor that borders the site on the west and the mature vegetation located therein, as well as the majority of the proposed building mass be located on the eastern side of the site, will create an appropriate transition to the one- and two-story residences located west of the rail corridor. Staff feels that the proposed building is generally well designed and that it would not be in the public interest to not approve the proposed height above 40 feet.

At the time of writing this report, staff is unaware of any comments on the project from the public.

The Urban Design Commission reviewed the proposed development in Urban Design Dist. 4 at its July 1, 2020 meeting and granted **final approval** of the project subject to conditions to be satisfied prior to final approval and issuance of building permits. The conditions of approval are noted in the 'Recommendation' section of this report, and the full draft report of the July 1 Urban Design Commission discussion is attached to the land use legislative file for reference. As noted in the UDC report and action, the applicant is requested to provide information on sound/noise mitigation for the project given the nearby airport and train tracks and vehicular traffic on Packers Avenue, which Planning staff also includes in its recommended conditions of approval.

## Conclusion

The applicant is requesting approval of a zoning map amendment, demolition permit and conditional uses to demolish three principal buildings to construct a four-story mixed-use building containing approximately 1,100 square feet of first floor commercial space and 80 apartments. Staff believes that these requests are consistent with the Neighborhood Mixed-Use recommendations for the site in the 2018 Comprehensive Plan, and that the various requests can meet the standards for approval, including the request to exceed the three-story, 40-foot height threshold in the NMX zoning district.

## Recommendation

### Planning Division Recommendation (Timothy M. Parks, (608) 261-9632)

The Planning Division recommends that the Plan Commission forward ordinance 28.022-00447 to rezone the properties located at 1802 and 1818 Packers Avenue from TR-C4 to NMX to the Common Council with a recommendation of **approval**, and find that the standards for demolition permits and conditional uses are met and **approve** demolition of three principal buildings to construct a four-story, mixed-use building at 1802-1818 Packers Avenue and 2102 Schlimgen Avenue, all subject to the Urban Design Commission approval, input at the public hearing, and the following conditions:

### Recommended Conditions of Approval Major/Non-Standard Conditions are Shaded

#### Planning Division

1. The applicant shall use close-spray foam insulation (or equivalent insulation type) and high-grade, highly sound-proof windows to provide additional sound-proofing in the place of traditional insulation, at least along the entire westerly, rear and easterly, front elevations.
2. The developer shall acknowledge the presence of existing and future high levels of noise and vibration resulting from trains operating on the adjacent railroad right of way and nearby airport. The developer is strongly encouraged to include an acknowledgement regarding the presence of these transportation facilities in the leases for all proposed units.
3. Dimension the setback on fourth floor from the parapet above the third floor and label the space shown at northeastern corner of the fourth floor on Sheet A-1.4.
4. Provide detailed floorplans for the proposed building, including labels for any balconies located on the fourth floor setbacks.

5. Any proposed HVAC or utility penetrations for the building shall not face a public right of way or adjacent residential property. Any such penetrations elsewhere on the exterior of the building shall be designed to be perpendicular to the facades to limit their visibility to the greatest extent possible. No utility or HVAC pedestals or penetrations, including HVAC wall packs for units, and gas meters or electric meters for buildings/ units shall be permitted without specific approval by the Plan Commission.

**Urban Design Commission** (Contact Janine Glaeser, Secretary, 267-8740)

6. Look at adding trees along Packers Avenue.
7. Plantings should be in groups of three; revise the landscaping plan accordingly.
8. Revise the landscaping plan to simplify the planting bed lines to be more linear.
9. Maintain the brick datum.
10. Provide information on sound/noise mitigation with the airport, nearby train tracks and vehicular traffic on Packers Avenue.

**City Engineering Division** (Contact Brenda Stanley, (608) 261-9127)

11. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement.
12. Construct sidewalk/terrace improvements/pavement patching on Schlimgen Avenue and Packers Avenue to a plan and profile as approved by City Engineer
13. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
14. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development.
15. Obtain a permit to plug each existing storm sewer.
16. An Erosion Control Permit is required for this project.
17. A Storm Water Management Report and Storm Water Management Permit is required for this project.
18. A Storm Water Maintenance Agreement (SWMA) is required for this project.
19. This site appears to disturb less than one (1) acre of land. No submittal to the Wisconsin Department of Natural Resources (WDNR), Capital Area Regional Planning Commission (CARPC) or the Wisconsin Department of

Safety and Professional Services (DSPS) is required, as the City of Madison Building Inspection Department is an approved agent for DSPS.

20. Revise the site plan to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service.
21. Revise the plans to identify the location of the public storm sewer (proposed or existing) that will serve the development show the connection of the private internal drainage system to the public storm sewer.
22. The proposed development proposes to construct underground parking. The proposed entrance to the underground parking is adjacent to a street low point. The applicant shall provide at a minimum of one (1) foot of rise from the adjacent back of walk in the driveway before breaking grade to the down ramp to the underground parking to protect the underground parking from inundation.
23. This project will disturb 20,000 square feet or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at [meberhardt@cityofmadison.com](mailto:meberhardt@cityofmadison.com), or Daniel Olivares (east) at [daolivares@cityofmadison.com](mailto:daolivares@cityofmadison.com), for approval.
24. Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.
25. This project will require a concrete management plan and a construction dewatering plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office. If contaminated soil or groundwater conditions exist on or adjacent to this project additional WDNR, Public Health Madison-Dane County, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit.
26. This project appears to require fire system testing that can result in significant amounts of water to be discharged to the project grade. The Contractor shall coordinate this testing with the erosion control measures and notify City Engineering 608-266-4751 prior to completing the test to document that appropriate measures have been taken to prevent erosion as a result of this testing.
27. Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website - as required by Chapter 37 of the Madison General Ordinances.
28. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Storm Water Management Plan & Report shall include compliance with the following:
  - Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.
  - Electronic Data Files: Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic

modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))

TSS Redevelopment with TMDL: Reduce TSS by 80% off of the proposed development when compared with the existing site.

Oil/Grease Control: Treat the first half-inch of runoff over the proposed parking facility and/or drive up window.

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project.

29. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
30. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: [bstanley@cityofmadison.com](mailto:bstanley@cityofmadison.com) (East) or [ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com) (West).

**City Engineering Division – Mapping Section (Contact Jeff Quamme, (608) 266-4097)**

31. The proposed new building crosses an underlying platted lot line. Prepare a Certified Survey Map (CSM) and submit to the Planning Unit to dissolve underlying lot lines to comply with fire codes, City Ordinances and City Policies. The CSM shall be approved by the City, recorded with the Dane County Register of Deeds and new Tax Parcel information available prior to issuance of a building permit.
32. The retaining wall along the westerly side of this site is extremely close to the railroad Canadian Pacific Railroad right of way. Any excavation or placement of subterranean wall ties within the right of way requires a permit from the operating railroad. Applicant is responsible to coordinate and provide copies of the permits / right of entry from the Railroad Company for any planned areas of disturbance within the railroad right of way.
33. Assessor records indicate all parcels are still individually owned. Transfer properties into common ownership as stated in the letter of intent.
34. The base address of the apartments is 2110 Schlimgen Avenue. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.
35. Submit a complete building Floor Plan in PDF format to Lori Zenchenko ([lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com)) that includes a floor plan of each floor level on a separate sheet/page for the development of a complete interior addressing plan. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) prior to the final verification submittal stage of this LNDUSE with Zoning. The approved Addressing Plan shall be included in the final application. For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved. The final revised Addressing Plan shall be submitted by the applicant to Zoning to be attached to the final filed approved site plans.

**Traffic Engineering Division** (Contact Sean Malloy, (608) 266-5987)

36. Traffic Engineering recommends that the Schlimgen Avenue access points be consolidated into one access point in an effort to provide a better pedestrian environment and provide better access control. The applicant shall work with Traffic Engineering staff to implement this recommendation.
37. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; vision triangles; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
38. The Developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the Developer shall reimburse the City for all associated costs including engineering, labor and materials for both temporary and permanent installations.
39. The City Traffic Engineer may require public signing and marking related to the development; the Developer shall be financially responsible for such signing and marking.
40. All parking facility design shall conform to MGO Section 10.08(6).
41. All pedestrian walkways adjacent parking stalls shall be 7 feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by City Traffic Engineering.
42. All bicycle parking adjacent pedestrian walkways shall have a 2-foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
43. Per Section MGO 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.
44. The applicant shall adhere to all vision triangle requirements as set in MGO 27.05 (No visual obstructions between the heights of 30 inches and 10 feet at a distance of 25 feet behind the property line at streets and 10 feet at driveways.). Alteration necessary to achieve compliance may include but are not limited to; substitution to transparent materials, removing sections of the structure and modifying or removing landscaping elements. If applicant believes public safety can be maintained they shall apply for a reduction of MGO 27.05(2)(bb) - Vision Clearance Triangles at Intersections Corners. Approval or denial of the reduction shall be the determination of the City Traffic Engineer.
45. The applicant shall provide a clearly defined 5-foot walkway clear of all obstructions to assist citizens with disabilities, especially those who use a wheel chair or are visually impaired. Obstructions include but are not

limited to tree grates, planters, benches, parked vehicle overhang, signage and doors that swing outward into walkway.

46. City of Madison radio systems are microwave directional line of sight to remote towers citywide. The building elevation will need to be reviewed by Traffic Engineering to accommodate the microwave sight and building. The applicant shall submit grade and elevations plans if the building exceeds three stories prior to sign-off to be reviewed and approved by Austin Scheib, (266-4768) ([ascheib@cityofmadison.com](mailto:ascheib@cityofmadison.com)) Traffic Engineering Shop, 1120 Sayle Street. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.
47. The driveway slope to the underground parking is not identified in the plan set, Traffic Engineering recommends driveway slope under 10%; if the slope is to exceed 10%, the applicant shall demonstrate inclement weather mitigation techniques to provide safe ingress/egress to be approved by the City Traffic Engineer.
48. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
49. Note: This site presents difficult constructability issues; access to neighboring sites must be maintained at all times, protected walkways will be constructed and maintained as soon as possible and little to no access to the public right-of-way on Packers Avenue will be granted for construction purposes. Provide a detailed construction plan to Traffic Engineering for review by the Traffic Control Specialist (Mike Duhr) prior to final signoff.

**Zoning Administrator** (Contact Jacob Moskowitz, (608) 266-4560)

50. Parking requirements for persons with disabilities must comply with MGO Section 28.141(4)(e) which includes all applicable State accessible requirements, including but not limited to:
  - a.) Provide a minimum of 5 accessible stalls striped per State requirements. A minimum of one of the stalls shall be a van accessible stall 8 feet wide with an 8 foot wide striped access area adjacent.
  - b.) Show signage at the head of the stalls. Accessible signs shall be a minimum of 48" between the bottom of the sign and the ground.
51. As each tenant space is leased, the entire development must reflect compliance in the required amount, type and number of auto and bicycle parking spaces, to be reviewed prior to obtaining zoning approval for each use.
52. Section 28.185(7)(a)5 requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Bryan Johnson (266-4682). Section 28.185(10) requires that every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(7)(a)5 shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
53. Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.

**Fire Department** (Contact Bill Sullivan, (608) 261-9658)

54. Please consider allowing Madison Fire Department (MFD) to conduct training sequences prior to demolition. Contact Division Chief Paul Ripp of the MFD Training Division at [pripp@cityofmadison.com](mailto:pripp@cityofmadison.com) or (608)712-6277 to discuss this possibility.
55. Ensure that the fire access lanes are located outside parking stalls/lanes.

**Parks Division** (Contact Ann Freiwald, (608) 243-2848)

56. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. Please reference ID# 20026 when contacting Parks Division staff about this project.
57. Pursuant to the authority established under Wis. Stat. § 66.0617(7), and in the interests of promoting the development of low-cost housing in the City, low-cost housing is exempt from the park impact fees beginning January 1, 2017. This exemption only applies to those dwelling units or bedrooms within a development that are determined to be low-cost housing. This exemption does not extend to the land dedication requirements set forth under Sec. 16.23(8)(f), MGO, nor any other impact fees that may apply to a development.
58. The park impact fee will be exempt for developments that meet the “low-cost housing” requirements, as defined as rental or owner-occupied housing units that are affordable, as that term is defined in Sec. 4.22(2), MGO, and which meet the deed restriction requirements of Sec. 4.22(7). The determination whether a proposed development will create low-cost housing, and how much low-cost housing it will create, shall be made by the Community Development Division.

**Forestry Division** (Contact Wayne Buckley, (608) 266-4892)

59. Street trees may be needed for this project. Tree planting specifications can be found in Section 209 of *City of Madison Standard Specifications for Public Works Construction*. All street tree planting locations and tree species within the right of way shall be determined by City Forestry. A landscape plan (in PDF format) shall be submitted to City Forestry for approval of planting locations and tree species. All available street tree planting locations shall be planted within the project boundaries. Add the following note to plan: At least one week prior to street tree planting, the contractor shall contact City Forestry (Jeff Heinecke) at (608) 266-4890 to schedule inspection and approval of nursery tree stock and review planting specifications with the landscaper.

**Water Utility** (Contact Jeff Belshaw, (608) 261-9835)

60. A private well may have served this parcel prior to the municipal water service connection. Any remaining unused/unpermitted private wells existing on this parcel must be properly abandoned according to Wisconsin Administrative Code NR-812 and MGO Section 13.21 prior to the demolition of the property. Please contact Water Utility staff at (608) 266-4654 to schedule an on-site private well survey prior to demolition, otherwise for additional information regarding well abandonment procedures and potential well abandonment reimbursement programs.
61. Madison Water Utility will be required to sign off as part of the approval review associated with this Land Use Application/Site Plan Review prior to the issuance of building permits for the proposed development.

62. Revise site plan to indicate how the proposed development will be provided water service.

63. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.

**Metro Transit** (Contact Tim Sobota, (608) 261-4289)

The agency reviewed this request and has recommended no conditions of approval.

# Letter to show additional support that any redevelopment at this location required inclusion of "corner property" 1802 Packers Avenue



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, AICP, Director

215 Martin Luther King, Jr. Blvd. | Suite 017

P.O. Box 2985

Madison, Wisconsin 53701-2985

Phone: (608) 266-4635

[www.cityofmadison.com](http://www.cityofmadison.com)

**\*VIA EMAIL\***

July 15, 2021

Mr. Alf McConnell  
Mr. Jim Rodgers  
Odessa Affordable Housing, LLC  
2677 Orrington Avenue  
Evanston, IL 60201

RE: 1802-1818 Packers Avenue and 2102 Schlimgen Avenue

Dear Mr. Rodgers and Mr. McConnell:

This letter is in response to a request from Mr. Rodgers regarding additional information regarding Planning staff's recommendation on an approved mixed-use affordable housing development. The approved redevelopment includes four properties that are generally addressed as 1802-1818 Packers Avenue and 2102 Schlimgen Avenue.

Prior to filing the formal Land-Use and Urban Design Commission applications for city approvals, the development team discussed various concepts with city staff. Among the points discussed with Planning Division staff was the size of the redevelopment area itself. Some early concepts included a smaller area, consisting of 1814 Packers Avenue (a former car rental facility) and 2102 Schlimgen Avenue (an undeveloped property). Discussions also included planning considerations related to the possible inclusion of a smaller residentially-zoned property at 1818 Packers Avenue, immediately to the north.

The initial redevelopment concept discussed with Planning Division staff did not include a smaller corner property at 1802 Packers Avenue, developed with a single-family house. That property was immediately south and surrounded by the initial redevelopment area. The City's adopted plans recommend "neighborhood mixed-use" development for the entire corner, including the "1802 Packers" site. Those recommendations encourage higher density and intensity than what is currently developed at this corner. Considering the underlying plan recommendations and the relationship between a taller four-story building and smaller remaining residence as initially presented, Planning Division staff raised questions on whether various approval standards could be found met and whether a development without the corner property would have been approved by various City bodies. As you are aware, your team was able to obtain site control of the corner property and revise your proposal, which addressed Planning staff's comments regarding that aspect of the development.

Planning Division staff ultimately recommended approval of the development and various approvals were granted by the City's Urban Design Commission, Plan Commission, and Common Council between July and August 2020. Approvals included design approvals for development in an Urban Design District, three

demolition permits, conditional uses, and a zoning map amendment to allow for the development of a four-story 80-unit building on the four subject properties.

If I may be of any further assistance, please do not hesitate to contact me at 608-267-1150.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kevin Firchow", with a long horizontal flourish extending to the right.

Kevin Firchow, AICP  
Principal Planner

# Further "Zoning Approval" support documentation



Department of Planning & Community & Economic Development

## Building Inspection Division

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Madison Municipal Building, Suite 017  
215 Martin Luther King Jr. Blvd.  
P.O. Box 2984  
Madison, Wisconsin 53701-2984  
Phone: (608) 266-4551  
Fax (608) 266-6377  
[www.cityofmadison.com](http://www.cityofmadison.com)

December 4, 2020

Mr. Alfred G. McConnell  
Odessa Senior Housing, LLC  
2677 Orrington Avenue  
Evanston, IL 60201.

RE: 1802, 1814 & 1818 Packers Avenue and 2102 Schlimgen Avenue, Madison, WI

Dear Mr. McConnell,

I have been requested to provide some information on the zoning of the properties located at these Packers Avenue and Schlimgen Avenue addresses, which is the subject of your WHEDA tax credit application.

The property is currently zoned Neighborhood Mixed-Use (NMX) District. The NMX District is established to encourage and sustain the viability of commercial nodes that serve the shopping needs of residents in adjacent neighborhoods. The property is zoned appropriately to accommodate your plan to construct 68 multi-family housing units within a four-story mixed-use building on the site.

At its July 27th, 2020 meeting, the Madison Plan Commission approved a Conditional Use for your project. At its August 4th meeting, the Madison Common Council approved a zoning map amendment to re-zone 1802 and 1818 Packers Avenue, so the entire site is in the NMX Zoning District. Conditional approvals were also granted to build up to 80 units on the development site.

If you have any questions in regard to this letter, please feel free to contact me at (608)266-4551.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Tucker".

Matt Tucker  
Zoning Administrator



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Approved URBAN DESIGN COMMISSION

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Wednesday, July 1, 2020

4:30 PM

Virtual Meeting

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**Some or all of the members of the Urban Design Commission, applicants, or members of the public, may participate in the meeting remotely by teleconference or videoconference.**

### CALL TO ORDER / ROLL CALL

**Present:** 7 - Lois H. Braun-Oddo; Cliff Goodhart; Shane A. Bernau; Christian J. Harper; Rafeeq D. Asad; Thomas A. DeChant and Craig D. Weisensel  
**Excused:** 2 - Syed Abbas and Jessica Klehr

### APPROVAL OF MINUTES

The Minutes of May 27, 2020 were approved by unanimous consent.

### PUBLIC COMMENT

None.

### DISCLOSURES AND RECUSALS

None.

### SECRETARY'S REPORT/AGENDA OVERVIEW

Janine Glaeser gave an overview of the projects.

### PUBLIC HEARING ITEMS

- [60781](#)** 3074 & 3098 E. Washington Avenue - Parking Lot Modifications in UDD No. 5. 12th Ald. Dist.  
The motion provided for the addition of three (3) tree islands, front or back through the approval of City staff review, as well as the modification of the landscape buffer from 2 feet to 5 feet in width, contingent on city staff input.  
**A motion was made by Bernau, seconded by Weisensel, to Grant Final Approval. The motion passed by voice vote/other.**

### ROLL CALL

**Present:** 8 - Syed Abbas; Lois H. Braun-Oddo; Cliff Goodhart; Shane A. Bernau; Christian J. Harper; Rafeeq D. Asad; Thomas A. DeChant and Craig D. Weisensel

**Excused:** 1 - Jessica Klehr

2. [60546](#) 2902 E. Washington Avenue/2812 E. Johnson Street/401 North Lawn Avenue - New Mixed-Use Building Located in UDD No. 5. 12th Ald. Dist.

The project is approved with the mural as placeholder that will come back to the Commission for approval.

**A motion was made by Asad, seconded by Braun-Oddo, to Grant Final Approval. The motion passed by voice vote/other.**

- Here** 3. [60620](#) 1802, 1814, 1818 Packers Avenue/2102 Schlimgen Avenue - New Multi-Family Housing in UDD No. 4. 12th Ald. Dist.

The motion noted the following:

- Look at adding trees along Packers Avenue.
- Plantings should be in groups of three.
- Simplify the planting bed lines to be more linear.
- Maintain the brick datum.
- Provide information on sound/noise mitigation with the airport, nearby train tracks and vehicular traffic on Packers Avenue.

**A motion was made by Braun-Oddo, seconded by Weisensel, to Grant Final Approval. The motion passed by voice vote/other.**

4. [60814](#) 1954 E. Washington Avenue - Comprehensive Design Review. 12th Ald. Dist.

**A motion was made by Weisensel, seconded by Asad, to Grant Final Approval. The motion passed by voice vote/other.**

5. [60815](#) 4002 E. Washington Avenue - Alteration to an Existing Development in UDD No. 5. 17th Ald. Dist.

This item was approved as a consent item with the finding that all applicable standards are adequately addressed and with all the staff recommendations contained in the report.

**A motion was made by Weisensel, seconded by Braun-Oddo, to Grant Final Approval. The motion passed by voice vote/other.**

6. [60827](#) 1200 John Q. Hammons Drive - Signage Exception. 9th Ald. Dist.

This item was approved as a consent item with the finding that all applicable standards are adequately addressed and with all the staff recommendations contained in the report.

**A motion was made by Weisensel, seconded by Braun-Oddo, to Grant Final Approval. The motion passed by voice vote/other.**

7. [60406](#) 133 E. Lakeside Street - New 4-Story Mixed-Use Building in UDD No. 1. 13th Ald. Dist.

**A motion was made by Braun-Oddo, seconded by DeChant, to Refer to the URBAN DESIGN COMMISSION meeting of July 29, 2020. The motion passed by voice vote/other.**

8. [60925](#) 4402 E. Washington Avenue - Comprehensive Design Review in UDD No. 5. 17th Ald. Dist.

## Local Comprehensive Plan Support

Enclosed for additional context and clarity is the actual City Planner review letter from Tim Parks that provided City Plan commission recommended approvals for multifamily development at 1802-1818 Packers Ave. and 2102 Schlimgen Ave. on July 27, 2020. This letter may provide more detail than needed for by Dane County Affordable Housing reviewers **but please make special note of the following language on Page 5 culled out for further emphasis related to comprehensive plan specifically:**

*The 2018 Comprehensive Plan generally recommends that the northwestern corner of Packers and Schlimgen avenues for Neighborhood Mixed-Use (NMU). The NMU land use category calls for relatively small existing and planned activity centers that include residential uses, as well as retail, restaurant, service, institutional, and civic uses primarily serving nearby residents. Development and design in NMU areas should be compact and walkable, and such mixed-use areas should be well connected and integrated into neighborhoods. Development in the NMU district should be transit-oriented, even in areas where transit service does not yet exist, and buildings should be oriented towards streets and located close to public sidewalks. On-street parking is recommended where practical, with private off-street parking placed primarily behind buildings, underground, or shielded from public streets by liner buildings. Non-residential uses in NMU areas should focus on serving nearby residents, though some buildings may also include specialty businesses, services, or civic uses that attract customers from a wider area. An individual building should not include more than 10,000 square feet of commercial space, except for buildings containing grocery stores and/ or community facilities (such as libraries). Finally, buildings in NMU are recommended to be two to four stories tall and may include housing developed at a density up to 70 units per acre.*

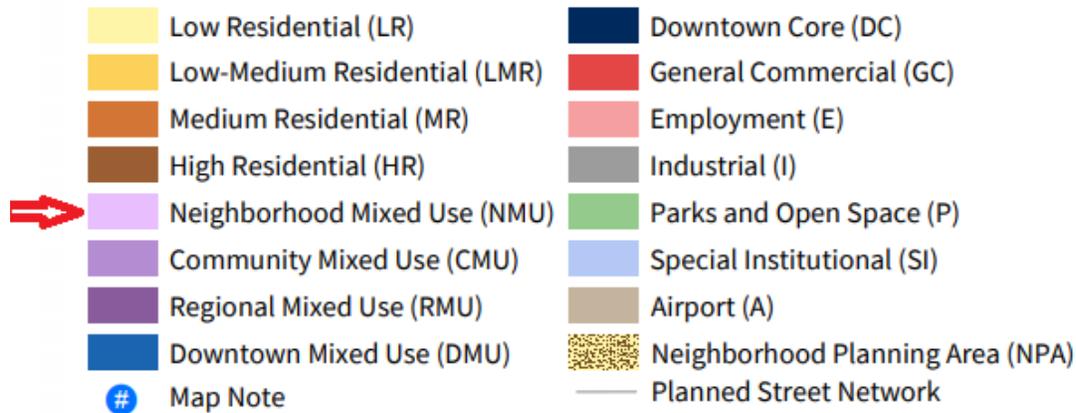
*Further, redevelopment of the site is consistent with the intensity of development recommended for the community growth corridor identified along Packers Avenue by the Comprehensive Plan. According to the plan, community growth corridors are recommended along certain major streets in the city that have some transit, but lack a diversity of existing or planned future land uses. Many such corridors are or are expected to transition from an auto-oriented development pattern to more transit-, walk-, and bike-friendly styles of development.*

*The proposal to rezone 1802 and 1818 Packers Avenue to the NMX zoning district is consistent with the NMU plan designation that generally applies to the subject site. Staff believes that the building placement, density (60.6 units per acre), and site plan are largely consistent with NMU district and community growth corridor recommendations in the Comprehensive Plan.*

**Also, as shown on the City of Madison approved Future Lane Use Map is the following:**

[Adopted Future Land Use Map - Interactive | Imagine Madison. People Powered Planning. \(imaginemadisonwi.com\)](https://www.imaginemadisonwi.com/)

# Generalized Future Land Use Map



## City of Madison Comprehensive Plan

Data Source: City of Madison DPCEd, Planning Division

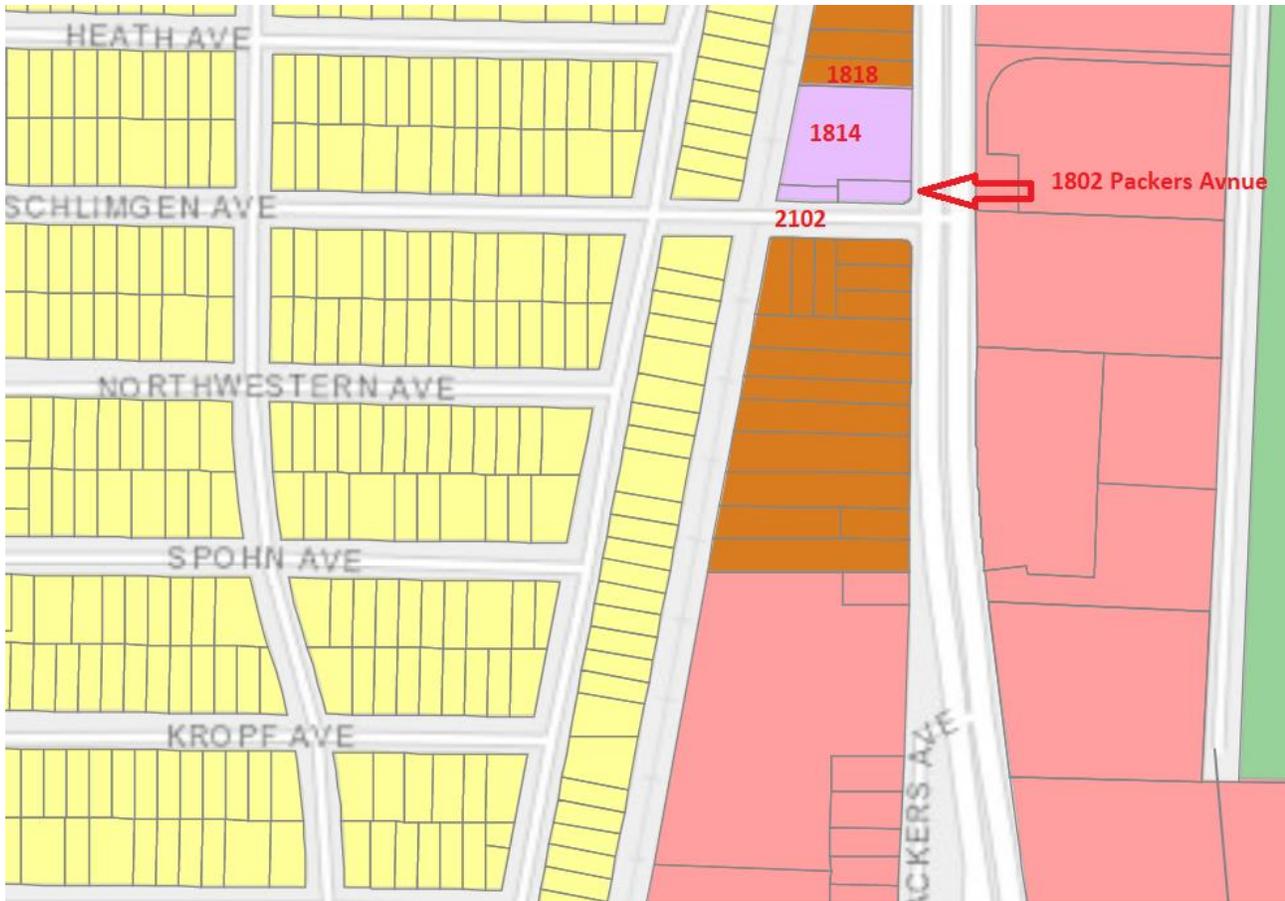
Even though 1818 Packers was rezoned to NMX zoning last July/August 2020 this site was also contemplated in Madison's Future Comprehensive Plan (Approved 2018) for higher density housing. [Part1\\_ComprehensivePlan.pdf \(cityofmadison.com\)](#)

The City of Madison adopted its first Comprehensive Plan under required state law in 2006. The 2006 Plan anticipated and supported significant redevelopment in and near Madison's Downtown. The Plan also emphasized sustainability, advocated for transit-oriented design, and encouraged compact and complete neighborhoods throughout the city. This 2018 Comprehensive Plan update builds upon those themes and looks forward to emerging trends and issues. This Plan replaces the 2006 Plan and become the City's guide to decision making and investment.

As the Future Land Use Map indicates below:

1802 (the corner single family home) & 1814 Packers Avenue and 2102 Schlimgen Avenue were "planned" as Neighborhood Mixed Use - NMX zoned lots for future redevelopment. Neighborhood Mixed Use (NMU)

As well, our other property here 1818 Packers Avenue was also indicated as "Medium Residential. Medium Residential (MR)



The Comprehensive Plan for the City of Madison provides the following additional guidance on the density of housing that would be approved at these designated land use categories. Clearly, higher density multifamily housing is the long-term intent for the properties located at 1802-1818 Packers and 2102 Schlimgen Avenue.

### Residential Future Land Use Categories



Residential Building Form	Low Residential (LR)	Low-Medium Residential (LMR)	Medium Residential (MR)	High Residential (HR)
Single-Family Detached Building				
Civic/Institutional Building				
Two-Family, Two-Unit				
Two-Family – Twin				
Three-Unit Building	*			
Single-Family Attached	*			
Small Multifamily Building	*	**		
Large Multifamily Building		**		
Courtyard Multifamily Building		**		
Podium Building				
Number of Stories	1-2'	1-3	2-5	4-12~
General Density Range (DU/acre)	≤15	7-30	20-90	70+

### Mixed-Use Future Land Use Categories



Mixed-Use and Commercial Building Form	Neighborhood Mixed-Use (NMU)	Community Mixed-Use (CMU)	Regional Mixed-Use (RMU)	Downtown Mixed-Use (DMU)	Downtown Core (DC)
Commercial Block Building					
Civic or Institutional Building					
Residential - Commercial Conversion					
Live-Work Building					
Single-Family Attached Building					
Small Multifamily Building					
Courtyard Multifamily Building					
Large Multifamily Building					
Parking / Liner Buildings					
Free-Standing Commercial Building					
Podium Building					
Flex Building					
Number of Stories	2-4	2-6*	2-12**	See Downtown Plan, page 37	
General Residential Density Range	≤70	≤130	--	--	--

# **Addendum D**

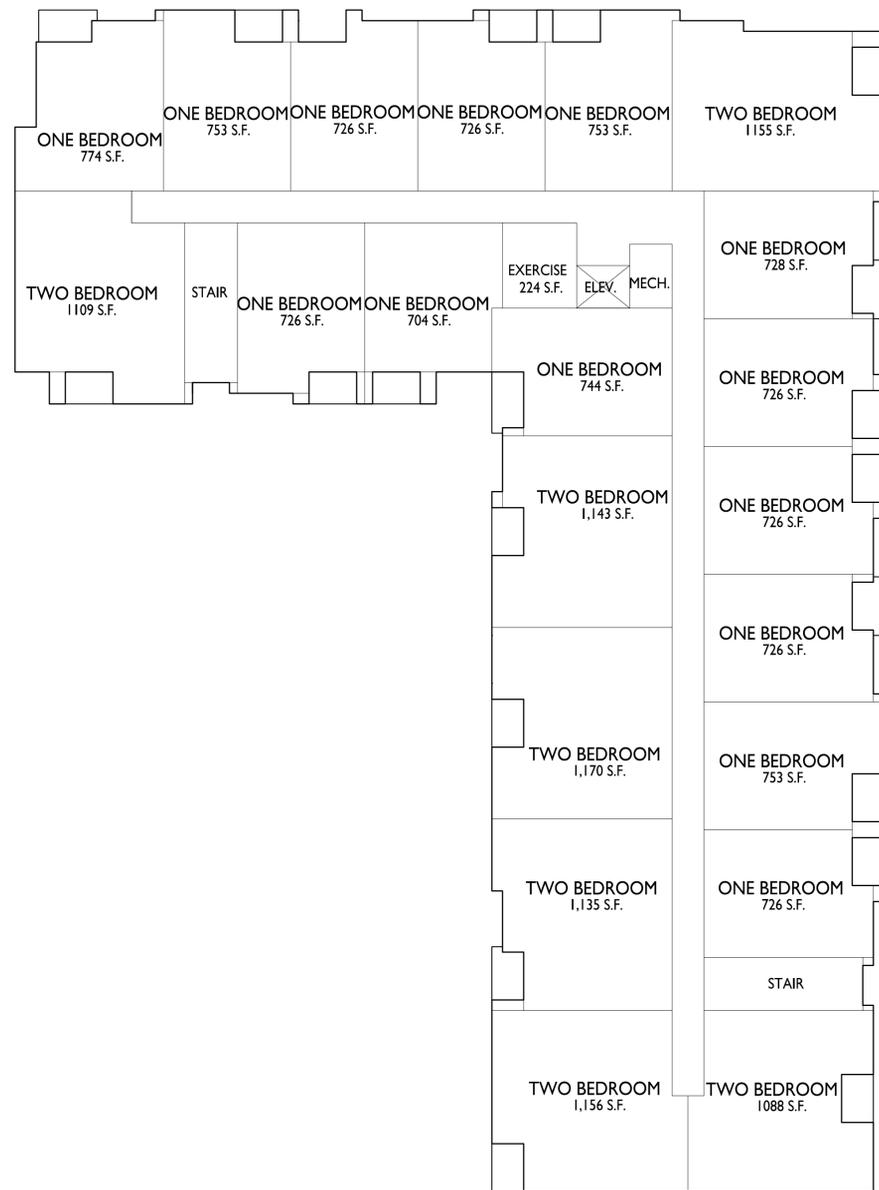
## **Project Description**



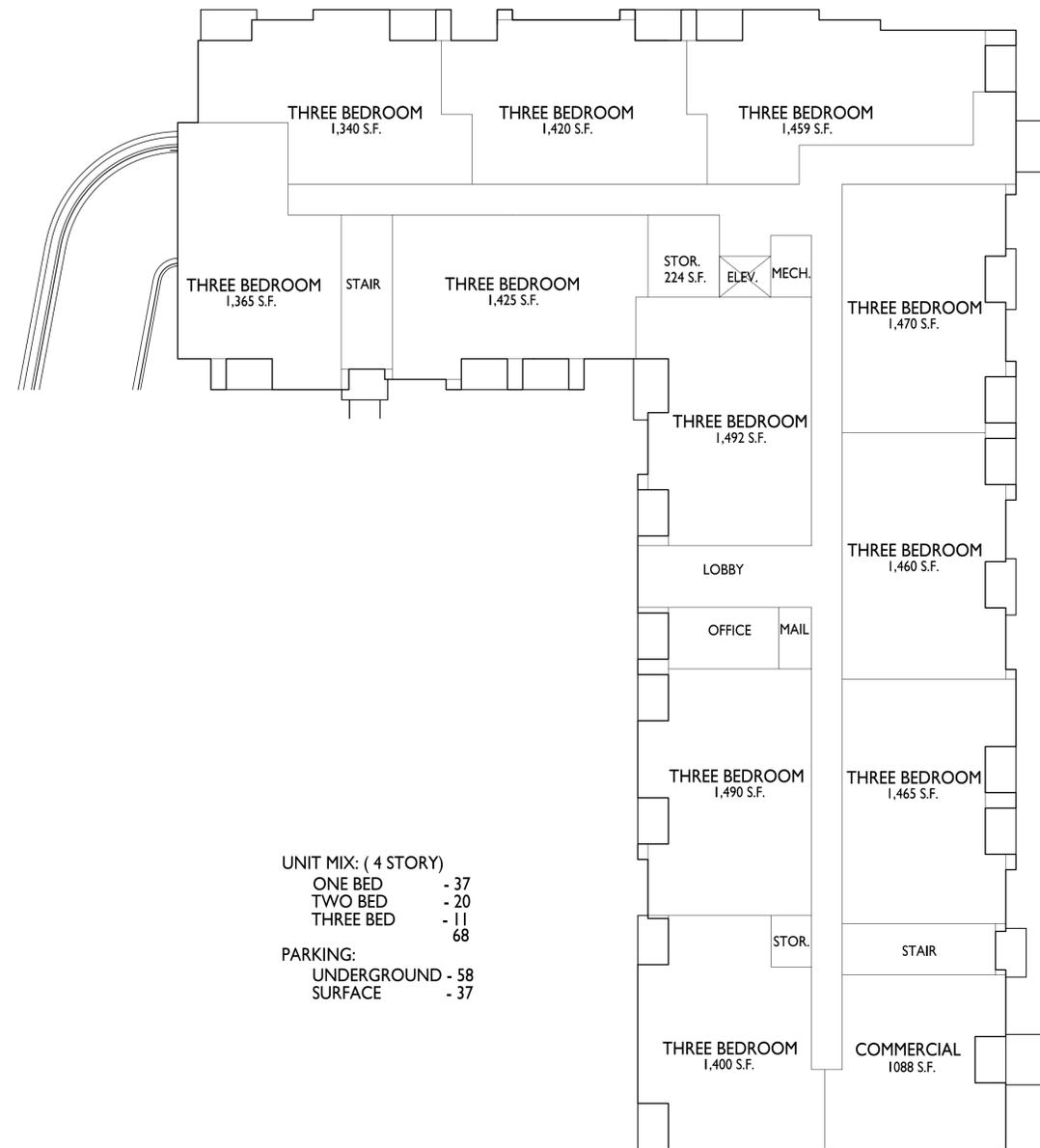


**knothe • bruce**  
ARCHITECTS

Phone: 7601 University Ave., Ste 201  
608.836.3690 Middleton, WI 53562



SECOND FLOOR PLAN



FIRST FLOOR PLAN

UNIT MIX: ( 4 STORY)

ONE BED	- 37
TWO BED	- 20
THREE BED	- 11
	68

PARKING:

UNDERGROUND	- 58
SURFACE	- 37

ISSUED  
Issued for Review - October 29, 2020  
Issued for Review - November 24, 2020

PROJECT TITLE  
**Liberty Mortgage  
& Development  
Company**

Packers Avenue &  
Schlimgen Avenue  
SHEET TITLE  
**First and Second  
Floor Plans**

SHEET NUMBER

**A-1.1**

PROJECT NO. **1973**

© Knothe & Bruce Architects, LLC

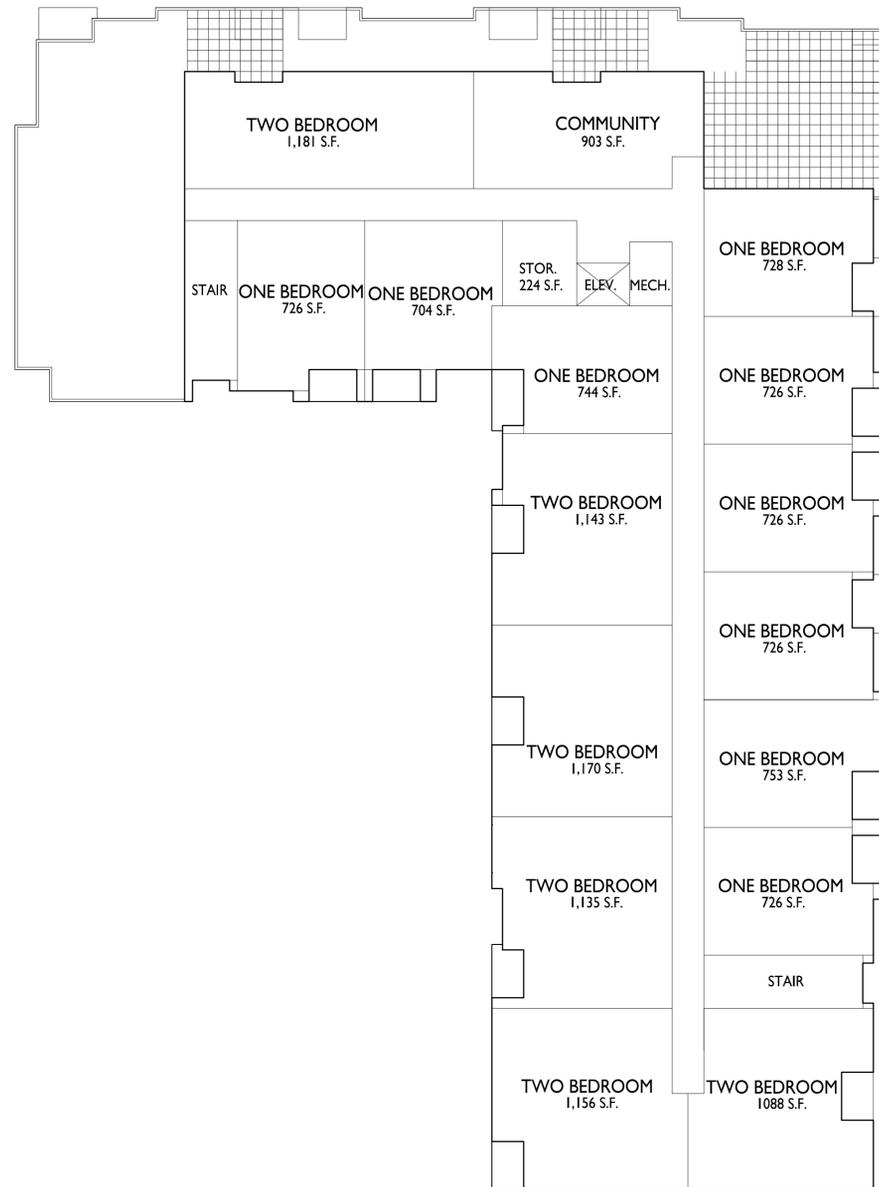


PACKERS AVE.

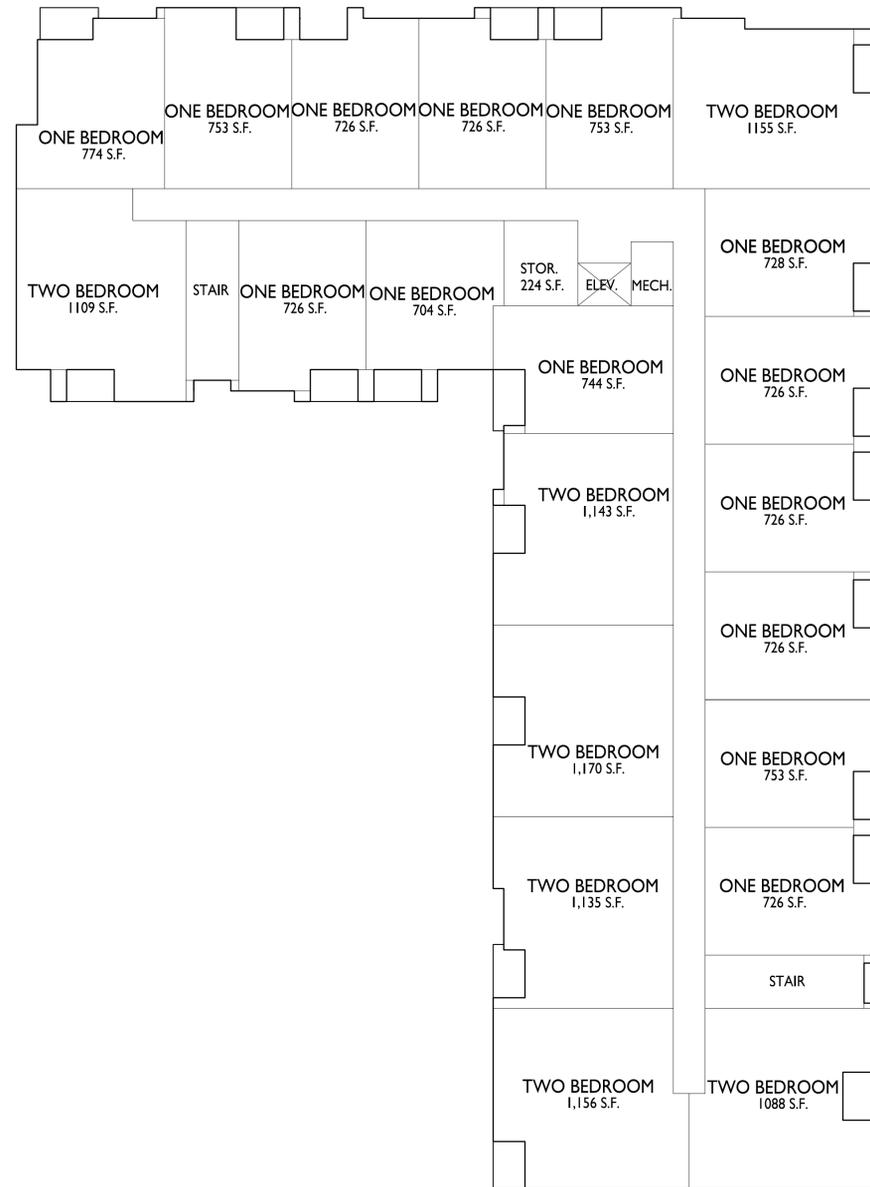


**knothe • bruce**  
ARCHITECTS

Phone: 7601 University Ave., Ste 201  
608.836.3690 Middleton, WI 53562



FOURTH FLOOR PLAN



THIRD FLOOR PLAN

**THIRD AND FOURTH FLOOR PLANS**  
1/16" = 1'-0"

ISSUED  
Issued for Review - October 29, 2020  
Issued for Review - November 24, 2020

PROJECT TITLE  
**Liberty Mortgage  
& Development  
Company**

Packers Avenue &  
Schlimgen Avenue  
SHEET TITLE  
**Third and Fourth  
Floor Plans**

SHEET NUMBER

**A-1.2**

PROJECT NO. **1973**

© Knothe & Bruce Architects, LLC



**knothe • bruce**  
ARCHITECTS

Phone: 7601 University Ave., Ste 201  
608.836.3690 Middleton, WI 53562

ISSUED  
Issued for Review - October 29, 2020  
Issued for Review - November 24, 2020

PROJECT TITLE  
**Liberty Mortgage  
& Development  
Company**

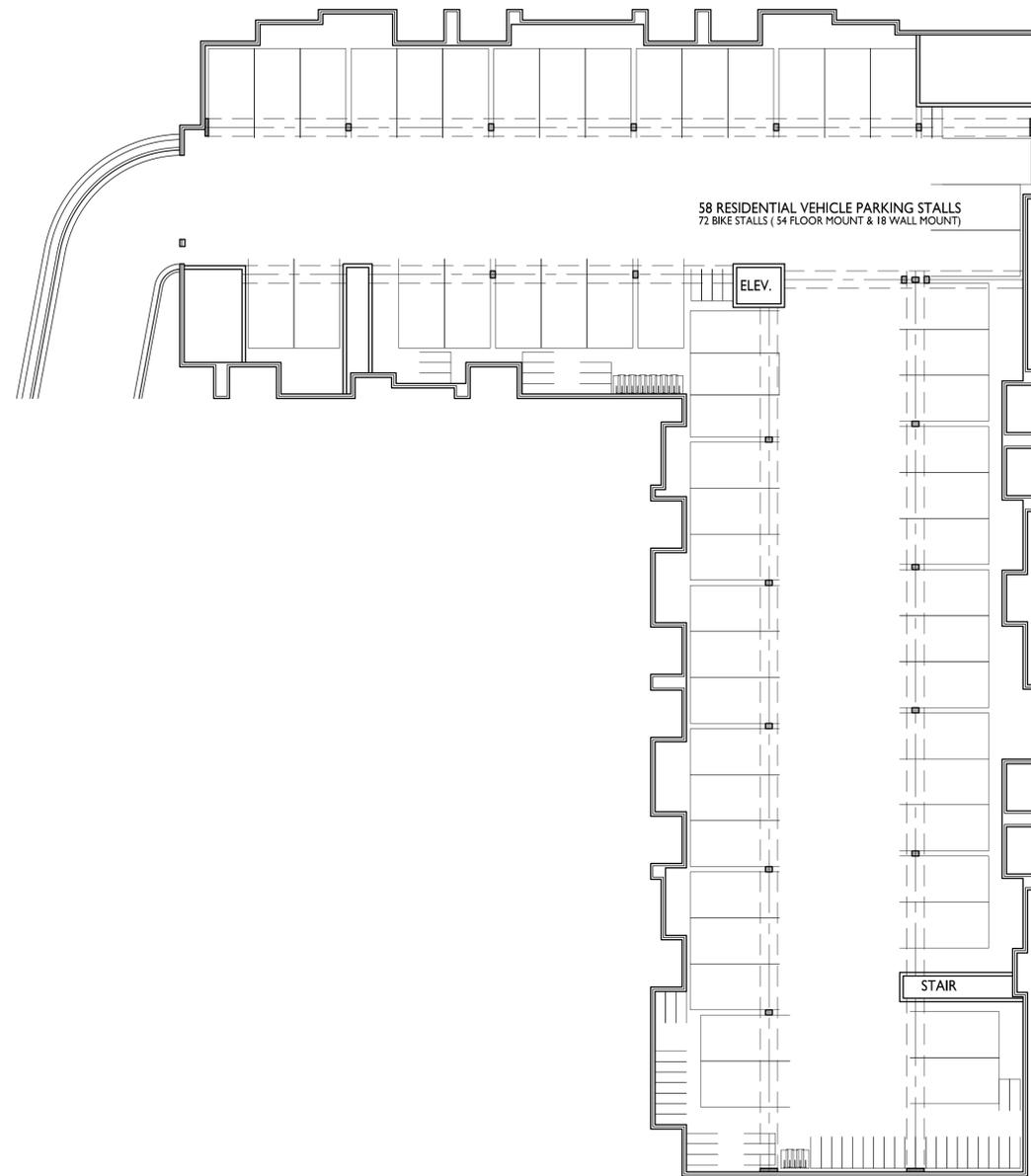
Packers Avenue &  
Schlimgen Avenue  
SHEET TITLE  
**Basement Floor  
Plan**

SHEET NUMBER

**A-1.0**

PROJECT NO. **1973**

© Knothe & Bruce Architects, LLC



**1** BASEMENT FLOOR PLAN  
A-1.0 1/8" = 1'-0"





LIBERTY MORTGAGE &  
DEVELOPMENT COMPANY  
PACKERS AVENUE & SCHLIMGEN AVENUE  
EXTERIOR RENDERED PERSPECTIVE





LIBERTY MORTGAGE &  
DEVELOPMENT COMPANY  
PACKERS AVENUE & SCHLIMGEN AVENUE  
EXTERIOR RENDERED PERSPECTIVE





LIBERTY MORTGAGE &  
DEVELOPMENT COMPANY  
PACKERS AVENUE & SCHLIMGEN AVENUE  
EXTERIOR RENDERED PERSPECTIVE





LIBERTY MORTGAGE &  
DEVELOPMENT COMPANY  
PACKERS AVENUE & SCHLIMGEN AVENUE  
EXTERIOR RENDERED PERSPECTIVE





LIBERTY MORTGAGE &  
DEVELOPMENT COMPANY  
PACKERS AVENUE & SCHLIMGEN AVENUE  
EXTERIOR RENDERED PERSPECTIVE





LIBERTY MORTGAGE &  
DEVELOPMENT COMPANY  
PACKERS AVENUE & SCHLIMGEN AVENUE  
EXTERIOR RENDERED PERSPECTIVE





LIBERTY MORTGAGE &  
DEVELOPMENT COMPANY  
PACKERS AVENUE & SCHLIMGEN AVENUE  
EXTERIOR RENDERED PERSPECTIVE





LIBERTY MORTGAGE &  
DEVELOPMENT COMPANY  
PACKERS AVENUE & SCHLIMGEN AVENUE  
EXTERIOR RENDERED PERSPECTIVE



# Other Programming Targeted for Inside "Community Service Facility" Space



**Extension**  
UNIVERSITY OF WISCONSIN-MADISON  
DANE COUNTY

Lyman F. Anderson Agriculture & Conservation Center  
5201 Fen Oak Drive, Room 138, Madison, WI 53718  
Phone (608) 224-3700  
Fax (608) 224-3727  
WI Relay 711  
<http://dane.uwex.edu>

**Avenue Square Apartments**  
**68 Units - Affordable Apartments**  
**1802-1818 Packers Avenue**  
**Madison, WI, 53704**  
**(Dane County, WI)**

## Tenant Counseling with Financial Literacy Training

### **1. Description of the service(s) to be offered and how it will be carried out.**

The Dane County UW-Extension Financial Education Center (FEC) mobilizes staff and volunteers to provide unbiased, accessible financial education through workshops, one on one coaching and various referrals to services such as free income tax preparation and assistance to health insurance questions.

Workshops cover personal money management topics such as budgeting, banking, savings, identity theft, record keeping, consumer skills (making informed, researched purchase decisions) and dealing with past and future credit situations. These classes are held at the FEC or at the host site (such as the Community Service Facility located at 1802-1818 Packers Avenue). Additionally, FEC has a full-time bilingual educator available to present all material in Spanish.

The Dane County UW Extension FEC also provides one-on-one (post-Covid) financial coaching (the Financial CHANGE Coaching program) that is based on a financial coaching model developed by Michael Collins, Asst. Professor at the University of Wisconsin Madison School of Human Ecology. **This coaching model** incorporates hands-on coaching, accountability, goal setting and education between coach and partner to enhance the partner's ability to reach a financial goal within a 6 month period of time.

The financial literacy workshops and one-on-one coaching provide tools to help individuals and families live the life they want by better understanding their financial picture and the expenses that drive it. The tools provided teach individuals and families that need a greater awareness of financial literacy, how to set financial goals, track and budget financial expenses, with the end goal of a brighter, safer financial future.

In addition to financial literacy training from workshops and one-on-one coaching, the Dane County UW Extension FEC also provides information and access to additional 'financial' asset building services such as free Volunteer Income Tax Assistance (VITA) and Earned Income Tax Credit Education.

The FEC, in a collaborative effort with the Wisconsin Department of Revenue, and IRS certified volunteers for Volunteer Tax Assistance Program (VITA) & AARP, provides free electronic income tax return preparation for low-income persons, seniors, limited English speaking individuals and those with disabilities. Tax credit criteria ( Earned Income Credit, Child Tax Credit and the Wisconsin Homestead Credit) is promoted to low income families who may not have a filing requirement but are eligible to receive refunds via marketing brochures distributed to community based organizations, libraries and senior centers. Free transportation can be made available to the residents to access these free services.



## **2. Goals of the financial literacy service including the expected outcome and benefit to the resident population and residents of the surrounding local area population.**

Low income individuals/families struggle to make ends meet as a result of job insecurity, rising food and housing costs, and decreasing public assistance programs. The Dane County UW Extension Financial Education Center (FEC) strives to equip individuals/families with the necessary skills to increase credit worthiness, reduce barriers to housing, increase money management skills and improve their overall financial capabilities.

### **Goals of Financial Literacy Empowerment**

- Target individuals/families with a minimum level of financial skills and experience
- Focus on improving long-term financial behavior
- Facilitate clients to set and achieve client-defined goals
- Help clients practice new behaviors and monitor those behaviors over time
- Provide tools, resources and referrals to improve financial situations
  - Improve ability to make ends meet
  - Develop spending plan and stick to it
  - Reduce debt
  - Make better credit decisions/improve credit scores
  - Begin saving for the future
  - Paying bills on time
  - Be more productive at work because of less financial stress

**Expected outcomes of financial literacy training** through workshops, one-on-one coaching and other available services

- Assist low-income individuals/families achieve higher levels of financial security
- Focus on eliciting and repeating desirable financial behaviors over time as a primary mechanism by which low income individuals/families can build greater economic security in a sustained way

### **Expected benefits to residents and local area population:**

- Changes in attitudes, with clients' confidence increasing in areas related to financial behaviors (e.g., using a checking account, tracking spending, saving money regularly).
- Increased client savings
- Increase in credit scores
- Increase pay down of debt
- Reduction in stress related to financial situations because of training and strategies learned
- Over time a higher frequency of positive financial behaviors that improve overall individual/family financial health



### 3. Qualifications and experience of the service provider in delivering the services.

The **Financial Education Center (FEC)**, a program of Dane County UW-Extension, was opened in 2005 in a low-income neighborhood in the South Madison area with the purpose of offering consistent, reliable and integrated financial education, counseling, asset building services and referrals in a central and familiar location. Since its inception, the FEC has engaged over 2,000 volunteers to bring over 55,000 instances of financial educational programming to Dane County residents. The FEC utilizes unbiased, research based education from the UW Madison school of Human Ecology and the Center For Financial Security.

The FEC has two designated financial literacy education trainers:

Deb Neubauer, *Director*  
[neubauer@countyofdane.com](mailto:neubauer@countyofdane.com)  
(608) 224-3722

Debra Neubauer, a 1979 graduate of UW-Stout, is the Family Living Director for Dane County UW-Extension. Ms. Neubauer worked for 10 years in retail management followed by 16 years in the banking industry. She began as a teller at Bank One where she also help the positions of teller supervisor, personal banker, director of human resources and asst. vice president of community reinvestment. During her tenure at Bank One, she served on the Board of Directors of the Urban League of Greater Madison, Home Buyers Round Table of Dane County and was Chairperson of the Dane County Community Development Block Grant Committee. She is a graduate of Leadership Greater Madison and is a two-time recipient of the Governor's Financial Literacy Award for her work in promoting and delivering financial education. She has been the administrator of the Financial Education Center since it's inception in 2005.

Karina Mendoza  
*Bilingual Financial Educator*  
[mendoza.karina@countyofdane.com](mailto:mendoza.karina@countyofdane.com)  
(608) 283-1262

Karina Mendoza recently returned to UW-Extension as a bilingual financial educator for Dane County. Mendoza had worked previously for UW-Extension as a financial educator and a nutrition educator in Dane County.

Karina is a daughter of Mexican immigrants and is among the first in her family to attend and graduate from the University of Southern California. Karina is passionate about empowering low and moderate income community members to become leaders in their communities. Prior to working for UW- Extension, Karina was a Small Business Coach, specializing in food businesses, in the Washington, D.C. and Baltimore areas where she provided individual technical assistance and group workshops to small business owners and aspiring food entrepreneurs to strengthen their business skills, and navigate the licensing and registration process.



#### **4. Explanation of the frequency of delivery, location of the services to be provided, how the services will be funded and cost of the services to the residents.**

Dependent on demand and need, staff from the FEC, can provide tailored workshops/classes at the Community Service Facility on a quarterly to annual basis.

One-on-one financial coaching (post-Covid) can occur at the Community Service Facility on a more frequent basis, typically set-up as once a month meetings, for a period of time to be define and meet an established financial goal. Typically these financial coaching relationships can extend out for a period of 6 months to achieve the established goal.

#### **How the Services will be funded**

Historically, funding has come from foundation grants, financial institutions, utility providers and the local United Way. A 501©3, Friends of the FEC, was created to allow receipt of foundation grant dollars. Currently, the funding support comes from UW Madison, Division of Extension, Dane County and through program revenue generation.

A list of past funders:

- CBM Credit Education Foundation
- Summit Credit Union
- CUNA Mutual Foundation
- Chase
- Guaranty Bank
- Madison Gas and Electric
- Old National (formerly AnchorBank)
- FINRA Investor Education Foundation
- United Way of Dane County
- UW Credit Union
- Dane County Credit Union
- Walmart
- City of Madison, Community Block Development Grant Committee
- Home Savings Bank
- Madison Chapter of Credit Unions
- Madison South Rotary Foundation

#### **Cost of the services to residents**

The majority of financial literacy services outlined here are free.



**Extension**  
UNIVERSITY OF WISCONSIN-MADISON  
DANE COUNTY

Lyman F. Anderson Agriculture & Conservation Center  
5201 Fen Oak Drive, Room 138, Madison, WI 53718  
Phone (608) 224-3700  
Fax (608) 224-3727  
WI Relay 711  
<http://dane.uwex.edu>

**Agreement to Provide Services**

The intent to provide the above-outlined programs and/or services is hereby affirmed and agreed to by the Owner and the Service Provider Organization.

**Odessa Affordable Housing, LLC**  
Owner

X \_\_\_\_\_  
Alf McConnell/Managing Member

\_\_\_\_\_ 12/16/2020  
Date

**Dane County UW Extension**  
Service Provider Organization

X Deb Neubauer  
Deb Neubauer/Director

\_\_\_\_\_ 12/16/2020  
Date

## Other Programming Targeted for Inside "Community Service Facility" Space



December 15, 2020

Mr. Alf G. McConnell  
Odessa Affordable Housing, LLC  
2677 Orrington Avenue  
Evanston, IL 60201

RE: 2021 WHEDA Tax-Credit Rental Housing Development – 1802-1818 Packers Avenue - Potential future use of Community Service Facility space.

Dear Mr. McConnell,

Thank you for reaching out to Covering Wisconsin to find out more about our agency and the services we provide.

Covering Wisconsin (CWI), housed at University of Wisconsin-Madison and affiliated with UW-Extension, works to maximize enrollment and effective participation in health insurance coverage and other services that promote the health and well-being of Wisconsin residents. We help consumers find and navigate Medicaid, BadgerCare, and the ACA Marketplace and provide this assistance at no cost to all Wisconsin residents. CWI support runs year-round, both during the Open-enrollment period for the ACA Marketplace (usually November 1 to December 15 each year) as well as all other dates, when we assist with Marketplace Special Enrollment Period (SEP) coverage, Medicaid enrollment, and post-enrollment health insurance support.

CWI serves a diverse, vulnerable client base and important entities entrusted to serve these communities including refugee resettlement; prison/jail re-entry; aging and disability resource centers; houses of worship; rapid response teams for laid-off workers; job centers; veteran's affairs; free/low-cost clinics; shelters; colleges/universities; Wisconsin Extension; charity centers; tax assistance; pantries; farmer worker health coalitions; barbershops/hair salons; and local/state/federal government.

Our program has office locations in Madison and Milwaukee and a skilled team of Navigators (Insurance Experts) spread across the state. Navigators do more than just help to enroll people in health insurance; they educate on how to use, pay for, and renew their coverage in order to access care. Additionally, Navigators support consumers by answering questions about changes to insurance, addressing technical problems, assisting with confusing bills, and even filing appeals to insurers, health systems, or governmental agencies on their behalf.

1300 Linden Drive  
Madison, WI 53706  
608.261.1455

728 N. James Lovell Street  
Milwaukee, WI 53233  
414.270.4677

■ [coveringwi.org](http://coveringwi.org) ■ [info@coveringwi.org](mailto:info@coveringwi.org) ■ facebook: [www.facebook.com/cwi](https://www.facebook.com/cwi)

*Covering Wisconsin does not discriminate on the basis of age, race/ethnicity, religion, physical appearance, gender, disability, marital status, sexual orientation, national origin, cultural differences, arrest or conviction record, military participation, or political beliefs.*

CWI also produces a wealth of promotional and educational materials. Some recent resources include:

- COVID-19 Pandemic resources <https://www.coveringwi.org/covid-19-pandemic>
- Health insurance “How-To” sheets <https://www.coveringwi.org/learn>
- Cancer Prevention Health Literacy Tools for Patients, created in partnership with the Wisconsin Cancer Collaborative <https://wicancer.org/resources/how-to-sheets/>
- Trainings and Workshops: Presentations and hands-on, interactive sessions for both professionals and consumers. Public education and outreach events that direct consumers to other enrollment assisters and agencies and to Healthcare.gov.

My understanding is that your multifamily apartment proposal will be a 68 unit family development to be located at 1802-1818 Packers Avenue in Madison. It will be an affordable rental development that will create a range of affordable apartments from 30% to 60% of the county median income. Additionally, a further amenity of the building will be a job/skill training center and business incubator coworking space for the residents living in the building but also open to the general public. You have asked if we could use your Community Service Facility as a Covering Wisconsin location for future potential workshops/presentations and/or as a potential location for in-person scheduled meetings with our Navigators once those become the norm again.

Given that your building, which is generally providing housing for individuals from 30% to 60% of the county median income, the clientele that we typically provide health insurance services for, we can look to extend our Covering Wisconsin resources (services) to your Community Service Facility and when the time comes individual Covering Wisconsin Navigators can also look to schedule in-person appointments at your Community Service Facility as the need arises.

We look forward to assisting the future residents of your apartment proposal and the surrounding community.

Sincerely,



Allison Espeseth  
Director, Covering Wisconsin  
1300 Linden Drive  
Madison, Wisconsin 53706  
aehales@wisc.edu  
coveringwi.org

# Other Programming Targeted for Inside "Community Service Facility" Space



Tel: 608-441-2820  
www.Madison.Score.org  
www.score.org

Madison SCORE Chapter  
505 S. Rosa Rd. Suite 37  
Madison WI 53719

December 15, 2020

Mr. Alf G. McConnell  
Odessa Affordable Housing, LLC  
2677 Orrington Avenue  
Evanston, IL 60201

RE: 2021 WHEDA Tax-Credit Rental Housing Development – 1802-1818 Packers Avenue - Potential future use of Community Service Facility space

Dear Mr. McConnell,

Thank you for contacting David Grunke, a Madison Score Certified Mentor, regarding the wide range of services Score offers generally free of charge to established and yet to be established businesses to assist them in achieving ongoing and future business success.

Since 1964, SCORE has provided expert volunteer mentoring nationally to more than 11 million entrepreneurs and small business owners. As the nation's largest network of volunteer business mentors, SCORE is committed to helping any person succeed in their small business endeavor.

Each year, our 10,000+ expert volunteers provide business mentoring and education in more than 250 chapters in 1,500 communities nationwide, empowering local business owners, boosting regional economies and growing the larger American economy. Our Madison Chapter has 42 volunteers that provide a wide range of free mentoring expertise.

Our analysis has shown that prospective entrepreneurs with a mentor are five times more likely to start a business – and small business clients who receive 3+ hours of mentoring report higher revenues and increased business growth.

In 2019 alone, SCORE mentors helped start 29,681 new businesses and create 97,387 new jobs. In the same year, we also helped 67% of our clients to increase their revenue.

SCORE is a 501(c)(3) nonprofit organization and a resource partner of the U.S. Small Business Administration (SBA). Thanks to this generous support from the SBA and because of the selfless contributions of our more than 10,000 dedicated volunteers, we are able to deliver most of our offerings at no cost.

SCORE provides a wide range of services to established and budding business owners alike, including:

## **Mentoring**

Entrepreneurs can access free, confidential business mentoring in person (post COVID) at more than 250 local chapters or remotely via email, phone and video. SCORE mentors, all experts in entrepreneurship and related fields, meet with their small business clients on an ongoing basis to provide continued advice and support

### **Webinars and Courses on Demand**

SCORE regularly offers free online workshops on topics ranging from startup strategies to marketing and finance. Attendees can watch webinars live, or view recordings online on their own time. SCORE also offers interactive courses on demand, so individuals can walk through each module at their own pace.

### **Library of Online Resources**

Business owners can also benefit from SCORE's extensive collection of eguides, templates, checklists, blogs, videos, infographics and more. The intent is to provide the most relevant and current educational content to help small business owners and entrepreneurs succeed.

### **Local Events**

Many local SCORE chapters hold free or low-cost in-person workshops and roundtable discussions covering a range of topics.

My understanding is that your multifamily apartment proposal (a startup business of its own I might add!), will be a 68 unit family development. It will be an affordable rental development that will create a range of affordable apartments from 30% to 60% of the county median income. Additionally, a further amenity of the building will be a job/skill training center and business incubator co-working space for the residents living in the building but also open to the general public. You have asked if we could provide some of our Score workshops and/or would Score consider alternative space from its current location at the MGE Innovation Center for Score in-person workshops, roundtable discussions and as a place for one on one mentoring sessions (after Covid), all of which are proven to boost small business success.

The Madison Score chapter continues to look for office and conference space alternatives to our current space in the MGE Innovation Center. Therefore, as your proposal moves forward and should it receive the funding it requires our Madison Score Chapter can provide workshops, roundtable discussions along with one on one in-person mentoring at your Community Service Facility once those become the norm again. And dependent on timing and space requirements of Score a few years from now please keep us informed of your progress for further discussion and potential relocation of Score from its current location to your Community Service Facility.

Score strongly supports the proposed apartment community that the Odessa Affordable Housing, LLC intends to build as a new affordable housing option in the City of Madison and Score can assist the residents residing there along with residents of the surrounding community with its services to assist with success in their respective business endeavors. Thank you for contacting Score!

If you have any questions feel free to email me at [mike.george@scorevolunteer.org](mailto:mike.george@scorevolunteer.org)

Sincerely,

A handwritten signature in cursive script that reads "Michael George".

Michael George , Chairperson  
SCORE Madison

**This section of photos to show current condition of this site  
which has been a local eyesore for an extended period of time  
- Neighborhood Association wants this corner redeveloped!**

# 1814 Packers Avenue & 2102 Schlimgen Avenue

A few google street view “photos” – taken July 2019

1802 Packers

1814 Packers

1818 Packers



1814 Packers Avenue



Google

# 1814 Packers Avenue



# 1814 Packers Avenue



## 2102 Schlimgen Avenue – Entryway to 1814 Packers Avenue Lot



1814 Packers Ave Exterior photos:



1814 Packers Avenue:



A view of 1814 Packers Ave – Facing northeast



A view of 1814 Packers Ave – Facing east



A view of 1814 Packers Ave – Facing northwest



Pole Mounted Transformers – East Property Boundary

1814 Packers Avenue



A view of 1814 Packers Ave – Eastern Portion



A view of the shed, garage and commercial building

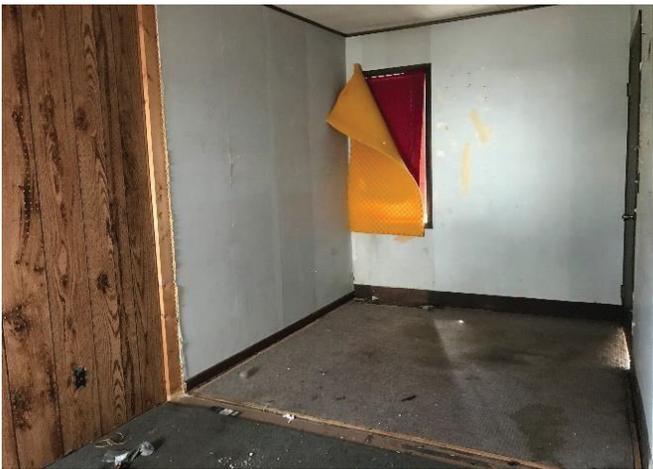


A view of 1814 Packers Ave – Facing southwest



Berm, located on the southeast corner of the property

1814 Packers Ave Interior photos:



1814 Packers Interior Photos



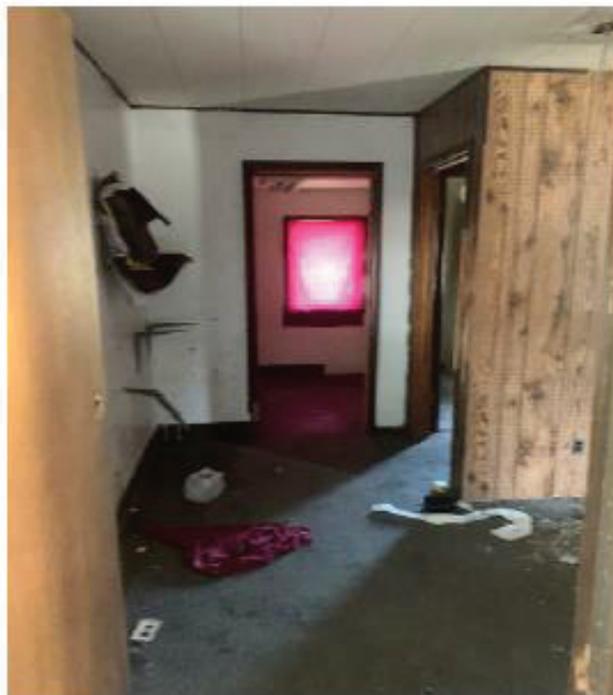
Disused electrical panel in the garage



Interior of the storage shed



Fluorescent lighting inside building



Interior of the commercial building

1814 Packers Avenue Interior Photos



Interior of the commercial building

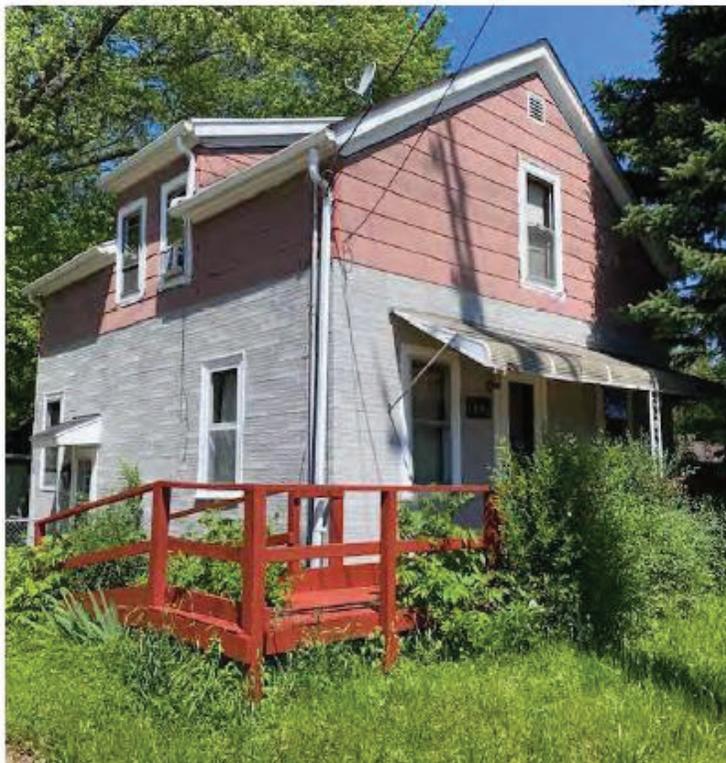


Chimney area of basement

**DEMOLITION PHOTOS 1802-1818 Packers Ave, Madison, Dane County, Wisconsin**



**1802 Packers Ave Exterior photos:**

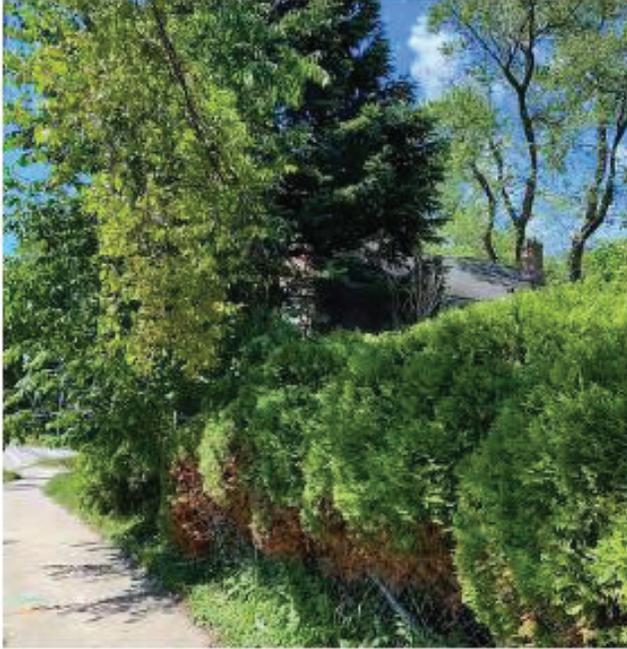


**A view of 1802 Packers Ave – Facing northwest**

1802 Packers Avenue



**1802 Packers Avenue, Madison, Dane County, Wisconsin:**



A view of 1802 Packers Ave – Facing southwest



A view of 1802 Packers Ave – Facing northeast

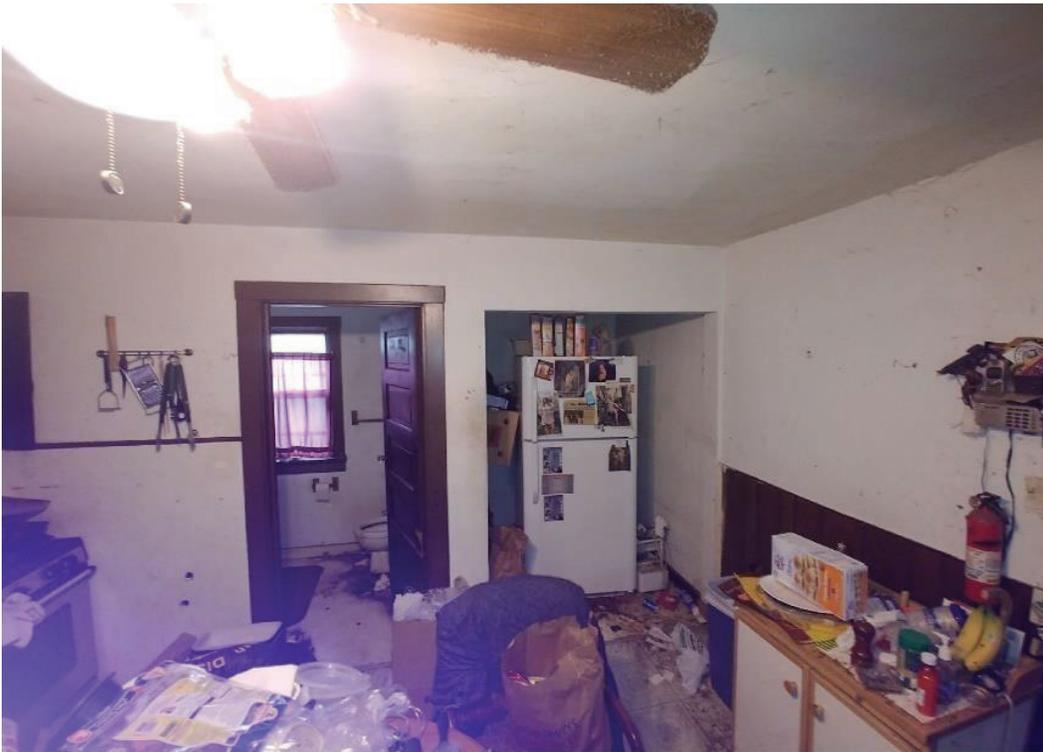


Western portion of property



Detached Garage

**1802 Packers Ave Interior photos:**



1802 Packers Ave Interior photos:



1<sup>st</sup> floor kitchen area and debris



Inside detached garage



Debris in basement

1818 Packers Avenue, Madison, Dane County, Wisconsin - Exterior Photos:



A view of 1818 Packers Ave – Facing northwest



A view of 1818 Packers Ave – Facing southwest

1818 Packers Avenue



1818 Packers Avenue



A view of 1818 Packers Ave – Eastern half



Driveway area (borders 1814 Packers Ave)



A view of the detached garage



Main basement area

1818 Packers Avenue – Interior Photos



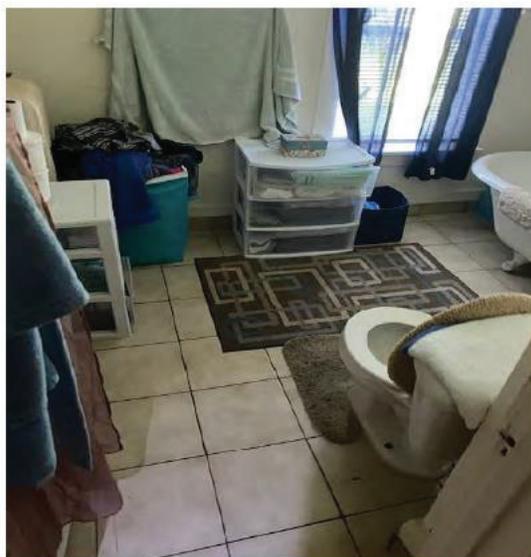
Stored items in main basement area



Storage area with bare soil floor in basement



1<sup>st</sup> floor kitchen area



2<sup>nd</sup> floor bathroom

# **Addendum F**

## **Green Technologies/Sustainability**



July 29, 2021

Mr. Jim Rodgers  
Odessa Affordable Housing, LLC  
2677 Orrington Avenue  
Evanston, IL 60201

Re: Certificate of Registration for Avenue Square Apartments

Dear Mr. Rodgers:

Thank you for contacting us about your interest in pursuing the 2020 Enterprise Green Communities Certification for your proposed 68 unit multifamily affordable housing development located at 1802-1818 Packers Avenue and 2102 Schlimgen Avenue, in Madison, WI.

As discussed, our company, the Alliance for Environmental Sustainability (DBA GreenHome Institute) is an official Enterprise Green Communities (EGC) Technical Assistance Provider. Our company provides the verifications for EGC certifications for a variety of housing types including affordable multifamily housing that is located mainly in Michigan, Indiana, Illinois and Wisconsin.

This letter confirms that as an EGC verifications provider we have registered your multifamily property for certification under the 2020 Enterprise Green Communities Certification criteria.

The current EGC registration name and number for your development under EGC is:

**Avenue Square Affordable Apartments 2020-NC-003790**

Alliance for Environmental Sustainability (GreenHome Institute) will be providing the EGC design consultation services and verification to your development team to ensure the project complies with the 2020 Enterprise Green Communities standard and help to ensure it achieves the certification once the building is completed.

We look forward to working with you on your new construction multifamily development in Madison, WI.

If you have any questions, please do not hesitate to contact me.

Best

A handwritten signature in black ink that reads "Brett Little". The signature is written in a cursive, flowing style.

Brett Little  
Program Manager  
GreenHomeInstitute.org  
616.458.6733  
Grand Rapids, Michigan.  
[Brett.Little@greenhomeinstitute.org](mailto:Brett.Little@greenhomeinstitute.org)

# Working with FOE on a "Bundle 3" energy design



Jim Rodgers <jimrodgers4514@gmail.com>

## Welcome! Avenue Square Family Apartments - Focus on Energy - Energy Design Assistance - 4020399

2 messages

Dorene Schink <DSchink@willdan.com>  
To: Jim Rodgers <jimrodgers4514@gmail.com>

Thu, Jul 8, 2021 at 11:06 AM

Hi Jim,

Thank you for enrolling and congratulations on qualifying into the Energy Design Assistance Program!

This email confirms that your **Avenue Square Family Apartments** project (revamped in 2021) is actively participating in the Energy Design Assistance track of Focus on Energy Programs. Having received the latest architectural set, we are currently in the process of updating the energy model to reflect the current unit layout. If any further detail is needed we will reach out to you & your project team.

Here is a summary of your information to date:

Enrollment Requested Date: 6/17/2020

Enrollment Accepted Date: 6/19/2020

Program/Track: Focus on Energy Design Assistance

Status: Active

Enrollment Number: FOE-0738D-18116

Project Name: Avenue Square Family Apartments

Project Address: 1802 Packers Avenue Madison, WI 53704

Contact Name: Jim Rodgers

Contact Phone: 6083351635

Contact Email: Jimrodgers4514@gmail.com

Building Type: Multifamily

**FYI - Targeting at least 75kW on rooftop**



## Performance & Financial Analysis

Prepared November 19, 2020 for

**Mike Hein (80.8 KW)**

Hein Engineering Group  
17 Applegate Court, Suite 200  
Madison, WI 53713  
Phone: 608-288-9260  
Email: mhein@heinengrp.com

Work Location:

Packer Avenue Apartments  
Packer Ave.  
Madison, WI 54406

**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



## Executive Summary

**Electric Utility Savings:** Anticipate a savings of approximately \$9,438 in electric bills (69%) at current utility rates in the first year. Savings will grow as electric utility rates are expected to rise 3.00% a year. The purchase of electric energy (kWh) from your utility is expected to be reduced by 69%.

Over 30 years, annual utility savings are anticipated to average \$15,217, for a total utility savings of \$456,508. After tax effects are applied, savings average \$10,195 annually or \$305,859 over the system life.

### Performance Summary

Solar Electric (PV) System: 81.2 kW DC producing 94,380 kWh/Year.

#### **Purchase Price & Net Cost**

**Contract Price: \$149,000**

Incentives to Customer: (\$49,240)

Income Tax on Incentives: \$3,465

Net Purchase Cost: \$103,225

MACRS Bonus & Straight Line (\$39,870)(P.V.)

Depreciation:

Net-Present Cost: \$63,355

Includes present value (P.V.) of these future cash flows.

#### **Financial Ratios**

Cashflow Payback: 8.6 years

9.7 years (modified)

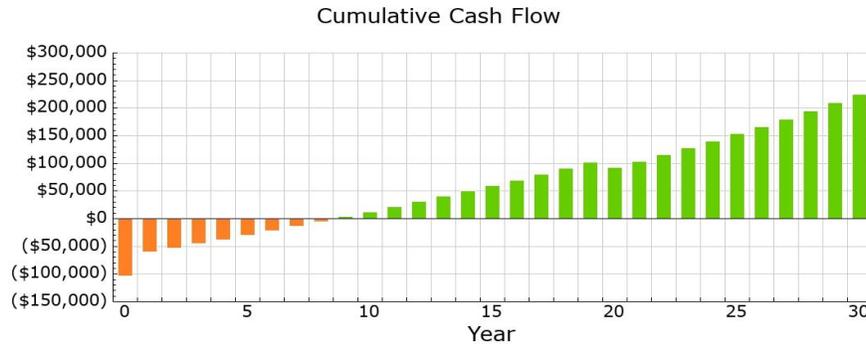
Internal Rate of Return (IRR): 11.4%

Net Present Value (NPV): \$89,194

Cash Gained over Life: \$224,395

- CO2 Saved over System Life: 2,322 tons. Equivalent to driving 4,644,000 auto miles

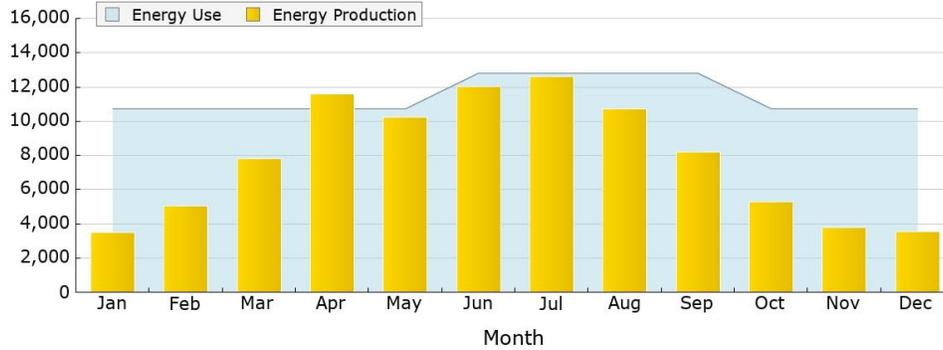
**Finance:** Cash





## Solar Electric (PV) System Summary

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



### Array #1

Tilt: 10° Azimuth: 180° Rack/Gnd/Pole Mount  
 Shade reduces production: 5%

PV Panels: 120 x Heliene, Model: 72M400-G1

Inverters: 1 x SolarEdge Technologies, Model: SE43.2KUS

### Array #2

Tilt: 10° Azimuth: 170° Rack/Gnd/Pole Mount  
 Shade reduces production: 5%

83 x Heliene, Model: 72M400-G1

2 x SolarEdge Technologies, Model: SE14.4KUS

Total Panel Area: 4,344 sq-ft

System Peak Power: 81.2 kW DC

Annual Production: 94,380 kWh. Supplying 69% of annual electric use

### Contract Price Summary: Solar Electric (PV) System

**Contract Amount: \$149,000** (\$1.83 per watt DC)

#### Incentives available to Customer in 1st Year

Federal Tax Credit: Year 2020 (26% of Gross Cost at Installation): (\$38,740)

Estimated Focus on Energy - 2020 Business PV Incentive: (\$10,500)

---

**Net Cost at Install (after incentives): \$99,760**

Net Installed Price per Watt: \$1.23 per watt DC

Note: Income Tax may be due on some incentives: \$3,465

Present Value of Depreciation: \$39,870 (in today's dollars)

---

Net-Present Cost: \$59,890

# **Addendum K**

## **Neighborhood Amenities**

**Market Study of**

# **AVENUE SQUARE APARTMENTS**

**Madison, Wisconsin**

***An Affordable Family/General Occupancy Apartment  
Development***

**LEXINGTON REALTY SERVICES**

A Subsidiary of Lexington Realty Group, LLC

The subject site is situated at the eastern edge of a walkable residential neighborhood. Packers Avenue is a major north-south thoroughfare providing quick access to most sections of the city. Access to public transit is good, as a south-going bus stop and a north-going bus stop are each located at the intersection of Schlimgen Avenue and Packers Avenue, at the southeast corner of the subject site.

**Linkages**

The following linkages exist with respect to the subject’s site.

Linkages			
Linkage Type	Nearest (in miles)	Name	# Within two miles
Community Center	1.0	Warner Park Community Recreation Center	2
Medical Clinic	0.7	UW Health - Family Medicine Clinic	5
Hospital	3.8	UW Health - East Clinic	0
Shopping Center	0.6	Northgate Shopping Center	4
Pharmacy	0.5	Pick 'n Save Pharmacy	7
Grocery Store	0.5	Pick 'n Save	4
Convenience Store	0.7	Kelly's Market	10+
Public Library	0.6	Madison Public Library - Lakeview	3
Public Park	0.5	Windom Way Park	10+
Public Elementary School	1.2	Lake View Elementary School	6
Public Middle School	0.3	Sherman Middle School	2
Public High School	0.3	Shabazz City High School	2
Licensed Child Day Care	0.5	Kaylee's Garden Early Child Care and Education	8
Post Office	1.9	United States Post Office	1
Banking Institution	0.7	Associated Bank	4

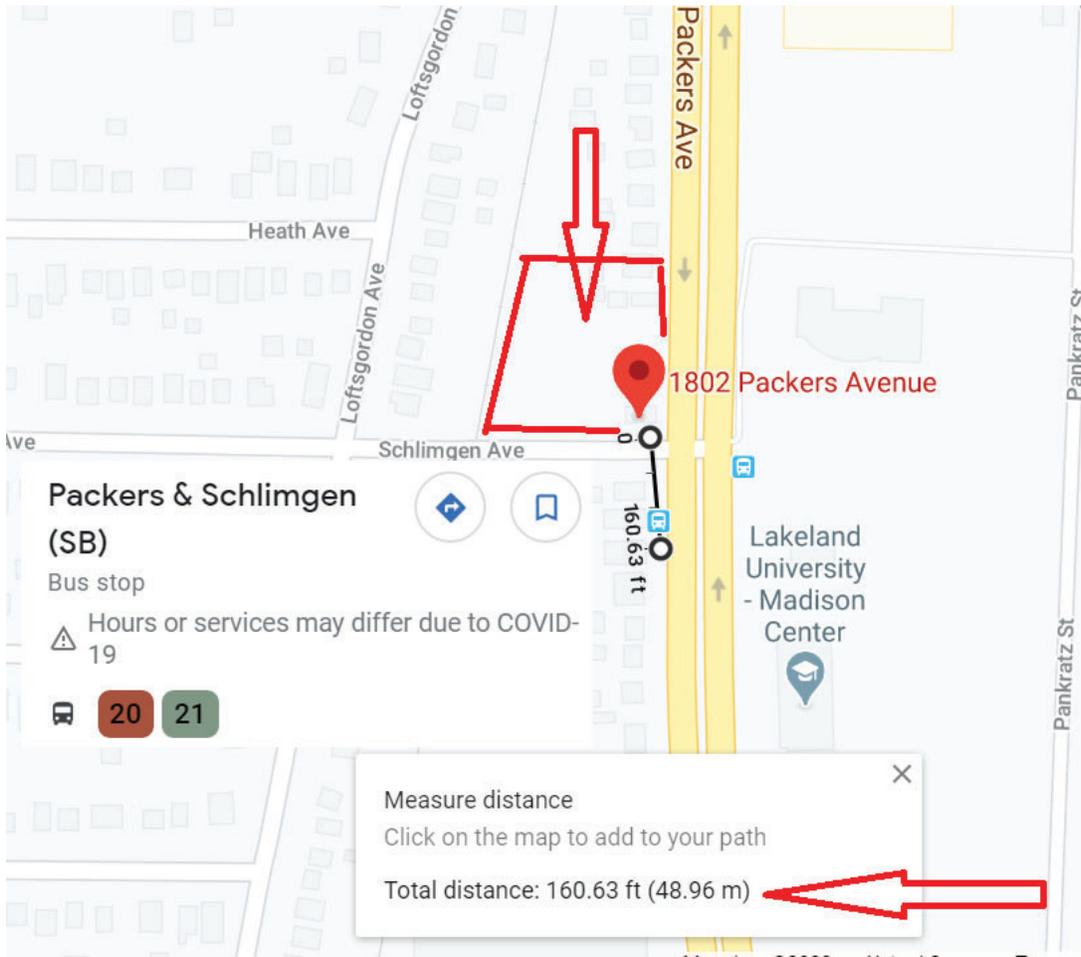
Sources: Google Maps, Walkscore  
Walkscore using 2102 Schlimgen address

**Walkscore: 54 (Somewhat Walkable)**

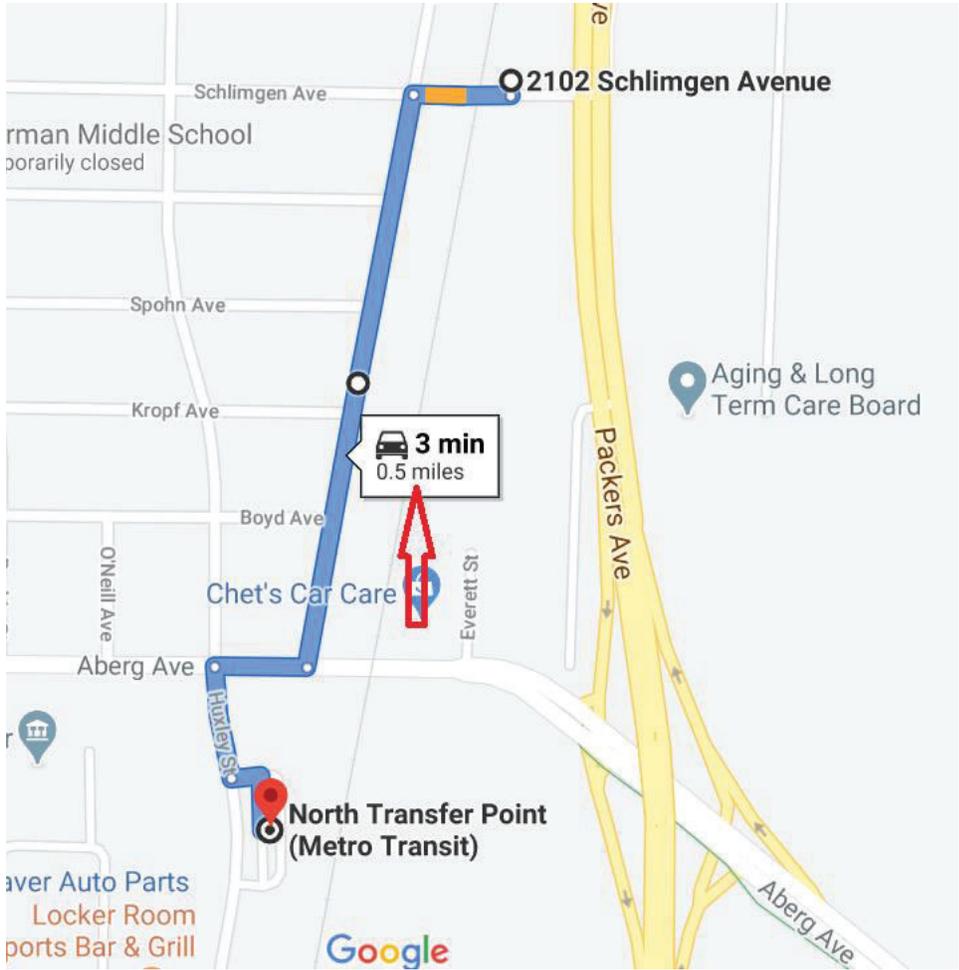


**Evidence of Public Transportation within ½ mile.**

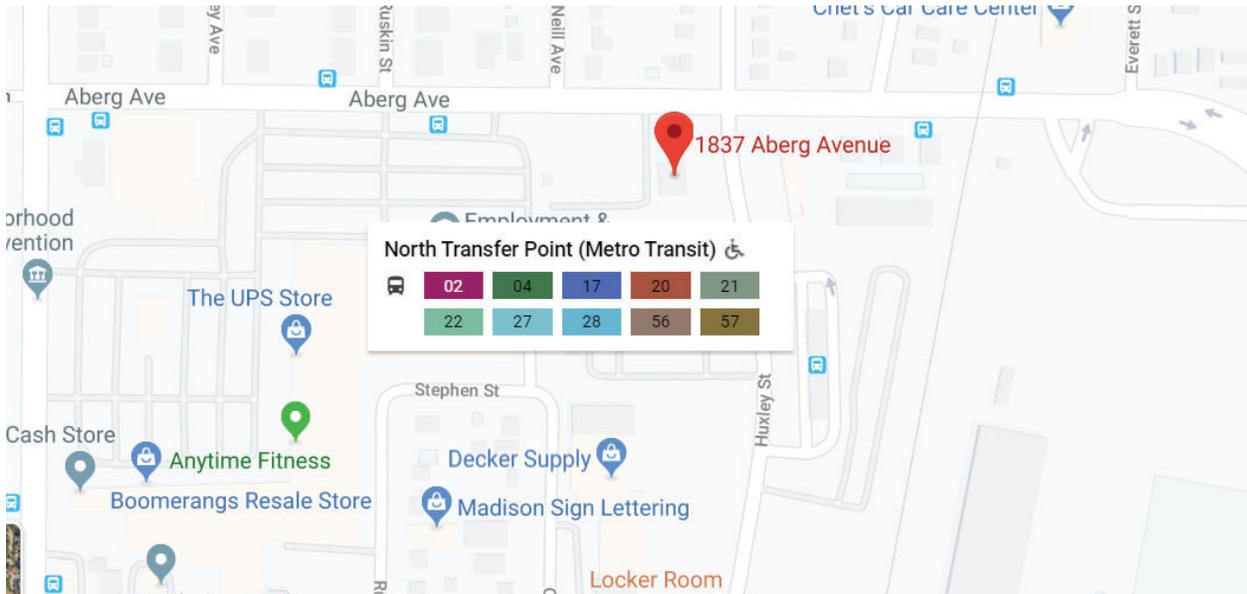
**Public bus stop less than 160 feet from corner of site at 1802 Packers Avenue.**



The Madison Metro Bus North Metro Transfer Point is located within ½ mile from 2102 Schlimgen Avenue.



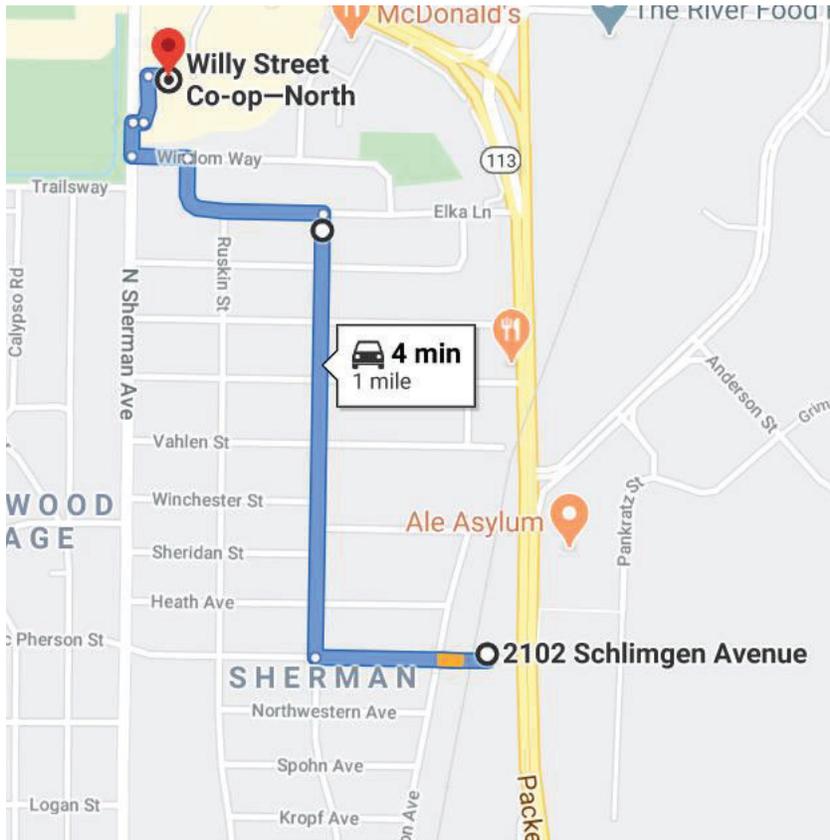
The North Transfer Point offers 10 different bus route options at this location.



The following is summary of bus routes offered at this North Transfer Point Location.

 metro transit		Routes & Schedules	Stops	Fares	How to Ride	Paratransit	Contact
Route		Schedules		Similar Routes			
<b>2</b>	<b>West Transfer Point // North Transfer Point</b> Serves: Sheboygan Ave, University Ave, UW Hospital, UW Campus, State St, Capitol Square, and Johnson-Gorham areas.	Weekday	Weekend Holiday	<a href="#">10</a>			
<b>4</b>	<b>South Transfer Point // North Transfer Point</b> Serves: Fish Hatchery Rd, St Mary's Hospital, Mills St, UW Campus, State St, Capitol Square, Jenifer St, and Commercial Ave.	Weekday	Weekend Holiday				
<b>17</b>	<b>North Transfer Point // East Transfer Point</b> Serves: Shopko Dr - Pick n' Save and Fair Oaks.	Weekday	Weekend Holiday	<a href="#">4</a> , <a href="#">5</a> , <a href="#">7</a> , <a href="#">20</a>			
<b>20</b>	<b>North Transfer Point // East Towne Mall</b> Serves: Airport, Anderson St, Madison College, and Lien Rd.	Weekday	Weekend Holiday	<a href="#">6</a> , <a href="#">17</a> , <a href="#">34</a>			
<b>21</b>	<b>Lakeview Loop</b> Serves: Packers, Northport, Delaware and Londonderry.	Weekday	Weekend Holiday				
<b>22</b>	<b>Mendota Loop</b> Serves: Sherman Ave, Shabazz City HS, Troy Dr, Central Wisconsin Center, and Northport Dr.	Weekday	Weekend Holiday				
<b>27</b>	<b>North Transfer Point // Capitol Square // UW Campus</b> Serves: Commercial Ave, East Washington/Johnson-Gorham, East HS, Metro Administration, Capitol Square, West Washington Ave and Park-Regent.	Weekday		<a href="#">2</a> , <a href="#">4</a> , <a href="#">5</a> , <a href="#">6</a> , <a href="#">80</a>			
<b>28</b>	<b>North Transfer Point // West Transfer Point</b> Serves: Johnson-Gorham, UW Campus, Observatory Dr, UW Hospital and University Ave. Note: Reduced service on holidays and during times the <a href="#">UW is not in session</a> .	Weekday		<a href="#">2</a> , <a href="#">10</a>			

Access to Healthy Foods – Full Service Grocery Store – Willy Street Co-op within 1 mile, 2817 N Sherman ([www.willostreet.coop](http://www.willostreet.coop))



**willy street co-op** Search ... Become an Owner

About Us Promotions Menus Ownership Classes & Events Recipes Community News

**DEPARTMENTS**

Discover the various departments at our co-op locations and all that they offer:

Bulk, Produce, Grocery, Meat, Cheese, Seafood, Health & Wellness, Deli, and Juice & Coffee.

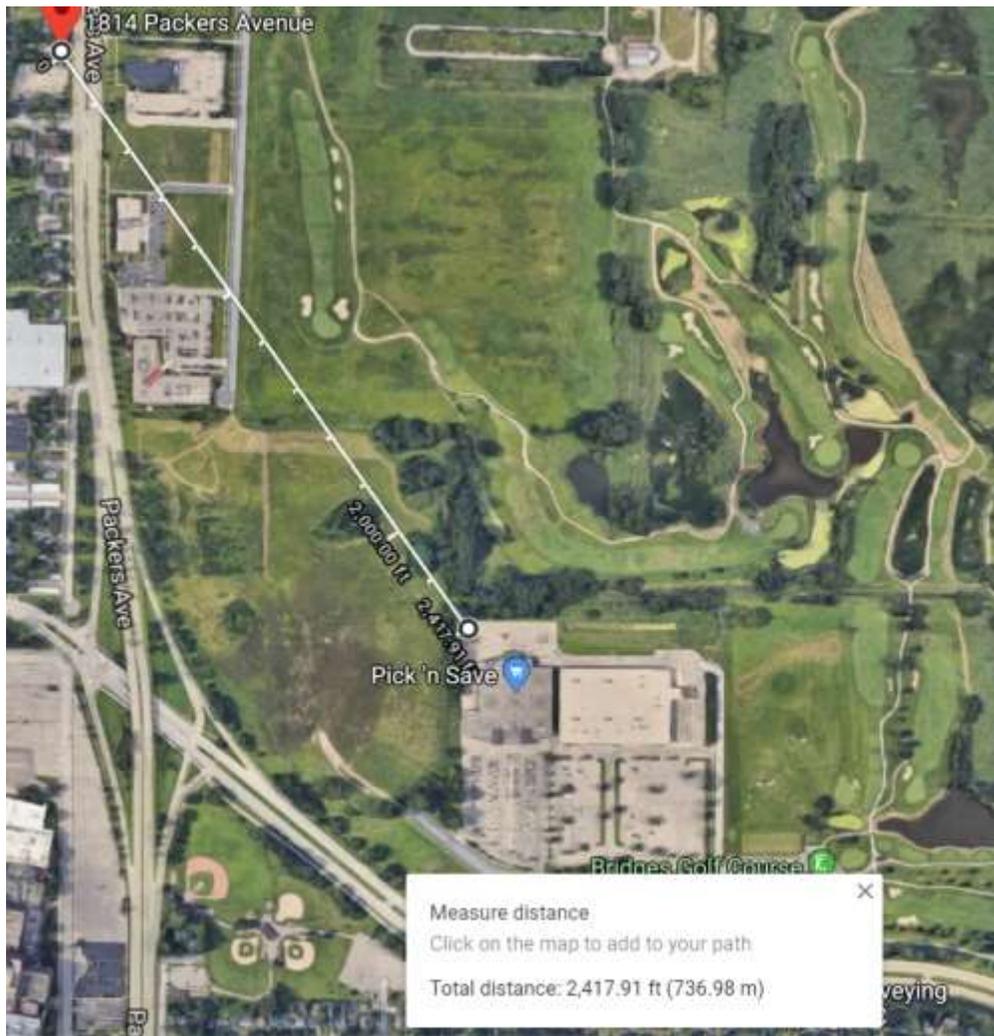
**Category 13 Summary of Economic Opportunity Map and Points**

**1802, 1814 & 1818 Packers Avenue and 2102 Schlimgen Avenue**

Grocery Store: 2 Points

Contact: Pick 'n Save  
Main Number – Front Desk  
(608) 243-1000

Pick 'n Save, 2502 Shopko Drive, Madison, WI

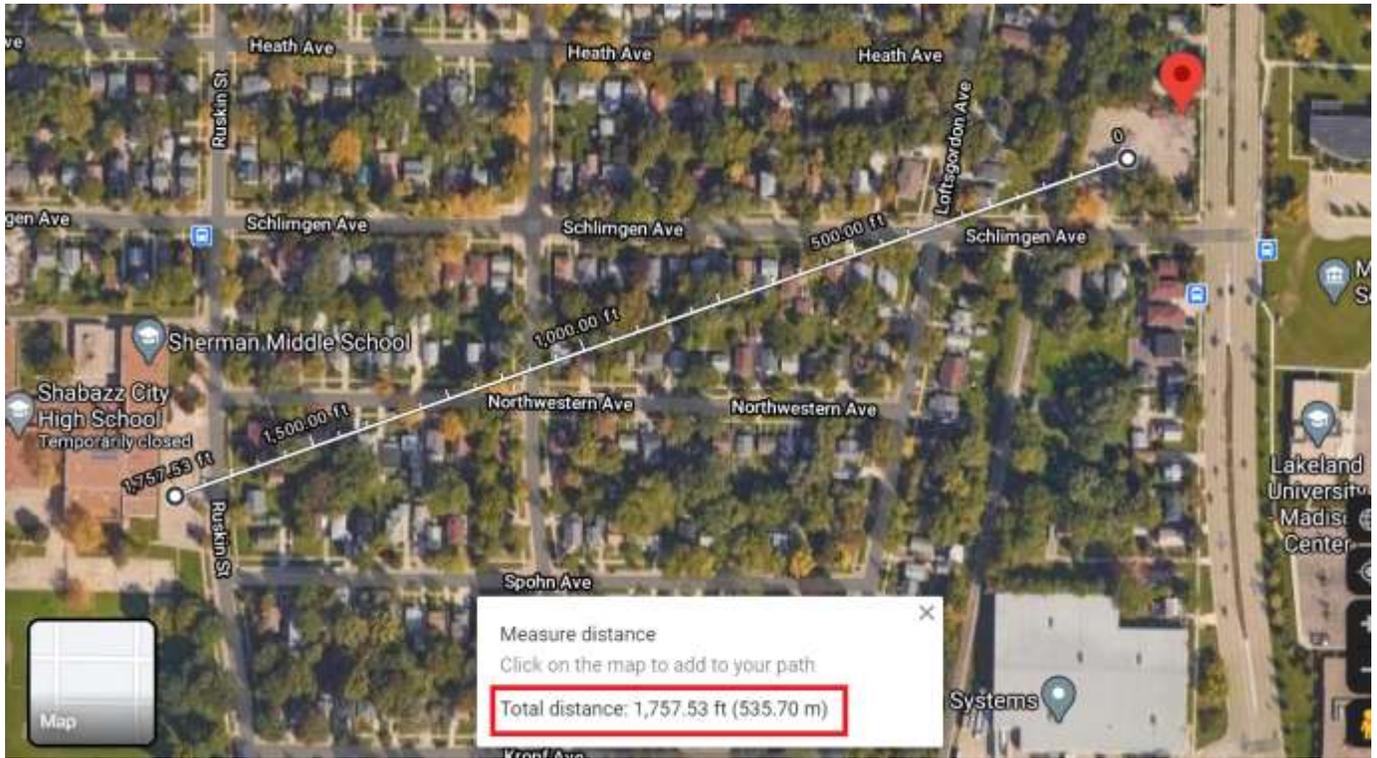


**1802, 1814 & 1818 Packers Avenue and 2102 Schlimgen Avenue**

Public Elementary, Middle or High School: 1 Point

Contact: Sherman Middle School  
Main Number  
(608) 204-2100

Sherman Middle School – 1610 Ruskin Street, Madison, WI  
(Shabazz City High School right next door)

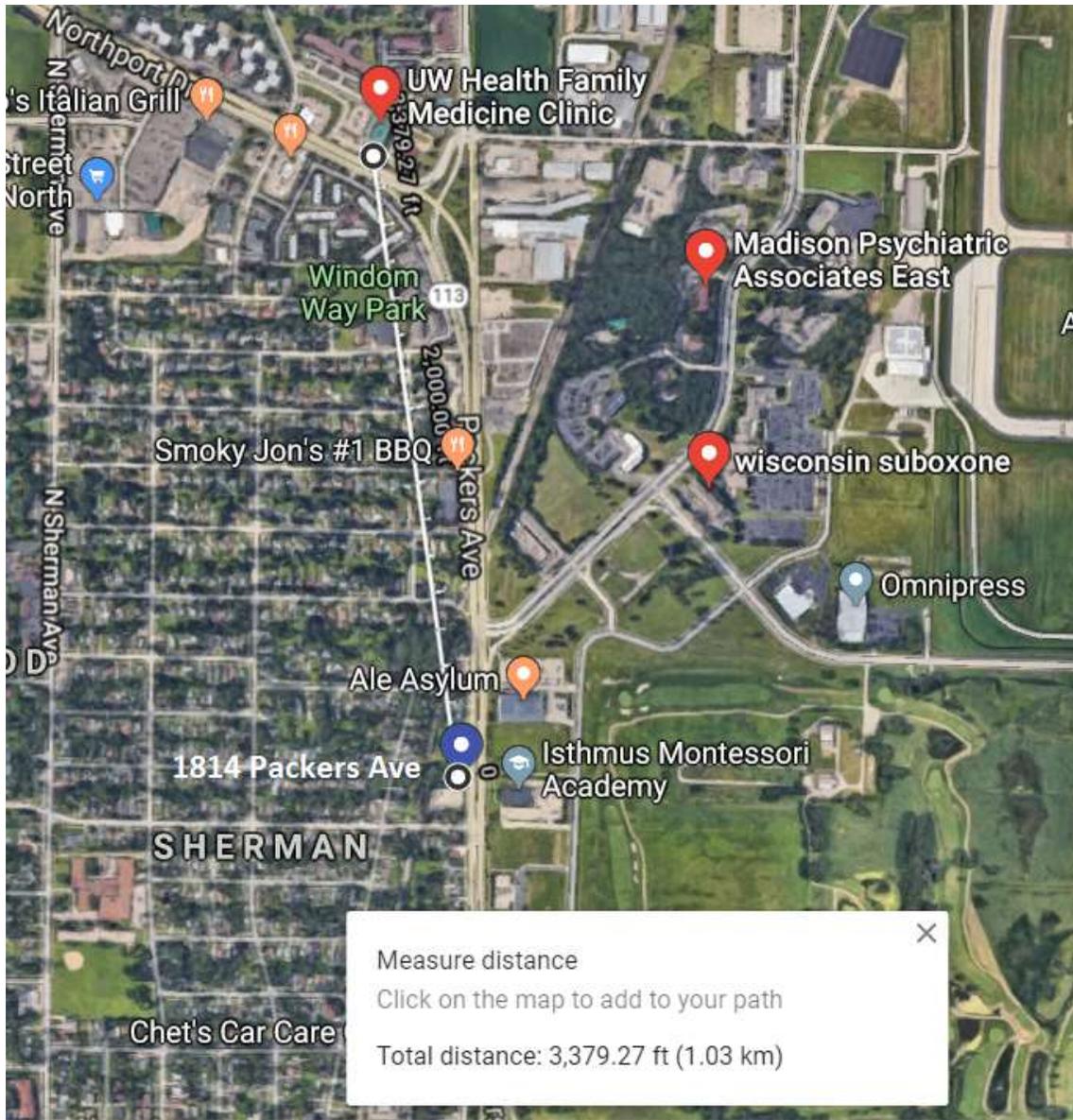


**1802, 1814 & 1818 Packers Avenue and 2102 Schlimgen Avenue**

Full Service Medical Clinic or Hospital: 1 Point

Contact: UW Health Family Medicine Clinic – Northeast Family Medical Center  
Main Number  
(608) 241-9020

UW Health Family Medicine Clinic – 3209 Dryden Drive, Madison, WI

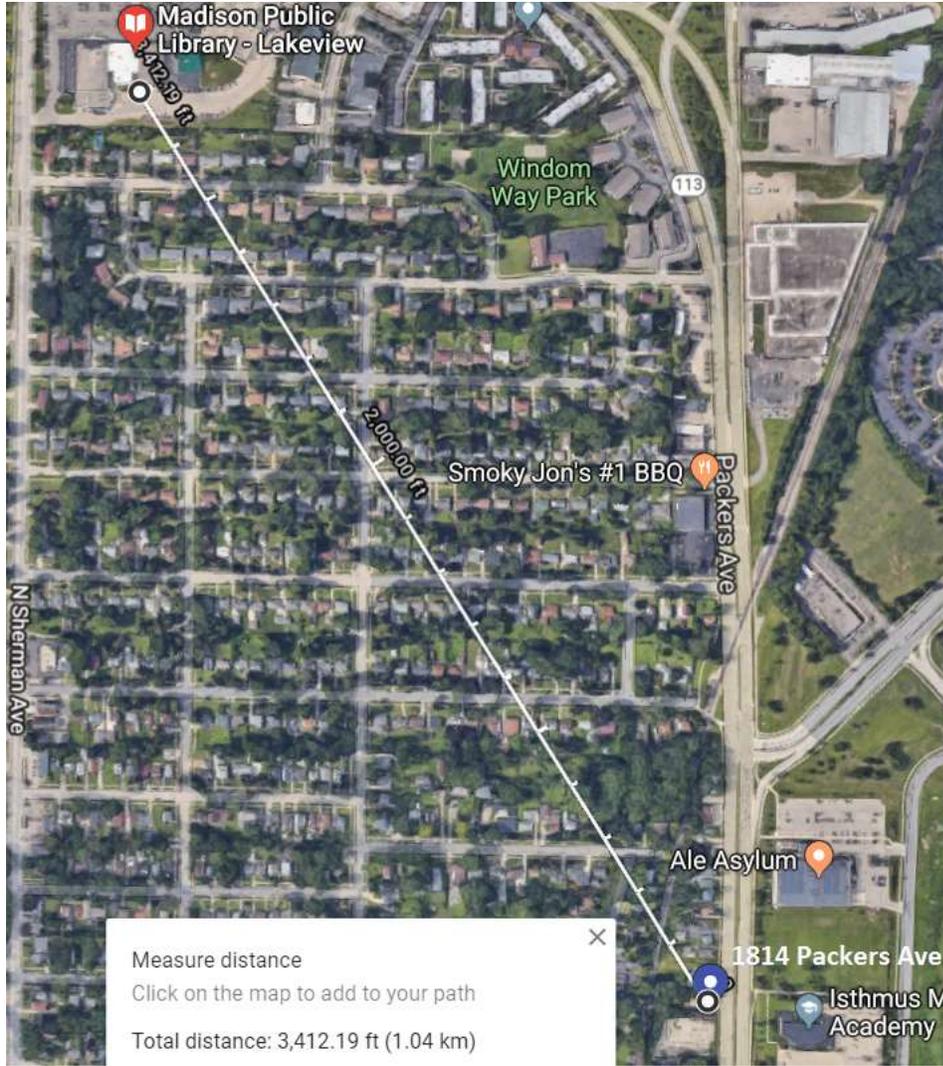


**1802, 1814 & 1818 Packers Avenue and 2102 Schlimgen Avenue**

Library: 1 Point

Contact: Lakeview Library  
Main Number – Front Desk  
(608) 246-4547

Madison Public Library – Lakeview- 2845 N Sherman Avenue, Madison, WI



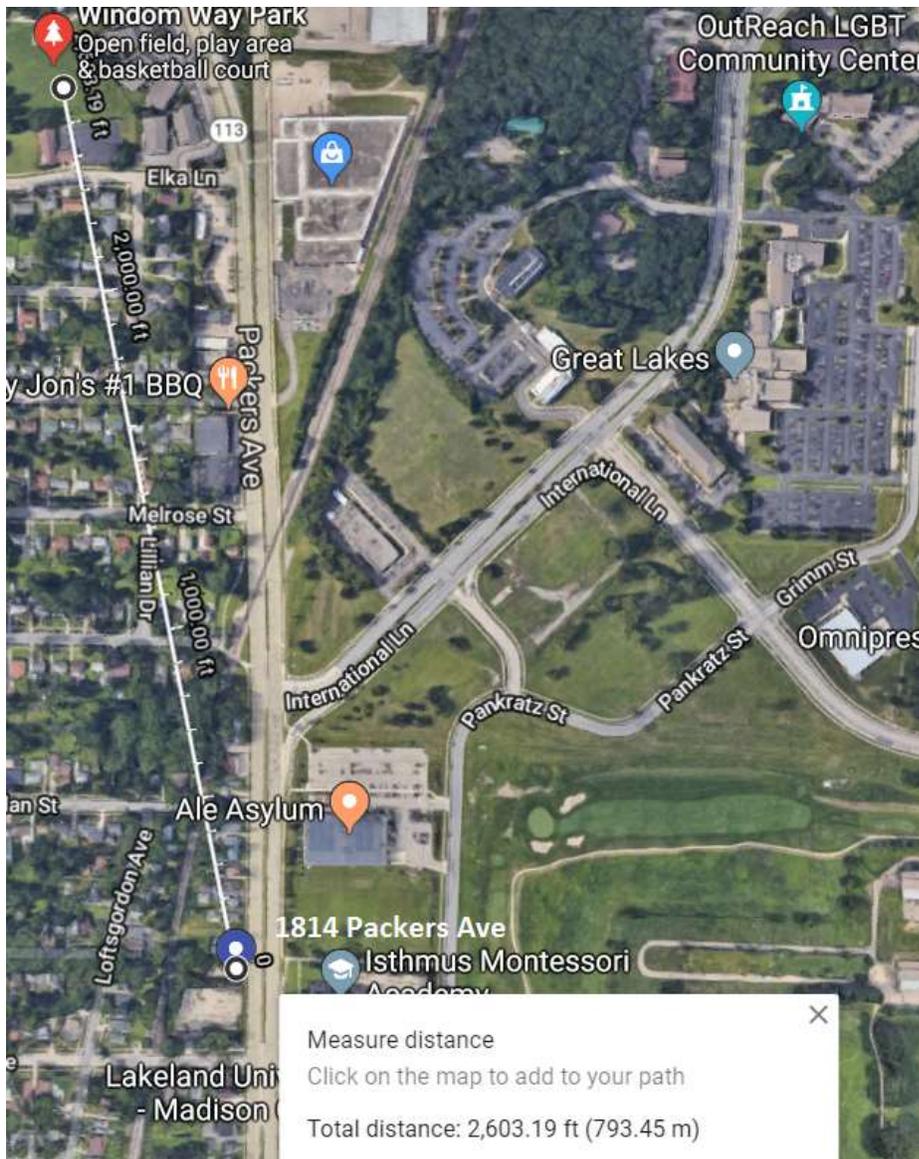
**1802, 1814 & 1818 Packers Avenue and 2102 Schlimgen Avenue**

Public Park with playground equipment or athletic facilities or hiking/biking trail: 1 Point

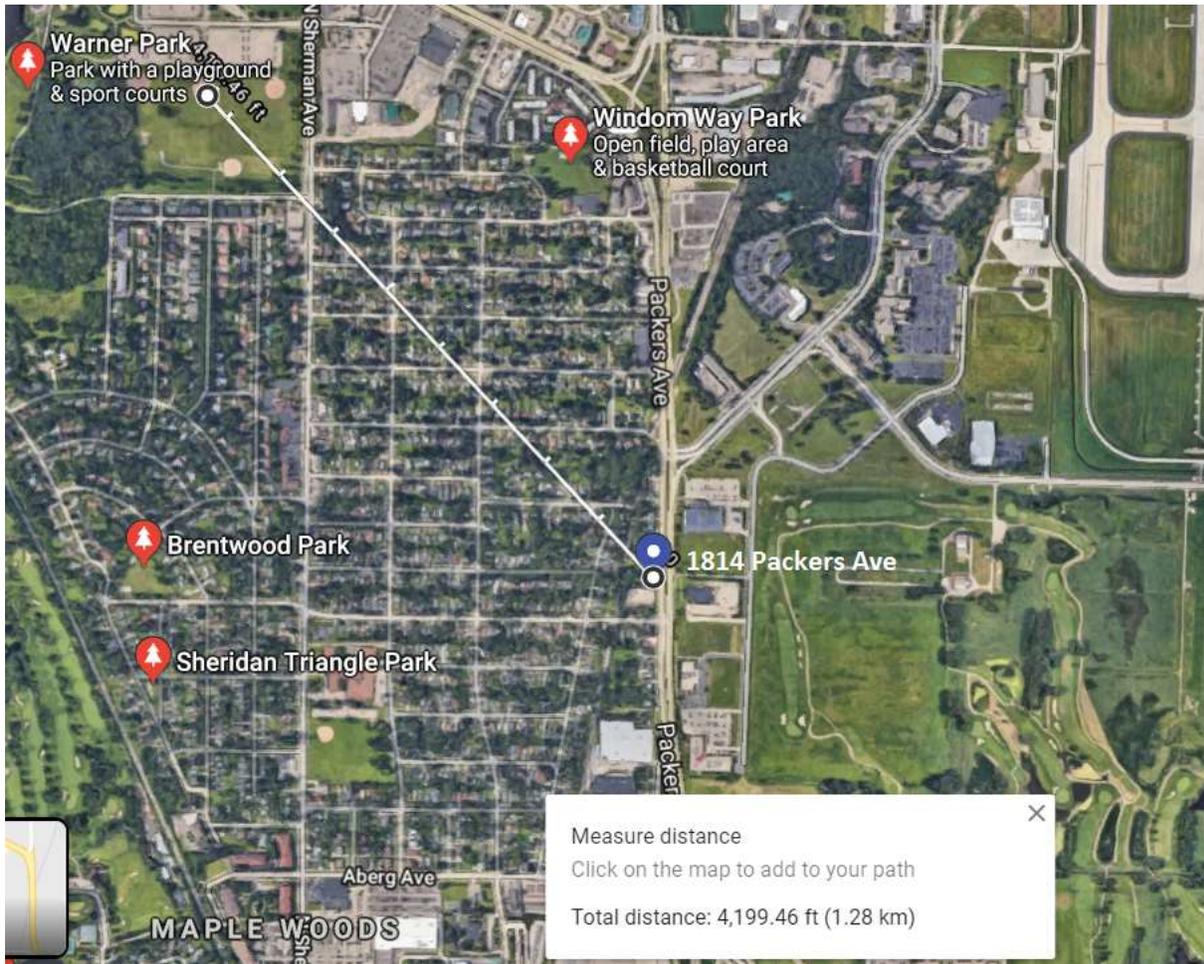
1. Windom Way Park – 1920 Windom Way, Madison, WI (See back-up next page)
2. Warner Park, also includes hiking/biking trail through the park. Madison, WI. (See back-up following pages). Boundaries of park are expansive, used middle point of park for measurement.
3. Eken Park – 2407 Coolidge Street, Madison, WI (See back-up following pages)

Contact: General Parks Question Number  
(608) 266-4711  
<https://cityofmadison.com/parks/>

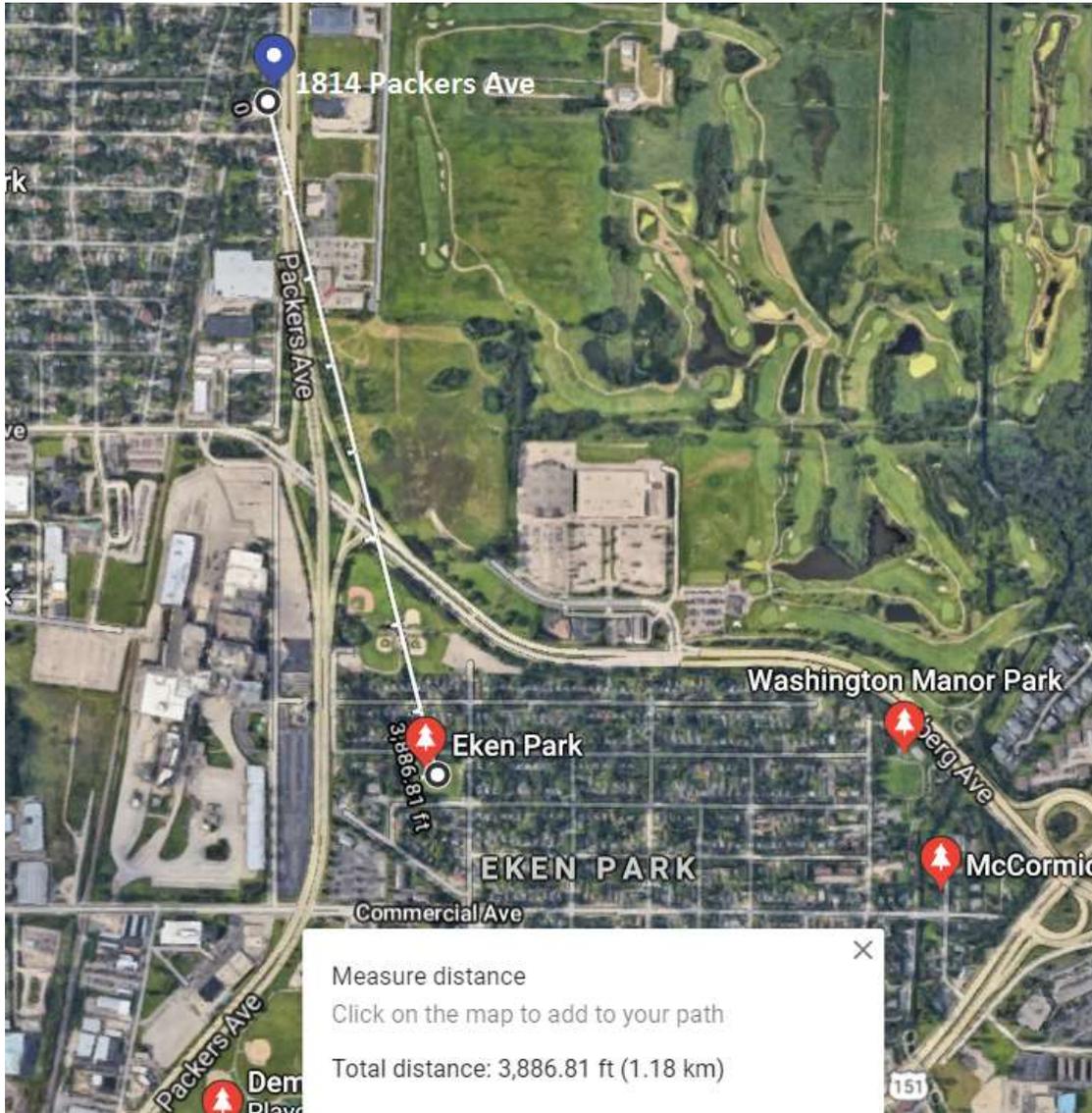
Windom Way Park



Warner Park (includes hiking/biking trail through the Park)



Eken Park, 2407 Coolidge Street, Madison WI.



**1802, 1814 & 1818 Packers Avenue and 2102 Schlimgen Avenue**

Job Training Facility, Community College or Continuing Education Programs: 1 Point

Contact: Madison Area Technical College (main campus)  
Front Desk  
(608) 246-6100

Have multiple locations that are point worthy within 1 Mile of 1814 Packers.

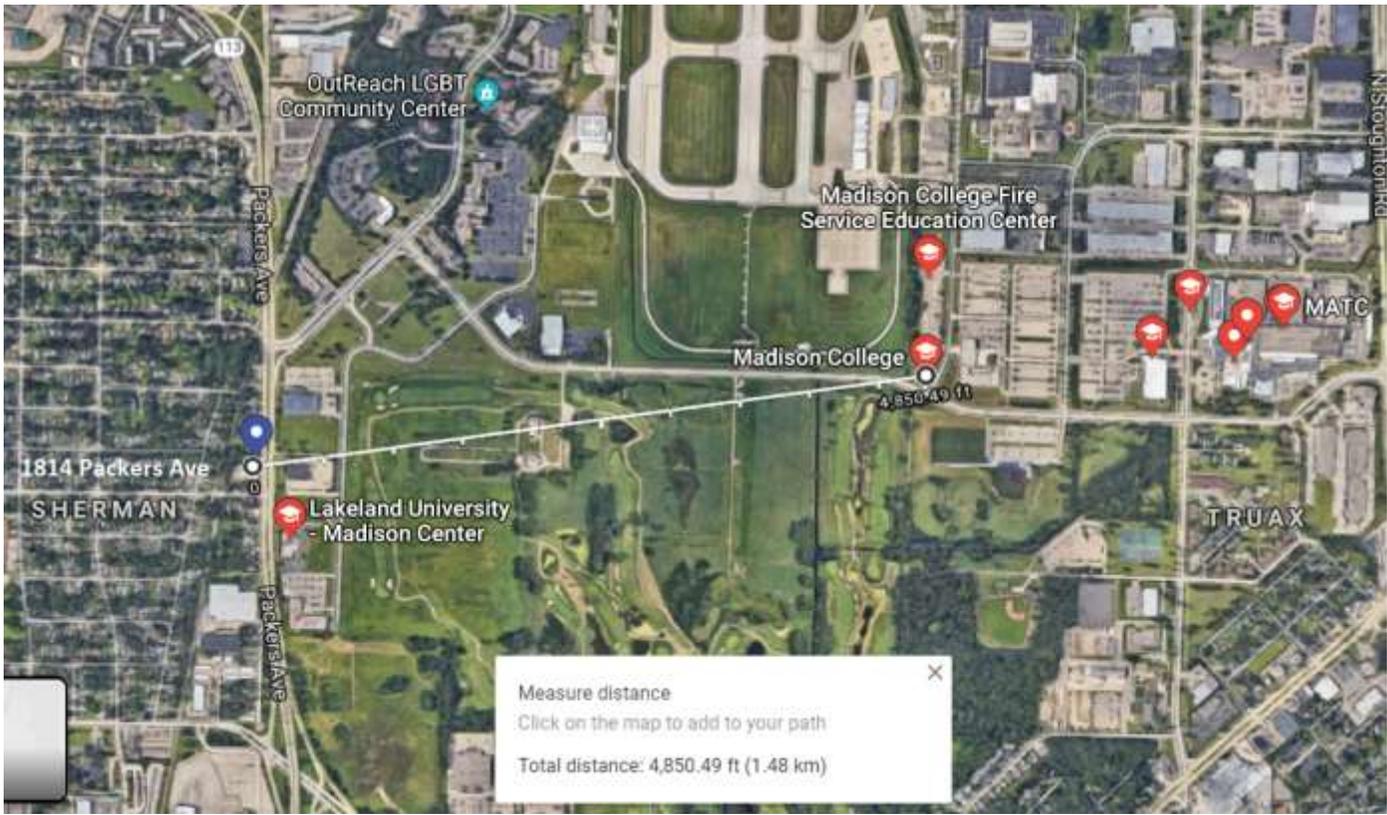
1. The Madison College (MATC) main campus (1701 Wright Street) 'outer boundaries' of this campus are within 1 mile of 1814 Packers.
2. Lakeland University, 1650 Pankratz Street (just across the street on Packers Avenue)
3. The Madison College (MATC - Commercial Avenue location) 2125 Commercial Avenue
4. Dane County Job Center, 1819 Aberg Avenue

The Madison College (MATC) Commercial Avenue location, 2125 Commercial Avenue is also within a mile. I am enclosing for your review classes that can be taken at this campus location as well in addition to the main campus at 1701 Wright Street. Classes at this location generally fall into apprenticeship course work, construction & remodeling, Jewelry and Ceramics classes. (See enclosed Spring 2020 course work available at this location.)

Veterans is a targeted resident population at 1802-1818 Packers Avenue, who can receive both State and Federal benefits to continue their education. Federal support in the way of housing stipends and the Wisconsin GI Bill can pay for the actual course costs and books. If you have more questions regarding the 'Veterans' benefits please contact Kristine Strub at (608) 243-4282 or email at [strub@madisoncollege.edu](mailto:strub@madisoncollege.edu).

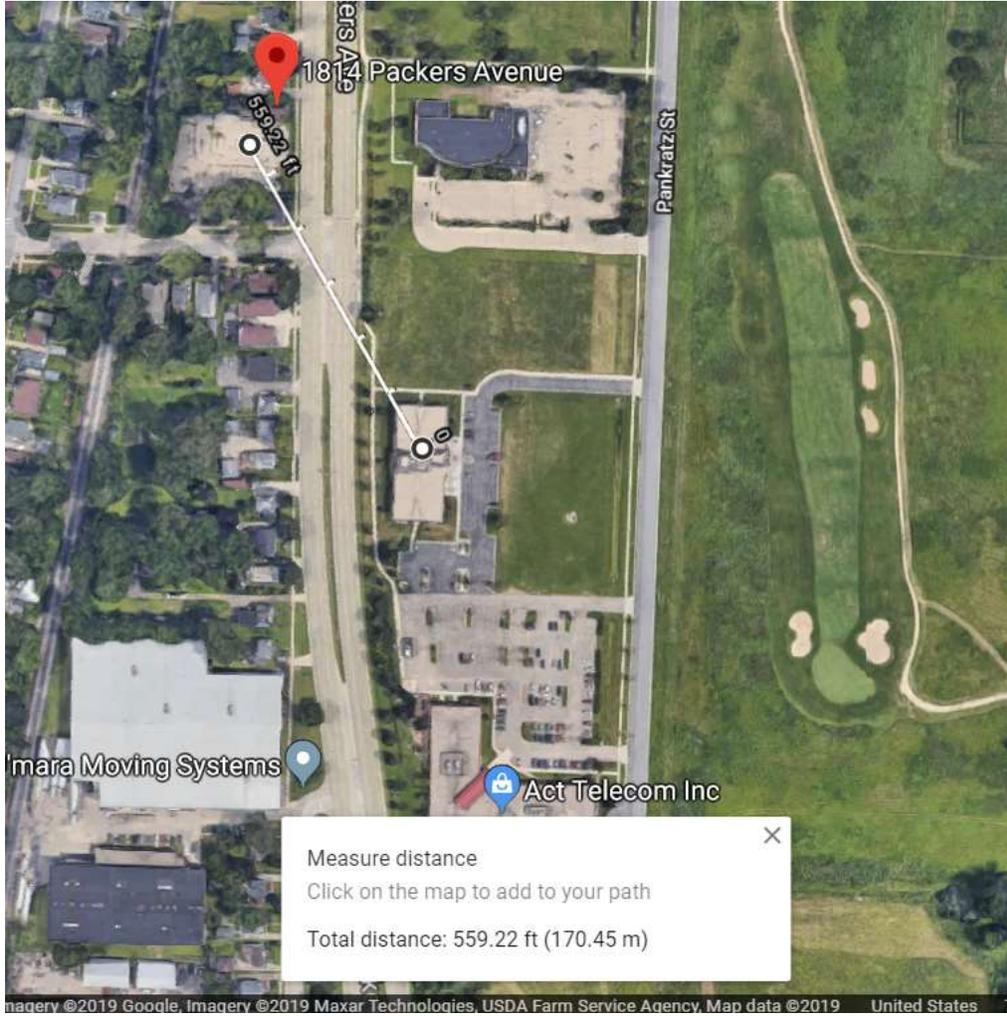
Also, the Dane County Job Center provides additional resources for those seeking employment who are Veterans or Re-Entry (Ex-Offenders). We are targeting both of these populations with our 30% supportive services units. (See enclosed additional information following the map pictures to verify that the Dane County Job Center is a 'Job Training Facility'.)

**Madison College Main Campus 1701 Wright Street, Madison WI**



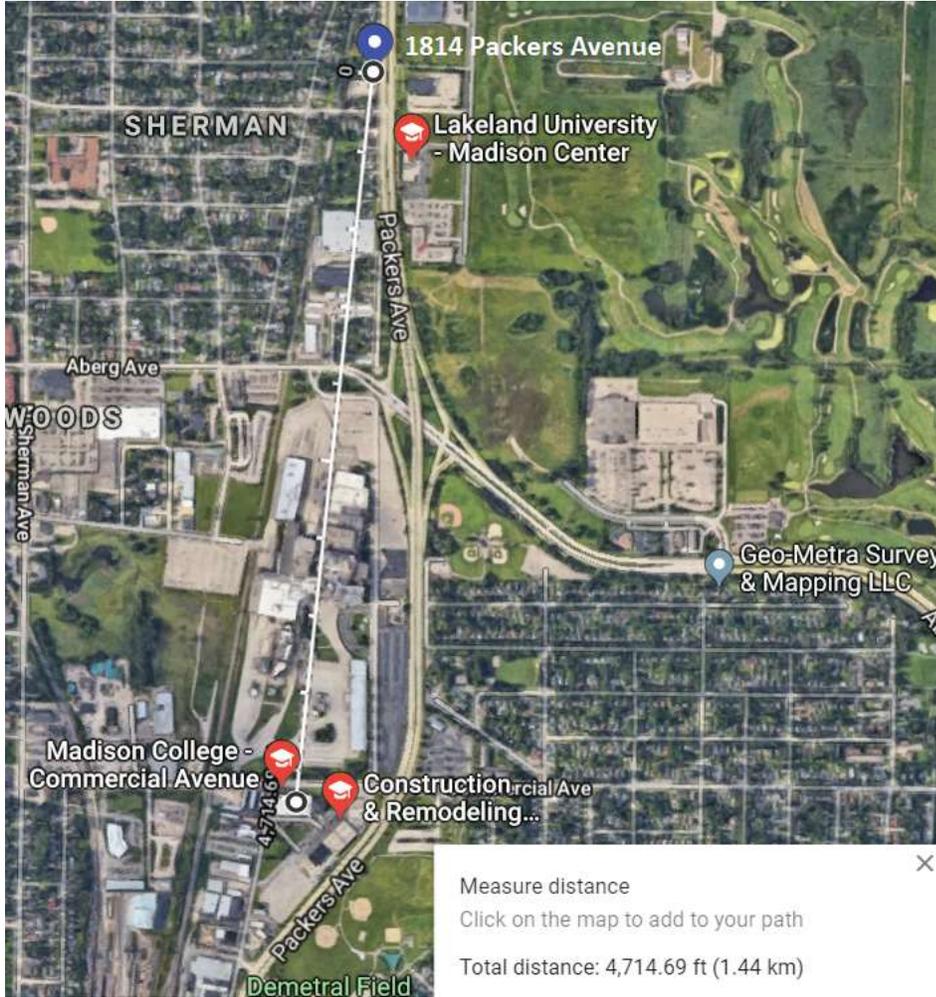
**Lakeland University 1650 Pankratz Street, Madison, WI**

Contact: Main Number  
(608) 244-2725



**Madison College (MATC) Commercial Avenue Location (2125 Commercial Avenue)**

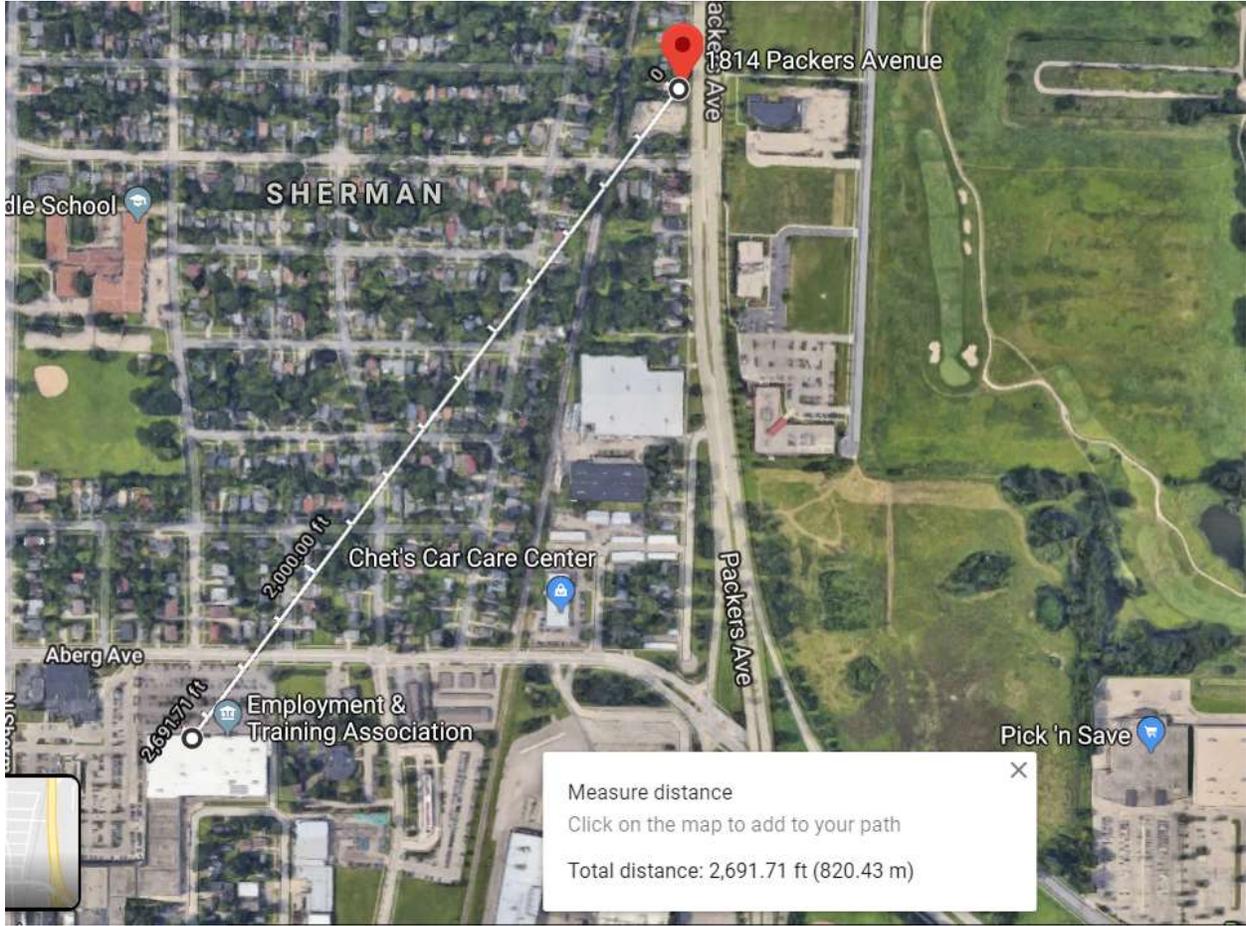
Contact: Main Number – Commercial Branch  
Number: (608) 246-6100



Enclosed for your review on the next several pages is the class schedule for available classes at the Commercial Avenue Madison College location.

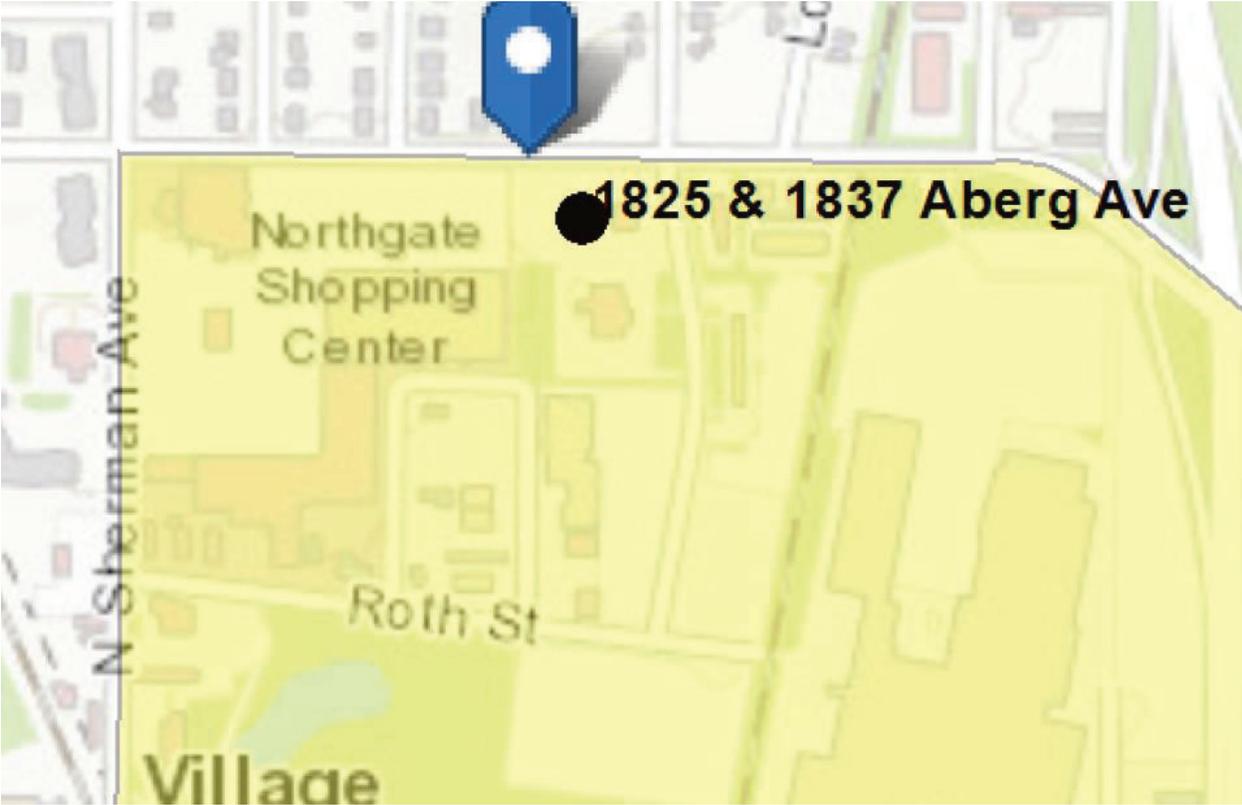
**Job Training Facility – Dane County Job Center 1819 Aberg Avenue**

Contact: Main Number  
(608) 242-4900

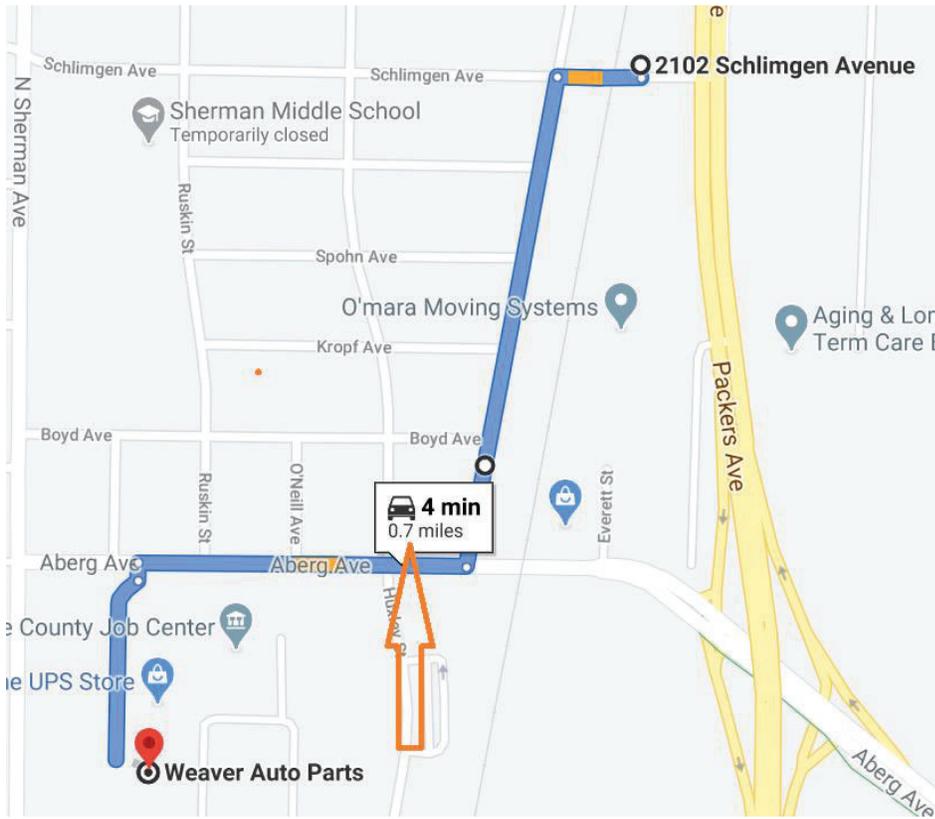


See supporting documentation regarding Dane County Job Center offerings as a 'Job Training' facility on the next several pages.

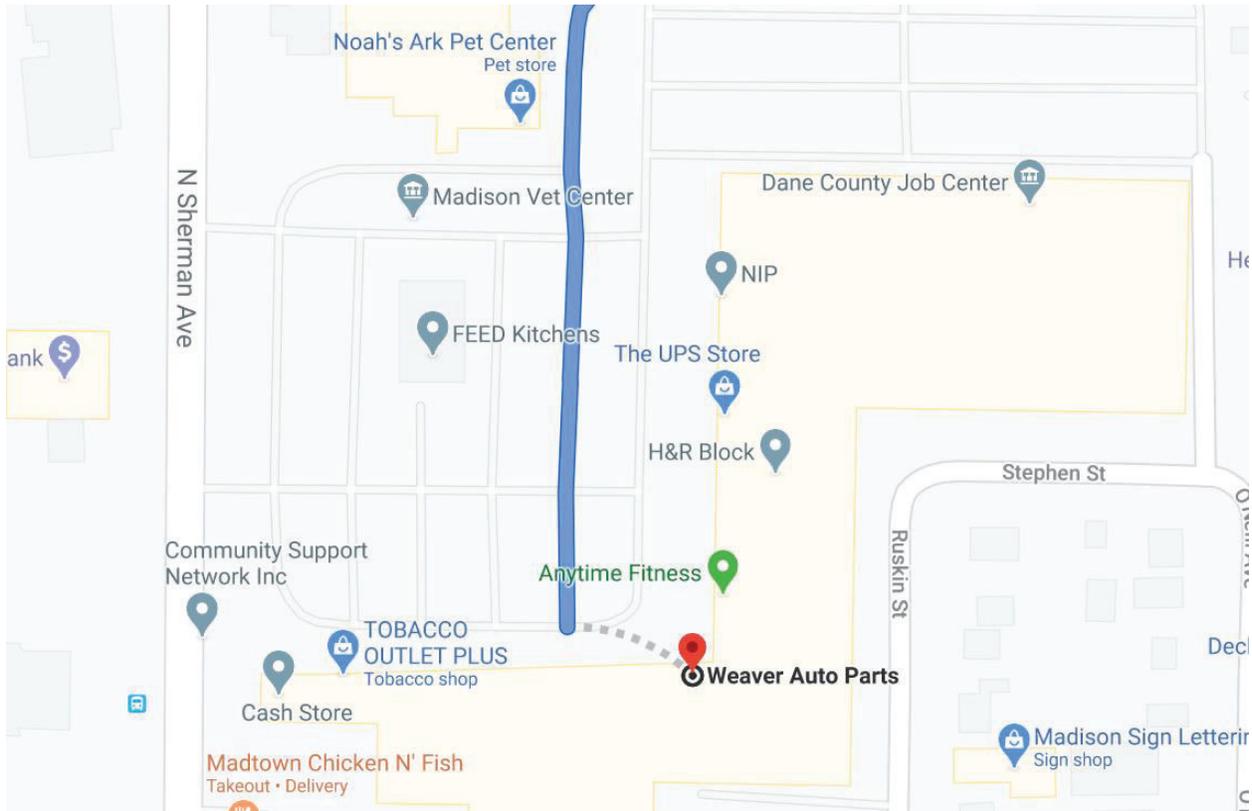
Retail – Northgate Shopping Center within .7 miles.



(Weavers is located in the 'center' of this shopping center).

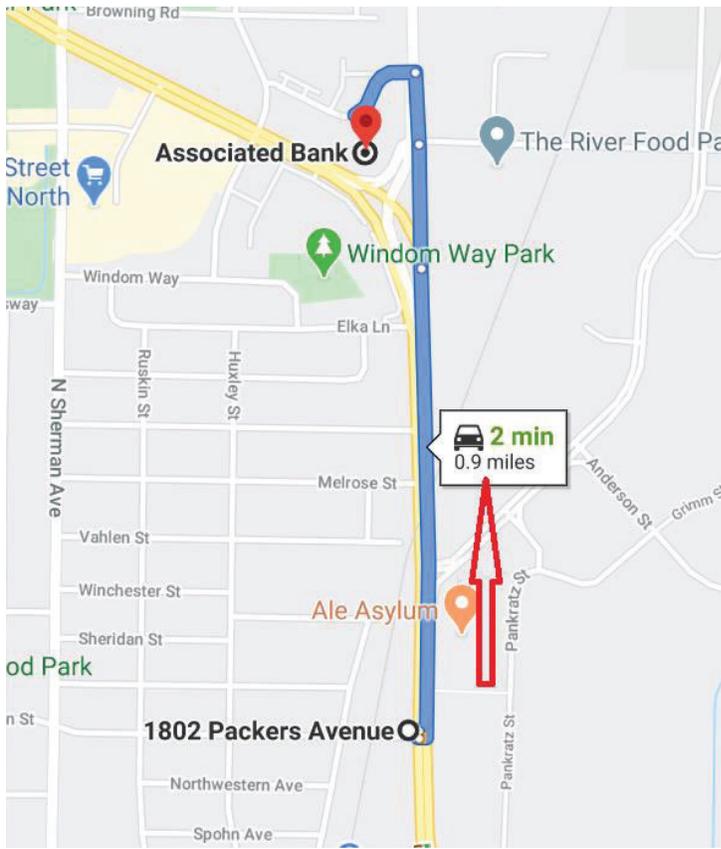


**Close-up of Weaver Auto Parts location. (Northgate Shopping Center)**

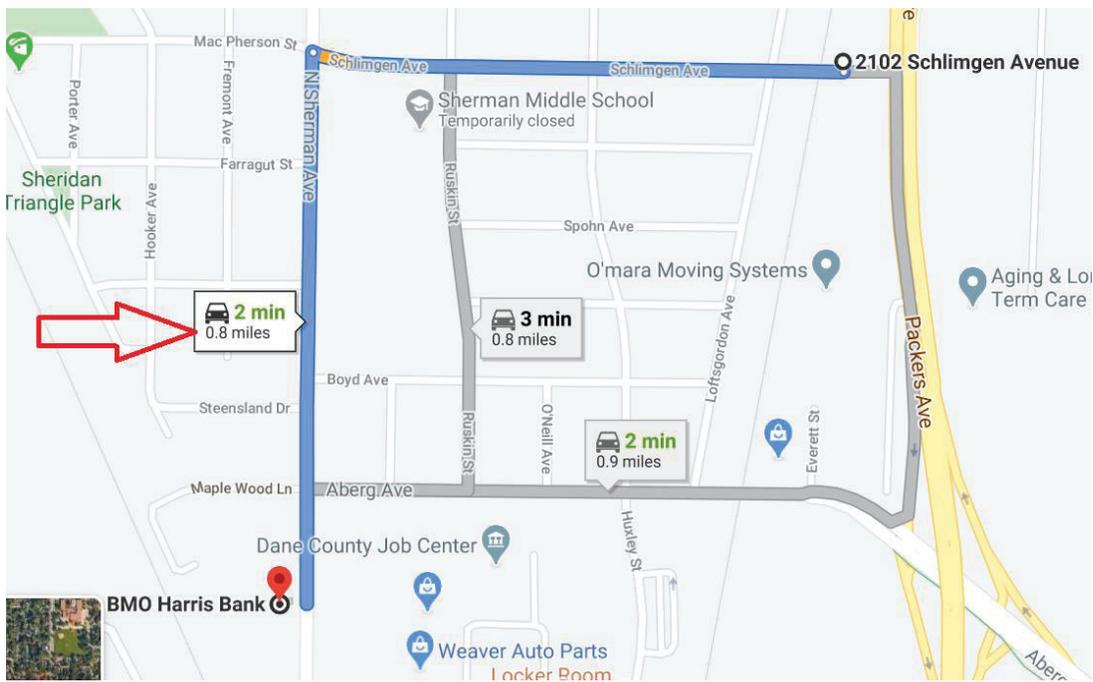


Locally known as the Northgate Shopping Center as you can see from this google map picture this center contains, a UPS store, HR Block store, Anytime Fitness, Weaver Auto Parts, Tobacco Outlet (which is really a convenience store), Cash Store, not shown is a new Oriental Grocery Store (does have fresh produce and meat) and Second Hand Furniture Store – Boomerangs Resale Store. Noah’s Ark Pet Center is also in this Shopping Center. BMO Harris bank is across the street.

### Banks – Associated Bank within .9 miles



### BMO Harris Bank within .8 miles





**Close up of City of Madison AHF 2021 Map showing that 1802-1818 Packers Avenue & 2102 Schlimgen Avenue in a City of Madison "Preferred Area"**

**2021 Affordable Housing Targeted Area Map**

-  Super Preferred (New Construction Only)
-  Super Preferred Limited Eligibility
-  Preferred Areas (New Construction Only)
-  Preferred Limited Eligibility
-  Eligible (New Construction & Acq Rehab)
-  Targeted Rehab/Preservation
-  Limited Eligibility
-  Ineligible
-  Census Tracts

5/27/2021  
Prepared by City of Madison Planning Division



# **Addendum L**

## **Transportation**

## Addendum L. Transportation

	Travel Time One Way	Bus Cost – Daily (To Work & Return Home)	Auto Cost (\$0.56/mile Per IRS) Round Trip	Parking Estimated 8.5 hour day (~\$1.25/hr)
Northgate Shopping Center	10 minutes by foot 5 minutes by bus 3 minutes by car	\$3.45	\$2.25	\$0
Northside Town Center Shopping Center	15 minutes by bus 4 minutes by car	\$3.45	\$3.12	\$0
Capital Square	30 minutes by bus 10 minutes by car	\$3.45	\$4.48	\$10
State Street	30 minutes by bus 10 minutes by car	\$3.45	\$5.00	\$10
East Towne Mall	22 minutes by bus 10 minutes by car	\$3.45	\$4.48	\$0
UW Hospital Highland Avenue	44 minutes by bus 22 minutes by car	\$3.45	\$6.83	\$7.50 (Monthly Permit Parking)
Amazon Distribution Milwaukee Street	22 minutes by bus 7 minutes by car	\$3.45	\$3.58	\$0

# **Addendum O**

## **Fair Tenant Selection Criteria**

## **Tenant Selection Plan – Avenue Square Apartments**

The purpose of the Tenant Selection Plan is to specify Avenue Square Apartment’s policies and procedures for tenant selection and to ensure that tenants are selected for occupancy in accordance with HUD requirements and all applicable civil rights and Fair Housing laws.

Avenue Square Apartments is managed by Wisconsin Management Company (WMC). WMC will review this Tenant Selection Plan at least annually to ensure that it continues to reflect current operating practices, program priorities, and HUD requirements. A copy of this plan will be made available to the public upon request.

Please see Appendices for important information:

- Appendix A for Avenue Square Apartments’ unit mix and income criteria.
- Appendix B for WMC’s Equal Access Statement in compliance with Section 504 of the Rehabilitation Act of 1973.
- Appendix C for WMC’s Statement of Non-Discrimination under the Fair Housing and Equal Opportunity Act
- Appendix D for WMC’s policy on Reasonable Accommodations
- Appendix E for Violence Against Women and Justice Department Reauthorization Act of 2005
- Appendix F for information about the EIV system (used for verification of employment and income data)
- Appendix G for Definitions of terms used in the Tenant Selection Plan
- Appendix H for Dog Breeds that Prohibited at Avenue Square Apartments

### **1. Application Procedures**

All applicants to Avenue Square Apartments must submit a full application with all required income, asset and disability documentation. Every application must be completed in its entirety (all members of the household shall be listed on the application form), and signed and dated by the head of the household, spouse, co-head(s), and all household members 18 years and older. *Applications that are incomplete and/or have not been signed and dated as required will not be processed.*

WMC staff will assist any applicant who might have trouble completing the application form. This assistance may take the form of answering questions about the application, helping applicants who may have literacy, vision or language problems and, in general, making it possible for all interested parties to apply for housing.

WMC will be the final judge of what constitutes adequate and credible documentation. If there is any doubt about the truthfulness or reliability of information received, alternative methods will be pursued until WMC is satisfied that the documentation obtained is the best available.

An applicant’s failure to respond to WMC’s requests for information may result in withdrawal of an application from further consideration. If failure to respond is due to disability, WMC will make reasonable accommodation.

### Application Screening Criteria

Applications will be accepted and processed in accordance with the Application Screening Criteria. *Information collected through the application screening process will be verified by WMC.*

Collecting and verifying information will assist WMC to make informed, objective, fair, and consistent decisions about which applicants are approved for tenancy. *These criteria will be applied in a non-discriminatory fashion according to all applicable fair housing and civil rights laws.*

- a. Social security numbers (SSN): Applicants must submit a photocopy of all household members' social security cards prior to move-in. Any applicant or resident who used an acceptable temporary source document must bring in a copy of the actual SSN card upon receipt.
- b. Citizenship: Proof of US citizenship is needed only for units that have a project-based voucher attached.
- c. Ability to Pay: Although there are no minimum income requirements, applicants must provide documentation of ability to pay the monthly rent and utilities or availability of a guarantor who completes the application and signs all the required paperwork prior to the applicant moving into the unit.
- d. Rental History: Inquiry will be made into current and past rental history including nonpayment of rent, failure to cooperate with recertification procedures; violations of house rules; violations of the lease; history of disruptive behavior; and any previous evictions. Applicants shall not be rejected on the basis of:
  - A lack of housing history;
  - Owing money to a prior landlord or negative rent payment history if the tenant's housing and utility costs were more than 50% of their monthly income;
  - Owing money to a prior landlord or negative rent or utility payment history if the applicant does one of the following:
    - 1) establishes a regular record of repayment of the obligation;
    - 2) signs up for automatic payment of rent to the housing provider; or
    - 3) obtains a representative payee.
- e. Credit checks will be completed for all applicants 18 years of age or older to determine how well they meet their financial obligations. Alternative programs designed to assist applicants with fiscal responsibility may be accepted in lieu of meeting credit criteria.
  - A lack of a credit history, as opposed to a poor credit history, will not be used to reject an application.
  - Information on an applicant's credit report that is disputed, in repayment, or unrelated to housing or utility (gas, electric, and water only) payments will not be used to reject an application.
  - Inability to meet financial obligations other than housing and utilities shall not be used to reject an applicant.
- f. Criminal History: Criminal background checks will be processed on all applicants. Applicants who have been convicted of any of the following charges within the last five years will not be approved for tenancy:
  - Damage to property or vandalism.
  - Violent criminal activity as defined in 24 C.F.R § 5.100 (any criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force

substantial enough to cause, or be reasonably likely to cause, serious bodily injury or property damage).

- Use, possession, manufacturing or distribution of a controlled substance unless prescribed by a physician.
- Any applicant whose name appears on a sex-offender registry in any state will not be approved for tenancy, regardless of when the offense occurred.

WMC may consider extenuating/mitigating circumstances in evaluating information obtained during the screening process to assist in determining the acceptability of an applicant, especially to take into account circumstances beyond the applicant's control; i.e., medical emergencies or extreme weather conditions.

WMC will keep the following materials on file for at least three years: application, initial rejection notice, any applicant reply, owner's final response, and all interview and verified information on which the owner based the rejection.

## **2. Rejection of Applications**

Avenue Square Apartments has the right to reject applicants who do not meet one or more of the Applicant Screening Criteria discussed in Section 2 above. In addition, an applicant may be rejected for any of the following reasons:

- a. Applicant has household characteristics that are not appropriate for the specific type or size of the unit available at the time.
- b. Applicant fails to disclose and document all Social Security Numbers or execute a certification when numbers have not been assigned.
- c. Purposeful falsification, misrepresentation or withholding of information or submission of inaccurate and/or incomplete information on the application or during the review process.
- d. Applicant household includes a member who has been evicted from a federally assisted site for drug related criminal activity per the Application Screening Criteria above.
- e. Applicant is determined ineligible according to the HUD Student Eligibility Requirements (Section 327(a) of Title III of Public Law 109-115 (119 Stat.2936) and 24 CFR 5.612).
- f. Applicant fails to document their eligible immigration status by submitting an acceptable document recognized by the Federal government.

Prior to a denial based on a criminal record, WMC shall provide the applicant access to a copy of the criminal record at least five days prior to an in-person appeal meeting (if scheduled) and an opportunity to dispute the accuracy and relevance of the report.

**All rejected applicants will be promptly notified in writing. Denial notices shall include the following:**

1. The reason for denial with details sufficient for the applicant to prepare a defense, including:
  - The action or inaction forming the basis for the denial,
  - Who participated in the action or inaction,
  - When the action or inaction was committed, and
  - The source(s) of information relied upon for the action or inaction.
2. Notice of the applicant's right to the following:
  - A copy of their application file, which shall include all evidence upon which the denial

decision was based.

- Copies of the property manager's screening criteria
- To request an in-person appeal meeting on the denial decision by making a written request for a hearing within 45 days. The housing provider is not required to hold the unit open while the appeal is pending.
- To have an advocate present at the in-person appeal meeting and the right to be represented by an attorney or other representative.
- To present evidence in support of their application, including, but not limited to, evidence related to the applicant's completion or participation in a rehabilitation program, behavioral health treatment, or other supportive services.

If the applicant requests an in-person appeal meeting:

- The hearing will be conducted by a person who was not involved in or consulted in making the decision to deny the application nor a subordinate of such a person so involved.
- The in-person appeal meeting shall be scheduled within ten working days of the request, unless the applicant requests a later date.
- A written decision on the application shall be provided to the applicant by WMC within ten working days after the in-person appeal meeting.

### **3. Supportive Housing Units**

Supportive Service Units – **Fourteen of the units at the Development are designated for Veterans, persons with disabilities, the homeless/nearly homeless, previously incarcerated individuals, and/or families that meet Federal Poverty Guidelines.**

WMC will hold a second interview with any applicant known to have a disability who cannot meet one or more of the tenant screening criteria. The purpose of this interview is to determine whether it is possible to admit the applicant through consideration of mitigating circumstances or by applying reasonable accommodation. Mitigating circumstances are facts that could overcome or outweigh information gathered in the tenant screening process. Such facts must be verified.

Assigning Units Designed for People with Disabilities

- a) Units with design features for people with disabilities: WMC will first offer rental units with special accessibility features to households that include persons with disabilities who require such features. Such determinations will be made WMC based on the information provided by the applicant on his/her application.
- b) Households with a member who needs the accessibility features of a particular unit take priority to occupy accessible units over households with no members who need those specific accessibility features.

### **4. Security Deposits**

- a) WMC will collect a security deposit from all tenants at Avenue Square Apartments.
  - i. Security deposit is equal to one month's rent and is due with the signed lease. The amount of security deposits will not change if the rent amount changes.
  - ii. Security deposits will be collected at the time of initial lease execution. Security deposits may be paid on an installment basis if tenant is unable to pay the full amount at move-in AND inquires if installments are available.
  - iii. WMC will deposit all security deposits into a segregated account and maintain a record of the amount in the account attributable to each tenant.

- b) Within 21 days after a tenant moves out, Avenue Square Apartments will either:
- i. Refund the full amount of the original security deposit; or
  - ii. Provide the tenant with an itemized list of any unpaid rent, damages to the unit and estimated cost of repairs, and a check for any unused balance.
  - iii. In order to receive a full or partial refund of his/her security deposit, the tenant must provide to WMC his or her new mailing address, or arrange to pick up the refund.

## 5. Occupancy Standards

Minimum occupancy standards at Avenue Square Apartments are as follows:

1 bedroom units	1 – 2 persons
2 bedroom units	2 – 4 persons
3 bedroom units	3 – 6 persons

The occupancy standards for Avenue Square Apartments are intended to assist as many people as possible without overcrowding while minimizing vacancies. Infants and children age 2 and under will not be counted as persons for the purposes of occupancy standards.

## 6. Waiting List

The Waiting List documents the number of qualified persons and the order in which the applicants will be contacted when a vacancy occurs. ONLY QUALIFIED APPLICANTS will be placed on the Waiting List, so a fully completed application is essential to ensure that applicants meet preliminary eligibility criteria. Upon completion of the preliminary eligibility determination, the applicant will be informed of their placement on the waiting list.

## 7. Pet Policy and Pet Security Deposit

If applicant's household includes a pet, the following rules apply:

- Tenant must pay a pet fee of \$20 per pet, per month.
- Dog, cat, bird, reptile, fish only.
- Birds, fish, and reptiles must be kept in cage or aquarium.
- The tenant must provide a sanitary indoor litter box for cats.
- Proof of rabies vaccination and pet registration as required by law must be submitted with application.
- Size Limit: No pet may exceed thirty-five (35) pounds in weight.
- Number limit: No tenant household may have more than two pets at any time.
- Breed Restrictions: Some dog breeds are not allowed at Avenue Square Apartments. Please see Addendum

## 8. Annual and Interim Recertification

- a. Annual Recertification: To ensure that assisted tenants pay rents commensurate with their ability to pay, WMC will conduct an annual recertification of family income, assets, allowances and composition. The resident(s) will receive a notice about 105 days in advance of their annual renewal date. The resident(s) must supply all required information requested by WMC. The information is then third-party verified and a new tenant rent amount is calculated in accordance with all HUD requirements.
- b. Interim Recertification: All tenants must notify WMC within ten business days if any of the following occurs:

- A family member moves out of the unit
- The family proposes to move a new family member into the unit
- An adult member of the family who was reported as unemployed on the most recent certification or recertification becomes employed, or the family's income cumulatively increases by \$200 or more per month.

Tenants may request an interim recertification if any of the following occurs:

- Any decreases in income including but not limited to, loss of employment, less hours worked, loss of government assistance or any other type of income source.
- Any increase in allowances including but not limited to, increased medical out of pocket expenditures, or higher child care costs, or
- Any other changes which could affect the calculation of a family's adjusted income, which could include but is not limited to, a family member turning 62 years old, a family member becoming a full-time student, or a family member becoming a person with a disability.

WMC will inspect each unit on an annual basis at the time of the tenant's lease renewal. Notice of lease renewal and inspection will be provided to tenants as per HUD regulations.

#### **9. Late Rent Policy**

- a. All rent payments are due and payable on the first of each month. If the rent is paid after the fifth day of any month, a 5% late fee will be assessed, unless the tenant has made prior arrangements with WMC.
- b. If a tenant fails to pay rent for a total of two consecutive months, WMC may exercise its right to initiate eviction proceedings by serving the tenant with an Eviction Notice.
- c. In the event a rent check is returned by the bank for any reason:
  - Returned checks must be covered with certified check or money order.
  - A \$50.00 NSF fee will be assessed.
  - If a tenant has two checks returned during a 12-month period, personal checks or ACH will no longer be accepted and rent must be paid by cashier's check or money order.

#### **10. Privacy and Confidentiality Policy**

It is the policy of WMC and Avenue Square Apartments to protect the privacy of individuals covered by the Federal Privacy Act of 1974, and to ensure that the protection of such individuals' verification records is maintained by the property.

This information may be released to appropriate federal, state and local agencies, when relevant, and to civil, criminal or regulatory investigators and prosecutors. However, the information will not be otherwise disclosed or released unless the individual gives written authorization to do so.

This privacy policy in no way limits WMC's ability to collect such information as it may need to determine eligibility, compute rent or determine an applicant's suitability for tenancy. Consistent with the intent of Section 504 of the Rehabilitation Act of 1973, any information obtained on disability status will be treated in a confidential manner.

#### **11. Additional Criteria**

Additional criteria established by applicable state and local ordinance(s) are considered part of this policy.

**Sign below to confirm your receipt and understanding of the above criteria.**

I (WE) HAVE READ THE ABOVE AND UNDERSTAND THE CRITERIA ON WHICH MY (OUR) APPLICATION WILL BE APPROVED OR DENIED.

---

Applicant Signature

Date

---

Guardian or Other Applicant's Signature

Date

**APPENDIX A**

**Avenue Square Apartments Unit Mix and Income Requirements-DRAFT**

Avenue Square Apartments has a total of 37 one-bedroom units, 20 two-bedroom units, and 11 three-bedroom units. Fourteen (14) of these units are affordable to households at or below 30% County Median Income (see below) *in which one household member may be in need of additional supportive services that create and allow for housing independence.* The following draft chart shows the number of apartments in each income category:

Unit Type	# Units	Unit Size (sq. ft.)	Monthly Rent
1 Bedroom (30%)	11	720	\$580
1 Bedroom (50%)	12	720	\$917
1 Bedroom (80%)	14	720	\$1,085
2 Bedroom (30%)	3	1,100	\$696
2 Bedroom (50%)	4	1,100	\$1,102
2 Bedroom (80%)	13	1,150	\$1435
3 Bedroom (50%)	11	1,400	\$1,273

The chart below shows the current income limits for each income category for 2021:

Dane County Median Income Limits (2021)		
<u>30% of County Median Income:</u>	<u>50% of County Median Income:</u>	<u>60% of County Median Income:</u>
1 Person - \$21,700	1 Person - \$36,100	1 Person - \$43,320
2 People - \$24,800	2 People - \$41,250	2 People - \$49,500
3 People - \$27,900	3 People - \$46,400	3 People - \$55,680
4 people - \$30,950	4 people - \$51,550	4 people - \$61,860

**APPENDIX B**

**Section 504 Equal Access Statement**

For mobility impaired persons

Wisconsin Management Company (WMC), which is an accessible facility on an accessible route. This document is available for examination Monday through Thursday between the hours of 8:00 am and 4:00 pm and Friday between 8:00 am and noon. You must make advance arrangements to examine this document. Please call WMC or call our Relay # 1-800-346-8581 to schedule an appointment.

For hearing impaired persons

WMC provides assistance for hearing-impaired persons in reviewing this document. Assistance may include provision of a qualified interpreter at a time convenient to both WMC and the individual with disabilities. Please call our Relay # 1-800-346-8581 to schedule an appointment.

For vision impaired persons

WMC will provide a staff person to assist a vision-impaired person in reviewing this document. Assistance may include describing the contents of the document, reading the document or sections of the document or providing such other assistance to permit the contents of the document to be communicated to the person with vision impairments.

Assistance to insure equal access to this document will be available in alternate formats and provided in a confidential manner and setting. An individual with disabilities is responsible for providing his/her own transportation to and from the location where this document is kept either by advocacy groups, social workers, family members or personal friends. The applicant should inform WMC if additional assistance is needed to complete forms or understand program requirements, procedures, house rules, etc. Assistance may be provided by advocacy groups, social workers, family members or personal friends. If an individual with disabilities is involved, all hearings or meetings required by this document will be conducted at an accessible location with appropriate assistance provided.

**APPENDIX C**

**FAIR HOUSING AND EQUAL OPPORTUNITY REQUIREMENTS**

**Statements of NON-DISCRIMINATION**

It is the policy of WMC to comply fully with Title VI of the Civil Rights Act of 1964, 42 U.S.C.A. 2000d, The Federal Fair Housing Act, Executive Order 11063, Section 504 of the Rehabilitation Act of 1973, 29 U.S.C.A. 794 et seq., the Age Discrimination Act of 1975, 42 U.S.C.A. "6101-6107", The Fair Housing Amendments Act of 1988, 42 U.S.C.A. "3601-3620", The Americans with Disabilities Act of 1990, 42 U.S.C.A. "12101-12213", and any state and local legislation protecting the individual rights of residents, applicants or staff which may subsequently be enacted.

Under Federal Law it is illegal to discriminate against any person or group of persons because of race, color, religion, sex, disability, familial status, national origin, real or perceived sexual orientations and gender identity. In addition, owners must comply with local fair housing and civil rights laws.

WMC shall not:

- Deny to any family the opportunity to apply for housing, nor deny to any eligible applicant the opportunity to lease housing suitable to its needs;
- Provide housing which is different than that which is provided to others;
- Subject a person to segregation or unequal or different treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with the housing program;
- Treat a person differently in determining eligibility or other requirements for admission;
- Deny a person access to the same level of services; or
- Deny a person the opportunity to participate in a planning or advisory group which is an integral part of the housing program.
- Deny any applicant based on their membership in a class protected by Dane County fair housing ordinances and non-discrimination ordinances in Madison.

## **APPENDIX D**

### *Reasonable Accommodation*

It is the policy of WMC to consider all requests of individuals with a disability for "reasonable accommodation" both in policies and procedures, as well as modification of units or premises that assist in providing an equal opportunity to use and enjoy the programs under which we operate. So that such requests can be expeditiously processed and given prompt consideration. It is the policy of WMC to require that all requests for reasonable accommodation due to a disability be submitted in writing. Employees will assist in the process of putting such requests in writing when requested to do so by a person making a request.

WMC will verify that the household making a request for reasonable accommodation due to a disability includes an individual with disabilities as defined by federal law.

WMC shall not automatically deny admission to a particular group or category of otherwise eligible applicants; e.g.: single head of households with children, elderly pet owners, or families whose head or spouse is a student. Each applicant in a particular group or category will be treated on an individual basis in the normal processing routine.

WMC will seek to identify and eliminate situations or procedures, which create a barrier to equal housing opportunity for all. In accordance with Section 504, WMC will make reasonable physical or procedural changes to permit individuals with disabilities to have full advantage of the housing program. Such accommodations may include changes in the method of administering policies, procedures, or services.

In addition, WMC may perform reasonable structural modifications to housing and non-housing facilities where such modifications would be necessary to afford full access to the housing program for qualified individuals with disabilities.

In reaching a reasonable accommodation with, or performing structural modifications for, otherwise qualified individuals with disabilities, WMC is not required to:

- Make structural iterations that require the removal or altering of a load-bearing structural member;
- Provide an elevator in any multi-family housing development solely for the purpose of locating accessible units above or below the grade level;
- Provide support services that are not already part of its housing programs;
- Take any action that would result in a fundamental alteration in the nature of the program or service
- Take any action that would result in an undue financial and administrative burden on the property.

## **APPENDIX E**

### *Violence Against Women and Justice Department Reauthorization Act of 2005*

The Violence Against Women and Justice Department Reauthorization Act of 2005 protects qualified tenants and family members of tenants who are victims of domestic violence, dating violence or stalking (collectively "Domestic Violence") from being evicted or terminated from housing assistance based on acts of such violence against them. These protections include:

1. The Landlord (WMC) may not consider incidents of domestic violence, dating violence or stalking as serious or repeated violations of the lease or other “good cause” for termination of assistance, tenancy or occupancy rights of the victim of abuse.
2. The Landlord (WMC) may not consider criminal activity directly relating to abuse, engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control, cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant’s family is the victim of threatened victim of threat abuse.
3. The Landlord (WMC) may request in writing that the victim, or a family member on the victim’s behalf, certify that the individual is a victim of abuse and that the Certification of Domestic Violence, Dating Violence or Stalking, Form HUD-91066, or other documentation as noted on the certification form, be completed and submitted within 14 business days, or an agreed upon extension date, to receive protection under the VAWA. Failure to provide the certification or other supporting documentation with the specified timeframe may result in eviction. Form HUD-91066 may be requested from the WMC management office.

## **APPENDIX F**

### *EIV (Enterprise Income Verification)*

EIV is a computer system containing employment and income information on individuals participating in HUD’s Section 8 program. This information assists HUD in making sure “the right benefits go to the right persons”. EIV gets its information from the Social Security Administration, The Department of Health and Human Services (HSS), and The National Directory of New Hires (NDHN).

EIV allows Wisconsin Management Company, Inc. to use the information provided to determine if tenants:

- Failed to report or under reported their income
- Used a false social security number
- Receive rental assistance at another property
- Began any new employment
- Show a historical pattern of earnings and income received

EIV will also allow WMC to check additional reports. These include:

1. Multiple subsidy report for household members. This report shows whether or not a tenant is being assisted at another location.
2. Deceased tenant report. This report identifies tenants who are participating in one of HUD’s rental assistance programs who had been reported by the SSA as being deceased.
3. Existing tenant report. This report will be used by WMC at time of application to identify any applicants who are currently residing at another assisted housing property. This report gives WMC the ability to coordinate the move-out and move-in dates with the other property to insure the issue of double subsidy doesn’t arise.
4. Identity verification report statistics. This report shows a number of items, including any members who failed to pass the EIV pre-screening, or the SSA identity test.

## **Appendix G – Definitions of Terms Used in Tenant Selection Plan**

### *Household*

A household consists of one or more persons who live in a residential unit and whose income and resources are available to meet the household's needs. If one person moves out of the unit, a remaining family member(s) is any person(s), except a live-in aide or foster child, who remains in the unit and is considered a member of the household on the most recent recertification form or lease.

To qualify as a remaining family member, the person(s) must:

- a. Be a member of the original tenant household or have become a member of the tenant household subsequent to move-in with written approval of WMC, and remained in continuous occupancy up to and including the time the original tenant of record vacates, and be of legal age;
- b. Be listed on the current lease; and
- c. Have his/her income included in the household's annual income for determining rent.

### *Elderly Household*

An elderly household consists of either a single person or family where the head, spouse, or co-head is at least 55 years old or disabled. The household may be two or more elderly or disabled persons who are living together, or one or more such persons living with someone essential to their care or well-being; i.e., "a live-in aide/attendant".

### *Disabled*

A disabled person is a person who:

- a. Has a disability, as defined in 42 U.S.C. 423;
- b. Is unable to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment which can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12 months; or
- c. Is determined, to have a physical, mental, or emotional impairment that:
  1. Is expected to be long-continued and indefinite duration,
  2. Substantially impedes his or her ability to live independently, and
  3. Is of such a nature that the ability to live independently could be improved by more suitable housing conditions; or
- d. Has a developmental disability, as defined in Section 102(7) of the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001 (8)), i.e., a person with a severe chronic disability that:
  1. Is attributable to a mental or physical impairment or combination of mental and physical impairments
  2. Is manifested before the person attains age 22
  3. Is likely to continue indefinitely
- e. Results in substantial functional limitation in three or more of the following areas of major life activity:
  - o Self-care,
  - o Receptive and expressive language,
  - o Learning,
  - o Mobility,
  - o Self-direction,
  - o Capacity for independent living, and

- Economic self-sufficiency; and
- Reflects the person's need for a combination and sequence of special,
  - interdisciplinary, or generic care, treatment, or other services that are of
  - lifelong or extended duration and are individually planned and coordinated.
- f. Does not exclude persons who have the disease of acquired immunodeficiency syndrome or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome;
- g. For purposes of qualifying for low-income housing, does not include a person whose disability is based solely on any drug or alcohol dependence; and
- h. Means person with disabilities (individual with disabilities), as defined in 24 CFR 8.3, for purposes of reasonable accommodation and program accessibility for persons with disabilities.

#### **Appendix H – Prohibited Dog Breeds**

*Please see attached for Dog Breeds that are prohibited at Avenue Square Apartments*



# WISCONSIN MANAGEMENT COMPANY

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July 29, 2021

Mr. Alfred G. McConnell  
Odessa Affordable Housing, LLC  
2677 Orrington Avenue  
Evanston, IL 60201

RE: Odessa Affordable Housing, LLC  
Avenue Square Apartments – Madison, WI  
Dane County Affordable Housing Fund Application

Dear Mr. McConnell:

This letter is being provided to you as part of the required documentation for your application for the Dane County Affordable Housing funds for your Avenue Square Apartments proposal.

As outlined in the Dane County Affordable Housing Fund application Wisconsin Management Company (“WMC”) will be the third-party management agent for this development. WMC will provide day-to-day property management services which includes but is not limited to application and screening processes, tax credit compliance, ongoing care, and maintenance of the building along with preventative maintenance programs.

WMC has fully reviewed the Fair Tenant Selection criteria contained in Section O of the Dane County Affordable Housing fund application and fully understands the tenant selection criteria selected. WMC also intends to implement and comply with this selected criterion as indicated in the application.

Corporate Headquarters  
4801 Tradewinds Parkway , Madison, WI 53718

Telephone (608) 258-2080  
Toll Free (800) 480-2080  
Facsimile (608) 258-2090

[www.wisconsinmanagement.com](http://www.wisconsinmanagement.com)





# WISCONSIN MANAGEMENT COMPANY

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WMC has fully reviewed the Tenancy Addendum criteria contained in Section P of the Dane County Affordable Housing fund application and fully understands these lease addendums. WMC intends to implement and comply with the lease addendums contained in Section P of this application.

Should you need any additional information please contact me at [Andi.Simmons@wimci.com](mailto:Andi.Simmons@wimci.com) or (608) 308-4236.

Sincerely,

Andi Simmons  
Director of Business Development  
Wisconsin Management Company, Inc.

Corporate Headquarters  
4801 Tradewinds Parkway , Madison, WI 53718

Telephone (608) 258-2080  
Toll Free (800) 480-2080  
Facsimile (608) 258-2090

[www.wisconsinmanagement.com](http://www.wisconsinmanagement.com)



# **Addendum Q**

## **Supportive Services Plan(s)**

**Wisconsin Department of Veteran Services**

**JustDane**

**YWCA Madison**

## Addendum Q Additional Supportive Services Plan Information

**Q. SUPPORTIVE SERVICES PLAN:** Provide a detailed description of how supportive services will be secured for project tenants. Use the table below to provide details of how supportive services will be provided to tenants. The plan should note any differences between services targeted to units with the HSC preference and services that will be available building-wide. Attach a letter from the identified partner(s) confirming the details of the plan.

### Wisconsin Department of Veteran Services:

Name of Supportive Services Partner, and number of staff dedicated to project:	Homeless Services Consortium and <b>Wisconsin Department of Veteran Services</b> . Staff dedicated is based on a case by case basis as needed.
Scope of Services provided to tenants and approaches supportive service partner will use to address needs of tenant population:	Case management as identified by HSC, medical personnel, mental health support, case management, and housing program stabilization as needed by Vet from VA.
Where tenants will access services. For examples will services be on-site at development in designated space or by referral to off-site community supports:	Veterans may access services at their discretion and where needed. Outreach specialists may work with Vet to develop housing stability, case management for job support, and other mental health services. Additionally, there will be private community space at Avenue Square apartments available for case management meetings as well.
If services provided are referral to off-site community supports, please detail how tenants will receive information on supportive services that are available to them before and after needs arise:	Other than in-person case management, if desired by the individual, all services are off-site. Services can be accessed at the VA hospital, through the Veteran Affairs department, and local outreach organizations that support Vets.
The frequency of services provided and/or a proposed schedule of when services are available to tenants:	Services are at the discretion of the individual. The model of case management is voluntary, Vets make decisions about the schedule and need of services they have accessible to them.
How the supportive services partnership will be funded, including if the respondent is providing funding to support the partnership:	All support services are funded through the Wisconsin Department of Veteran Services.
Relevant performance data that provides insight into the supportive service partner's experience serving the target tenant population, and the outcomes for their tenants. Metrics could include the number of individuals served in a related program in a year, housing retention rates for individuals served in that program, connections to employment, etc:	Relevant data are collected through the HSC by name list which includes demographic information. Other information is based on the reporting expectations through Veteran Affairs.
How the supportive services partner and the respondent will work together to ensure the best outcomes for tenants, such as housing retention:	The goal of VA homeless support services is to provide voluntary resources for Vets who are in the process of housing stabilization as well as ongoing support as needed. The property management company and landlord will work with the tenant and VA service provider as needed to ensure housing stability.

Name of Supportive Services Partner, and number of staff dedicated to project:	Homeless Services Consortium. Staff as needed based on the program that individual qualifies for. This may include case management, peer support, and access to community resources, particularly Dane county Comprehensive Community Services (CCS). Avenue Square Apartments is targeting providing up to 4 units for Veterans referred by HSC.
Scope of Services provided to tenants and approaches supportive service partner will use to address needs of tenant population:	Tenants will be served as needed by the programs that the HSC connects them to. This may include services provided by community based case managers such as Dane County Joining Forces for Families, Catholic Charities, etc.. These organizations are not contracted through the development project but instead, are available to individuals experiencing homelessness in Dane County.
Where tenants will access services. For examples will services be on-site at development in designated space or by referral to off-site community supports:	Most services offered by agencies that serve homeless individuals will provide services off-site at their locations. Based on resources available and the agency providing the service, some may be provided at an individual's home. Additionally, there will be private community space at Avenue Square apartments available for case management meetings as well on a as needed basis.
If services provided are referral to off-site community supports, please detail how tenants will receive information on supportive services that are available to them before and after needs arise:	Referrals to off-site resources will be managed by the agencies that work with the individual. Individuals who have a disability are connected to a CCS case manager who coordinates a service team to treat mental health issues.
The frequency of services provided and/or a proposed schedule of when services are available to tenants:	Services for individuals are provided by the agencies mostly on an as needed basis. For example, Aging and Disability Center is a northside agency that helps individuals process disability and social security applications.
How the supportive services partnership will be funded, including if the respondent is providing funding to support the partnership:	These agencies are funded through their own resources.
Relevant performance data that provides insight into the supportive service partner's experience serving the target tenant population, and the outcomes for their tenants. Metrics could include the number of individuals served in a related program in a year, housing retention rates for individuals served in that program, connections to employment, etc:	Relevant performance data is collected by the agency serving the individual. This may include the housing history, demographic information, and other data as needed by the organization.
How the supportive services partner and the respondent will work together to ensure the best outcomes for tenants, such as housing retention:	The property management company and landlord will work with the tenant and service provider as needed to ensure housing stability.

**JustDane:**

Name of Supportive Services Partner, and number of staff dedicated to project:	<b>JustDane</b> 2115 S Park St, Madison, WI 53713 <a href="tel:6082560906">(608) 256-0906</a>
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	<p>JustDane for its referrals to the development will have 1 case manager, 1 state certified peer specialist, 7 - 10 volunteers in Circles of Support, and a youth/child mentor available for additional support to that individual referral as needed.</p>
<p>Scope of Services provided to tenants and approaches supportive service partner will use to address needs of tenant population:</p>	<p>Formerly incarcerated adults face particular barriers in finding stable housing because of the use of court records searches and background checks. Depending on length of incarceration, they may also be lacking housing history. JustDane provides intensive case management as well as state certified peer specialists. These services include support with housing stability, job search, connection with state and local services. Individuals will be connected with JustDane's Circle of Support program which has the highest success rate in the county. Circles of Support are made up of volunteers who provide support for the individual such as rides to jobs or interviews, grocery shopping, connection to other community supports. Other services that are voluntary include the JustBakery program which is a food service paid training. There is also the Ascendium hospitality industry job training program. Also, there is the Youth Mentoring Connections program which matches youth and children to an adult mentor.</p>
<p>Where tenants will access services. For examples will services be on-site at development in designated space or by referral to off-site community supports:</p>	<p>Services provided by JustDane will be provided at the preferred location of the head of household. The JustDane case manager may provide transportation and accompany client to other services as needed such as registering for WIC, Foodshare or other service providers. Circles of Support are provided at the JustDane offices or other locations as available. Transportation to Circles of Support will be provided. Additionally, there will be private community space at Avenue Square apartments available for case management meetings as well on a as needed basis.</p>
<p>If services provided are referral to off-site community supports, please detail how tenants will receive information on supportive services that are available to them before and after needs arise:</p>	<p>Services provided by JustDane will be provided at the preferred location of the head of household. The JustDane case manager and certified peer support specialist or volunteers may provide transportation and accompany clients to other services as needed such as registering for WIC, Foodshare or other service providers.</p>
<p>The frequency of services provided and/or a proposed schedule of when services are available to tenants:</p>	<p>Services will be provided at the discretion of the client. A minimum of 1 monthly session will be part of the program but all services are based on client centered choice.</p>
<p>How the supportive services partnership will be funded, including if the respondent is providing funding to support the partnership:</p>	<p>These programs are funded by JustDane. Currently, there is Rapid Rehousing funding available for additional options and support.</p>

Relevant performance data that provides insight into the supportive service partner's experience serving the target tenant population, and the outcomes for their tenants. Metrics could include the number of individuals served in a related program in a year, housing retention rates for individuals served in that program, connections to employment, etc:	Data collected by JustDane includes number served, housing stability, income increase, child outcomes, and recidivism, as well as demographics.
How the supportive services partner and the respondent will work together to ensure the best outcomes for tenants, such as housing retention:	JustDane specializes on re-entry supportive services. The JustDane case manager, state certified peer specialist, and volunteers will work one-on-one with the head of household as well as services needed for youth and children to ensure best outcomes for tenants. The property management company and landlord will work with the tenant and case manager as needed to ensure housing stability.

**YWCA:**

Name of Supportive Services Partner, and number of staff dedicated to project:	<b>YWCA Madison</b> 101 E Mifflin St, Madison, WI 53703 <a href="tel:6082571436">(608) 257-1436</a> One case manager assigned per family
Scope of Services provided to tenants and approaches supportive service partner will use to address needs of tenant population:	The YWCA will provide services through their Rapid Rehousing program which includes in-depth case management for job support, family needs, and housing stability. Along with case management, Rapid Rehousing includes some rental subsidies.
Where tenants will access services. For examples will services be on-site at development in designated space or by referral to off-site community supports:	Services for families will be provided at discretion of the head of household. If a person would like services provided at their home that will be the case. If a client would like services provided elsewhere, that will also be accommodated.
If services provided are referral to off-site community supports, please detail how tenants will receive information on supportive services that are available to them before and after needs arise:	Services provided by the YWCA will be provided at the preferred location of the head of household. The YWCA case manager may provide transportation and accompany clients to other services as needed such as registering for WIC, Foodshare or other service providers.
The frequency of services provided and/or a proposed schedule of when services are available to tenants:	Services will be provided at the discretion of the client. A minimum of 1 monthly session will be part of the program but all services are based on client centered choice. The Rapid Rehousing program is from 6 months up to a year.
How the supportive services partnership will be funded, including if the respondent is providing funding to support the partnership:	The YWCA program services will be funded by YWCA funds. No funds will need to be provided by program participants.
Relevant performance data that provides insight into the supportive service partner's experience serving the target tenant population, and the outcomes for their tenants. Metrics could include the number of individuals served in a related program in a year, housing retention rates for individuals served in that program, connections to employment, etc:	The YWCA collects data on numbers served, long-term housing stability, income increase, child outcomes, among other indicators of positive outcomes for the family. The YWCA measures outcomes on a 3 month cycle, 6 month, and one year. Demographics are also collected.

<p>How the supportive services partner and the respondent will work together to ensure the best outcomes for tenants, such as housing retention:</p>	<p>YWCA specializes in housing supportive services. The YWCA case manager will work one-on-one with the head of household to ensure best outcomes for tenants. The property management company and landlord will work with the tenant and case manager as needed to ensure housing stability.</p>
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November 4, 2020

Mr. Alf G. McConnell  
Odessa Senior Housing, LLC  
2677 Orrington Avenue  
Evanston, IL 60201

RE: 2021 WHEDA Tax-Credit Rental Housing Development – 1802-1818 Packers Avenue

Dear Mr. McConnell,

NewBridge Madison, Inc., is a nonprofit agency that started in 2019 upon the merger of four Madison non-profits providing similar services for older adults in the community. While a new organization, we have a history of over 40 years of service. NewBridge is committed to empowering older adults to access affordable resources to help maintain their health, safety, independence and community connection through a variety of resources. NewBridge provides a variety of services for over 10,500 older adults, age 60 plus, in the city of Madison and city of Monona.. These services include case management, a weekday meal program, home chore volunteer assistance, a guardian and representative payee program, a cultural diversity program, and social and educational activities.

My understanding is that Avenue Square Apartments, will be a 68 unit workforce housing project and will be an affordable rental development that will create approximately 14 supportive housing units for adults earning 30% or less of the Dane County area median income. The target population for these supportive housing units is adults whose incomes qualify for the 30% rent restricted units. The available 14 supportive housing units will be spread across a mix of 1 & 2 bedroom units at the 30% rent restricted level.

Odessa Senior Housing, LLC or its assigns will notify NewBridge of the number of supportive housing units it has available once completed and on an ongoing basis so that NewBridge case management staff are aware of this additional housing resource that is available in the community.

NewBridge is contracted to serve people 60+, however NewBridge does serve people on Medicare ages 50-59 as well and anticipates that some of the 30% 1 & 2 bedroom units at this location may be occupied by older adults. Additionally, this building provides 11-3 bedroom units that may serve an additional need on the north side of Madison for “sandwich generation” units whereby one member of the household is an older adult (60+) that is also occupied by their adult child, typically ages 35 to 50, who is caring for an older parent but also have younger children they are raising. NewBridge is aware of these (“sandwich generation”) housing options on the north side of Madison that are currently located in buildings that typically do not have elevators so that the accessibility for elderly persons that need supportive services is more difficult in these units that lack elevator access on the upper floor. New elevator accessed units



would be an added needed housing choice amenity for the current residents of the north side of Madison.

NewBridge will refer and/or make individuals aware, especially those it is already providing case management services for, about the Avenue Square Apartments affordable housing option, especially for those 30% rental units. Furthermore, NewBridge can provide direct case management services for residents within its contracted age service range who chose to live at 1802-1818 Packers Avenue. NewBridge, currently has the capacity to support a limited number of residents that may need case management or programming services in the future that choose to live at Avenue Square Apartments, located at 1802-1818 Packers Avenue, Madison, WI.

NewBridge supports the proposed apartment community that the Odessa Senior Housing, LLC or its assigns intends to build as a new affordable housing option that does not currently exist in the community that will assist the city of Madison's efforts to promote housing stability and/or prevent homelessness and minimize gentrification impacts related to new development expected within the Oscar Mayer Special Area Plan. These 30% units, once completed, will provide an immediate housing choice for a portion of the population that NewBridge serves.

If you have any questions feel free to call me at (608) 512-0000 Ext 3005.

Sincerely,

A handwritten signature in black ink that reads "Jim Krueger". The signature is written in a cursive, flowing style.

Jim Krueger  
Executive Director  
NewBridge Madison, Inc.

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## NewBridge questions

7 messages

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**Jim Krueger** <jimk@newbridgemadison.org>  
To: Jim Rodgers <jimrodgers4514@gmail.com>

Fri, Jul 30, 2021 at 3:00 PM

Hi Jim,  
I believe you asked me to answer questions N, Q and R. I have attached my answers below. Let me know if you have any questions or need anything else from me.

Jim Krueger  
Executive Director  
Pronouns: he/him/his

NewBridge Madison  
1625 Northport Drive #125  
Madison, WI 53704  
P: (608) 512-0000 Ext. 3005

F: (608) 299-0700

n [wbridgemadison.org](http://wbridgemadison.org)  
Find us on [Facebook](#), [Instagram](#), and [Twitter](#)



*NewBridge provides older adults a bridge to successful aging*

**Funded by Dane County, City of Madison, City of Monona, United Way of Dane County.  
Proud partner with United Way of Dane County.**

**CONFIDENTIALITY NOTICE:** The information contained in this email including attachments is intended for the specific delivery to and use by the individual(s) to whom it is addressed, and includes information which should be considered as private and confidential. Any review, re-transmission, dissemination or taking of any action in reliance upon this information by anyone other than the intended recipients is prohibited. If you have received this message in error, please reply to the sender immediately and delete the original message and any copy of it from your computer system. Thank you.

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 **Packers Avenue RFP questions 7.28.docx**  
72K

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## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (the “MOU”) is made on this 4th day of November, 2020 (the “Effective Date”) by and between Dane County Veterans Service Office (CVSO) and Liberty Mortgage & Development Company, Inc. or its assigns (Owner) and Oakbrook Corporation (Property Management Agent).

### WITNESSETH

**WHEREAS**, the Developer is the developer of 68 proposed apartment units in a development to be located at 1802-1818 Packers Avenue and 2102 Schlimgen Avenue, Madison, WI.

**WHEREAS**, the Dane County Veterans Service Office is an organization which assists eligible veterans and their dependents in applying for state and federal veterans benefits, and whose mission is to serve all veterans and their families, with dignity and compassion, by providing assistance in the preparation and submission of claims for benefits to which they may be entitled, and to serve as their principal advocate and link to services on veterans’ related issues.

**WHEREAS**, the intent of this Memorandum is to confirm our mutual desire and commitment to initiate a collaborative relationship to ensure eligible veterans are aware of the availability of affordable housing units in this development, and establish communication to connect future low income residents with appropriate services and service providers.

**WHEREAS**, the Developer is seeking financial support from the Wisconsin Housing and Economic Development Authority (WHEDA) through the Section 42 Low Income Housing Tax Credit Program (LIHTC) to construct the property.

**WHEREAS**, anticipating that the application will be well received by WHEDA, and hopeful that it will receive funding that will allow construction of the community, the Developer wishes to proactively establish an area referral network that includes the Dane County Veterans Service Office.

**NOW THEREFORE**, Developer and the Dane County Veterans Service Office agree:

- 1) The proposed project intends to provide 14 “supportive housing units” (30% CMI units) at very affordable rents. The target population for the supportive housing units is veterans and the senior population 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 proposed project be constructed, Developer and/or its property management agent will, whenever there is a vacant supportive housing unit, contact your office and other area local partners asking for referrals of prospective residents who are low income and are veterans. This contact will be made by the Developer or their onsite management agent staff via email or phone.
- 3) The Developer’s property management agent will establish a waiting list of prospective residents based on referrals described above.
- 4) The Developer and its property management agent will endeavor to make existing and prospective residents aware of services and resources available by provision of a tenant resource area within the common area of the proposed development. The tenant resource area will consist of contact information for the CVSO as well as materials and brochures of the Dane County Aging and Disability Resource Center (ADRC), and other area collaborative partners. New residents will also receive a copy of the CVSO and ADRC brochure directly from the property manager at the time of lease signing. Our onsite management agent staff will be coached regarding “who and how” with regards to the CVSO and ADRC to help

- connect residents to the appropriate service networks.
- 5) The proposed project will not provide long term services, nor charge fees related to long term services to residents, but will rather refer residents to the CVSO, the ADRC, and other area local partners in order to assist residents to locate the services and funding appropriate to their individual need.
  - 6) Residents will not be required to receive any services in order to reside in the development. Residents that desire to receive services will have a choice in service provider(s).

## **Administrative Provisions**

### **Duration**

This MOU is subject to the project receiving an award of LIHTC, with operations expected to commence in the summer of 2023. The initial period shall be 12 months from commencement of leasing operations. Either party may terminate this agreement with 30 days' notice at the end of the initial period.

### **Amendments**

This MOU may be amended when such an amendment is agreed to in writing by all signatories. 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 they will have access to certain confidential information regarding the other party's operations related to this project. It is further agreed that the parties will not at any time disclose confidential information and/or material without the consent of that party unless such disclosure is authorized by this MOU or required by law. Unauthorized disclosure of confidential information shall be considered a breach of this MOU. Where appropriate, client releases will be secured before confidential information is exchanged. Confidential client information will be handled with the utmost discretion and judgment.

### **Nondiscrimination**

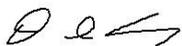
There shall be no discrimination of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual orientation, age, handicap, ancestry, or national origin in the operation of the project.

### **Signatories:**

DANE COUNTY VETERANS SERVICE OFFICE

LIBERTY MORTGAGE &  
DEVELOPMENT COMPANY, INC.

By:



By:



Date: November 5, 2020

Date: October 29, 2020

Name: Daniel A. Connery  
Title: Dane County CVSO

Name: Alf G. McConnell  
Title: President



November 4, 2020

Mr. Alf G. McConnell  
Liberty Mortgage & Development Company  
2677 Orrington Avenue  
Evanston, IL 60201

RE: 2021 WHEDA Tax-Credits Rental Housing Development – 1802-1818 Packers Avenue

Dear Mr. McConnell,

JustDane, formerly Madison-area Urban Ministry (MUM), is a nonprofit interfaith social justice organization. JustDane promotes interfaith cooperation and collaboration, convenes and links people of faith communities to engage in social action and advocates for low income people. Current JustDane programs include several prisoner re-entry initiatives (Circles of Support, The Journey Home, and Peer Support) which provides the basis for the 'support services' that JustDane would provide to formerly incarcerated individuals residing at 1802-1818 Packers Avenue.

My understanding is that 1802-1818 Packers Avenue will be an affordable workforce housing rental development that will create approximately 14 supportive housing units for individuals/families earning 30% or less of the Dane County area median income. The available 14 supportive housing units will be spread across a mix of 1 & 2 units at the 30% rent restricted level. Liberty Mortgage & Development Company, or its assigns, will notify JustDane of the number of supportive housing units to be targeted for MUM specific referrals as the project progresses.

JustDane will extend its resources and support to individuals/families that are anticipated to live at 1802-1818 Packers Avenue should it become a successful applicant for WHEDA Low-Income Housing Tax Credits in 2021 and find other necessary sources of financing to allow it to move forward as a new construction affordable housing choice for City of Madison residents.

**JUST DANE**

2115 South Park Street, Madison, WI 53713  
Phone 608-256-0906 Web [justdane.org](http://justdane.org)

**Inclusion—Compassion—Forgiveness—Courage**

*"A community where everyone has a chance to succeed"*

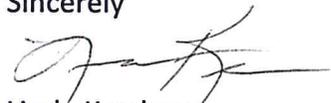
JustDane caseworkers can refer clients to 1802-1818 Packers Avenue and/or to sources that may be able to help them secure housing there. JustDane caseworkers also match formerly incarcerated people to our 'Circles of Support' program which is conducted by volunteers who meet weekly with the referred client to help them with the transition from prison back to the community.

JustDane strongly supports the proposed apartment community that Liberty Mortgage & Development Company, or its assigns, intends to build as a new affordable housing option that

does not currently exist in the community that will provide necessary additional previously incarcerated individuals housing options in the City of Madison.

If you have any questions feel free to call me at (608) 256-0906.

Sincerely

A handwritten signature in black ink, appearing to read 'Linda Ketcham', with a long horizontal flourish extending to the right.

Linda Ketcham  
Executive Director  
JustDane



June 28, 2021

Mr. Alf McConnell  
Odessa Affordable Housing, LLC  
2677 Orrington Avenue  
Evanston, IL 60201

RE: Future Housing Referrals Avenue Square Apartments 1802-1818 Packers Avenue

Dear Mr. McConnell,

The YWCA provides wrap-around services that partner with people as they move towards self-sufficiency. From the infant on Third Street to teens in Restorative Justice, to the displaced homemaker looking for employment, to our eldest resident, YWCA Madison is supporting people throughout their lifetime. Although largely focused on women and families, YWCA Madison also serves men in the programs we offer. YWCA Madison takes a holistic approach to help people by addressing the root causes of poverty such as homelessness, unemployment/underemployment, and racism.

YWCA Madison is a 501(c)(3) nonprofit and not a faith-based organization. YWCA Madison has over 25 programs that fit into one of the following categories: race & gender equity, job training & transportation and housing and shelter. Our programs provide support and services for hundreds of individuals on an annual basis.

My understanding is that Avenue Square Apartments will be an affordable rental development that will create approximately fourteen (14) supportive housing units for individuals/families earning 30% or less of the Dane County area median income. The target population for these supportive housing units is individuals/families whose incomes qualify for the 30% rent restricted units. The available 14 supportive housing units will be spread across a mix of 1 & 2 bedroom units at the 30% rent restricted level. Odessa Affordable Housing, LLC is targeting up to seven (7) units for referrals from the YWCA for these 30% units at Avenue Square Apartments, 1802-1818 Packers Avenue, Madison, WI 53704.

The YWCA will refer individuals and families that it provides assistance to under the Rapid Rehousing Program which is a collaborative effort among three local organizations: YWCA Madison, Salvation Army and The Road Home Dane County and the United Way of Dane County. This program serves homeless families who are Dane County residents. Rapid Rehousing is a one-year program providing families with rent assistance and supportive case management services.

The Rapid Rehousing program can provide weekly case management sessions, security deposit, and rental assistance for up to a year's time. Case management support can last up to two years and will be provided at the resident's apartment or YWCA offices. YWCA Madison will extend its monetary rental resources and caseworker support to those Rapid Rehousing individuals/families that it refers to live at Avenue Square Apartments.

YWCA Madison supports the proposed apartment community that Avenue Square Apartments intends to build as a new affordable housing option that does not currently exist in the community that will assist the City of Madison's efforts to promote housing stability and/or prevent homelessness.

If you have any questions feel free to call me at (608) 257-1436.

Sincerely,

*Jael Currie*

Jael Currie

Housing Director

YWCA Madison

# **Addendum S**

## **Experience and Qualifications**

## Addendum S: Experience and Qualifications

Mr. Alfred G. McConnell – Lead Developer

Mr. James M. Rodgers – Co-Developer

Ms. Renata E. Bunger – Co-Developer

### Obtaining and utilizing Section 42 tax credits

#### Most Recent Tax-Credit Development Experience in Dane County (in 2020 & 2021)

Mr. McConnell, the lead developer, has not applied for Dane County Affordable Housing funds before so is an unknown entity to the Dane County Affordable Housing fund reviewing team. However, in the last two years this development team (Mr. McConnell & Mr. Rodgers) have secured two awards of credit from WHEDA for projects located in Madison, WI.

The Madisonian Apartments\*

1825-1837 Aberg Avenue, Madison

70 Total Multi-Family Units

(Includes 49 affordable units and 21 market-rate units)

Source	Amount	Comments
2020 LIHTC Tax Credits Awarded by WHEDA	\$1,009,887/year	Awarded in April/May 2020
City of Madison AHF Funds	\$1,200,000	Awarded in the of Fall 2020

\* Because of an inability to earn “locational points” within the Dane County scoring criteria last year, The Madisonian Apartments development team did not apply for Dane County Affordable Housing Funds.

Avenue Square Apartments

1802-1818 Packers Avenue & 2102 Schlimgen Avenue, Madison

68 Affordable Tax-Credit Units

Source	Amount	Comments
2021 LIHTC Tax Credits Awarded by WHEDA	\$745,899/year \$256,705/year	Awarded in April/May 2021
Application Pending City of Madison AHF	\$1,640,000	
Application Pending Dane County AHF	\$850,000	

This development team wanted to highlight these recent tax-credits awards at the start of this “experience and qualification” narrative to highlight that Mr. McConnell is considered a “top-rated” (maximum developer score obtainable in WHEDA criteria) developer by WHEDA. Because without his “awarded (earned over time) developer score” by WHEDA these tax-credit awards (for The Madisonian & Avenue Square) would not have been secured. Meaning that in the following categories below over decades of review by WHEDA Asset Management staff

responsible for reviewing affordable housing developers throughout the state Mr. McConnell has delivered year in and year out affordable, high quality, safe housing for the residents of Wisconsin. Mr. McConnell has been highly rated in the following areas by WHEDA:

- Overall Low-Income Housing Experience
- Deliverance of quality housing
- Sustained success of developments (Year in and year out occupancy >96%)
- Strong market (geographic) familiarity (as evidenced by high occupancy)
- Strong knowledge of housing and amenity preferences in the respective marketplace
- Understanding of the Low-Income Housing Tax processes both on the allocation and the compliance related requirements of LIHTC tax credits
- Ability to bring strong players together (Architectural/General Contractor/Subcontractors/Legal/Management)
  - Co-developers that add complimentary skills/experience

## **McConnell's Experience & Capacity**

Mr. McConnell has more than 25 years' experience developing affordable housing. One of his developments that exemplifies his LIHTC experience has revolved around his methodically growing a highly successful campus (six phases thus far, with five additional phases in various stages of planning) in Southeastern Wisconsin, a campus that he has been developing over the past 20 years. Mr. McConnell's other LIHTC affordable housing development experience is with projects located in Milwaukee, WI (Becher Terrace; 80 apartments) and in Rockford, Illinois (140 units; a multi-family community developed with tax credits awarded by the Illinois Housing Development Authority ["IHDA"] developed in 1996-1997).

Mr. McConnell's long-term business plan has always been to intelligently grow a multi-phase development in Racine County (with a mission of developing affordable housing). The growth of this multi-phase development has been conducted at a measured pace to ensure there would not be an oversaturation of affordable housing this market. Careful introduction of new phases of housing units over time at this multi-phase development has resulted in consistently high occupancy rates at this campus which has a current waiting list of more than one hundred prospective residents. Interestingly, as it has turns out, the demand for apartments has outpaced the supply. Unfortunately, the one thing that has stunted the growth of this business plan (i.e., prevented the development of more affordable buildings on this senior-only campus) is the inability of a new multi-family project to score high enough in WHEDA's tax-credit scoring matrix due to WHEDA's tough scoring of all senior developments. The land for this proposed development is zoned for senior apartments only.

Mr. McConnell retains a passion for the development of affordable housing in a careful, concentrated way. His development style is atypical of many affordable housing developers as Mr. McConnell has committed capital to purchase 20.8 acres of additional land in Southeastern Wisconsin. Therefore, this land purchase could accommodate five additional Section 42 LIHTC

developments, comprising a total of several hundred apartments. These various potential developments are contiguous to a mixed-income community that has a current valuation greater than \$60 million. Additionally, in Dane County, Mr. McConnell owns outright and has under contract land and improved properties that he plans to develop/redevelop as affordable housing. These various properties owned and under contract are worth approximately \$2 million.

### Other Tax-Credit Development Experience

Since 1996, Mr. McConnell has secured awards for tax credits for seven (7) projects in Wisconsin and Illinois:

- Seven (7) projects have provided more than 346 units of housing.
  - These seven developments were developed under the allocations of WHEDA’s and IHDA’s Section 42 tax-credit programs.
  - One of these Wisconsin properties developed with Section 42 tax-credits was a **finalist in a national development competition for best property of its kind in the nation.**
  - One development has provided 140 units of multi-family housing in Illinois (awarded by Illinois Housing Development Authority [“IHDA”]). **This family property was the winner in a national development competition for best affordable development in the nation. Also, it was the first time IHDA ever had one of its developments recognized nationally.**

The following is a table of multi-family projects developed with Section 42 tax credits:

DEVELOPER EXPERIENCE							
Development Name	Parkview I	Parkview II	Parkview III	Parkview Gardens I	Parkview Gardens II	Becher Terrace	Forest Glen
City	Caledonia					Milwaukee	Rockford
State	Wisconsin					Wisconsin	Illinois
Developer Contact Name	Alfred G. McConnell					Alfred G. McConnell Scott Stevlingson	Alfred G. McConnell
Development Type	New Construction					New Construction	New Construction
Type(s) of Subsidy	Section 42	Section 42 FHLB-AHP	Section 42 FHLB-AHP	Section 42 FHLB-AHP	Section 42 FHLB-AHP	Section 42 Section 8 FHLB-AHP	Section 42
Placed-in-Service Date	December 2000	May 2005	October 2013	March 2008	December 2013	October 2011	May 1997
Number of Total Units	73	73	73	24	23	80	140
Number of Low-Income Units	67	58	73	19	23	80	56

**Mr. McConnell has secured the following Federal Home Loan Bank of Chicago Affordable Housing grant awards (FHLB-AHP) and Home awards:**

- Parkview II: 58 LIHTC units (and 15 market-rate units); awarded \$493,000 FHLB-AHP loan/grant in 2005 for this affordable and market-rate (mixed-income) multi-family housing project.
- Parkview III: 73 LIHTC units; awarded \$438,000 FHLB-AHP loan/grant in 2013 for this affordable multi-family housing project.
- Parkview Gardens I: 19 LIHTC units (and 5 market-rate units); awarded \$199,500 FHLB-AHP loan/grant in 2008 for this affordable and market-rate (mixed-income) multi-family housing project.
- Parkview Gardens II: 23 LIHTC units; awarded \$207,000 FHLB-AHP loan/grant in 2013 for this affordable multi-family housing project.
- Parkview Gardens II: 24 units; awarded \$369,000 of HOME funds in 2013 for this affordable multi-family housing project.
- Becher Terrace: 80 LIHTC units; awarded \$369,500 FHLB-AHP loan/grant in 2012 for this affordable multi-family housing project. Additionally, this project was awarded TARP funds.

**Co-Developer Experience**

**Jim Rodgers (as co-developer) offers “added capacity” for this development team:**

Mr. Rodgers’s skillset provides the following “deeper bench” attributes to this development team that provide the additional capacity necessary to get this current tax-credit application fully funded and completed.

1. Born and raised in Madison, Wisconsin, Mr. Rodgers has a deep base of contacts across all facets of the affordable housing development, from predevelopment to leasing of various sizes of multi-family developments in Dane County, generally, and in Madison, specifically.
2. Extensive knowledge of local Madison and Dane County markets.
3. Intricate knowledge of WHEDA scoring criteria to ensure maximum WHEDA point potential for this WHEDA application.
4. Strong, intricate knowledge of supportive-service providers which is so necessary now to achieve maximum points in this WHEDA criteria. More importantly, Mr. Rodgers can align the development’s supportive-service attributes to what the City of Madison and Dane County is looking for (in supportive services) and then compete for those additional soft dollars through annual Affordable Housing Fund RFP processes.
5. Strong connections to the banking community that will ensure competitive bank debt pricing when needed.

This application contemplates measurable amounts of soft funds from the City of Madison and Dane County in 2021. The McConnell development team expects to favorably compete for those funding pools in the summer of 2021, especially given that Avenue Square has been awarded 2021 LIHTC tax credits from WHEDA.

Jim Rodgers, Co-Developer, has the following experience related to the City of Madison, and Dane County Affordable Housing funds along with FHLB-AHP financing programs.

**The Madisonian Apartments\*, 1825-1837 Aberg Avenue, Madison, WI.**

70 Total Units  
(Includes 49 affordable units and 21 market-rate units)

Source	Amount	Comments
2020 LIHTC Tax Credits Awarded by WHEDA	\$1,009,887	Awarded credits 2020
City of Madison AHF Funds	\$1,200,000	Awarded Fall 2020

\* The Madisonian did not apply for the Dane County Affordable Housing funds because, for geographical reasons, The Madisonian did not qualify for “locational points” and therefore was at an extreme competitive disadvantage last year.

Avenue Square Apartments  
1802-1818 Packers Avenue & 2102 Schlimgen Avenue, Madison  
68 Affordable Tax-Credit Units

Source	Amount	Comments
2021 LIHTC Tax Credits Awarded by WHEDA	\$745,899/year \$256,705/year	Awarded in April/May 2021
Application Pending City of Madison AHF	\$1,640,000	
Application Pending Dane County AHF	\$850,000	

Until the summer of 2019, Mr. Rodgers served as the Director of Finance for many years at MSP Real Estate (a large affordable-housing development company located in Mendota Heights [a suburb of Minneapolis], Minnesota). In that capacity, Mr. Rodgers was part of a three-member team that developed affordable housing, targeted at the City of Madison (Wisconsin), and he was the principal drafter of all RFP responses for City of Madison and Dane County Affordable Housing Funds (AHF). During Mr. Rodgers’ tenure at MSP Real Estate (2014-2019), the following LIHTC tax credits and affordable housing funds were awarded to MSP Real Estate in the City of Madison.

**Normandy Square Senior Apartments, 6509 Normandy Lane, Madison, Wisc.**

58 Total Units  
(Includes 48 affordable unit and 10 market-rate units)

Source	Amount	Comments
2017 LIHTC Tax Credits Awarded by WHEDA	\$595,587/year	Awarded credits 2017
2018 Additional LIHTC Tax Credits Awarded by WHEDA	\$ 59,970	Awarded credits 2018
City of Madison AHF Funds	\$ 850,000	Awarded Fall 2016
Dane County AHF Funds	\$ 342,220	Awarded Fall 2017

**The Grove Apartments, 202 & 206 Cottage Grove Road, Madison, Wisc.**

112 Total Units

(Includes 95 affordable units and 17 market-rate units)

Source	Amount	Comments
2018 LIHTC Tax Credits Awarded by WHEDA	\$1,339,272/year	Awarded credits 2018
City of Madison AHF Funds	\$3,000,000	Awarded Fall 2017
Dane County AHF Funds	\$ 591,346	Awarded Fall 2018
FHLB-AHP Grant	\$ 750,000	Awarded Dec 2018

**The Oscar Apartments, 1212 Huxley Street, Madison, Wisc.**

110 Total Units

[Includes 94 affordable units and 16 market-rate units]

Source	Amount	Comments
City of Madison AHF Funds	\$1,700,000	Awarded Fall 2019
Dane County AHF Funds	\$1,187,550	Awarded Fall 2019

**Years of Existence and Qualifications of Developer and Co-Developer**

**Alfred “Alf” G. McConnell (Primary Developer)**

Mr. McConnell has more than 40 years of experience in the real estate development industry. From 1971 to 1980, Mr. McConnell was associated with two diversified real estate companies (McElvain-Reynolds Co. and Draper & Kramer, Inc.), both of which allowed him to develop real estate for his own account. In these positions, he consulted with the owners of and was responsible for the structuring/financing of several hundred million dollars’ worth of real estate, including apartment properties, condominium projects, office buildings, shopping centers, industrials/warehouses, hotels, special purpose properties, and real estate-related bond transactions.

Since the mid-1990s, Mr. McConnell has concentrated on the development of affordable multi-family housing. Mr. McConnell has been responsible for project development, leading all facets of the development process, including site identification, site acquisition, city approvals, financial layering (including securing awards of soft funding), tax-credit applications and approvals, construction management, lease-up, and long-term oversight of third-party property management companies. Additionally, Mr. McConnell has collaborated closely with

architects, civil engineers, mechanical engineers, etc., to design and construct the optimal-designed multi-family projects. During this process, Mr. McConnell developed the philosophy: “Good architectural plans are not drawn; they are redrawn.”

Mr. McConnell’s ownership style is a hands-on approach, overseeing and directing all aspects of his developments from conception to stabilization, ensuring steady growth, consistent profitability, and increased cash flow over time – all performed “legally, morally, ethically, fairly, and compassionately.” Mr. McConnell works closely with its third-party property-management company (someone needs to manage the property manager, and that responsibility falls squarely on the shoulders of Mr. McConnell) to ensure that the completed real estate development and its property manager deliver excellent service to the property’s residents.

Over the last 20+ years, Mr. McConnell has worked across multiple disciplines, always aligning with an excellent group of extremely strong local professionals to produce quality, affordable multi-family housing that benefits both the businesses and residents of the community.

Mr. McConnell has worked with the following Madison-based professionals during the past 20 years:

- Architect (Glueck & Associates)
- Structural engineer (Severn Engineering)
- Mechanical engineer (Hein Engineering)
- Law firm (Foley & Lardner)
- Accounting firm (SVA Certified Public Accountants and Baker Tilly)
- General contractor (Stevens Construction)
- Subcontractors (various)
- Suppliers (various)
- Property management company (Oakbrook Corporation)
- Financing (Wisconsin Housing and Economic Development Authority)

Mr. McConnell earned a B.S. degree in Economics and an M.B.A. (with a concentration in Finance) from the University of Wisconsin in Madison.

### **Jim Rodgers (Co-Developer)**

Mr. Rodgers began his career in affordable housing in 1993 working for Wisconsin Housing and Economic Development Authority (WHEDA). For 21 years, Mr. Rodgers worked in a variety of roles at WHEDA, expanding his intimate knowledge of affordable housing, ranging from rural development to Section 8 housing to LIHTC (tax-credit) housing. At WHEDA, he was employed as an Asset Manager, Loan Officer, and Low-Income Housing Tax-Credit Underwriter. During his tenure at WHEDA, Mr. Rodgers was an integral part of a team that administered the Low-Income Housing Tax-Credit program (which produced more than 20,000 units of affordable housing across the State of Wisconsin) and underwrote and closed more than \$120,000,000 in

affordable multi-family housing loans.

From 2014-2019, Mr. Rodgers worked for MSP Real Estate (an affordable housing development company based in Mendota Heights, Minnesota) as their Director of Asset Management and Director of Finance. As Director of Asset Management, Mr. Rodgers was responsible for the asset management of a portfolio of properties under ownership of the MSP/Heritage Companies. Responsibilities included, but were not limited to, production of property budgets and budgetary oversight, capital improvements, refinancing, and analysis of future acquisitions for both MSP/Heritage-owned real estate. As Director of Finance, Mr. Rodgers repositioned \$55 million of MSP Real Estate portfolio debt. From 2016-2019, Mr. Rodgers served as part of a three-member development team that secured three LIHTC awards in the City of Madison.

As a Co-Developer with Mr. McConnell, some of Mr. Rodgers' responsibilities and focus are:

- The identification of new tax-credit opportunities.
- The application to:
  - WHEDA for tax credits for these new tax-credit affordable housing developments in the City of Madison, specifically, and in the general Dane County market area, heavily focusing on leveraging the City of Madison affordable housing fund and the Dane County affordable housing fund. Mr. Rodgers actively manages all aspects for these proposed developments, including site acquisition and approvals, financing, design, value engineering, construction, lease-up, and management of the property manager.

Mr. Rodgers earned a Master of Science in Real Estate and an M.B.A. (with a concentration in finance) from the University of Wisconsin in Madison.

### **Renata Bitoy Bunger (New Co-Developer for Avenue Square apartments)**

Renata Bitoy Bunger began her career over 30 years ago in affordable housing as a graduate student working under Professor Charlie Hoch (author of *The Practice of Local Government and Planning*) and as an intern at the Illinois Housing Development Authority (IHDA) assisting with multifamily lending and tax credit allocation. Upon graduation she worked as a community organizer at the National Training and Information Center for Gale Cincotta and Shel Trapp, national leaders, and the grassroots force behind the passage of the Community Reinvestment Act (CRA) and Home Mortgage Disclosure Act (HMDA). Ms. Bunger has experience with Section 42 developments, having worked many years as a senior asset manager with the National Equity Fund (NEF) and as a multifamily underwriter for the Wisconsin Housing and Economic Development Authority (WHEDA). Before relocating to Wisconsin, Ms. Bunger was an associate director in CMBS at Fitch Ratings and is currently the director of lending/business development for Northwest Side Community Development Corporation (NWSCDC), a Milwaukee-based CDFI committed to serving BIPOC Milwaukee County residents.

Ms. Bunger has a Masters in Urban Planning and Policy and a BA in Psychology from the University of Illinois at Chicago. She is a Wisconsin licensed real estate broker, certified permaculture designer and a member of the American Planning Association. She also has completed significant coursework towards an MA in Urban Special Education from Cardinal Stritch University and is a Wisconsin licensed special education teacher (grades 6-12).

Joining Mr. McConnell and Mr. Rodgers this year as a co-developer on Avenue Square Apartments is an opportunity for Ms. Bunger to gain direct project development experience beyond LIHTC asset management and underwriting. There are very few African American, women developers of housing and commercial real estate, and Mr. McConnell and Mr. Rodgers are attempting to bridge that gap by inviting Ms. Bunger to join their team on this project, as well as benefit from her many years of experience in affordable housing and community development.

## **Experience with participating in public/private joint ventures. (Brief Narrative Examples)**

### Kroehler Manufacturing Plant

In the 1980s, Liberty Mortgage & Development Company (one of Mr. McConnell's companies) secured \$3,000,000 in Industrial Revenue Bonds, which were issued by DuPage County, Illinois, for the historic rehab 20% of the former furniture manufacturing building which had become vacant.

From the late 1890s until the late 1970s, Kroehler Manufacturing Company assemble furniture at the above-described manufacturing plant in Naperville, Illinois. Smaller profit margins during the 1960s and early 1970s undermined the company's performance. Operating at a loss, the company closed production at the Naperville plant in 1978.

Using Industrial Revenue Bond financing, the vacant Kroehler Manufacturing Company was converted into Fifth Avenue Station, a mixed use complex of 127 apartments, 80,000 square feet of retail space, and a five-story atrium office consisting of approximately 50,000 square feet. In 1985, the two-square-block complex was placed on the National Register of Historic Places. Commuters riding the Metra trains into Chicago can still see the Kroehler name on the side of the building, a symbol of a once prosperous business that provided employment to generations of Naperville residents for almost 100 years.

### Forest Glen Apartments

In 1995, Liberty Mortgage & Development Company (Alfred G. McConnell) worked with the Illinois Housing Development Authority, Chicago, Illinois ("IHDA"), to secure \$9,325,928 in bond proceeds at a 3% interest rate from the Illinois Trust Funds Bond program to construct a 140-unit family development in conjunction. Additionally, IHDA issued Section 42 federal tax-credits.

### Parkview Gardens II

In 2013, Mr. McConnell, worked with the Commerce Department of the State of Wisconsin to secure a HOME loan for \$369,000 as part of the gap financing necessary to complete the construction budget of Parkview Gardens II, a 23 unit, 100% affordable, tax-credit, assisted-living development. One of only a handful of such affordable assisted-living developments in Wisconsin using tax-credits and other available soft financing.

## **Financial Capacity of the Developer to Secure Financing and Complete the Proposed Project**

Based on past performance of similarly sized developments, including several tax-credit projects that were larger than the proposed project described herein, this tax-credit application demonstrates a development team that can provide all the requirements necessary to complete the proposed tax-credit apartment project on the subject site and secure the necessary sources of financing.

## **Developing Permanent Supportive Housing**

While Alf McConnell has not designed developments solely as a permanent supportive housing model (with the exception of his assisted living developments) he has incorporated supportive service partnerships in many of his past developments. Parkview I, Parkview II, and Parkview III were developed under earlier tax-credit allocation criteria, and therefore were not initially developed with integrated supportive housing units.

The creation and intent of Mr. McConnell's "Parkview" portfolio of properties was to meet an identified affordable senior housing shortage in the Racine market area. Over time partnerships that provide "integrative supportive services" were established to meet the specific needs of Parkview senior residents regardless of the current income of the household. Today, the Parkview senior affordable independent living units have a range of non-profit supportive service agencies that provide some of the following supportive services for residents of the Parkview Senior Campus:

**Racine County Veterans Services**, assist veterans and their dependents to apply for a wide array of State and Federal benefits. Racine County Veterans Services works with Parkview veteran residents to connect them with local and State veteran-specific services and resources. Some of the programs and services available to the residents are the following:

### State Benefits

Assistance for Needy Veterans  
Homeless Assistance  
Nursing Home Assistance  
Assisted Living Assistance

### Federal Benefits

Disability Claims  
Pension Claims  
Enroll in VA Healthcare

**Aging and Disability Resource Center (ADRC) of Racine**, provides a wide array of information

and assistance services. The ADRC serves as a service coordinator rather than a direct service provider. However, the ADRC Elder/Disability Specialists can assist residents with accessing programs such as Social Security, Medicare, Medicaid and more. ADRC staff provide in-depth information about available community services and resources to address current and expected future care concerns. ADRC staff provide information for nutrition programs in the county, meal sites for senior dining and how to receive home-delivered meals. ADRC staff can assist residents of Parkview with transportation access for doctor visits and many other activities. ADRC staff can also provide support, information, and assistance for caregivers of the elderly and disabled. ADRC staff have a long-standing history now of providing referrals to Parkview for new residents and providing the above-mentioned senior services for Parkview residents.

**Society's Assets**, is a private, nonprofit organization that provides independent living services to help people with disabilities achieve greater independence in the home and community. Society Assets provides resident services such as housekeeping, preparing meals, shopping, socialization and assisting with activities of daily living. Society's Assets has a long-standing history of providing assistance to Parkview residents in need of such services.

Additionally, the following partnerships are in place that provide additional supportive services for the Parkview residents:

- Each of the three Parkview Independent Senior buildings receives one exercise class per week at each of three buildings, provided by a YMCA fitness instructor. Parkview ownership pays \$720/month for these classes for the residents.
- Van service is provided for the residents. Since 2005, the Parkview Senior-Living Community has offered a dedicated van and driver to take its independent-living residents shopping and to a wide variety of other group activities and outings. The campus van is a great amenity for Parkview seniors (many of whom tend to give up driving as they age in place), allowing them to feel more comfortable giving up their cars while maintaining their independence. Of significance, it should be noted that van use is by no means limited to seniors who no longer drive. Because each of the van outings is a social event of varying kind, driving seniors also utilize the Parkview van service frequently as a means of healthy socialization. So, though the van is *not* used as a personal taxi service, it has been used successfully to offer groups of seniors safe and reliable transport to the places they need and want to go. Van activities are scheduled regularly and are posted monthly in the campus newsletter. A new van was purchased in 2016 at a cost of \$60,000.
- Computer training classes provided 2 days a month provided by local retired firefighter.
- Racine County Nurses provide free flu shots in the fall.
- AARP Income Tax Preparation Volunteer comes annually to assist residents who request help to complete their individual tax returns.
- Caledonia Fire Department comes monthly to provide blood pressure and pulse oxygen screening on-site.
- Meals on Wheels provides daily meals M-F too many of the Parkview residents.

**List of Architectural Awards, Service Awards, or Green Building Certifications Received by Mr. McConnell**

**Forest Glen Family Affordable Development:**

Forest Glen, located in Rockford, Illinois, is a 140-unit tax-credit project developed with low-income housing tax credits (under Sect. 42) allocated by the Illinois Housing Development Authority. This project was developed by Mr. McConnell in 1996-1997. Forest Glen Apartments was the winner of the coveted National Association of Home Builders “Multifamily Pillars of the Industry Awards” competition **which recognized this property as the best affordable multi-family development in the nation.** This project (financed by Illinois Housing Development Authority [“IHDA”] via their new [at that time] Trust Fund Bond Program) became the first IHDA development to ever receive national award recognition.

**Parkview I:**

Parkview I (located in Caledonia, Racine County, Wisconsin) was a 73-unit tax-credit project (later converted to 70 units) developed with low-income housing tax credits (under Sect. 42) allocated by WHEDA. This project was developed in 1999-2000 and remains part of Mr. McConnell’s extensive real estate portfolio. Parkview I was selected by *Multi-Housing News* as the 2001 Platinum Choice award **as a finalist for best development of its kind in the nation.** Parkview I contained 67 affordable units and six (6) market-rate units, a total of 73 units, which was later converted to a total of 70 units. One of the features offered at this property (ever since Parkview I opened in December 2000) is a beauty salon where only a nominal rent is charged to the beauty salon owner. In return for this nominal rent, salon services are provided to the residents at a discounted rate.

The following tax-credit developments have been constructed to the highest scoring WHEDA Green Building Criteria required since WHEDA changed its scoring criteria to include this category in 2010. Verification was only required through 2018. A Wisconsin Green Built certification is now required with a change to the Qualified Allocation Plan, starting in 2019. (See table below)

Credit Application Year	Name of Development	Units	Built to Max Wisconsin Green Built WHEDA Point Standard?	Third-Party Verification or Certification
2011	Becher Terrace	80	Yes	Yes, Verified
2013	Parkview III	73	Yes	Yes, Verified
2013	Parkview Gardens II	23	Yes	Yes, Verified

## **Parkview Campus Aerial Tour**

Simply “Click” on link below (in blue) to be routed to youtube video that provides a quick 50 second aerial tour of Parkview Campus in Calendonia, WI which contains 5 affordable housing developments produced in phases since 2000.

<https://www.youtube.com/watch?v=r-5O16j0h50>

# **Addendum T**

## **Property Management**

WMC Managed Properties Aug 2021      Units

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Russ House	1
Hwy K Farm	1
9042 Katzenbuechel	1
825 E Johnson	2
817 E Johnson	2
Brody Drive	20
821-823 E Johnson	6
326 Westmorland Blvd	1
Prairie View (Delavan)	24
Arbor Glen (Evansville)	24
Olympian Hills	47
Village East	30
Mueller Manor	50
Parkview Haven	90
1536 Viking	1
5217 Monona	8
Eagle Harbor Apts	36
Eagle Harbor Condo	1
651 Albion Rd	1
130 N Breese	3
118 E Dayton	2
342 Pasque St (Close East)	6
2245 Winnebago	2
Knightsbridge	8
Panorama Estates, LLC	45
Rodney Scheel	23
Cardinal Apts	22
1202 Main #1	1
443-445 W Dayton St	3
Olympic Village I - Lost Mgmt 04/30/21	0
Olympic Village II - Lost Mgmt 04/30/21	0
W7900 Meek	3
33A Grand Canyon #202	1
Algonquin Manor	80
Brookstone Commons	52
Cornerstone Commons	62
Harborside Commons	89
Madison Place	62
Marquette Manor	74
Park Place	48
Parkcrest	128
Pioneer Ridge	72
Ridgecrest	127
The Element	240
Woodside Terrace	120

2641 Smithfield	4
1142-1144 E Mifflin	3
Cannery Row	50
Cannery Row II	23
Mazomanie	20
DCHA Mazomanie	20
DCHA Monona	8
DCHA Stoughton	30
DCHA Sun Prairie	28
Canyon Pointe Condo Assoc	46
Sugarwood	20
Nonn Plaza	2
Pinkerton - 582	16
DCHA St Albert the Great	4
DCHA South Bird	8
DCHA Mt Horeb	16
Westwood	8
DCHA Lothe St	12
DCHA River View	16
DCHA Sanderson School	10
DCHA School St	48
Williamson St Assoc	13
Adams County Garages	20
Lake Delton Affordable Land	0
Lake Delton Condo Developer	10
LDA Developer	
Lake Delton Affordable (HUD)	134
Stoney Ridge Apts	16
Bay Lofts	38
Middleton Station	39
Fitchburg Pines	304
Fairways Apts	368
The Highline	160
WODA Maple Leaf	20
WODA Oak Ridge	24
Fall River Meadows	24
Elizabeth Court	61
Fischer Townhomes	12
The Current	71
Driftless I	18
Driftless II	16
Prairie House	28
The Gordon	29
Fortitude	65
Sycamore Woods	296
Stoney Acres	75
The Ace	70

Harmony Grandview Commons	96
Summit Hill- Lost Mgmt 02/2021	123
Parkhouse	40
HQ Tradewinds	3
Rountree Hall	40
Nichols Station I	34
Park Towers	141
Langdon Hall	90
Village Mall	20
Briarwood	136
Yahara Landing	72
WMC Realty Advisors	0
Summit Apts	34
DCHR	54
Hillcrest	29
Valley View	16
Cambria	20
LeRoy	20
Marathon County Hsg Auth - RD	140
Marathon County Hsg Auth - HUD	36
Millview Apts	24
Village Plaza Apts	24
Cuba City I	26
Cuba City II	10
Edgerton Meadows I	8
Edgerton Meadows II	8
Marshall Meadows	16
Parkside	12
Greenvale	24
Scenic View (St Nazianz)	19
Evergreen	8
Maplecrest	12
Mapleleaf	12
Crystal Springs- Lsot Mgmt 02/2021	24
South Park Apts	8
Adams County Hsg Auth	91
DJP Sites 850, 851, and 853	72
Parkwood Glenn- Lost Mgmt 02/2021	12
High Point	8
River Oaks	8
Fox Ridge	8
Paw Paw Manor	12
Hebron Meadows	16
Florence Terrace Apartments	24
Victoria Heights	21
South Town Apts	12
Bird Creek Apts	14

SPW Park Harriet	8
Sunrise Valley Apts	112
Impact 7-Lakeview Terrace	24
Impact 7 -Pine Meadows	16
Majestic Lofts	135
Prairie Hill	69
Surf/Surfside	107
	6070

# **Addendum V**

## **Secured Financing Sources**



**Wisconsin Housing and Economic Development Authority**  
*Reservation Agreement Federal and State Housing Tax Credits*

**Issued: May 3, 2021**

**Project Name:** Avenue Square Apartments  
**Application Number:** 2869  
**Project Addresses:** 1802, 1814 & 1818 Packers Ave and  
 2102 Schlimgen Ave  
 Madison WI 53704

**Owner/Taxpayer Name:** Odessa Affordable Housing, LLC  
**Owner/Taxpayer Contact Person:** Alfred McConnell  
**Owner/Taxpayer Address:** 2677 Orrington Ave  
 Evanston IL 60201

**Owner/Taxpayer Response Required: May 13, 2021**

**Statement of Election Due Date:** N/A  
**Project Type:** New Construction  
**Land Use Restriction Agreement ("LURA") Term:** 30 YEARS  
**Set-Aside Election:** 40% of Units @ an average of 60% CMI  
**Tier One and Credit Award documents submission Postmark must be on or before:** November 1, 2021  
**Last date to place in service:** December 31, 2023  
**Credit percentage month/year for purposes of Reservation Agreement (not binding):** May 2021

	Federal Tax Credit	State Tax Credit
<b>Reasonably Expected Project Basis:</b>	\$14,356,868	\$14,356,868
<b>Eligible Basis:</b>	\$14,356,868	\$14,356,868
<b>Anticipated Applicable Fraction:</b>	100.00%	100.00%
<b>Anticipated Qualified Basis *:</b>	\$18,663,928	\$18,663,928
<b>Credit percentage for purposes of Reservation Agreement (not binding):</b>	4.00%	4.00%
<b>Annual housing credit dollar amount(s) requested:</b>	\$746,557	\$746,557
<b>Credit calculated by equity gap calculation:</b>	\$745,899	\$256,705
<b>Total reserved annual credit to Project:</b>	\$745,899	\$256,705
<b>Nonrefundable Reservation Fee:</b>	\$37,295	\$6,418

\* Includes estimated adjustment for QCT if applicable

**Express Mail Responses:**  
 Wisconsin Housing and Economic Development Authority  
 201 W Washington Avenue; Suite 700  
 Madison, WI 53703

**Postal Responses:**  
 Wisconsin Housing and Economic Development Authority  
 P.O. Box 1728  
 Madison, WI 53701-1728

**RECEIPT OF RESERVATION:**

Your Housing Tax Credit ("HTC") application has been reviewed, scored and ranked. As a result, the Wisconsin Housing and Economic Development Authority ("WHEDA") hereby issues this reservation of federal and state HTCs for the Project. The HTC application (Review 1) is incorporated into this document by reference and made a part of it.

**ACCEPTANCE OF RESERVATION:**

To secure the Reservation of Credit, Owner/Taxpayer must complete the signature page of this **original** Reservation Agreement ("the Agreement"), postmark or deliver the original to WHEDA by the "Owner/Taxpayer response required" date on page one of this Agreement, and remit the specified nonrefundable reservation fee. This Reservation Agreement expires if it is not accepted and returned to WHEDA in strict accordance with this paragraph.

**CALCULATION OF CREDIT AMOUNT:**

The reserved credit amount was established based on information supplied in your first application (Review 1) and WHEDA's evaluation of that application.

The reserved dollar amount may change based on subsequent reviews by WHEDA. The second review (Review 2) will occur after the Project has been placed in service.

**TERMS OF THE RESERVATION AGREEMENT:**

This Agreement is intended to be binding under the laws of the State of Wisconsin on WHEDA, Owner/Taxpayer and all successors in interest. Owner/Taxpayer assumes the risk that this Agreement may not be considered binding by the IRS and the Wisconsin Department of Revenue. Subject to the foregoing, Owner/Taxpayer agrees as follows:

*Changes to the Project -*

Owner/Taxpayer must notify WHEDA in writing of any changes to the Project differing from the Project application(s) at the time these changes occur. Failure to do so could jeopardize wholly or in part the HTC reservation under this Agreement. Requests for changes will be reviewed by WHEDA and a determination made as to whether the proposed changes are acceptable. A fee, determined in WHEDA's sole discretion may be charged for this review.

No changes are allowed to the selection criteria on which the Project was ranked and awarded HTC by WHEDA without prior written authorization by WHEDA. By accepting this Reservation, you agree to build and operate the project as it was scored by WHEDA. If the project is not built and operated in strict accordance with the selection criteria submitted by you to WHEDA, WHEDA will have the right, in its sole discretion, to terminate this Agreement and the allocation of credit to the Project.

**To Maintain the HTC Reservation the Owner/Taxpayer must:**

The Tier One and Credit Award documents submitted **for review by WHEDA must be postmarked no later than the date stated on page one of this Agreement.** Failure to comply with this requirements may result in loss of Housing Tax Credits for the Project. Following review of the Tier One and Credit Award documents, WHEDA will either:

Issue a Tier One Agreement

OR

Request clarification and/or documentation from the Owner/Taxpayer if the information is not adequate.

WHEDA must receive additional requested information by **November 1<sup>st</sup>** of the current calendar year in order to issue a Tier One Agreement for the Project.

**Fees - Tier One Agreement:**

At the time Owner/Taxpayer accepts a Tier One Agreement, a nonrefundable fee of five percent (5%) of the annual federal credit amount allocated and two-and-one-half percent (2.5%) of the annual state credit amount must be paid to WHEDA. If the payment required is not made by the deadline stated in the Tier One Agreement, the credit reservation for the Project will be cancelled by WHEDA.

If Owner/Taxpayer requests a reissuance of the Tier One Agreement, WHEDA, in its sole discretion, may charge a reissuance fee or fees.

**Required Construction Start Date**

Owner/Taxpayer must provide evidence that the HTC transaction has closed with the investor and lender(s), and that construction or rehab has begun, no later than **July 31, 2022**. An executed Operating Agreement is acceptable evidence

of closing, and copies of AIA documents for recent construction draws, or photos clearly identifying that construction is underway, are acceptable proof that construction/rehab has begun. WHEDA, at its discretion, may provide an extension of the required construction start date and may assess a fee for each 30 day extension.

**Review 2:**

Review 2 application materials **must** be received by WHEDA on or before the 1st Friday of November in order for WHEDA to issue form(s) 8609 for the Project in a given year. WHEDA will not be responsible for delays in the processing of form(s) 8609 prior to the close of the year if Review 2 documentation is incomplete at submission.

An updated Review 2 application must be furnished to WHEDA **both via WHEDA's online application system and in paper format** immediately after the Project has been placed in service. WHEDA will then conduct Review 2. If all information submitted is satisfactory to WHEDA, IRS form(s) 8609 will be issued. The required documentation for Review 2 is specified in the Qualified Allocation Plan for the current calendar year and is subject to change for items not affecting the scoring or rank of the Project.

Review 2 must reflect any change in facts. The Credit amount is subject to a reduction if subsequent evaluation by WHEDA indicates a need for less Credit than originally reserved (required by the Code). Additionally, any increase to the LIHTC amount of the Reservation Agreement is in WHEDA's sole discretion.

**Restrictive Covenants - Land Use Restriction Agreement for Low-Income Housing Tax Credit ("LURA"):**

Owner/Taxpayer must maintain the Project units set aside as low-income housing for 30 years. The LURA will require Owner/Taxpayer to properly specify the applicable fraction (as defined in the Code) for the Project, the legal description, and various other Project-specific data. Once fully-compiled, it must be signed by the Owner/Taxpayer (including the proper chain of ownership in the signature block). Once executed by the Owner/Taxpayer, it must be sent to WHEDA for execution as well. WHEDA, at its option, will either record the LURA or strive to return the fully-executed, fully-compiled LURA to Owner/Taxpayer within 3 weeks of receiving it. In order to claim HTC, the LURA must be recorded in the proper recording office(s) in which the Project is or will be located by the end of the year in which credits are first claimed. See Section 42(h)(6) of the Internal Revenue Code, as amended (the "Code"). Consequently, Owner/Taxpayer must provide WHEDA with a recorded LURA (or LURAs, if recorded in more than one office) as part of Review 2. In the event Owner/Taxpayer is unable to produce a recorded version of the LURA that meets with WHEDA's approval, WHEDA will not issue a Form 8609 to Owner/Taxpayer. Additionally, if WHEDA discovers errors or inaccuracies in the recorded version of the LURA, WHEDA may require Owner/Taxpayer to sign an amendment to the LURA in a form acceptable to WHEDA prior to WHEDA issuing a Form 8609 to Owner/Taxpayer. Any amendment due to a change in the Project or an error by the Owner/Taxpayer shall be effected at Owner's/Taxpayer's sole cost and expense. Should you have questions about the LURA as you are completing it, of course, do not hesitate to contact WHEDA.

**ADDITIONAL TERMS:**

It is the sole responsibility of Owner/Taxpayer to determine that the Project can meet and will continue to meet all federal requirements to qualify for the actual use of the HTC allocated to the Project by WHEDA, and to meet all necessary federal income tax requirements in order to use the HTC.

Owner/Taxpayer hereby releases WHEDA from all responsibility to notify Owner/Taxpayer regarding laws affecting the HTC as it applies to the Project.

Owner/Taxpayer must comply with the following:

- Participation in the Emerging Business and Workforce Development programs are required with an award of Housing Tax Credits (HTC) in the following counties: Brown, Dane, Dodge, Fond du Lac, Jefferson, Kenosha, Milwaukee, Outagamie, Ozaukee, Racine, Rock, Sheboygan, Walworth, Waukesha and Washington. If located in any of the other counties and you would be interested in participating, please contact the Emerging Business Program Manager. The Emerging Business manual detailing the program requirements can be found at [http://www.wheda.com/uploadedFiles/Website/Business\\_Partners/Emerging\\_Business/EB\\_Manual.pdf](http://www.wheda.com/uploadedFiles/Website/Business_Partners/Emerging_Business/EB_Manual.pdf)
- Opportunities for training and employment arising in connection with the planning and implementation of the Project should be made available to minority individuals and/or women;
- Contracts for work to be performed in connection with the Project should be made available to businesses which are owned in whole or in part by minority individuals and/or women, including, but not limited to, those in the field of finance, planning, consulting, design, architecture, marketing, building construction, property management and or/maintenance;

- The Project should be affirmatively marketed and available for occupancy by all persons, regardless of race, national origin, religion, creed, sex, age or handicap;
- The Project should minimize the involuntary displacement of any existing low-income households.
- As part of this acceptance, Applicant acknowledges that it may elect to fix the applicable credit percentage for the Project as the percentage prescribed by the Secretary of the Treasury as of the month in which either of the following occurs: (i) the date the Project is placed in service, or (ii) the date the Bonds are issued to fund all or a portion of the Loan. If Borrower elects to fix the applicable credit percentage as of the month the Bonds are issued, such election must be made by executing and notarizing the appropriate form supplied by WHEDA no later than the 5th day after the close of such month in which the Bonds are issued; such election is irrevocable. See 26 U.S.C. § 42(b)(1)(A)(ii)(II) and associated federal regulations.
- Applicants must use a Cost Plus with a Guaranteed Max Price Construction Contract.

Owner/Taxpayer will continue to cooperate with and furnish to WHEDA or WHEDA's counsel such documents, reports, exhibits or showings required by Section 42 or the Code and applicable Treasury and Wisconsin Department of Revenue regulations.

The reservation of HTC under this Agreement and any subsequent allocation of HTC provided by WHEDA are based on information provided by Owner/Taxpayer. The issuance of a reservation of HTC and/or any subsequent allocation of HTC does not ensure the project buildings do qualify for or will continue to qualify for the use of the HTC being reserved and/or allocated.

Owner/Taxpayer is required to comply with the terms and conditions set forth herein as well as all applicable laws and regulations, and if issued, the terms and conditions set forth in the Carryover Agreement. Failure to comply with any of the above requirements may result in the loss of HTC for the Project, at the sole discretion of WHEDA.

Acknowledged, agreed and accepted this \_\_\_\_\_ day of May 2021.

**OWNER/TAXPAYER: Odessa Affordable Housing LLC**

WISCONSIN HOUSING AND ECONOMIC DEVELOPMENT AUTHORITY

By: \_\_\_\_\_  
Signature

By:   
\_\_\_\_\_  
**Shreedhar Ranabhat**  
**Manager, Commercial Lending**

Typed/Printed Name and Title:  
\_\_\_\_\_

Agency ID Number: 39-1209764  
**Dated: May 3, 2021**

- The Project should be affirmatively marketed and available for occupancy by all persons, regardless of race, national origin, religion, creed, sex, age or handicap;
- The Project should minimize the involuntary displacement of any existing low-income households.
- As part of this acceptance, Applicant acknowledges that it may elect to fix the applicable credit percentage for the Project as the percentage prescribed by the Secretary of the Treasury as of the month in which either of the following occurs: (i) the date the Project is placed in service, or (ii) the date the Bonds are issued to fund all or a portion of the Loan. If Borrower elects to fix the applicable credit percentage as of the month the Bonds are issued, such election must be made by executing and notarizing the appropriate form supplied by WHEDA no later than the 5th day after the close of such month in which the Bonds are issued; such election is irrevocable. See 26 U.S.C. § 42(b)(1)(A)(ii)(II) and associated federal regulations.
- Applicants must use a Cost Plus with a Guaranteed Max Price Construction Contract.

Owner/Taxpayer will continue to cooperate with and furnish to WHEDA or WHEDA's counsel such documents, reports, exhibits or showings required by Section 42 or the Code and applicable Treasury and Wisconsin Department or Revenue regulations.

The reservation of HTC under this Agreement and any subsequent allocation of HTC provided by WHEDA are based on information provided by Owner/Taxpayer. The issuance of a reservation of HTC and/or any subsequent allocation of HTC does not ensure the project buildings do qualify for or will continue to qualify for the use of the HTC being reserved and/or allocated.

Owner/Taxpayer is required to comply with the terms and conditions set forth herein as well as all applicable laws and regulations, and if issued, the terms and conditions set forth in the Carryover Agreement. Failure to comply with any of the above requirements may result in the loss of HTC for the Project, at the sole discretion of WHEDA.

Acknowledged, agreed and accepted this 10<sup>th</sup> day of May 2021.

OWNER/TAXPAYER: Odessa Affordable Housing LLC

WISCONSIN HOUSING AND ECONOMIC  
DEVELOPMENT AUTHORITY

By:   
Signature

By:   
**Shreedhar Ranabhat**  
**Manager, Commercial Lending**

Typed/Printed Name and Title:

AIFred G. McConnell

Agency ID Number: 39-1209764

**Dated: May 3, 2021**

NO. 8490

DATE 05/04/2021

PAY TO THE ORDER OF WHEDA

\$ 37,295.00

Thirty-seven thousand two hundred ninety-five and 00/100\*\*\*\*\* DOLLARS

ADDRESS

WHEDA  
ATTN: Sam Haile  
201 W. Washington Avenue  
Suite 700  
Madison WI 53703



MEMO Avenue Square Apartments; Federal tax credit res. fee

NO. 8491

DATE 05/04/2021

PAY TO THE ORDER OF WHEDA

\$ 6,418.00

Six thousand four hundred eighteen and 00/100\*\*\*\*\*DOLLARS

ADDRESS

WHEDA  
ATTN: Sam Heile  
201 W. Washington Avenue, Suite  
Madison, WI 53703



MEMO Avenue Square Apartments; State tax credit res. fee



August 3, 2021

VIA E-MAIL/PDF

Mr. Alfred G. McConnell  
Mr. James M. Rodgers  
Ms. Renata E. Bunger  
Odessa Affordable Housing, LLC  
2677 Orrington Avenue  
Evanston, IL 60201

RE: Odessa Affordable Housing, LLC

Avenue Square Apartments – Madison, WI

Dear Mr. Orzechowski, Mr. McConnell, Mr. Rodgers & Ms. Bunger:

Merchants Capital Investments, LLC, a subsidiary of Merchants Bank of Indiana, an Indiana banking company (“Merchants”) or its assignees is please to make the following non-binding proposal for equity financing related to an affordable housing development as further described below. The parties will use this proposal to negotiate an amended and restated limited partnership agreement or limited liability company agreement, as applicable (“Equity Agreement”). The terms outlined and summarized in this letter are contingent upon and subject to Merchants’ Investment Committee approval. Merchants reserves the right to update and adjust this Letter of Interest to reflect any changes in the following information and assumptions discovered during the due diligence and underwriting review.

**A. PROJECT:** The Project, located in Madison, WI, will have 68 units available to families for rent. Within the project, 68 units will be occupied in compliance with Federal low-income housing tax credit (“LIHTC”) requirements of Section 42 of the Internal Revenue Code of 1986 (the “Code”).

**B. INCOME RESTRICTIONS:**

Number of Units	Area Median Income
14	30%
27	50%
27	80%
<b>Total Units: 68</b>	



**C. TAX CREDIT AMOUNT:** \$745,899 in annual 4% Federal credits and \$256,705 in State credits, per a valid reservation, allocation or determination.

**D. FEDERAL EQUITY AMOUNT:** \$6,563,255

a. **Federal Equity Amount per Tax Credit Dollar:** \$0.88

**E. STATE EQUITY AMOUNT:** \$1,093,454

a. **State Equity Amount per Tax Credit Dollar:** \$0.71

**F. KEY DATES:**

- a. **Closing Date:** 5/15/2022
- b. **Completion Date:** 5/15/2023
- c. **Qualified Occupancy Date:** 12/1/2023

**G. MATERIAL PARTICIPANTS:**

- a. **Project Owner:** Odessa Affordable Housing, LLC
- b. **Sponsor Entity (General Partner/Managing Member):** Entity TBD (0.01%)
- c. **Investor:** An affiliate of Merchants (99.99%)
- d. **Property Manager:** Wisconsin Management Company
- e. **General Contractor:** Krupp General Contractors, LLC which will be required to provide financials and payment and performance bonds or a letter of credit in amounts and form acceptable to Investor.
- f. **Guarantor:** Entity TBD, Minimum liquidity of \$1,000,000 and net worth of at least \$5,000,000 throughout the Compliance Period.
- g. **Sponsor Parties:** Collectively, Sponsor Parent, Developer, Sponsor Entity, Guarantor and any affiliates.
- h. **Architect (Design and Supervision):** Knothe & Bruce Architects, LLC
- i. **Attorney Firm:** Reinhart Boerner Van Deuren S.C.
- j. **Accounting Firm:** SVA Certified Public Accountants

**H. CAPITAL CONTRIBUTIONS:** The Investor proposes to make Capital Contributions to the Project Owner on the following schedule, upon the achievement of prescribed benchmarks and satisfactory evidence or approval of certain conditions, to be more fully described in the Equity Agreement. The Investor's Capital Contribution will be subject to reduction and adjustment, including for shortfalls in Tax Credit delivery and eligible basis at the Adjuster amounts as set forth above). Reductions in Capital Contributions, if any,



will occur initially at the current, and if necessary, future Capital Contributions, and will be guaranteed by the Guarantor. In the event the actual Tax Credits exceed the projected Tax Credits, the Investor shall be under no obligation to increase its Capital Contribution to invest in those excess Tax Credits, but may elect to do so, in its sole discretion.

<b>Installment:</b>	<b>Amount:</b>	<b>Anticipated Conditions:</b>
First (Closing)	\$1,531,342 (20%)	Closing of all financing and completion of all initial due diligence.
Second (Completion)	\$4,976,861 (65%)	100% lien-free Construction Completion.
Third (Stabilization)	\$995,372 (13%)	Stabilization - Later of 93% Economic Occupancy and 100% Qualified Occupancy and DSCR of 1.15
Fourth (Final)	\$153,134 (2%)	Receipt of Form 8609's for all buildings.

**I. RESERVES:** All reserves set forth below shall be established in the name of Project Owner held at Merchants Bank of Indiana and shall be subject to any requirements of the Loan Documents. Additional reserve requirements and restrictions are subject to Merchants' underwriting.

<b>Reserve Type:</b>	<b>Amount:</b>	<b>Timing of Funding:</b>	<b>Release Provisions:</b>
Operating Reserve	\$380,000	TBD	Subject to prior consent by Investor. Upon disposition of the Project or Investor's interest, all unused funds will be released in accordance with the Equity Agreement.



Replacement Reserve	Greater of (a) \$300/per unit per year, increasing annually by 3%, (b) amount recommended by Investor's third-party consultant and subject to regular reviews, or (c) amount required by any Lender.	Stabilization, unless otherwise required by lender	Subject to prior consent of Investor if not otherwise provided for in approved budget.
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**J. SPONSOR PARTIES FEES:**

- a. **Developer Fee:** The Developer Fee will be paid to Developer per the following schedule, subject to the applicable credit agency requirements. Sponsor Entity and Guarantor will guarantee payment of any Deferred Development Fee ("**DDF**") by Year 15.

**Developer Fee: \$2,695,066**

- **Cash Development Fee: \$1,336,792**

<b>Installment:</b>	<b>Percentage of Total Cash Developer Fee:</b>	<b>Amount:</b>
Initial	25%	\$404,260
Completion	25%	\$404,260
Stabilization	25%	\$404,260
8609	25%	\$404,260
<b>Total Cash Fee:</b>	<b>100%</b>	<b>\$1,617,040</b>

- **DDF (payable from Cash Flow at an interest rate TBD): \$1,078,026**

**K. DISTRIBUTION WATERFALLS:**

- a. **Annual Net Cash Flow** (order and priority of payment/distribution):
- Amounts owed to Merchants.



- ii. Merchants Asset Management Fee (\$7,500, cumulative and accruing).
  - iii. Unpaid DDF and interest thereon.
  - iv. Deferred property management fee.
  - v. Seller Note
  - vi. Sponsor Entity loans.
  - vii. Sponsor Management Fee
  - viii. Balance - 90% to Sponsor Entity, 10% to Merchants.
- b. **Sales and Refinancing Proceeds** (order and priority of payment/distribution, except upon liquidation, which will include distributions to eliminate positive capital account balances):
- i. Amounts owed to Merchants.
  - ii. Merchants Asset Management Fee.
  - iii. Merchants Disposition Fee (\$50,000).
  - iv. Unpaid DDF and interest.
  - v. Sponsor Entity loans.
  - vi. Balance - 90% to Sponsor Entity and 10% to Merchants.

**L. GUARANTEED OBLIGATIONS:** Guarantor shall absolutely, unconditionally and joint and severally, guarantee the obligations of Sponsor Parties to Project Owner and Investor, including, but not limited to, tax credit adjusters; payment of developer fee; Tax Credit recapture, interest and penalties; breach of representations, warranties, indemnifications and covenants and the specific obligations described below.

- a. **Completion Guaranty** - Provide all funds required of Project Owner to complete construction of the Project by no later than the Completion Date, including, without limitation, cash equity, unanticipated or additional development or construction costs, on and off-site escrows, taxes, insurance premiums, interest, funding of operating deficits, reserves, escrows, legal expenses and accounting expenses through the funding of the Stabilization Installment. Funds advanced to satisfy the Completion Guaranty may be treated as a loan with the approval of Investor tax counsel and if the loan will not negatively impact Investor yield.
- b. **Operating Deficit Guaranty** – The Sponsor Parties are required to provide an Operating Deficit Guaranty (“**ODG**”) which shall be in place for five years from Stabilization (the “**ODG Period**”) and shall be in an amount equal to no less than six months of operating expenses, replacement reserve deposits, and mandatory debt service payments. The ODG may not be released until (1) the property has operated at a 1.15 Debt Service Coverage Ratio for 12 consecutive months based on audited financial statements, (2) the operating reserve is restored to its original amount, (3) for a property receiving project-based rental assistance, all subsidy contracts are in place and in good standing with a term extending at least beyond the Compliance Period, and. Advances under the ODG shall be made in the form of a non-interest-bearing loan and shall be repayable solely from Cash Flow or Sale and Refinancing Proceeds.



During the ODG Period, funds may be used to cure Project operating deficits as follows:

- i. First – Property Manager, so long as the management company is an affiliate of Sponsor Entity, shall defer its property management fees;
  - ii. Second – from funds held in the Operating Reserve; and
  - iii. Third – from funds paid by the Sponsor Entity and Guarantor.
- c. **Repurchase Obligation** - Repurchase of Investor's interest for a price equal to the amount of Capital Contributions, less the value of the Tax Credits allocated to the Investor and not subject to recapture, plus interest at 10% if, prior to the payment of the Final Installment, certain development, operational, or Tax Credit-related events occur.
- d. **Recapture and Adjusters** – Indemnify Investor for any Tax Credit amount adjusted, not available or recaptured (on a dollar-for-dollar basis), plus penalties, interest and additional taxes imposed by the IRS or any governmental agency. Any amounts not paid when due shall bear interest at 10%.
- e. **Other Indemnifications** - Standard indemnities for liability, loss, damage, fees, costs and expenses incurred by reason of any demands, claims, suits, actions or proceedings or environmental conditions or liabilities related to the Project.

Thank you for your consideration and we look forward to the opportunity to work with you.

Very truly yours,

A handwritten signature in blue ink, appearing to read "JTR", is positioned above the typed name.

Joshua T. Reed  
Senior Vice President  
Merchants Capital Investments, LLC

Project Number: 2869  
Master Identification Number: 53341  
Project Name: Avenue Square Apartments  
Location: 1802, 1814 & 1818 Packers Avenue  
and 2102 Schlimgen Avenue  
**Return one signed letter by August 7, 2021**

**Via Email Only: jimrodgers4514@gmail.com**

July 23, 2021

Odessa Affordable Housing, LLC  
Attn: Jim Rodgers  
2677 Orrington Avenue  
Evanston, IL

RE: Conditional Commitment to Issue Tax-Exempt Bonds in the amount of \$11,011,538

Dear Mr. Rodgers:

Wisconsin Housing and Economic Development Authority ("WHEDA") has reviewed the materials submitted by Odessa Affordable Housing, LLC ("Borrower") in connection with its request that WHEDA issue long-term tax-exempt bonds in the amount of \$5,482,637, short-term tax-exempt bonds in the amount of \$5,528,901 (the "Bonds"), and Subordinate Loan in the amount of \$685,330 or such other amount as the parties may mutually agree upon in writing to finance the development of a multifamily housing project known as Avenue Square Apartments, to be located at 1802, 1814 & 1818 Packers Avenue and 2102 Schlimgen Avenue, in the City of Madison, in Dane County, Wisconsin (the "Project"), all as described in more detail in the materials. The proceeds from the Bonds are to be loaned to Borrower (the "Loan"), and, subject to limitations on the use of Bond proceeds, the Loan may be used to finance the purchase of land, buildings, furnishings and equipment, constructing improvements, making rehabilitation expenditures, funding of initial marketing expenses, rehabilitation costs, construction costs, bonding costs, and initial operating deficits of the Project. Based upon the information provided, WHEDA is willing to issue such Bonds and make such Loan, subject to the terms and conditions described in this letter (the "Conditional Commitment").

WHEDA's willingness to issue the Bonds and make the Loan is expressly conditioned upon the following:

- Borrower and WHEDA agreeing to the structure of the Bonds.
- WHEDA having sufficient private activity volume cap to issue the Bonds, as determined in WHEDA's sole discretion and taking into consideration other uses for such volume cap.



**WHEDA**

- Borrower agreeing to pay and paying either: (a) all issuance costs associated with the Bonds as well as WHEDA's issuance fee and other fees if the Bonds are issued as a stand-alone issuance, or (b) all Loan fees and other expenses associated with the Loan if WHEDA elects to issue the Bonds as part of a larger issuance of bonds, all as approved by WHEDA's Members Loan Committee.
- WHEDA timely receiving all required due diligence materials as requested from time-to-time in order to underwrite the Project.
- Borrower providing a market study, and other reports and documentation requested by WHEDA, each in form and content acceptable to WHEDA.
- WHEDA determining, in its sole discretion, that that the Project is financially feasible, based upon the terms of the Loan, the market demand for the rental units, and any other factors considered by WHEDA.
- The Bonds and Loan being structured in a manner satisfactory to WHEDA and so as not to violate any applicable legal or other requirement.
- WHEDA determining, in its sole discretion, that its underwriting of the Project meets WHEDA's internal requirements.
- Borrower entering into WHEDA's loan documents in form and substance acceptable to WHEDA.
- The Bonds, the use of proceeds, and all other aspects of the transaction complying in all respects with all applicable provisions of the Internal Revenue Code, regulations, revenue rulings, revenue procedures, notices, and announcements.
- Between the date of this letter and the date of the issuance of the Bonds, there existing no material adverse change in: the financial feasibility of the Project; the capital financial structure of the Project financed by the proceeds of the Bonds; or the state, national, or international financial , banking, bond, or credit industries.
- All information and materials submitted or otherwise provided to WHEDA in connection with the Bonds and the Loan being acceptable to WHEDA, and not being materially inaccurate or incomplete either as of the date of the submission or as of the date of the issuance of the Bonds.
- Once the structuring and other details related to the Bonds and the Loan are determined, WHEDA obtaining all necessary internal approvals and resolutions to issue the Bonds and make the Loan, including, but not limited to, the approval of its Members Loan Committee to issue the Bonds and make the Loan, as determined in its sole discretion, and the adoption of the requisite series resolutions to issue the Bonds by WHEDA's Members Loan Committee.
- Borrower and WHEDA entering into a mutually agreeable amendment to this Conditional Commitment or a superseding commitment, setting forth the structure of the Loan and the Bonds in more detail, and incorporating various other closing conditions and general requirements, all in form and substance acceptable to WHEDA, on or before December 15, 2021.

WHEDA agrees that the Bonds will be initially sold through public sale. WHEDA reserves the unilateral right to issue the Bonds as part of a larger bond issuance, the proceeds of which to be used to finance the Loan to the Project and other loans to other projects.

This Conditional Commitment sets forth the entire agreement between Borrower and WHEDA and

supersedes any and all agreements, understandings, statements or representatives, whether oral or written, of WHEDA or anyone acting on behalf of WHEDA. Any modification or waiver of any provision of this Conditional Commitment must be in writing and be signed by Borrower and WHEDA. To the extent the terms and conditions of this Conditional Commitment are not contradicted by the terms and conditions of documents later executed and delivered, the terms and conditions hereof shall survive the execution and delivery of such later documents. If there is any conflict between the Conditional Commitment and the ultimate Bond and Loan documents, the terms of the Bond and Loan documents shall prevail.

**BORROWER (AND ANYONE ACTING ON BEHALF OF BORROWER) AND WHEDA EACH COVENANTS AND AGREES NOT TO ELECT A TRIAL BY JURY WITH RESPECT TO ANY DISPUTE, WHETHER SOUNDING IN CONTRACT, TORT, OR OTHERWISE, ARISING OUT OF, IN CONNECTION WITH, RELATED TO, OR INCIDENTAL TO THIS CONDITIONAL COMMITMENT, TRANSACTIONS CONTEMPLATED THEREBY AND RELATIONSHIPS ESTABLISHED IN CONNECTION THEREWITH. THIS WAIVER IS SEPARATELY GIVEN BY EACH PARTY KNOWINGLY AND VOLUNTARILY WITH THE BENEFIT OF LEGAL COUNSEL (OR THE OPPORTUNITY TO CONSULT LEGAL COUNSEL, WHICH SUCH PARTY HAS WAIVED). THIS WAIVER SHALL BE DEEMED A MATERIAL INDUCEMENT TO WHEDA TO MAKE, AND BORROWER (AND ANYONE ACTING ON BEHALF OF BORROWER) TO ACCEPT, THIS OFFER.**

If the terms and conditions of this Condition Commitment are acceptable, please return a copy of the Conditional Commitment signed on behalf of Borrower to Shreedhar Ranabhat, Commercial Lending Officer.

Sincerely,

WISCONSIN HOUSING AND ECONOMIC DEVELOPMENT AUTHORITY

By:  \_\_\_\_\_

Shreedhar Ranabhat  
Manager, Commercial Lending

**ACCEPTANCE BY BORROWER:**

The undersigned hereby accepts the foregoing offer this \_\_\_\_\_ day of August 2021 and agrees to be fully bound by the terms and conditions hereof.

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

# **Addendum Y**

## **Operating Budget**

<b>Operating Budget</b>	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
<b>INCOME</b>								
Gross Potential Rent	\$830,619	\$847,231	\$864,176	\$881,459	\$899,088	\$917,070	\$935,411	\$954,120
Vacancy	(58,143)	(59,306)	(60,492)	(61,702)	(62,936)	(64,195)	(65,479)	(66,788)
Other Income	\$40.00	\$28,397	\$28,965	\$29,544	\$30,135	\$30,738	\$31,352	\$31,979
<b>Total Income</b>	<b>\$800,872</b>	<b>\$816,890</b>	<b>\$833,227</b>	<b>\$849,892</b>	<b>\$866,890</b>	<b>\$884,228</b>	<b>\$901,912</b>	<b>\$919,950</b>
<b>OPERATING EXPENSE</b>								
Marketing	\$10,300	\$10,609	\$10,927	\$11,255	\$11,593	\$11,941	\$12,299	\$12,668
Payroll	\$103,000	\$106,090	\$109,273	\$112,551	\$115,927	\$119,405	\$122,987	\$126,677
Other Administrative Costs	\$14,420	\$14,853	\$15,298	\$15,757	\$16,230	\$16,717	\$17,218	\$17,735
Management Fees	\$49,440	\$50,923	\$52,451	\$54,024	\$55,645	\$57,315	\$59,034	\$60,805
Utilities	\$53,560	\$55,167	\$56,822	\$58,526	\$60,282	\$62,091	\$63,953	\$65,872
Security	\$1,030	\$1,061	\$1,093	\$1,126	\$1,159	\$1,194	\$1,230	\$1,267
Maintenance Expenses	\$35,020	\$36,071	\$37,153	\$38,267	\$39,415	\$40,598	\$41,816	\$43,070
Property Taxes	\$107,120	\$110,334	\$113,644	\$117,053	\$120,565	\$124,181	\$127,907	\$131,744
Insurance	\$18,540	\$19,096	\$19,669	\$20,259	\$20,867	\$21,493	\$22,138	\$22,802
Reserves for Replacement	\$21,012	\$21,642	\$22,292	\$22,960	\$23,649	\$24,359	\$25,089	\$25,842
<b>Total Operating Expenses</b>	<b>\$413,442</b>	<b>\$425,845</b>	<b>\$438,621</b>	<b>\$451,779</b>	<b>\$465,333</b>	<b>\$479,293</b>	<b>\$493,671</b>	<b>\$508,482</b>
<b>NET OPERATING INCOME</b>	<b>\$387,430</b>	<b>\$391,044</b>	<b>\$394,607</b>	<b>\$398,113</b>	<b>\$401,557</b>	<b>\$404,935</b>	<b>\$408,241</b>	<b>\$411,469</b>
First Mortgage Debt Service	(317,503)	(317,503)	(317,503)	(317,503)	(317,503)	(317,503)	(317,503)	(317,503)
Asset Management Fee	(7,500)	(7,725)	(7,957)	(8,195)	(8,441)	(8,695)	(8,955)	(9,224)
Cash Flow	\$62,427	\$65,816	\$69,147	\$72,414	\$75,613	\$78,737	\$81,782	\$84,742
Supportive Services	(5,000)	(5,150)	(5,305)	(5,464)	(5,628)	(5,796)	(5,970)	(6,149)
Cash Flow after pmt for Supportive Services	\$57,427	\$60,666	\$63,842	\$66,951	\$69,985	\$72,941	\$75,812	\$78,592
Repayment of Deferred Develop	<b>\$1,078,026</b>	<b>\$1,020,599</b>	<b>\$959,933</b>	<b>\$896,091</b>	<b>\$829,140</b>	<b>\$759,155</b>	<b>\$686,214</b>	<b>\$610,402</b>

<b>Operating Budget</b>	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
<b>INCOME</b>	----	----	----	----	----	----	----
Gross Potential Rent	\$973,202	\$992,666	\$1,012,519	\$1,032,770	\$1,053,425	\$1,074,494	\$1,095,984
Vacancy	(68,124)	(69,487)	(70,876)	(72,294)	(73,740)	(75,215)	(76,719)
Other Income	\$33,271	\$33,937	\$34,616	\$35,308	\$36,014	\$36,734	\$37,469
-----	-----	-----	-----	-----	-----	-----	-----
Total Income	\$938,349	\$957,116	\$976,259	\$995,784	\$1,015,700	\$1,036,014	\$1,056,734
<b>OPERATING EXPENSE</b>							
Marketing	\$13,048	\$13,439	\$13,842	\$14,258	\$14,685	\$15,126	\$15,580
Payroll	\$130,477	\$134,392	\$138,423	\$142,576	\$146,853	\$151,259	\$155,797
Other Administrative Costs	\$18,267	\$18,815	\$19,379	\$19,961	\$20,559	\$21,176	\$21,812
Management Fees	\$62,629	\$64,508	\$66,443	\$68,437	\$70,490	\$72,604	\$74,782
Utilities	\$67,848	\$69,884	\$71,980	\$74,140	\$76,364	\$78,655	\$81,014
Security	\$1,305	\$1,344	\$1,384	\$1,426	\$1,469	\$1,513	\$1,558
Maintenance Expenses	\$44,362	\$45,693	\$47,064	\$48,476	\$49,930	\$51,428	\$52,971
Property Taxes	\$135,696	\$139,767	\$143,960	\$148,279	\$152,728	\$157,309	\$162,029
Insurance	\$23,486	\$24,190	\$24,916	\$25,664	\$26,434	\$27,227	\$28,043
Reserves for Replacement	\$26,617	\$27,416	\$28,238	\$29,086	\$29,958	\$30,857	\$31,783
Total Operating Expenses	\$523,736	\$539,448	\$555,631	\$572,300	\$589,469	\$607,154	\$625,368
<b>NET OPERATING INCOME</b>	<b>\$414,613</b>	<b>\$417,668</b>	<b>\$420,627</b>	<b>\$423,483</b>	<b>\$426,230</b>	<b>\$428,860</b>	<b>\$431,366</b>
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First Mortgage Debt Service	(317,503)	(317,503)	(317,503)	(317,503)	(317,503)	(317,503)	(317,503)
Asset Management Fee	(9,501)	(9,786)	(10,079)	(10,382)	(10,693)	(11,014)	(11,344)
Cash Flow	\$87,610	\$90,379	\$93,045	\$95,599	\$98,034	\$100,343	\$102,519
Supportive Services	(6,334)	(6,524)	(6,720)	(6,921)	(7,129)	(7,343)	(7,563)
Cash Flow after pmt for Supportive	\$81,276	\$83,856	\$86,325	\$88,677	\$90,905	\$93,000	\$94,956
Repayment of Deferred Develop	\$450,533	\$366,678	\$280,353	\$191,675	\$100,770	\$7,770	\$0