

## CDD Financing Application for Affordable Housing Fund (AHF-TC)

This application form should be used for projects seeking City of Madison AHF-TC funds Request for Proposals #13059-2024. Please format for logical page breaks. Applications must be submitted electronically to the City of Madison Community Development Division by **noon on August 1, 2024**. Email to: [cddapplications@cityofmadison.com](mailto:cddapplications@cityofmadison.com)

### APPLICANT INFORMATION

Development Name:	Conway at Huxley Yards		
Site Address:	905 Huxley St., Madison, WI, 53704		
Amount of Funds Requested:	\$1,680,000	Type of Project:	<input checked="" type="checkbox"/> New Construction <input type="checkbox"/> Acquisition/Rehab
Lead Applicant:	Preservation Housing Partners		
Mailing Address:	5184 Iron Gate, Bloomfield Hills, MI 48304		
Telephone:	(608) 999-4450		
Admin Contact:	Michael Diedrich	Email Address:	michael@phpaffordable.com
Lead Project Contact:	Kevin McDonell	Email Address:	kevin@lincolnavenue.com
Financial Contact:	Kevin McDonell	Email Address:	kevin@lincolnavenue.com
Website:	www.lincolnavenue.com		
Legal Status of Maj. Owner:	<input type="checkbox"/> For-profit <input checked="" type="checkbox"/> Non-profit	LIHTC Application:	<input type="checkbox"/> 4% only <input type="checkbox"/> 4+4% <input checked="" type="checkbox"/> 9%
Anticipated WHEDA Set-Aside:	<input checked="" type="checkbox"/> General <input type="checkbox"/> Preservation <input type="checkbox"/> Non-Profit <input type="checkbox"/> Supportive Housing		
Federal EIN:	20-3708317	SAM/ UEI #:	

\* If seeking federal funds

### AFFIRMATIVE ACTION

If funded, applicant hereby agrees to comply with the City of Madison Ordinance 39.02 and file an Individual Developer Affirmative Action Plan with the Department of Civil Rights. A Model Affirmative Action Plan and instructions are available at <https://www.cityofmadison.com/civil-rights/contract-compliance/affirmative-action-plan/individual-developers>.

### LOBBYING RESIGTRATION

Notice regarding lobbying ordinance: If you are seeking approval of a development that has over 40,000 gross square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of over \$10,000 (this includes grants, loans, TIF, or similar assistance), then you likely are subject to Madison's lobbying ordinance, sec. 2.40, MGO. **You are required to register and report your lobbying** by registering with the City Clerk's at <https://www.cityofmadison.com/clerk/lobbyists/lobbyist-registration>. Please consult the City Clerk for more information. Failure to comply with the lobbying ordinance may result in fines of \$1,000 to \$5,000.

### CITY OF MADISON CONTRACTS

If funded, applicant agrees to comply with all applicable local, state and federal provisions. A sample contract that includes standard provisions may be obtained on the Community Development Division Funding Opportunities Website for this RFP.

If funded, the City of Madison reserves the right to negotiate the final terms of a contract with the selected agency.

### SIGNATURE OF APPLICANT

Enter Name: Robert Diedrich Date: 7/30/2024

By submitting this application, I affirm that the statements and representations are true to the best of my knowledge. By entering your initials in this box **[RD]** you are electronically signing your name as the submitter of the application and agree to the terms listed above.

**AFFORDABLE HOUSING GOALS & OBJECTIVES**

- 1. Please check which of the following goals outlined in the Request for Proposals are met with this proposal:
  - 1. Increase the supply of safe, quality, affordable rental housing, especially units affordable to households with incomes at or below 30% of area median income, that ensure long-term affordability and sustainability.
  - 2. Preserve existing income- and rent-restricted rental housing to ensure long-term affordability and sustainability.
  - 3. Improve the existing rental housing stock through acquisition/rehab to create long-term affordability and sustainability.

**AFFORDABLE HOUSING NEEDS, BENEFIT AND RISK**

- 2. Please describe the anticipated demand for this specific affordable rental housing in the City of Madison.

An important aspect of the City of Madison's ability to meet existing and future housing needs is the ability to meet the needs of all household types and income levels and to minimize housing cost burden experienced by both renters and homeowners. Housing cost burden is defined as a situation in which a household expends more than 30% of its household income on housing costs. According to the Analysis of Impediments to Fair Housing Choice's (2019), housing cost burden was experienced by 54.6% of renters in Madison, the vast majority of which are low-income. The Conway at Huxley Yards (The Conway) will help reduce the housing cost burden experienced by low-income renters in the City of Madison by providing 42 rent- and income-restricted apartment units for households with incomes not to exceed 60% AMI with 8 market rate units. The rents for these units will be limited so that resident households will not expend more than 30% of their household income on housing costs, including utilities.

An independent market study was commissioned to confirm the demand for The Conway. The study concluded that there is sufficient demand for the introduction of new rental units and estimated that the project will need to capture just 0.36-0.49% of eligible rental households to maintain stable occupancy. This range falls well below the 15% threshold for multifamily housing developments in similar sized communities and emphasizes the dire need for additional affordable housing in the City of Madison.

3. Please describe the public benefit of the proposed housing development and the risks associated with the project.

The Conway at Huxley Yards is a 50-unit, new construction mixed-income development in Madison's Sherman neighborhood providing 42 units for residents making no more than 60% AMI alongside eight market rate units. Ten of the 42 income-restricted units will be set aside as integrated supportive units and will accommodate households with incomes not to exceed 30% AMI. Of these ten units, five will be dedicated Coordinated Entry Units and will target individuals and families at risk of homelessness. The project will be developed and maintained to strict quality standards and offer a safe and convenient place for residents to live.

The public benefit of the proposed development extends to low-income households, the surrounding neighborhood, and the broader economy. Benefits to the low-income households that will reside in The Conway will likely include:

- Affordable rents: The project will offer housing at rents below-market. The rents for the 42 income-restricted units will be limited so that residents will not expend more than 30% of their household income on housing costs.
- Improved quality of housing: The project will meet strict construction and maintenance standards, providing a safe, clean, and well-maintained living environment for residents.
- Proximity to employment centers and community resources: The project will offer residents convenient access to numerous amenities and services, including public transit, grocery stores, parks (including a brand new 15 acre public park that will include conservation land with residents of the affordable housing being involved in the design of the public park), libraries, medical clinics and schools.

The Conway's benefit to the surrounding neighborhood will include:

- Job creation & Job Training: The construction and ongoing maintenance of the project will generate new jobs in the construction, property management, and related industries. In addition, on-site job training will be provided by Employment & Training Association (EATA).
- Redevelopment of a vacant industrial parcel: The project will revitalize a now underutilized parcel and infuse new life into the surrounding neighborhood.
- Increased supply of quality housing: The project will increase the neighborhood's supply of quality housing without displacing existing neighborhood residents.
- Elevated traffic to local businesses: The project will increase the neighborhood's population and stimulate demand for local businesses.
- Reduced homelessness: The project's units reserved for very low-income households will prevent and reduce homelessness in the neighborhood, and will include coordinated entry units through a partnership with Lutheran Social Services.

Lastly, the benefits of The Conway to the broader economy will include:

- Stimulation of Madison's economy: Investments in affordable housing projects like The Conway are shown to have a ripple effect, stimulating local economies through increased spending, investment, and support local business by creating nearby workforce housing that is affordable that puts additional discretionary spending money that can eventually go back into the local economy.
- Increased tax revenue: The project will contribute to local tax revenues, which can be reinvested in community services and infrastructure.

Affordable housing projects like The Conway, while offering significant benefits, also come with a range of potential risks and challenges. Challenges can include local opposition to affordable housing that can delay or block the project, neighborhood gentrification, stigma, and isolation from the broader community. The development team has proactively mitigated against these challenges by engaging neighborhood stakeholders early in the planning process, addressing stakeholder concerns transparently, and proposing a project that serves a mix of incomes to foster community engagement and social integration, while proposing a development that aligns with the City's Oscar Mayer Special Area Plan.

PROPOSAL DESCRIPTION

4. Please provide a brief overview of the proposal including key characteristics. Describe how the proposed development will help meet the needs of residents in this location and the impact of the proposed development on the community. (Please limit response to 300 words including spaces).

The Conway at Huxley Yards is a 50-unit, new construction mixed-income development providing 42 units for residents making between 30% to 60% AMI and eight market rate units. Ten of the 42 income-restricted units will be set aside as integrated supportive units and will accommodate households with incomes not to exceed 30% AMI. Of these ten units, five will be dedicated Coordinated Entry Units and will target individuals and families at risk of homelessness. Furthermore, of the 42 income-restricted units, six will offer a veterans preference. All income-restricted units will maintain their affordability for a period of 40 years.

The Conway's units will be delivered through a single, 5-story building alongside dedicated resident amenity spaces and a Community Service Facility that will provide on-site job training and supportive services to both residents and the broader neighborhood. As the third phase of the Huxley Yards Redevelopment Project (Huxley Yards) The Conway will also offer its residents convenient access to the educational classroom and senior center that are currently under construction as part of phases one and two of Huxley Yards. These multiple Community Service Facilities will support residents in improving their quality of life and in facilitating meaningful connections.

5. Please describe the following aspects of the proposed development:

- Type of Construction: [X] New Construction [ ] Acquisition/Rehab or Preservation
Type of Project: [X] Multi-family [ ] Senior (55+ or 62+ yr. old): \_\_\_\_\_

Total number of units: 50

Total number affordable of units (≤60% CMI): 42 Total % affordable of units (≤60% CMI): 84%

Total amount of AHF requested per affordable unit: \$40,000

Number of units supported by Section 8 project-based vouchers, if known: 0 PBV CMI level: N/A

6. Please indicate acceptance of the standard loan terms for this proposal as described in Section 1.4 of the RFP.

[X] Yes, I confirm.

7. Applicants requesting alternative loan terms and/or wishing to provide additional information regarding the financing structure or options, please indicate below.

Not applicable.

8. Period of Affordability Commitment:

- [ ] Permanent Affordability in exchange for a waiver of shared appreciation to the long-term deferred note
[X] 40 years – Minimum Commitment

9. Will the development team commit to making annual payments on the AHF Cash Flow Note concurrently with repayment of the deferred developer fee? If yes, explain how this will be memorialized in organizational documents, including the final Amended and Restated Operating Agreement. If not, what year will Cash Flow Payments begin?

At this point we aren't able to commit to making the cash flow note payments concurrently with the deferred developer fee payments to ensure the deferred developer fee can be paid off within the 15 year tax credit compliance period and ensure no recapture of the credits. With that said, we fully expect the deferred developer fee to be fully repaid within a few years of conversion and would anticipate the cash flow note payments beginning within the first few years.

10. Are there any terms of anticipated funding sources anticipated to be incongruent with this RFP? Please explain.

At this point, we do not anticipate any of the funding sources to be incongruent with this RFP. I will note that we do anticipate using an agency first mortgage (mostly likely Freddie Mac) and they will need to review complete their full underwriting that will include a review of the legal documents.

**SITE INFORMATION**

11. Address of Proposed Site: **905 Huxley St., Madison, WI 53704**

12. In which of the following areas on the Affordable Housing Targeted Area Map (see Attachment A) is the site proposed located? Please check one of the first three AND Limited Eligibility, if applicable.

- Preferred TOD Area
- Eligible Core Transit Area
- Preservation & Rehab Area (Ineligible for New Construction)
- Limited Eligibility Area

13. Identify the neighborhood in which the site is located: Sherman

14. Date Site Control Secured: 1/23/24

15. Explain why this site was chosen and how it helps the City to expand affordable housing opportunities in areas of greatest impact. Describe the neighborhood and surrounding community. (Attach a close-up map of the site indicating project location and a second map using the [AHF Targeted Area Map](#) to show the site in the context of the City.)

The Conway at Huxley Yards is located in the City of Madison's Sherman neighborhood - a mixed-use neighborhood comprised of single-family, multi-family, industrial, and commercial uses. Near north of downtown, the Sherman neighborhood is serviced by the Madison Metro Transit Bus System and possesses convenient vehicular linkages through its proximity to Highway 113, Aberg Avenue, Sherman Avenue, and Commercial Avenue. The site's location within the Sherman neighborhood is considered very walkable, with most errands able to be accomplished on foot. In addition, to the strong existing bus network the City is also planning the future Bus Rapid Transit route that is being called "Rapid Route B" otherwise known as the new North South line that will be in addition to the current East West BRT line that is called the "Rapid Route A."

The site is currently vacant, having previously been associated with industrial uses. Immediate surrounding uses include commercoa; to the west (Ice Arena) and south, new construction multifamily to the the north, and industrial with plans for mixed use to the east. The site was selected because the proposed project - alongside the broader Huxley Yards Redevelopment Project - aligns with vision of the City's ambitious Oscar Mayer Special Area Plan and will offer future residents affordable housing in a vibrant and accessible neighborhood that we believe will continue to see significant investment into the foreseeable future.

16. Current zoning of the site: RMX & TRU-2 An interactive version of the Zoning Map can be found linked [here](#).

17. Will the proposed development seek a Zoning Map Amendment:  
 Yes                     No, it's permissively zoned                     To be determined

18. Describe any other necessary planning and zoning-related approvals (conditional use permit, demolition, etc.) that must be obtained for the proposal to move forward.

The site is fully entitled for the proposed use if we altered our site plan to fit entirely within the current RMX zoning. With that said, we are seeking zoning map amendment that provides for a better placement of the building and addresses comments that we've received from planning, zoning, engineering, and the neighborhood. The zoning map amendment simply allows for the site that is currently zoned RMX and TRU-2 to be entirely zoned RMX.

19. Describe the proposed project's consistency with the land use recommendations, goals and objectives as may be relevant in adopted [plans](#), including the City of Madison Comprehensive Plan (adopted 2018), Neighborhood Plans, Special Area Plans, the Generalized Future Land Use Map (interactive version linked [here](#)), and any other relevant [plans](#).

The Conway at Huxley Yards is the third and final phase of the Huxley Yards Redevelopment Project. Huxley Yards is centrally located within an industrial corridor that was previously anchored by the Oscar Mayer manufacturing plant. Following the closure of the Oscar Mayer manufacturing plant in 2017, the City of Madison reimaged the future of the industrial corridor through the crafting of the 2020 Oscar Mayer Special Area Plan. The Special Area Plan is structured around ten redevelopment objectives that seek to stimulate economic growth through sustainable, transit-oriented, mixed-use, and mixed-income development that maintains housing affordability and minimizes displacement. Huxley Yards delivers on the objectives on the Oscar Mayer Special Area Plan by

redeveloping a vacant industrial parcel with mixed-income housing and multiple Community Services Facilities that will serve the needs of the broader neighborhood. More specifically, the Oscar Mayer Special Area Plan calls for high density development, supporting multi-modal transportation, affordable housing, encouraging walkable streets, and the creation of a northside hub for economic growth and diversity.

20. If the site is in a Limited Eligibility Area, describe how the relevant concerns will be addressed via design or other strategies, e.g., noise mitigation, air quality, etc.?

Not applicable. The site is not in a limited eligibility area.

21. Identify the distance the following amenities are from the proposed site. Limit to closest three and/or less than one mile per category. Please limit list to the closest three amenities within one mile per category. Please use the MMSD Find My School [link](#) as the closest school is not always assigned.

Type of Amenities & Services	Name of Facility	Distance from Site (in miles)
Full Service Grocery Store	Pick 'n Save	0.58 miles
Public Elementary School	Emerson Elementary School	0.51 miles
Public Middle School	Sherman Middle School	0.65 miles
Public High School	Madison East High School	0.66 miles
Job-Training Facility, Community College, or Continuing Education Programs	Madison Area Technical College - Commercial Avenue Education Center	0.09 miles
Childcare	Kaylee's Garden Early Child Care and Education	0.42 miles
Public Library	Madison Public Library - Hawthorn	0.74 miles
Neighborhood or Community Center	Victoria at Huxley Yards- Community Center Goodman Community Center	0.2 miles 1.02 miles
Full Service Medical Clinic or Hospital	UW Health Union Corners Clinic	0.73 miles
Pharmacy	Pick 'n Save Pharmacy	0.58 miles
Public Park or Hiking/Biking Trail	Fireman's Park	0.34 miles
Banking	BMO Bank	0.40 miles
Retail	Lakewood Plaza Shopping Center	0.13 miles
B-cycle Station	Madison College Commercial Avenue	0.1 miles
Other (list the amenities):		

22. What is the actual walking distance (in miles) between the proposed site and the nearest seven-day per week [transit stops](#) (i.e. weekday and weekends)? List the frequency of service at that bus stop during the weekday at noon. List the bus route(s), major transit stop street intersections and describe any other transit stops (include street intersections and schedule) located near the proposed site. Please do not include full bus schedules.

The nearest seven-day per week transit stops are located at the intersections of N. Sherman Ave. & Commercial Ave. and Packers Ave. & Commercial Ave.

The stop located at the intersection of N. Sherman Ave. & Commercial Ave. is 0.19 miles from proposed project site and serviced by Route D. During weekdays from 12:00 PM - 1:00 PM the bus stops at N. Sherman Ave. & Commercial Ave. a total of four times - two times heading eastbound, and two times heading westbound. Route D provides access to the Dane County Regional Airport and terminates at the intersection of New Sprecher & Cottage Grove when heading eastbound, and the intersections of Watts & Junction or Maple Grove & McKee when heading westbound. It connects to all other major bus routes.

The stop located at the intersection of Packers Ave. & Commercial Ave. is 0.25 miles from the proposed projected site and serviced by Route B. During weekdays from 12:00 PM - 1:00 PM the bus stops at Packers Ave. & Commercial Ave. a total of eight times - four times heading northbound and four times heading southbound. Route B provides access to the Central Wisconsin Center to the north and Fitchburg to the south. It connects to all other major bus routes.

23. Describe the walkability of the site and the safest walking routes for children to get to their elementary and middle schools if MMSD [Yellow Bus Service](#) is not provided (e.g., less than 1.5 miles and no major roads crossed). Describe the Metro Transit Route for high school students. Enter "N/A" for age restricted (55+) developments.

The project site was entered into [www.walkscore.com](http://www.walkscore.com) to evaluate the perceived walkability of the site based on both sidewalk access and distance to nearby restaurants, grocery stores, and other amenities. The project site has a Walk Score of 70 out of 100 and is considered "very walkable", with most errands able to be accomplished on foot.

Emerson Elementary School, Sherman Middle School, and East High School are all located within 1-mile of the site. Children attending Emerson Elementary School will have access to MMSD Yellow Bus Service because the walking route from the project to the school requires the crossing of a major road (i.e. Packers Ave). Children attending Sherman Middle School can safely walk to school via Sherman Avenue and children attending East High School can either walk or take Route D bus service.

24. Describe the transit options for people to access employment and amenities such as childcare, after school activities, grocery stores, the nearest library, neighborhood centers, and other amenities described above.

The site is considered very walkable and - as illustrated in the table on the previous page - most amenities and services are within a 1-mile radius of the site. For amenities and services not deemed walkable, residents have convenient access to two major bus routes. These two bus routes - Routes D and B - connect to all other major bus within the City of Madison Metro Transit System and offer direct service to the major employment hubs of downtown Madison, University of Wisconsin - Madison, and Dance County Regional Airport.

25. Describe the impact this housing development will have on the schools in this area. What percent are the 5-year projected capacities for the area schools? Ideal enrollment is considered 90%. Are the schools projected to be at, above, or below capacity? Approximately how many elementary and middle school children are projected to live at the proposed housing development based on the proposed unit mix and previous housing experience? See 5-year projected capacities from 2019 school capacity information found in this [Report](#) (.pdf pages 30-31). MMSD is in the process of updating this information post-pandemic. Please also e-mail Grady Brown ([kgbrown@madison.k12.wi.us](mailto:kgbrown@madison.k12.wi.us)) to obtain updated current and projected capacity for the relevant schools.

The development team projects school-aged children will occupy 25% of the The Conway's 101 bedrooms. This corresponds to a total of approximately 25 anticipated school-aged children. In 2019, Emerson Elementary School, Sherman Middle School, and East High School respectively operated with enrollment rates of 89.7%, 49.3%, and 61.9%. These rates fall below the ideal enrollment rate of 90% and suggest that the schools are able to absorb more students. The addition of the 25 school-aged children The Conway is expected to house will support the enrollment objectives of these schools.

Note that the development team contacted MMSD for more current data on July 23, 2024. Data was not circulated prior to the application deadline, but the MMSD team is working to obtain the necessary approvals to release the current data.

## SITE AMENITIES

26. Describe the exterior amenities that will be available to tenants and guests (e.g., tot lot or play structure, outdoor exercise equipment, patio, permanent tables and chairs, greenspace, grill area, gardens, etc.).

Exterior amenities available to residents and guests will include a picnic area and community patio. In addition, the residents will have access to the future playground and all of the other amenities that are planned at the future 15 acre park. We are excited that our future residents will have the ability to provide guidance and recommendations on the park amenities that they would like to see.

27. Describe the interior common area amenities that will be available to tenants and/or guests (e.g., community rooms, exercise room, business center, etc.). For family developments, will there be a year-round indoor play space &/or youth lounge for children and teens?

Interior common area amenities available to tenants and guests will include a community room, fitness center, storage lockers and shared laundry facilities. A year-round indoor playspace is not proposed for the Conway, but will be available at the View at Huxley Yards that is adjacent to this proposed development.

28. Describe the interior apartment amenities, including plans for internet service (and cost to tenants, if any) and a non-smoking indoor environment throughout the building.

Each apartment unit will include air conditioning, a dishwasher, garbage disposal, luxury vinyl plank flooring, walk-in closets, and washer/dryer units. Residents will receive complimentary high-speed internet. In-unit washer/dryer units will be available for residents to lease.

All apartment units and common areas in the building will be non-smoking.

29. In regards to parking, what is the:

a. Anticipated number of total number parking spots:	70
i. Underground	--41 (includes detached garage spaces)
ii. Surface	--29
b. Ratio of parking spots to units?	1.4
c. Monthly parking cost?	\$80/month for underground and garage spaces; \$0/month for surface parking
d. Will the parking cost in this development vary by CMI level?	No

Brief further comments regarding parking fees may be added here:

No further comments.

30. For proposals contemplating first floor commercial space, describe how the use and/or tenant of the space will be a benefit to the immediate neighborhood (e.g. childcare, senior center, community facility, neighborhood-serving commercial etc.). Explain how the use of the space was identified to fill a service gap or enhance the surrounding community. Describe if a prospective tenant or use has already been identified or how a prospective tenant will be found and will help inform the space's design.

The Conway will provide dedicated resident amenity spaces and a Community Service Facility that will provide on-site job training and supportive services to both residents and the broader neighborhood. As the third phase of the Huxley Yards Redevelopment Project, The Conway will offer its residents convenient access to the educational classroom and senior community center that are currently under construction as part of phases one and two of Huxley Yards. These multiple amenity spaces and Community Service Facilities will promote human connection, social equity, and provide for a more comprehensive set of services for all phases of the Huxley Yards developments. When designing the Community Service Facility space at the Conway we worked closely with EATA (our job training partner) to ensure it meets their needs, and isn't duplicative to the classroom and senior community center that they have available to them at the first two phases of Huxley Yards. In addition to the job training services that EATA is going to provide, the space at the Conway will be ideal for LSS to provide on-site supportive services to our residents.

**CITY AND COMMUNITY ENGAGEMENT PROCESSES**

31. Briefly summarize the staff comments during your Pre-application meeting with City of Madison Planning and Zoning staff. Please include the date.

During our pre-application meeting with Planning and Zoning they indicated support for our current site plan, and the full rezoning submittal was sent in mid July 2024. See below for more detailed staff feedback at DAT, which came before the pre-app meeting.

32. Briefly summarize the most notable staff comments made at the City's Development Assistance Team (DAT) regarding the proposed development and reference the date of the presentation. If this proposal has not yet presented to DAT, what is the anticipated date of the presentation?



The Conway was presented at DAT on January 4<sup>th</sup> 2024. City Planning noted their desire to push the building closer to Commercial Avenue. City Zoning noted that the current zoning is RMX and TRU-2. City Zoning also noted the bike and EV parking requirements, which we are meeting. We were able to work with City Engineering to work around the utility conflict and other site plan challenges in order to move the building in a position that is now much closer to Commercial Avenue. City Engineering noted the need to coordinate on the stormwater management plan and we are currently working through the final details with their team. City Engineering Mapping noted that need for a subdivision plat because the previous CSM created the maximum number of new parcels, and the plat application was submitted to staff in July of 2024. City Engineering Mapping also noted the need to work the current and future easements that will need to be added or removed. City Traffic confirmed our assumed access point.

33. Describe the response of the alderperson in which the proposal is located, as well as the adjacent alderperson(s), if within 200 feet of an adjacent [Aldermanic District](#). What issues or concerns with the project did they identify, if any? How will those be addressed?

The site is located within District 12. Alder Amani asked us to provide a fence between our property and the Badger Diversified Metals property to ensure access concerns are addressed. The fence has been added to our latest set of plans. The Alder also wanted to make sure we are coordinating with the Hartmeyer Ice Arena to ensure the development is cohesive with their operations. We've coordinated multiple meetings with the current group that is planning to invest in the Ice Arena and those coordination discussions have been going well. Most specifically, we've coordinated with the Ice Arena and City Staff to determine the extent of the sewer that extends underneath the Ice Arena and worked through a future plan that would provide a path forward for the sewer to be replaced when the time comes.

34. Describe the neighborhood and community input process to date, including notification to and input from the nearby Neighborhood Association(s). What was the date that the proposal was presented to the neighborhood? If not yet completed, what is the anticipated meeting date? What issues or concerns with the project has been identified, if any? How will those be addressed? Describe the plan for continued neighborhood input on the development (e.g. steering committee, informational meetings, project website, etc.).

The Conway at Huxley Yards is the third and final phase of the Huxley Yards Redevelopment Project. In developing the first two phases of Huxley Yards, the development team hosted numerous meetings with neighborhood/community groups that functioned to both inform the overall project design and to facilitate the attainment of necessary approvals. These meetings occurred between April 2022 and January of 2024.

List of Neighborhood Meetings Held to Date (doesn't include Plan Commission, Common Council, Board of Public Works, Transportation Commission, Finance Committee);

- April 7, 2022 - Sherman Neighborhood Association and Friends of Hartmeyer Meeting
- July 20, 2022 - District 12 Neighborhood Meeting
- August 25, 2022 - District 12 Neighborhood Meeting
- October 3, 2022 - District 12 Neighborhood Meeting
- December 4, 2023 - Sherman Neighborhood Association Meeting
- July 8, 2024 - District 12 Neighborhood Meeting

At our most recent meeting on July 8, 2024 we heard some concerns over traffic from a few of the neighbors. Our development consultants strongly believe that the city street have sufficient capacity to support the additional traffic counts that the new development will bring. Additionally one neighbor expressed concerns over our residents accessing the Badger Diversified Metals property and have addressed that by adding a fence along the property line. In addition, we've provided a landscaping buffer along the west of the property to screen the existing properties to the west and have coordinated closely with the Ice Arena to better understand their use of the property and how it will interact with our site plan. A few neighbors also wanted to make sure that our residents will have sufficient access to the surrounding amenities. We believe that the nearby park, convenient bus access, high walkscore to surrounding amenities and on-site amenities will provide our residents with great access to the amenities that the community has to offer.

35. Describe your plans for neighborhood informational meetings and other ways of engaging and informing residents both during construction and approaching lease-up. Describe your experience in working with neighborhood residents post-approval and detail effective strategies you have used since the beginning of the pandemic to effectively communicate with residents.

As described in Section 34 our development team has engaged in and informed residents of the development with well over 10 community meetings that included opportunities for feedback and improvement to our development plans since the beginning of 2022. Development details, community engagement and meeting attendance was encouraged by neighborhood organizations, our development team, and the City through the use of multiple websites, news media, print media and social media to ensure all demographics were informed. Each formal meeting that we held ranged from around an hour to multiple hours with multiple opportunities for Q&A. Meetings were held both in person and/or virtually with the majority of the meetings being virtual meetings.

## DEVELOPMENT TEAM

36. Identify all key roles in your project development team, including any co-developers, property management agent, supportive services provider(s), architect, general contractor, legal counsel, and any other key consultants, if known.

Contact Person	Company	Role in Development	E-mail	Phone
Michael Diedrich	Preservation Housing Partners	Developer	michael@phpaffordable.com	(248) 933-8560
Kevin McDonell	Lincoln Avenue Communities	Co-Developer	kevin@lincolnavenue.com	(608) 999-4450
Hume An	Rootstalk Capital	Co-Developer	humean77@gmail.com	(312) 286-8128
Andi Simmons	Wisconsin Management Company	Management Agent	andi.simmons@wimci.com	(608) 308-4236
Leah Gubin	Lutheran Social Services	Supportive Service Provider	leah.gubin@lsswis.org	(920) 312-4835
Kevin Burow	Knothe & Bruce Architects, LLC	Architect	KBurow@knothebruce.com	(608) 575-3123
Alison Gorham	McShane Construction	General Contractor	agorham@mcshane.com	(608) 977-2009
Scott Jahnke	Winthrop & Weinstine, P.A.	Legal Counsel	sjahnke@winthrop.com	(651) 336-9305
Matt Haase	JSD	Civil Engineer	matt.haase@jsdinc.com	(608) 848-5060
Nathan Wautier	Reinhart Boerner Van Deuren	Legal Counsel	nwautier@reinhartlaw.com	(608) 229-2249

37. Describe the project's organizational structure. Please attach an organizational chart detailing the roles of the applicant, all partnerships, ownership and controlling interest percentages of each entity.

Conway at Huxley Yards LLC - the project's ownership entity - is a joint venture between Preservation Housing Partners, Lincoln Avenue Capital (DBA Lincoln Avenue Communities) and Rootstalk Capital.

- The non-profit Preservation Housing Partners is the project's lead developer with a 51% majority interest in the Managing Member of the ownership entity.
- Lincoln Avenue Communities is a co-developer and co-owner with a 25% interest in the Managing Member of the ownership entity.
- Rootstalk Capital, the project's Minority/Emerging Development Partner, is a co-developer and co-owner with 24% interest in the Managing Member of the ownership entity.

38. Describe briefly the Development Team's knowledge of and experience in addressing affordable housing needs of the City of Madison. Please be sure to address:

- a. Experience developing multifamily housing for low- and moderate-income households, including:
  - i. Experience obtaining and implementing LIHTC, including number, type and location of proposed and completed LIHTC projects and/or affordable housing units your organization has developed.
  - ii. Experience obtaining and implementing federal, state, city and other financing resources, including number of projects, number of units and location of projects with federal LIHTC, HOME, CDBG, or Section 108 funds.
- b. Developer's experience with, including number of projects, number of units and location developed with integrated supportive housing units.

- c. Leadership/key development team staff qualifications (briefly). Years the organization has been in existence.
- d. Financial capacity of the organization to secure financing and complete the proposed project.
- e. For non-profit organizations and/or co-developers, please describe the organization's Mission Statement and explain how the proposed development supports the Mission Statement.

Please limit responses to three pages within this application format or enter "See Attached." Please do not duplicate information here and attached.

### Preservation Housing Partners

Founded in 2005 Preservation Housing Partners (PHP) is a non-profit developer and owner with a mission to increase the quality and quantity of affordable housing for low and moderate-income families by constructing and rehabilitating properties. PHP was founded on the belief that every family should have a decent, safe, affordable, and comfortable home. PHP has served as a non-profit owner and developer of LIHTC and Section 8 developments totaling 22 projects (1,267 units) across 8 states, 14 of which are LIHTC developments.

Robert Diedrich, PHP's President, will lead the development of The Conway. Mr. Diedrich is a 30-year veteran of the affordable housing industry and has been responsible for the acquisition, development, and/or financing of over 10,000 units of affordable housing located throughout the United States. Prior to establishing PHP in 2005, he held positions as a real estate attorney specializing in HUD and State Agency financed transactions, an affordable housing consultant, and as a Vice President of Acquisitions for American Community Developers, Inc.

During Mr. Diedrich's extensive affordable housing career, he has been responsible for successful LIHTC applications in several states including Michigan, Ohio, Indiana, Pennsylvania, West Virginia, South Carolina, Wisconsin, and Illinois. Collectively, the transactions he has participated in have leveraged numerous financing sources, including tax exempt bonds, Historic Tax Credits, Brownfield Credits, LIHTC exchange funds, HOME funds, AHP Grants, ARPA Funds, real estate tax exemptions and payment in lieu of taxes, and HUD drug elimination grants. Mr. Diedrich has over three decades of affordable housing.

### Lincoln Avenue Capital (DBA Lincoln Avenue Communities)

Lincoln Avenue Capital (LAC) is a mission-driven, affordable multifamily housing developer and owner of high-quality, sustainable, and affordable homes. Founded in 2016, Lincoln Avenue now owns and operates a portfolio of 119 apartment communities and 22,323 units spanning a total of 27 states. These communities include 19 new construction and acquisition/rehab LIHTC projects that have successfully received 8609s. LAC is consistently recognized as one of the top affordable housing owners and developers in the United States and, in 2023, ranked #2 on Affordable Housing Finance's list of Top 50 Affordable Housing Developers.

Kevin McDonell, a Vice President and Regional Project Partner, will represent LAC in the development of The Conway. Mr. McDonell brings significant experience to the development team having previously acted as the Vice President of Development for the Great Lakes Region for the Commonwealth Companies on 12 developments in Wisconsin that have received 8609's, as well as another four developments that were in the process of receiving 8609's. During his time at Commonwealth Company's, Mr. McDonell has spearheaded a total of five projects in Indiana that were awarded 9% tax credits. Four of these projects received 8609s under his leadership. Since joining LAC, Kevin has been awarded WHEDA tax credits on seven developments, with the Conway being the only development that hasn't broken ground yet. Having led the development process on just under 2,000 units across the Midwest, Kevin brings significant experience to the development team and has lead development effort on over 800 units spread across six different developments within the City of Madison.

Kyle Brassler serves as a Vice President and Regional Project Partner based out of Minneapolis and is responsible for sourcing, acquiring, and developing affordable housing properties in Michigan, Iowa, Minnesota, and Wisconsin. During his career, Kyle has developed more than 2,500 multifamily units, both affordable and market-rate, totaling over \$500 million in total development costs. Prior to joining LAC, Kyle served as a Developer for multiple Midwest-based development firms. He holds a BBA from the Wisconsin School of Business.

Stacy Kaplowitz is Vice President and Managing Regional Project Partner at LAC, where she helps lead the firm's growing Regional Project Partner Development platform and runs her own deal pipeline in the Mid-Atlantic. She has more than 17 years of professional experience in affordable multifamily development and public-private partnership real estate advisory. Stacy previously worked at KCG Development, where she established and grew the firm's Mid-Atlantic portfolio. Prior to KCG, she was with Brailsford & Dunlavey, where she developed student housing master plans for clients including Rutgers University and George Mason University. Stacy serves as Vice Chair on the Rockville Housing Enterprises Board in her hometown of Rockville, MD. She holds a B.A. from Indiana University Bloomington and a master's degree from the University of Texas at Austin's LBJ School of Public Affairs.

Russell Condas, LAC's Senior Vice President of Development, will provide project oversight and support. Over the past decade, Mr. Condas has successfully navigated complex transactions including new construction, acquisition and preservation, historic adaptive re-use, and portfolio acquisitions, totaling approximately 8,000 affordable units. Prior to joining Lincoln Avenue Capital in 2020, he was a Development Partner at Dominion, one of the largest

affordable housing developers, owners, and operators in the country. He currently serves on the board of Directors for the Housing Equity Partnership Trust, a social purpose driven collection of nonprofit partners committed to the preservation of affordable rental homes for lower- and middle-income residents.

#### Rootstalk Capital

Rootstalk Capital is acting as co-developer on The Conway. While they haven't received any 8609's from WHEDA, Hume An - Rootstalk Capital's principal - brings over 17 years of affordable housing development experience and has received many 8609's during that time frame. As an affordable housing developer, Hume brings his many years of experience serving a variety of nonprofit and for-profit organizations to the team's development process.

39. For projects that will be co-developed with a non-profit partner, please describe the non-profit's role in the development. State if the non-profit will have a controlling interest (as memorialized in organizational documents), Right of First Refusal, or General Partner Purchase Option. If not, please elaborate on how the non-profit organization will be involved in the long-term ownership of the development. Describe briefly the compensation structure for non-profit developer, including percentage of the developer fee allocated.

PHP is the non-profit lead developer with a 51% majority ownership interest in the Managing Member ownership interest. SEE ATTACHED MOU that outlines PHP's Right of First Refusal, 51% controlling interest, Asset Management Fee's, and Developer Fee payments.

40. For non-profit applicants interested in federal HOME funds, please describe in detail the development team's experience using HOME funds, including a list of projects the team has developed using such funds. Is the Non-Profit Organization certified as a CHDO? If not, please indicate interest in CHDO certification. Please enter N/A if this question does not apply.

The development team has worked on well over a 1,000 units across the country that have received HOME Funds (including on over 15 developments within the State of Wisconsin that have received HOME Funds). Currently, PHP is not certified as a CHDO, but the development team would be open to exploring the potential for certifying PHP as a CHDO.

41. Who will be responsible for monitoring compliance with federal regulations and requirements during development and construction phases of the project? List past projects they have completed with similar compliance requirements.

PHP & LAC will share responsibility for monitoring compliance with federal regulations during development and construction. LAC's Regional Project Partner has previously worked on over 10 developments with HOME Funds and similar requirements within the State of Wisconsin.

42. Who will be responsible for monitoring compliance with federal regulations and requirements during the Period of Affordability? Please describe the experience of the property management agency including trainings and/or certifications that the individual/property management agency has completed and/or attained.

Wisconsin Management Company and LAC's internal Asset Management will take the lead on monitoring compliance during the period of affordability. Ashley Keebler joined Wisconsin Management Company as a Compliance Specialist in January of 2016 and was quickly promoted to Assistant Compliance Manager in July of 2016. In 2019 she was promoted to Compliance Manager. Ashley began her property management career over a decade ago as a laborer, working her way first, to become a Property Manager and then, to specialize in compliance. With her diverse background in property management and credentialing including HCCP (Housing Credit Certified Professional- Tax Credit), COS (Certified Occupancy Specialist-HUD), and STAR (Rural Development 515), HCM-R (Housing Compliance Manager- Rural Development), she is uniquely qualified as an expert in the field of compliance.

Melissa Heffernan oversees compliance for LAC's nationwide portfolio. Melissa provides guidance and support to onsite teams, management partners and the internal LAC teams (development, asset management, legal, etc.). Melissa works with the development teams during initial underwriting approvals for acquisitions and new construction developments throughout the country. As Compliance Manager she develop policies and procedures to keep in line with current regulations, coordinate trainings, monitor compliance requirements, document deadlines for all affordable programs, and oversees reporting. Melissa is a COS (Certified Occupancy Specialist), and a HCCP (Housing Credit Certified Professional).

43. What other major sources of soft funding are being sought for the proposed development (e.g., TIF, Dane County AHDF, Federal Home Loan Bank Affordable Housing Program, Dane Workforce Housing Fund, etc.)? What is the status of those funds and anticipated commitment dates? Describe the development team's experience in successfully obtaining funds from the sources sought for the proposed development.

The development team also plans to apply to Dane County for AHDF with award timing likely falling in line with the City's timing. The LAC & Rootstalk teams have been awarded Dane County AHDF Funds on the Derby Apartments and The Canyons that are both under construction.

44. For projects led or co-developed with a BIPOC or minority developer, please explain the BIPOC or minority developer role in the development. State what percentage stake the BIPOC or minority developer will have in the development, development fee split, cash flow, etc. (as memorialized in organizational documents). If the development team will partner with a BIPOC or minority developer, but will not maintain a stake in the organization structure, please explain this decision and elaborate on how the BIPOC or minority developer will be involved in the long-term ownership of the development.

Rootstalk Capital LLC is 24% owner of the Managing Member ownership entity, and will be receiving 12% of development fee splits, and cash flow as memorialized in the signed MOU. Rootstalk Capital LLC is a certified City of Madison Minority Business Enterprise based on the sole owner being a BIPOC developer. Rootstalk Capital LLC is involved in the long-term ownership of the development.

45. Describe this development team's experience in or plans to offer a development partnership role, employment or meaningful internship opportunity to a graduate or student of the Associates in Commercial Real Estate (ACRE) program on this or another project?

Lincoln Avenue Communities has previously lead a hard hat tour of the Derby Apartments for the 2024 Class of ACRE students and is also partnering with an ACRE graduate on a development that is currently under construction in Vilas County. Our team plans to stay actively engaged with the ACRE program and hopes to provide future educational (including an internship) and mentorship opportunities to ACRE students in the future.

46. Please describe the development team's experience with contracting with Minority- and Women-Owned Business Enterprises (M/WBE). Beyond standard construction bidding practices, what efforts have been made by the development team to ensure that M/WBE businesses are awarded contracts, and what efforts will be made to ensure that M/WBE businesses are given plentiful opportunities to be competitive when bidding on this proposal and awarded a percentage of the contracts that meets or exceeds the City's **25%** goal as aligned with WHEDA's EBE program.

Currently, 100% of the development team's WHEDA 9% LIHTC applications are exceeding the City and WHEDA's 25% EBE program goals, which also includes meeting the goal of each development having 12 workforce hires. Our development team takes a proactive approach to making sure that our developments are able to hit WHEDA's EBE program goals by diving into the details very early on in the process to make sure that M/WBE businesses are given every chance to be competitive.

47. Beyond standard construction bidding practices, to what efforts will the development team commit to ensure that women and people of color represent a meaningful share of the construction labor force working on this proposal. Describe how the development team will commit to exceeding the City's contract labor utilization goal of **13%** for persons of color working on the job site.

The development team is committed to best efforts of achieving the City's 13% goal for persons of color working on the job site. Our most current examples of the development team's commitment to meeting the City's goals are the fact that the Phase I of Huxley Yards (The View) is currently at 43.4% minority (3% women) workforce achievement, and Phase 2 of Huxley Yards (The Victoria) is currently at 40.3% minority (5% women) workforce achievement.

48. For the following development team roles, please identify the number and/or percentage of women and persons of color employed by that company or organization as well as the total employees for each firm.

Company	Role in Development	BIPOC		Women		Total Employees
		#	%	#	%	#
Preservation Housing Partners	Developer	0	0%	0	0	2
Lincoln Avenue Capital	Co-Developer	27	23%	44	37%	118
Rootstalk Capital	Co-Developer	1	100%	0	0%	1
McShane Construction Company	General Contractor	39	20%	39	20%	192
Wisconsin Management Company	Property Manager	41	23%	76	42%	182
Knothe & Bruce Architects	Architect	2	6%	8	25%	32
Lutheran Social Services	Service Provider	145	18%	635	81%	786

49. Describe the development team's organizational experience in engaging with the target populations you intend to serve, including black, indigenous, and other people of color. Especially consider operations, design, development, and property management.

As supported by the statistics provided in Section 48 the development team has significant organization experience engaging with our target populations having worked in affordable housing development with almost of our developments involving and/or Section 8 with most of our new construction 9% LIHTC developments involving integrated supportive housing developments. Our development team holds significant value in having a diversity of thought when working through all phases of the development process including but not limited to initial architectural designs, operations plans, and overall property management plans. Our development team also utilizes a resiliency scorecard for every development that we bring forward to our investment committee and Equity is a major category within each new development analysis that is interwoven throughout the resiliency scorecard and each category that makes up the final score.

50. Describe ways in which the development team promotes and supports ongoing equity work in internal policy and procedures and within the community and the greater Madison area.

Across our development portfolio, which now includes five developments in the City of Madison, we have partnered with a Non Profit as the lead developer on 3 developments, partnered with a BIPOC development partner as a 24% partner on 3 developments, and have incorporated Community Service Facility space within all five developments. For the Community Service Facility Spaces we have partnerships with Lutheran Social Services, Latino Academy for Workforce Development, Allied Wellness Center, Employment & Training Association, and we expect many other local non-profits to also utilize the Community Service Facility spaces. Programming that is expected within the Community Service Facilities includes job training (including employment certifications), financial literacy classes, case management, service coordination, life skills training, GED classes, tutoring, health services, and mentorship programs. With LAC's Regional Project Partner living locally in the Madison- area, our development team is very committed to serving the greater Madison area and will continue to stay involved with Madison area non-profits that promote and support ongoing equity work. As an example, last month our Regional Project Partner team supported the local Ronald McDonald House by providing care packages and sharing positive thoughts with individuals and families currently staying at the house.

51. If any team member has acted as a development partner or has any ownership interest in any project currently underway or completed, please list the following information and provide a current status for the team member and/or any related entity, as applicable:
- List any foreclosure, default, or bankruptcy within the past ten years.
  - List any litigation completed, pending, or underway in relation to any financing or construction project within the past five years.
  - List any Chronic Nuisance Abatement or Nuisance Case notifications issued by Madison Police Department and/or Building Inspection in the past five years
  - List any unresolved Building Inspection citations resulting in a Municipal Court Complaint in the past five years
  - List any litigation in the past five years with the City of Madison, including but not limited to Federal, State, or Municipal Court proceedings
  - List any litigation in the past five years in the State of Wisconsin, including but not limited to Federal, State, or Municipal Court proceedings

Not applicable

**INTEGRATED SUPPORTIVE HOUSING UNITS**

52. Provide the number and percent of Integrated Supportive Housing Units proposed, the income category(ies) targeted for these units, and the target service population(s) proposed (e.g., individuals and/or families currently experiencing homelessness listed on the Community-wide Prioritized List, persons with disabilities, formerly incarcerated individuals, other, etc.).

The Conway will incorporate 10 Integrated Supportive Housing Units accounting for a total of 20% of the project's 50 units. All of these units will be set aside for households with incomes not to exceed 30% AMI. Of these ten units, five will be designated Coordinated Entry Units and will offer a preference to households currently experiencing homelessness listed on the Community-Wide Prioritized List.

53. Provide the number and percent of Veteran Units targeted in the proposed development at or below 60% AMI. How many of the veteran units will be prioritized for veterans experiencing homelessness coordinating with the HUD VASH program listed in Attachment C?

Six of The Conway's 50 units will target veterans with incomes not to exceed 60% AMI. The development team has executed an MOU with Dane County Veterans Service Office to assist in identifying eligible veterans to occupy the project's designated veterans' housing units.

At this point, all of our targeted veterans units are floating, but we do plan to connect with Heather Campbell and the Dane County Veterans Service Office to prior to lease up to confirm need and coordinate on HUD Vash Vouchers as needed.

54. Identify the partnership(s) with supportive service agencies that have been or will be formed to serve the target population(s) for the supportive housing units, including service provider(s) from the Homeless Services Consortium (see Attachment C), if applicable. Provide a detailed description of the type (e.g., assessment and referral, on-site intensive case management, etc.) and level of supportive services (% FTE and ratio of staff: household) that will be provided to residents of the proposed project.

As aforementioned, ten of The Conway's housing units are dedicated Integrated Supportive Housing Units and will accommodate households earning less than 30% of the Area Median Income. Of these ten units, the five one-bedroom units will be Coordinated Entry Units and accommodate households experiencing homelessness.

Lutheran Social Services (LSS) - a member of the Homeless Services Consortium of Dane County - will serve as the referring agent for the Coordinated Entry Units as well as the project's Supportive Service Provider. LSS will utilize a wraparound service coordination to provide all residents at The Conway a single point of entry to accessing community and supportive services. Service coordination will be administered by an on-site Service Coordinator who will work with residents to develop a strength-based, goal-oriented plan of care designed to keep individuals and families in stable housing. The Service Coordinator will provide on-site supportive services eight hours per week and an assigned Coordinator will be available by telephone and e-mail outside of onsite service provision.

55. Please describe the proposed integrated supportive housing approach that will go beyond meeting WHEDA's supportive housing requirements outlined in the Appendix S Checklist of the WHEDA Qualified Allocation Plan



targeting veterans and/or persons with disabilities. Please elaborate on the target populations the proposed development will prioritize serving. Describe the consultation and coordination between Developer, the Property Manager and the lead Supportive Service Coordination Agency that occurred prior to this application and planned to design the development in terms of matching unit mix (income and size) to the targeted population.

Lutheran Social Services (LSS) will utilize a wraparound service coordination to provide all residents - regardless of income - with a single point of entry to accessing community and supportive services. Service coordination will be administered by an on-site coordinator who will work with residents to develop a strength-based, goal-oriented plan of care designed to keep individuals and families in stable housing.

Specific duties of the on-site service coordinator will include:

- Completing intake assessments to identify both areas of need and strengths of individuals and families.
- Developing case management plans for residents that complete the intake assessment. Plans will include referral to resources and services that support independence and self-sufficiency.
- Facilitating on-site programming and supportive services for individuals and families, such as educational presentations and workshops. Topics covered in on-site programming will be based on the identified needs of residents. Examples of topics to be covered include positive parenting, employment, education, and benefits eligibility.
- Meeting regularly with the property management team to proactively identify households at-risk of lease violations and taking at-risk households in maintaining their place of residence.

The on-site service coordinator will make reasonable effort to engage residents in the above referenced activities. It is understood and agreed that the resident must voluntarily agree to participate.

We are currently coordinating with LSS and Wisconsin Management on a weekly basis as we now have 3 developments where LSS and Wisconsin Management are coordinating on placing and supporting similar target populations within the City of Madison.

56. CDD expects that supportive service partners have access to adequate compensation for the dedicated services provided to residents of the development. In order to ensure the success of the development, the partnership(s), and the tenants, describe the level of financial support to help pay for or subsidize supportive services that the development will provide annually to the identified supportive service partner(s). Identify any other non-City funding sources contemplated or committed for supportive services outside of this project. Explain any arrangement with developer fee sharing, "above the line" payments in the operating budget, "below the line" payments out of available cash flow and/or percent of developer fee shared. CDD is open to deferral of AHF Cash Flow Note payments to ensure meaningful financial support to supportive service partners.

Attach a letter from the Supportive Service Provider(s) **affirming** the services they intend to provide to residents of the supportive housing units, the cost of those services and how those services will be financially supported (i.e., through the development, fundraising, existing program dollars, etc.). Supportive Service Provider should also confirm that they've reviewed the projected rents, been given an opportunity to provide feedback and are comfortable with those rents being able to serve the target population.

As outlined in the Development Team's MOU with LSS and LSS's certification letter, our supportive service partner is committed to providing regularly scheduled on-site service coordination within our Community Service Facility Space office space that will be dedicated to the LSS team during the regularly scheduled hours that works best for our residents. Our current development budget also includes a \$60,000 Supportive Service Reserve that is intended to cover the first few years of services needed. As outlined in the MOU LSS is assuming a Year 1 budget of 19,306. For future years we plan to establish a Service Payment Account that will be funded by project cash flow across our portfolio and are working with the LSS team to look for Service Coordination funding sources to continue to grow the supportive services that our partnership is able to offer. LSS understands that the rent levels for the integrative supportive housing units are at the 30%AMI max rent levels, and plan to supplement some of the challenges of finding residents that are on the coordinated entry list that do not have enough income to meet our resident screening criteria by applying for vouchers to support residents that are under income. We also expect that the voucher residents are also very likely to come with existing supportive service providers through the applicable Managed Care Organizations, which will also help to supplement the services that the LSS team plans to offer on the site.

**PROPERTY MANAGEMENT: TENANT SELECTION & AFFIRMATIVE MARKETING**

57. Confirm that Applicant has read and submitted with this application a Tenant Selection Plan consistent with the Standards found in RFP Attachments B-1 and will submit before closing an Affirmative Marketing Plan consistent with the Standards found in RFP Attachments B-2.

Yes, I confirm.

58. Describe the proposed property management entity or partner's experience including number of projects, number of units and location of projects managed. Be sure to address the property management entity's performance experience with and approach to leasing up and coordinating with integrated support services as well as with racially, linguistically, and culturally inclusive property management and marketing practices.

Wisconsin Management Company (WMC) will be the Property Manager who will work in partnership with the development team and Lutheran Social Services to bring a collaborative approach to ensure the success of The Conway. Managing a mix of market rate and affordable apartment communities, WMC's current portfolio includes over a hundred properties across Wisconsin, Illinois and Iowa.

WMC has managed apartment communities across Wisconsin for over 40 years and is a Wisconsin Housing and Economic Development Authority (WHEDA) Certified Management Agent. WMC takes great pride in maintaining their properties to meet the expectations of their residents and state agency partners, while meeting the applicable program requirements. Utilizing Yardi and Rent Café property management software, WMC has developed systems that keep their on-site property managers organized and efficient, while providing routine training opportunities for our team to continue to grow and provide top notch management services at our properties. WMC is well versed in managing complex tenant selection plans and in serving the high demands that come with a development that provides an integrative supportive housing units.

WMC currently manages three projects that have integrated support services. They include The Ace (70 Units), Park Cedar (150 Units), and Cambrian Commons (60 Units). WMC team managed the lease up for both The Ace & Park Cedar. Additionally, WMC currently has another 170 units that are under construction with LAC that include integrated supportive services. Please refer to the AFHMP and TSP for more detail.

59. Describe the planned approach, relationship and coordination between the Property Manager and the lead Supportive Service Coordination Agency for lease up and ongoing services. Have these entities previously participated in an in-depth pre-lease up coordination process with these target population(s) in coordination with relevant community partners (e.g., CDA, DCHA, VASH, CE, etc.)? I.e., what is the level of integration of this proposed team with each other— low, medium, high? How will these entities work together to ensure a successful development well-integrated with the immediate neighborhood and community?

WMC and LSS are currently coordinating on 3 different integrated supportive housing developments that the LAC team is involved with that have very similar target populations and will ensure continuous engagement between the teams during all phases of the development process. WMC and LSS will interface with community partners during lease-up and on an on-going basis once the properties have stabilized. Weekly interaction with community partners is typical during lease-up. Once the property has stabilized, the frequency of communication will fluctuate depending on community needs and number of homes available. WMC has participated in several lease up processes working with CDA, DCHA, VASH, CE, LSS, SWCAP, CAI and The Road Home.

WMC intends to follow the proposed marketing activities to the community contacts outlined in the AFHMP to build rapport with neighborhood resources and agencies in the surrounding community areas. They will embrace a "boots on the ground" approach to lease-up activities and will visit area agencies, businesses, and public facilities in person to make connections, be a resource, deliver brochures and applications.

60. Describe the affirmative marketing strategy and any other strategies to engage the target populations for this proposal. How will the Property Manager affirmatively market to populations that will be identified as least likely to apply? Detail specific partnerships that the development team, Property Manager, and/or other agencies in this proposal have had with community agencies and organizations that provide direct housing search and related assistance to households least likely to apply. Please reference successful past practices, relationships with agencies and/or marketing materials used. Specifically outline how this development's marketing will be consistent with the City

of Madison's Affirmative Marketing Plan Standards (Attachment B-2 of the RFP), especially for Asian and Latinx populations which tend to be under-represented in AHF Completion Reports.

Please refer to specific strategies outlined in the TSP. Outreach and ongoing relationships will be established with the CDA, DCHA, VASH, CE, LSS and The Road Home. WMC will also reach out to NAACP Madison Branch, Latinos United for Change and Advancement, United Asian Services of Wisconsin, The Ho-Chunk Nation, Fiscal Assistance and the ADRC.

61. Please address, in detail, experience in and/or plans to implement inclusive and culturally-sensitive property management and marketing practices. Detail specific partnerships that the development team, Property Manager, and/or other agencies in this proposal have had with community agencies and organizations that provide direct housing search and related assistance to households least likely to apply, **especially including undocumented residents and/or residents without social security numbers**. Please reference successful past practices, relationships with organizations that you have partnered with in the past for marketing activities.

WMC encourages all households regardless of immigration status or social security numbers to apply. The minimum criteria for acceptance include background and legally verifiable income screening as outlined in the TSP. WMC does not require a social security number to process an application unless the specific program being applied for requires it.

62. Describe your approach to successfully utilizing alternatives to eviction, both pre- and post filing, such as payment plans, mediation, etc. to avoid evictions.

Please refer to the TSP. Rent is due on the first of the month and when unpaid, the resident is contacted and allowed to make payment arrangements and, if needed, mediation is used to avoid eviction. Resources are provided to those experiencing financial difficulty including to assist residents at risk of homelessness, and/or to make referrals to other agencies that may be able to provide support.

63. What percentage of maximum LIHTC rents are used for 50 & 60% units? Households with incomes over 30% CMI, but less than the income to rent ratio required for a 50% unit are frequently locked out of this critical housing resource. What will this proposed development do to serve this segment of the population (e.g., lower rent below 90% of the WHEDA 50% income limit, lower income to rent ratio requirements, provide 40% units to meet demand, etc.)

The project proposes that gross 60% AMI rents will be calculated at 95% of maximum LIHTC rents, and gross 50% AMI rents will be calculated at 100% of maximum LIHTC rents. The project will meet the demands of lower income residents by providing ten units for households earning up to 30% AMI. Year-over-year rent growth for residents will be capped at 2%, but will need to allow for waivers to adjust for markets with rising operating expenses.

Our management team also works residents who are under income to try and connect them with community resources that might help put them in a position to qualify for a unit.

An example of this would be if we had a veteran that applied for a unit, but had an income level around 40% AMI, but the income wasn't enough to meet our income to rent ratios. In this case the local veteran may have the ability to work with the CVSO to obtain a VASH Voucher for the unit to qualify for the 50% AMI unit.

64. Describe the proposed development's policy toward notification of non-renewals. What is the PM's policy regarding limiting rent increases for lease renewals? How will it be ensured that prospective long-term tenants be protected from significantly and rapidly rising contract rents increases allowed under the published rent limits, even under the rent limit increase requirements in this RFP and Loan Agreement.

Renewal/non-renewal notices will be issued 120 days in advance of the lease end date. Rent increases will be determined after market conditions/comps are reviewed and the annual budget is prepared and agreed to with the developer. Rent increases will be commensurate with annual increases in operating expenses to ensure that the community has adequate funds to operate in such manner to provide a secure and safe environment, a good quality of life for the residents, and the preservation of the asset (including reserve funding for future depreciation of the asset). The management team intends to stay under 2% annual increases, but waivers may be considered.

Per WHEDA's current policy, rent increases to residents who intend to renew their leases will be capped at 5%, but also allows for waiver requests. This cap is intended to protect long-term residents from rapidly rising contract rents allowed under the published rent limits.

65. Describe any staffing challenges or shortages that the Property Management (PM) company has experienced at the on-site level in the past few years? What will the PM do to address and/or cover on-site staffing challenges at the proposed development should they arise?

Staffing in the post COVID years have been challenging and WMC has experienced some of the same conditions as all employers including a higher turnover rate than in prior years and an increase in wages and revision to compensation packages to remain competitive in the marketplace. WMC often gets referrals from employees, vendors and agencies for open positions. The WMC team is proud of their tenets of high accountability, positive attitude, team work and being a work family. The Dane County team is particularly strong with the corporate home base and auxiliary maintenance team in residence there. The Dane County team is able to stretch to cover vacant positions, absences and vacations readily, rarely leaving any post uncovered.

66. What percent of staff turnover has the PM experienced at Madison-area properties in 2023? 48%

67. Divide the number of resignations or terminations in calendar year 2023 by total number of budgeted positions. Explain turnover rate of 20% or more within the regional Property Management staff. Discuss any other noteworthy staff retention issues or policies in place to reduce staff turnover.

50% of WMC's turnover was due to job abandonment, misconduct, performance or absenteeism. 38% of turnover was due to the person getting another job. This year, WMC is evaluating policies and procedures to ensure that performance expectations are clear to new hires early on in the onboarding process.

**PROPOSAL TIMELINE**

68. Please list the estimated/target completion dates associated with the following activities/benchmarks to illustrate the timeline of how your proposal will be implemented.

Activity/Benchmark	Estimated Month/Year of Completion
Draft Site Plan Ready to Submit to Dev. Assistance Team (DAT) [ <i>Target/Actual Month/Date</i> ]	December 2023
1 <sup>st</sup> Development Assistance Team Meeting (Due by 8/29/24) [ <i>Target/Actual Month/Date</i> ]	Actual: 1/4/24
1 <sup>st</sup> Neighborhood Meeting (Due by 8/29/24) [ <i>Target Month/Date</i> ]	Actual: 7/8/24
Submission of Land Use Application (Zoning Map Amendments Due by 10/7/24)	7/15/2024
Submission of Land Use Application (Permissively Zoned Due by 11/4/24)	7/15/2024
Plan Commission Consideration (If Rezoning, 12/2/24 Meeting for 12/10/24 Common Council)	9/9/2024
Urban Design Commission Consideration, if applicable [ <i>Target Month/Date</i> ]	Not Applicable
Application to WHEDA	January 2024-Complete
Complete Equity & Debt Financing	12/31/2024
Acquisition/Real Estate Closing	2/1/2025
Rehab or New Construction Bid Publishing	12/31/2024
New Construction/Rehab Start	Target: 2/1/25
Begin Lease-Up/Marketing	9/1/2025
New Construction/Rehab Completion	Target: 2/1/26
Certificates(s) of Occupancy Obtained	Target: 2/1/26
Complete Lease-Up	5/1/2026
Request Final AHF Draw	5/1/2026

**HOUSING INFORMATION & UNIT MIX**

69. Provide the following information for your proposed project. List the property address along with the number of units you are proposing by size, income category, etc. If this is a scattered site proposal, list each address separately with the number of units you are proposing by income category, size, and rent for that particular address and/or phase. Attach additional pages if needed.

<b>ADDRESS #1:</b>		905 Huxley St., Madison, WI 53704					Projected Monthly Unit Rents, Including Utilities				
% of County Median Income (CMI)	Total # of units	# of Studios	# of Bedrooms				\$ Rent for Studios	\$ Rent for 1 BRs	\$ Rent for 2 BRs	\$ Rent for 3 BRs	\$ Rent for 4+ BRs
			# of 1 BRs	# of 2 BRs	# of 3 BRs	# of 4+ BRs					
≤30%	10	0	5	3	2	0		708	850	982	
40%	0	0	0	0	0	0					
50%	20	0	3	12	5	0		1181	1417	1636	
60%	12	0	2	8	2	0		1346	1615	1865	
<b>Affordable Sub-total</b>	<b>42</b>	<b>0</b>	<b>10</b>	<b>23</b>	<b>9</b>	<b>0</b>					
80%	0	0	0	0	0	0					
<b>Market*</b>	<b>8</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>0</b>		<b>1400</b>	<b>1650</b>	<b>2101</b>	
<b>Total Units</b>	<b>50</b>	<b>0</b>	<b>12</b>	<b>25</b>	<b>13</b>	<b>0</b>	Notes/Utility Allowance Assumptions:DCHA UA's				

\*40% = 31-40% CMI; 50% = 41-50% CMI; 60% = 51-60% CMI; 80% = 61-80% CMI; Market = >81% CMI.

Total # of Homeless Supportive Housing Units	Total # of Veteran Supportive Housing Units	Total # of Homeless Veteran Supportive Housing Units	Total # of Disabled/Other Supportive Housing Units	Minimum # of Supportive Housing Units
5	0	[0]	10	10

<b>ADDRESS #2:</b>							Projected Monthly Unit Rents, Including Utilities				
% of County Median Income (CMI)	Total # of units	# of Studios	# of Bedrooms				\$ Rent for Studios	\$ Rent for 1 BRs	\$ Rent for 2 BRs	\$ Rent for 3 BRs	\$ Rent for 4+ BRs
			# of 1 BRs	# of 2 BRs	# of 3 BRs	# of 4+ BRs					
≤30%	0	0	0	0	0	0					
40%	0	0	0	0	0	0					
50%	0	0	0	0	0	0					
60%	0	0	0	0	0	0					
<b>Affordable Sub-total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>					
80%	0	0	0	0	0	0					
<b>Market*</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>					
<b>Total Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	Notes/Utility Allowance Assumptions:				

\*40% = 31-40% CMI; 50% = 41-50% CMI; 60% = 51-60% CMI; 80% = 61-80% CMI; Market = >81% CMI.

**NOTE: For proposals contemplating project-based vouchers (PBVs),** please list vouchered units under the same CMI designation that you will be representing to WHEDA (e.g. if the LIHTC application to WHEDA presents 8 PBV units as 50% CMI or 60% CMI units, please include those on the “50%” or “60%” row in the above table(s)). The City of Madison will enforce this income designation in the AHF Loan Agreement, if this proposal is awarded funds. Include a comment in the Notes, e.g., Eight (8) 50% CMI units will have PBVs.

70. Utilities/amenities included in rent:  Water/Sewer  Electric  Gas  Free Internet In-Unit  
 Washer/Dryer  Other: Water heating & trash

71. Please list the source used for calculating utility allowance, and the total utility allowance per bedroom size:  
 Utilities Allowance Used:  CDA  DCHA  HUSM (HUD HOME)

Unit Size (Number of Bedrooms)	Total Monthly Utility Allowance (\$)
<b>Efficiency</b>	
<b>1-Bedroom</b>	\$84
<b>2-Bedroom</b>	\$110
<b>3-Bedroom</b>	\$135

72. Describe this development’s proposed approach to designing the project to maximize accessibility and visitability, including elevator accessible units meeting 100% visitable requirement. Will the proposed project meet the minimum requirements described in the RFP - at least half of the total units must be Type A units or convertible to Type A units as needed. Will the proposed project exceed WHEDA’s minimum accessibility design standards? For rehab, describe the accessibility modifications that will be incorporated into the existing development.

The project will be 100% visitable. 20% of the units will be equipped with universal design features with the remained of the units having the capacity to add accessibility features if a tenant requests a reasonable accommodation. 5% of the units will be Type A vs the 2% required by code, and 50% of the units will also be available to be converted to a Type A unit if a reasonable accommodation is requested.

73. Describe this development’s approach and commitment to the principles of Universal Design. Will the proposed project meet the minimum requirements described in the RFP. Will the proposed project go above and beyond WHEDA’s requirements in any way? Please explain.

20% of the units will include universal design features that meet all WHEDA requirements. With that said, 100% of the units will include features that are listed in the WHEDA application for universal design including: accessible public restrooms, automatic door openers in common areas, braille signage, rocker light switches, and low pile carpets. It is our goal to focus on universal design features that meet the needs in the community by offering an environment that all residents can feel comfortable in by providing a building that is accessible to residents of all ages.

**ENERGY EFFICIENCY, RENEWABLE ENERGY, DECARBONIZATION & SUSTAINABLE DESIGN**

74. Describe your organization’s experience developing projects that incorporate extraordinary sustainability, energy efficiency, decarbonization/electrification, and/or green building design? Please list any industry standards, third-party certifications or awards achieved on projects developed in the past five years, such as LEED®, WELL, ENERGY STAR Multifamily New Construction Certification, Passive House, etc.

Lincoln Avenue Communities is always striving to maximize sustainability and energy efficiency in every development that we are involved in across the country with our work in Wisconsin focused on pushing the boundaries as far as we can, while ensuring financial feasibility. Our work in the City of Madison currently includes providing 100kw AC Solar Panels on each of our developments under construction (including The Conway), meeting Wisconsin Green Built Home Gold Standard Certifications, Energy Star Certifications, EPA Indoor Plus, and we are doing all electric in-unit utilities within our developments. Based on our current development pipeline we feel that we are pushing the sustainability boundaries as far as any other affordable housing developers in the market and look forward to continue to look for opportunities to improve on our sustainability efforts. Below are a few example developments and a brief summary of the sustainability features that we are planning to include; Willis Senior Lofts (Enterprise Green & Net Zero certified), Derby Apartments (100kw AC Solar Panel Array, All Electric with the exception of underground parking heat, Enterprise Green & Energy Star Certified), Forest Edge Apartments (100kw AC Solar Panel Array, All Electric (with only back-up HVAC power covered by propane), & WGBH Certified), The Canyons (100kw AC Solar Panel Array, All Electric with the exception of underground

parking heat, WGBH Gold, EPA Indoor Air Plus & Energy Star Certified), View at Huxley Yards (100kw AC Solar Panel Array, All Electric with the exception of water heat & WGBH Certified), Victoria at Huxley Yards (100kw AC Solar Panel Array, All Electric with the exception of water heat, WGBH Certified), and Willis Senior Lofts (Enterprise Green & Net Zero certified), Flats at Bishop's Woods (200kw AC Solar Panel Array, All Electric with the exception of underground parking heat & WGBH Certified).

Additionally, we have other developments in our pipeline that are pursuing Passive House, and Zero Energy Ready Homes certifications.

75. Describe the proposed development's energy efficiency approach, design and equipment choices. For a rehab project, please refer to Focus on Energy's [Multifamily Program](#).

The project will be built to the Wisconsin Green Built Gold Standards and will also receive and Energy Star New Construction/ EPA Indoor Air Plus Certifications. Furthermore, the development will include a 100kw AC PV solar system.

Building materials and equipment will comply with the requirements of the aforementioned third-party certification programs and will include energy-efficient windows, low-flush toilets, leak detection devices, and Energy Star appliances.

Additionally, as we do with all of our developments in Wisconsin the development team is coordinating with the Focus on Energy program to take into account their feedback and analysis on the assumptions that we are currently making.

76. Check all applicable third-party certifications of Energy Efficiency & Sustainability that will be sought.

Third-Party Certification	YES
Focus on Energy's Energy Design Assistance program <i>(Initial Application submittal confirmation page is attached)</i>	<input checked="" type="checkbox"/>
Wisconsin Green Built- GOLD Standard	<input checked="" type="checkbox"/>
EPA AirPLUS	<input checked="" type="checkbox"/>
LEED®	<input type="checkbox"/>
WELL	<input type="checkbox"/>
ENERGY STAR Multifamily New Construction	<input checked="" type="checkbox"/>
Passive House	<input type="checkbox"/>
Other:	<input type="checkbox"/>
Other:	<input type="checkbox"/>

77. Describe how the design of the proposed development will contribute to the City's [goal](#) of reaching 100% renewable energy and net-zero carbon emissions community-wide by 2050. Please describe below any other renewable energy systems to be included in the development, such as solar thermal, solar hot water, geothermal, etc.

What size of solar array is anticipated (in Kw)? **100**

What percentage of on-site electricity use is the development aiming to provide via the solar array? **100% of**

**Common Area Meter**

The project will be built to Wisconsin Green Built Gold Standards and will also receive and Energy Star New Construction/ EPA Indoor Air Plus Certifications. Furthermore, It will include a 100kw AC PV solar system, which will power the building's common areas. The development team is coordinating with Focus on Energy and their Design Assistance program.

78. Please indicate sustainable design features and equipment included choices in the proposed development that will help to reduce fossil fuel consumption, achieve decarbonization, and improve air quality:

Sustainability Design Features & Equipment	YES	Comments
a. Air-source or ground source heat pumps	<input type="checkbox"/>	
b. Electric or heat-pump water heaters	<input type="checkbox"/>	
c. Electric stoves	<input checked="" type="checkbox"/>	Electric & Energy Star
d. EV charging infrastructure or EV ready design (exceeding City ordinance requirements)	<input type="checkbox"/>	
e. Battery storage	<input type="checkbox"/>	
f. Other:	<input checked="" type="checkbox"/>	Electric Heat Pumps meeting Energy Star standards
g. Other:	<input checked="" type="checkbox"/>	Niagara 0.8 GPF Toilets

79. Please *briefly* describe the Sustainable Building Design Elements and Strategies that will be incorporated into the proposed project as referenced in the [AIA Framework for Design Excellence](#), especially the following:

a. Design for Equitable Communities

The Conway is an infill site on a major thoroughfare that is walkable to amenities, jobs, public transportation, bike paths. Its units will be delivered alongside dedicated resident amenity spaces and a Community Service Facility that will provide on-site job training and supportive services to both residents and the broader neighborhood. As the third phase of the Huxley Yards Redevelopment Project, The Conway will offer its residents convenient access to the educational classroom and senior center that are currently under construction as part of phases one and two of Huxley Yards. These multiple amenity spaces and Community Service Facilities will promote human connection and social equity.

b. Design for Energy – Optimized energy use. What is the U value of windows?

The Conway will be built to Wisconsin Green Built Gold Standards, receive and Energy Star New Construction/EPA Indoor Air Plus Certifications, and will incorporate solar energy. In doing so, the project will exceed building code efficiency standards and be powered by clean, renewable energy. The U value of the windows will be determined once the final building envelope calculations are completed as part of the Energy Star Certification requirements. Additionally the site will be equipped with more than sufficient bike parking stalls to ensure residents have every opportunity to use a bike as opposed to a car whenever possible.

c. Design for Water – Describe proposed strategies to protect and conserve water (i.e. water efficiency), reduce reliance on municipal water sources, incorporate systems to recapture and/or reuse water on-site.

The project will incorporate low flow faucets, 0.8 GPF Niagara toilets, and will provide leak detection to ensure water conservation.

d. Design for Resources – Optimize building space and material use

We have designed the building utilizing standard material lengths when possible to reduce the amount of construction waste. Additionally, our team worked through multiple façade iterations to ensure that the final design provides an efficient use of interior and exterior materials to again limit using materials that aren't needed.

e. Design for Well-being – Consider physical, mental, and emotional well-being, plus trauma-informed design.

The Conway will support resident well-being by offering shared indoor and outdoor amenities, including a community room, fitness center, and patio. All units will be visitable with universal design features and designed to support resident comfort. Additionally, we've designed the community spaces to promote the feeling of connectivity to the outside environment. It's also important to note that residents who live in sustainably designed developments with renewable energy provided on site have an increased sense of well-being.

f. Design for Ecosystems – Especially indoor environmental quality (IEQ)

By meeting our WGBH Gold Standard, Energy Star Certification, and most specifically meeting the EPA Indoor AirPLUS requirements we are designing to meet a very high level of indoor environmental quality. Additionally, with the all-electric in-unit utilities and appliances, while covering the entire roof with solar panels we are also able to increase the indoor environmental air quality.



g. Design for Change – Optimize operational and maintenance practices

The development has been designed with at-grade covered parking that would allow for the conversion to other potential future uses if future parking needs are reduced, as opposed to the more limited flexibility that underground parking would allow for. All common area design elements have been thoughtfully laid out and optimized based on the experience of LAC's development and asset management teams in partnership with Wisconsin Management to confirm that our spaces have been designed with operational and maintenance efficiencies in mind.

h. Design for Integration, Economy, Change and/or Discovery – Any additional AIA Framework comments

The Conway at Huxley Yards and the broader Huxley Yards project involves the redevelopment of a vacant industrial parcel into a vibrant mixed-income apartment community with three Community Service Facilities that will serve the unique needs of residents and neighbors. It is a catalyst for positive growth and aligns with the planning principals of the City's Oscar Mayer Special Area Plan.

**REAL ESTATE PROJECT DATA SUMMARY**

80. Enter the site address (or addresses if scattered sites) of the proposed housing and answer the questions listed below for each site.

	# of Units Prior to Purchase	# of Units Post-Project	# Units Occupied at Time of Purchase	# Biz or Residential Tenants to be Displaced	# of Units Accessible Current?	Number of Units Post-Project Accessible?	Appraised Value Current (Or Estimated)	Appraised Value After Project Completion (Or Estimated)	Purchase Price
Address:	905 Huxley St., Madison, WI 53704								
	0	50	0	0	0		800,000	4,900,000	870,975
Address:	Enter Address 2								
Address:	Enter Address 3								

81. Describe the historical uses of the site. Identify if a Phase I Environmental Site Assessment has been completed and briefly summarize any issues identified. Identify any environmental remediation activities planned, completed, or underway, and/or any existing conditions of environmental significance located on the proposed site.

Historical uses of the site include feed storage, fuel (oil, gas, coal) storage, surface parking, single family housing, and public recreation (baseball diamond, playground). A Phase I Environmental Site Assessment revealed evidence of a REC, a CREC, and a BER in connection with the property. Based on the conclusions of the assessment, the development team will implement a soils/materials management plan during redevelopment activities, submit a final report to obtain conditional regulatory closure, and adhere to continuing obligations associated with maintenance of the established controls.

82. Identify any existing buildings on the proposed site, noting any that are currently occupied. Describe the planned demolition of any buildings on the site.

Not applicable. There are no existing buildings on the proposed site.

83. Will any business, including churches and non-profit organizations, or residential tenants (owner or rental) will be displaced temporarily or permanently? If so, please describe the relocation requirements, relocation plan and relocation assistance that you will implement or have started to implement.

Not applicable. No business will be displaced temporarily or permanently.

84. For proposals that include rehabilitation, have you completed a capital needs assessment for this property? If so, summarize the scope and cost; Attach a copy of the capital needs assessment.

Not applicable. PLEASE NOTE THAT SECTIIION 86 IS NOT REALLY APPLICABLE TO THE CONWAY AS THE CONWAY HAS ALREADY RECEIVED AN AWARD OF TAX CREDITS FROM WHEDA.

**REFERENCES**

85. Please list at least three municipal/financing references who can speak to your work on similar developments completed by your team.

<b>Name</b>	<b>Relationship</b>	<b>Email Address</b>	<b>Phone</b>
Jason Aldridge	NEF	jaldridge@nefinc.org	(972) 741-5150
Mike Hemmens	Citi	mike.hemmens@citi.com	(805) 557-0933
Linda Hill	Merchants Capital	llhill@merchantscapital.com	(415) 987-2217

**PLEASE ATTACH THE FOLLOWING ADDITIONAL INFORMATION AND CHECK THE BOX WHEN ATTACHED:**

- 1. A completed Application Budget Workbook, showing the City’s proposed financial contribution and all other proposed financing.
- 2. Description of the Development Team’s Experience and Capacity per Section 2.5, Item 2 of the RFP. This may be attached or including in the application. Please do NOT duplicate information attached and included in line.
- 3. Letter(s) from Supportive Service Provider(s) affirming in detail what services are necessary to be adequate for the number of supportive housing units and target population as well as what level of services they intend to provide (such as assessment and referral, on-site intensive case management, etc.), % FTE, hours on site, etc.
- 4.a. A detailed map of the site.
- 4.b. A map using the AHF Affordable Housing Targeted Area Map, indicating the site in the context of the City.
- 4.c. A preliminary site plan and one to two renderings, if available.
- 5. A Capital Needs Assessment report of the subject property, if the proposal is for a rehabilitation project and if the report is available at the time of application.
- 6. A confirmation page demonstrating that an Initial Application for Energy Design Assistance was submitted to Focus on Energy. If the Bundle Report is available, please attach it now as well.
- 7a. Tenant Selection Plan consistent with the City’s Standards outlined in Attachment B-1.

If the following items are not available at the time of initial application, submittal will be required at the following future date:

<b>Application Item</b>	<b>Due Date</b>
Preliminary Site Plan	A week prior to Development Assistance Team (DAT)
Capital Needs Assessment	Supplemental Application
Market Study/Analysis – may be informal <i>(Required for new construction proposals seeking HOME funds)</i>	Supplemental Application

APPLICANT: Preservation Housing Partners / Conway at Huxley Yards

3. PROJECT PROFORMA

Enter total Revenue and Expense information for the proposed project for a 30 year period.

Table with 30 columns (Year 1-30) and rows for Gross Income, Less Vacancy/Bad Debt, Income from Non-Residential Use, Total Revenue, Expenses (Office, Real Estate, Payroll, etc.), Total Operating Expenses, Net Operating Income, Debt Service (Mortgage, Other), Total Debt Service, Total Annual Cash Expenses, Total Net Operating Income, Debt Service Reserve, Deferred Developer Fee, Cash Flow, and AHF City Interest Loan.

\*Including commercial tenants, laundry facilities, vending machines, parking spaces, storage spaces or application fees.

Summary table for DCR Hard Debt and DCR Total Debt with values for Year 1, 1.17, 1.19, 1.20, 1.22, 1.24, 1.25, 1.27, 1.29, 1.30, 1.32, 1.34, 1.35, 1.37, 1.39, 1.41.

Assumptions table with rows for Vacancy Rate (5.0%), Annual Increase Income (2.0%), Annual Increase Expenses (3.0%), and Other.

APPLICANT: [Redacted]

3. PROJECT PROFORMA (cont.)

Enter total Revenue and Expense information for the proposed project for a 30 year period.

Table with 30 columns (Year 17-30) and rows for Gross Income, Less Vacancy/Bad Debt, Income from Non-Residential Use, Total Revenue, Expenses (Office, Real Estate, Payroll, etc.), Total Operating Expenses, Net Operating Income, Debt Service (Mortgage, Other), Total Debt Service, Total Annual Cash Expenses, Total Net Operating Income, Debt Service Reserve, Deferred Developer Fee, Cash Flow, and AHF City Interest Loan.

\*Including laundry facilities, vending machines, parking spaces, storage spaces or application fees.

Summary table for DCR Hard Debt and DCR Total Debt with values for Year 1, 1.42, 1.44, 1.46, 1.47, 1.49, 1.51, 1.53, 1.54, 1.56, 1.58, 1.59, 1.61, 1.63, 1.64.

Assumptions table with rows for Vacancy Rate (5.0%), Annual Increase Income (2.0%), Annual Increase Expenses (3.0%), and Other.

APPLICANT & PROJECT NAME:

**Preservation Housing Partners / Conway at Huxley Yards**

1. CAPITAL BUDGET

Enter ALL proposed project funding sources.

**FUNDING SOURCES**

Source	Amount	Non-Amortizing (Y/N)	Rate (%)	Term (Years)	Amort. Period (Years)	Annual Debt Service
Permanent Loan-Lender Name:						
<b>CPC &amp; Cinnaire Lending Corporation</b>	\$ 6,060,000	Y	6.92%	17	40	\$447,685
Subordinate Loan 1-Lender Name:						
Subordinate Loan 2-Lender Name:						
Tax Exempt Loan-Bond Issuer:						
City Request (AHF, HOME, TIF)						
<b>City of Madison AHF</b>	\$ 1,680,000	N	2.75%	16	30	
Subordinate TIF Loan-Lender Name:						
AHP Loan (List FHLB):						
Dane County AHDF:						
<b>Dane County AHDF</b>	\$ 1,400,000	N	2.00%			\$28,000
Other-Specify Lender/Grantor:						
Other-Specify Lender/Grantor:						
Tax Credit Equity	\$ 12,038,796					
Historic Tax Credit Equity (Fed and/or State)						
Deferred Developer Fees	\$ 280,707					
Owner Investment	\$ 100					
Other-Specify:						
<b>Solar Tax Credit Equity</b>	\$ 352,483					
<b>Total Sources</b>	<b>\$ 21,812,086</b>					

Do you plan on submitting an application for TIF?

No

<b>Construction Financing</b>			
Source of Funds	Amount	Rate	Term (Months)
Construction Loan 1-Lender Name:			
<b>Associated Bank</b>	\$ 6,060,000	8.08%	24
Construction Loan 2-Lender Name:			
<b>Dane County AHDF</b>	\$ 1,260,000		
Construction Loan 3-Lender Name:			
Construction Loan 4-Lender Name:			
Bridge Loan-Lender Name:			
<b>Associated Bank</b>	\$ 9,175,722	8.08%	24
Housing Tax Credit Equity:			

	\$	2,407,759		
Historic Tax Credit Equity:				
Other-Specify:				
Solar Equity, Deferred Fee, & Post Const Uses	\$	1,529,300		
<b>Total</b>	\$	<b>8,467,759</b>		

Estimated pricing on sale of Federal Tax Credits: \$ 0.86

Estimated pricing on sale of State Tax Credits:   
(if applicable)

Remarks Concerning Project Funding Sources:

Please note that the Construction Financing Total formula and resulting total is not pulling through correctly. Construction Sources are \$20,432,781.

APPLICANT:

Preservation Housing Partners / Conway at Huxley Yards

2. PROJECT EXPENSES

Enter the proposed project expenses

Acquisition Costs	Amount
Land	\$870,975
Existing Buildings/Improvements	\$0
Other (List)	
	\$0
<b>Construction:</b>	
Construction/Rehab Costs	\$13,121,168
E - Equipment & Furnishings	\$0
F - Special Construction & Demolition	\$250,000
Accessory Buildings	\$0
Personal Property/FF&E	\$80,000
Site Work Costs (on-site & off-site)	\$0
Landscaping	\$0
<b>Contractor Fees:</b>	
General Requirements	\$586,058
Construction Overhead	\$234,423
Construction Profit	\$586,058
Construction Supervision	\$25,000
<b>Contingency Funds:</b>	
Construction Contingency	\$656,385
Other Contingency	\$600,000
<b>Construction Period Expenses/Soft Costs:</b>	
Construction Loan Origination Fee	\$44,625
Construction Loan Credit Enhancement/LOC	\$0
Cost of Bond Issuance	\$0
Bridge Loan Fees and Expenses	\$777,248
Construction Loan Interest	\$712,283
Construction Loan Origination Fee	\$0
Construction Period Real Estate Taxes	\$66,938
Title and Recording	\$0
Builder's Risk/Property Insurance	\$98,458
Temporary Relocation Assistance	\$0
Permanent Relocation Assistance	\$0
Other Interim/Construction Costs (list)	
GC P&P Bond & Misc Insurance	\$196,916
<b>Permanent Financing Expenses:</b>	
Permanent Loan Origination Fee	\$74,375
Credit Enhancement	\$0
Other Permanent Loan Fees	\$68,800
Legal Fees - Real Estate	\$0
<b>Architectural &amp; Engineering:</b>	
Architect - Design	\$260,000
Architect - Supervision	\$33,400
Engineering	\$63,000
Survey	\$27,000
Other Architect/Engineering (list)	
	\$0
<b>Syndication Fees &amp; Expenses:</b>	
Organizational Fees	\$2,500
Other Syndication Costs (list)	
Syndicator DD and AM fees	\$65,000
<b>Capitalized Reserves:</b>	
Operating Reserve	\$376,601
Replacement Reserve	\$0
Lease-Up Reserve	\$0
Debt Service Reserve	\$0
Capital Needs Reserve	\$0
Other Reserves	\$0
Escrows	\$0
Other Capitalized Reserves (list)	
Supportive Services Reserve	\$60,000
<b>Reports, Studies &amp; Related Work:</b>	
Appraisal	\$6,500
Market Study	\$6,500
Environmental Reports	\$40,937
Capital Needs Assessment Report	\$0
Other (list)	
Green Consultant	\$50,000
<b>Other Soft Costs:</b>	
Tax Credit Fees - Application	\$3,000
Tax Credit Fees - Compliance	\$3,350
Tax Credit Fees - Allocation	\$140,000
Permits & impact fees - water, sewer, etc.	\$247,212
Cost Certification/Accounting fees	\$15,000
Lease-Up Period Marketing	\$65,000
Title Insurance and Recording	\$77,500
Capital Needs Assessment (rehab only)	\$0
Legal	\$135,000
Other (list)	
Misc. Agency Fees, Mortgage Registration	\$34,875
<b>Developer Earned Fees &amp; Expenses:</b>	
Developer's Fee	\$1,050,000
Developer Overhead	\$0
Consultant Fees	\$0
Other fees (list)	
	\$0
<b>Total Costs:</b>	<b>\$21,812,086</b>

<--  
If applicable, please list the costs attributable to "above and beyond" green building/Net Zero construction components included in the Construction Costs line item:

Our current estimate is that the above and beyond costs are somewhere around \$1.8M

Total Cost: \$1,800,000

# 2024 Affordable Housing Fund-Tax Credit RFP

## Supplemental Application Questions

### Preservation Housing Partners (Lincoln Capital) Conway at Huxley Yards

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Response Submission Due Date: September 5, 2024 NOON

#### **Instructions to Applicants:**

Please respond ***briefly and succinctly*** to the questions below in-line, unless otherwise specified (e.g. additional documentation requested). Maximum 1/3 a page per question. Please use this Word document to record your answers and return this completed document to [cddapplications@cityofmadison.com](mailto:cddapplications@cityofmadison.com). Please cc: [jspears@cityofmadison.com](mailto:jspears@cityofmadison.com). We ask that you refrain from submitting additional documentation not specifically requested at this time or using alternative formats.

#### **Questions:**

##### **A. Energy Efficiency/Sustainability**

- 1. The AHF-TC RFP requires awardees to continue working with Focus on Energy's New Construction Energy Design Assistance throughout the building design process. Bundle commitments will be incorporated into the term sheet.**

- Please attach the Preliminary Bundle Requirements Document (BRD).**

If the Report is not yet available, please provide an update on the status at the Staff Team (9/9-10) and CDBG Committee Presentation (9/12); and send ASAP no later than NOON on October 15, 2024.

Per City staff email sent on 9/5, Focus on Energy is anticipating being able to provide the Preliminary Bundle Requirements Document for the project by 9/9.

- b. What percentage of projected Energy Use Intensity (EUI) savings calculated over the baseline energy code is anticipated? (Note: Min. 20% required)**

We are anticipating hitting the minimum 20% requirement in EUI savings.

- c. What is the highest feasible Bundle Level to which this project anticipates committing?**

We are committed to achieving the highest possible bundle that is financially feasible for the project.

- d. If the Bundle election is less than the highest, which options and/or components were not chosen and why?**

Once we receive the Preliminary Bundle Requirements Document from Focus on Energy, we can determine which components we are not able to include in the project.

##### **B. Property Management (PM)**

- 1. Please answer the following regarding on-site PM staffing:**



i. **What percent FTE and number of hours are budgeted for the PM to be on-site? E.g., .50 FTE, 9a-1p – M-F?**  
50% Admin, 9am-1pm or 1pm-5pm  
Anticipated Days/week (1-7): 5 days (Monday-Friday)

ii. **How many hours per week of additional regional &/or floating support is anticipated to assist &/or cover for on-site PM, vacancies, sick days, etc.? Please elaborate briefly on backup coverage.**

- 20 to 25 hours per week of regional and other floating support. There will be overlapping regular and backup staffing coverage with a large WMC presence in the area including the Conway at Huxley Yards, the View at Huxley Yards, the Victoria at Huxley Yards, the Madisonian, Briarwood, and Yahara Apartments.

iii. **What percent FTE and number of hours are budgeted for the Maintenance staff to be on-site? 50% Maintenance and 5 days (Monday-Friday, may alternate mornings and afternoons)**

2. **It is a goal of the City to ensure that residents who require ADA units are able to obtain appropriately accessible units and/or accommodations. Please answer the following:**

i. **In the Dane County market, how many fully ADA accessible units does the PM manage?**

- Wisconsin Management Company (WMC) has 10 fully ADA accessible units under management throughout Dane County.
- Additionally, WMC manages about 40 additional units that are equipped with various accessibility features.

ii. **What percent of those units are currently leased by residents who require the relevant accessibility accommodations?**

- About 5% of the units referenced above (fully ADA and those with accessibility features) are occupied by residents who require the accessible accommodation.

iii. **Briefly describe your property management strategies to ensure these units are available for residents that require accessibility features.**

• **Per the Tenant Selection Plan:**

- Units accessible to the mobility, visual and/or hearing impaired shall be used by families that need the special features of the unit. Owners may lease these units to families who do not need the special features when no current resident or no one on the waiting list needs such a unit. The family must, however, sign a lease addendum that requires them to transfer to another suitable unit when the need for that special unit arises. For units accessible to or adaptable for persons with

mobility, visual or hearing impairments, households containing at least one person with such impairment will have first priority to that unit (as applicable for a particular unit's features).

- Unit Assignment:
  - 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 determination will be made by WMC based on the information provided by the applicant on his/her application. 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.

**iv. Briefly describe outreach, marketing, and direct referral partnerships you have with organizations to ensure these units are appropriately filled.**

- Per the **Tenant Selection Plan and Affordable Fair Housing Marketing Plan**:
  - Agencies can be local Aging and Disability Resource Centers (ADRCs), Managed Care Organizations (MCOs), county human/social services or community programs agencies, Independent Living Centers, IRIS Consultant Agencies and support service provider agencies. Existing staff from these agencies will be trained by WHEDA and DHS Point of Contacts to assess potential tenants for units. The non-profit organization Socialserve.com has designed a system to support the program process, which would function as an add-on to Wisconsin's existing online housing locator, WIHousingSearch.com. If the applicant is potentially eligible, the referral resource worker can then complete the intake and the applicant will be matched with the available units or placed on the waiting list pending the availability of an appropriate unit.
  - Central to our outreach, public information, and marketing is communicating to the public about the accessibility of our facility, program and services. Our team of professionals will complete the appropriate outreach efforts to the target community and ensure this information is made public on all marketing/publicity materials, site signage, and work with local non-profit organizations.
- Additionally, WMC has established a strong partnership with Movin' Out, and uses them as a platform to conduct outreach for units that are available for residents with disabilities.

**C. Design/Site Amenities**

1. **The application states that residents will have access to a future playground and other amenities that are planned at the future 15-acre park nearby. As the park is only planned at this time, what amenities will be available for youth at The Conway by 2026 when construction on this project is anticipated to be complete?**

- An outdoor play area at the View at Huxley Yards will be made available to residents at the Conway. Public city facilities nearby include Eken Park, Demetral Park, Beach Park, Firemen’s Park, Johnson’s Park, Burrow’s Park, Warner Park, East Madison Little League, Sherman Middle School, and Tenney Park.

**2. How will residents of the Conway access the indoor play space at the View? Will all Conway residents have access to the View building 24/7?**

- It is not planned to allow access for Conway residents to the indoor play space at the View. There will be no 24/7 access for anyone not physically residing at the View at Huxley Yards. However, while the indoor play area will not be available on a regular basis, the property management team will offer opportunities for Conway residents to utilize the space during special events and other scheduled programming.

**3. The 2024 AHF-TC RFP increased baseline requirements for Universal Design from WHEDA’s 2023-2024 Universal Design requirements, from 20% to 50%. Where WHEDA requires less than 20% percent of units to meet a requirement, the City’s requirement is double the percent of the WHEDA requirement, e.g., 5% WHEDA requirement would be increased to 10%. While recognizing the application listed some of the components as 100% universal design, are there other components not listed that could be improved accordingly?**

- The architect (KBA) has designed the building to have 100% of the units be more accessible by providing 36” wide doors for all rooms.
- The property will be designed to ensure that the required wheelchair turning clearances are accounted for in all kitchens and main bathrooms across all units.
- Rocker-type light switches will be provided in all units.
- 10% of all units will include roll-in showers, up from the 5% minimum required by WHEDA.
- 20% of all units will include operable window controls within required reach ranges, up from the 10% minimum required by WHEDA.

**D. Financing/Budget**

**1. The proforma submitted does not include the annual cost of support services or the reserve. How will these costs be paid for and will the reserve be maintained over the long-term?**

- The annual cost of these services is projected to be **\$19,306.23** and the reserve is anticipated to be **\$60,000**. The reserve will be maintained over the long-term.

**2. The per-unit hard cost appears to be on the high end. Please explain.**

- The following are contributing to an elevated per-unit hard cost:

- As part of the environmental remediation efforts necessary for the site, the project is subject to a Materials Management Plan. The requirements dictated by the Plan, and the associated contaminated soils, are leading to increased remediation and construction costs.
- There are added costs associated with redoing the City's sewer system that currently runs under the Hartmeyer Ice Arena. There is also the need to remedy the stormwater design that is part of the City stormwater basin to the North, which is currently overflowing onto the railroad right-of-way.
- The site has higher groundwater, which is forcing the foundation to be elevated, thus contributing to increased costs. The higher groundwater is also driving the increased footing costs.
- The green and sustainable design features, which include solar panels, Energy Star certified electric heat pumps, additional insulation/building envelope costs to meet Energy Star requirements, and many other Energy Star/Wisconsin Green Built Home Gold standard features, are driving costs.
- Finally, the additional Universal Design and accessibility features across a larger percentage of units is driving additional cost.