AGENDA OF THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY

TUESDAY, NOVEMBER 10, 2020, 1:30 PM
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

1. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. Roll Call.

1. Members: Gary Delveaux, Chair; Matt Schueller, Vice-Chair; Ald. Barbara Dorff, James Blumreich, Deby Dehn, Kathy Hinkfuss, and Melanie Parma.
   Liaisons: Jeff Mirkes and Leah Weycker.

C. Approval of the Agenda.

1. Approval of the agenda for the November 10, 2020, meeting of the Redevelopment Authority.

D. Approval of Minutes.

1. Approval of the minutes from the October 13, 2020, meeting of the Redevelopment Authority.

E. Regular Business.

1. Consideration with possible action on the approval of a planning option and the award of HOME funds to Impact Seven for the development of multi-family, affordable housing for the properties located on the 1100 Block of East Walnut Street (Tax Parcels 14-195 through 14-202).

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

2. Consideration with possible action on the Blue Line Development request for HOME funding for the construction of multi-family supportive housing at 2745-2759 West Mason Street.

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

3. Consideration with possible action to award $138,050.00 of CARES Act Homelessness Assistance Activities funds to Newcap, Inc.; $80,000.00 of CARES Act Homelessness Assistance Activities funds to Legal Action of Wisconsin; and $100,000.00 of CARES Act Essential Front-line Employee Relief funds to Newcap, Inc.

4. Consideration with possible action on proposed allocation of 2020 Community Development Block Grant (CDBG-CV3) CARES funding of Five Hundred Sixty-six Thousand, Seven Hundred Twenty-nine Dollars ($566,729.00).

5. Consideration with possible action on approving the CDBG-CV CARES Business Relief Program Policies and Procedures Manual.

6. Consideration with possible action on Commercial Façade Improvement Grant funds to DS2-M6 Real Estate Holdings for enhancements to 1614 Shawano Avenue (Tax Parcel 6-235-A-1).

7. Consideration with possible action to fund a City Holiday Lights in the Parks Program using Neighborhood Enhancement Funds.

8. Consideration with possible action to approve a Temporary Limited Easement (TLE) for Tax Parcel 4-181 to accommodate the installation of a lift station.

9. Consideration with possible action on the reallocation of $85,525.36 from the Historical Preservation-Revolving Loan fund to the CDBG Eligible Area Acquisition funding.

10. Consideration with possible action to purchase Tax Parcel 20-350, using CDBG funds and Tax Parcels 20-381, 20-382, and 20-383 using Neighborhood Enhancement funds for the purpose of providing non-profits program space and future new housing development.

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

F. Informational.

1. Update on Housing Study.

2. Financial report and check register.

3. Director's report and project updates.

4. Next meeting: December 8, 2020 at 1:30 PM.

G. Adjournment.

1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Redevelopment Authority meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.

Virtual Meeting Instructions

Redevelopment Authority 11-10-20

Zoom Meeting Information

Join Zoom Meeting
https://us02web.zoom.us/j/83188044732?pwd=YUducEM2VUZWOGVYZzMyNTA0c1FJQT09

Meeting ID: 831 8804 4732
Password: 084117
One tap mobile
+13017158592,,83188044732# US (Germantown)
+13126266799,,83188044732# US (Chicago)

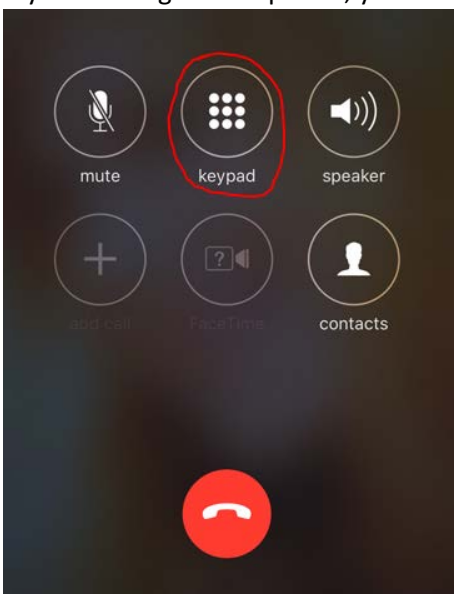
Dial by your location
+1 301 715 8592 US (Germantown)
+1 312 626 6799 US (Chicago)
+1 646 876 9923 US (New York)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 408 638 0968 US (San Jose)
+1 669 900 6833 US (San Jose)
Meeting ID: 831 8804 4732
Password: 084117
Find your local number: https://us02web.zoom.us/u/ktw1Wmza0

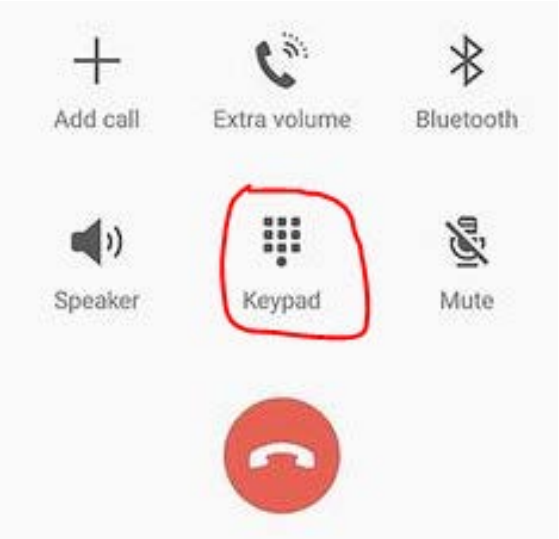
Additional Information

1. Wisconsin Open Meetings Law still applies
    a. Persons interested in speaking to an item must give their name and address
    b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
    a. If you are a Board Member, please log into CivicClerk with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
    a. You may unmute yourself when you are called upon to speak.
5. Waiting room
    a. When you call in, all callers/participants will be placed in a "waiting room."
    b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
    a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
    b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
    a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You'll receive another email confirming that you're registered for the meeting.
    b. If you're using a phone, your registration will still be tied to an email.
8. Raising your hand
    a. Committee members—you can either use CivicClerk and request to speak or you can "raise your hand" in the zoom meeting (you'd need to use a computer or tablet) to let the host know you'd like to speak. You can also un-mute yourselves and start speaking.
    b. Persons on the agenda—you can "raise your hand" but you'd need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has "opened the floor for interested parties to speak." Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
    a. Smart phone (please see more detailed instructions on page 3)
    b. Land line
    c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You'll also be asked to verify your email.
    d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
    e. For tablet and computer users--if you download the app you will be asked to verify your email.
10. Zoom etiquette
    a. Muting yourselves when you're not talking will prevent your background noise from interfering with others' ability to listen to and participate in the meeting.
    b. If you're using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
    a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
    b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number above.

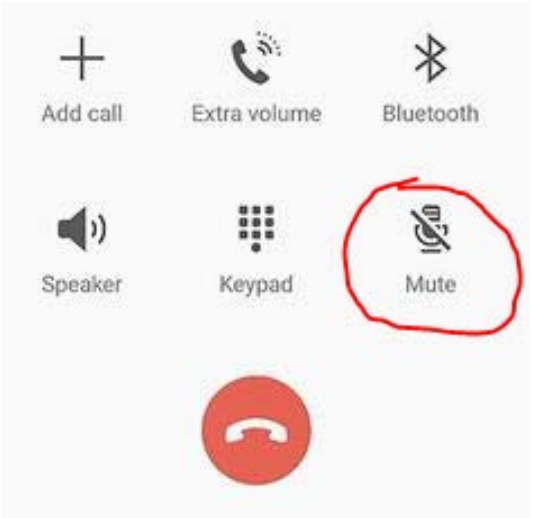
Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by **#**
    a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen





3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
    a. If you're using a smartphone, look at your screen and click the Mute button



    b. If you're using a computer, you should see a Mute button in the Zoom application

MINUTES OF THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY

TUESDAY, OCTOBER 13, 2020, 1:30 PM

Virtual Meeting. Public may join via Zoom.

A. ZOOM MEETING INFORMATION

1. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. ROLL CALL.

1. Members: Gary Delveaux, Chair; Matt Schueller, Vice-Chair; Ald. Barbara Dorff, James Blumreich, Deby Dehn, Kathy Hinkfuss, and Melanie Parma.
Liaisons: Jeff Mirkes and Leah Weycker.

Members Present: Barbara Dorff, Melanie Parma, Matt Schueller, Gary J. Delveaux, James Blumreich, Deby Dehn, and Kathy Hinkfuss, Excused: None
Liaisons Present: Jeff Mirkes and Leah Weycker
Others Present: Ald. Mark Steuer, Ald. Craig Stevens, Ald. Brian Johnson, Ald. Lynn Gerlach, Mayor Eric Genrich

C. APPROVAL OF THE AGENDA.

1. Approval of the agenda for the October 13, 2020, meeting of the Redevelopment Authority.

Moved by Ald. Barbara Dorff, seconded by Matt Schueller to amend the agenda to move Item #12 after Item #1. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

Moved by Ald. Barbara Dorff, seconded by Deby Dehn to approve the agenda as amended. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the September 8, 2020, meeting of the Redevelopment Authority.

Moved by Matt Schueller, seconded by James Blumreich to approve the minutes. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

E. REGULAR BUSINESS.

1. Consideration with possible action to approve the Housing Study prepared by MSA Professional Services Inc.

Moved by Ald. Barbara Dorff, seconded by James Blumreich to open the floor for discussion. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

Becky Binz, MSA Professional Services Inc., provided an overview of the Housing Study.

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to close the floor for discussion. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to approve the Housing Study provided by MSA Professional Services Inc. and recommend to Common Council. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

Item #12 was taken next per the amended agenda.

2. Consideration with possible action on a request by GB Real Estate Investments, LLC, to obtain a planning option of Tax Parcel 11-95-A.

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

Moved by Kathy Hinkfuss, seconded by James Blumreich to approve a planning option with GB Real Estate Investments, LLC, for the unaddressed property in the vicinity of 610 Main Street (Tax Parcel 11-95-A) with an expiration of June 30, 2021. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

3. Consideration with possible action regarding request by Ald. Johnson (District 9) to initiate negotiation on the purchase of 2350 E. Mason Street a/k/a East Town Mall.

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to go into closed session at 2:23 p.m. Motion carried.
Ald. Barbara Dorff read the closed session language.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to return to regular order of business at 2:47 p.m. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

Moved by Matt Schueller, seconded by Melanie Parma to make no movement regarding the purchase of 2350 E. Mason Street a/k/a East Town Mall. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

4. Consideration with possible action to deed 503 S. Ashland Avenue (Tax Parcel 2-275) to the City of Green Bay for purposes of providing an easement to CN Railroad for the installation of railroad signal equipment.

James Blumreich left the meeting at 2:50 p.m.

Moved by Ald. Barbara Dorff, seconded by Deby Dehn to deed 503 S. Ashland Avenue (Tax Parcel 2-275) to the City of Green Bay for purposes of providing an easement to CN Railroad for the installation of railroad signal equipment. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

5. Consideration with possible action to approve the updated Home Improvement Loan Program Policies and Procedures Manual.

Moved by Kathy Hinkfuss, seconded by Melanie Parma to approve the updated Home Improvement Loan Program Policies and Procedures Manual. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

6. Consideration with possible action regarding request by Mayor Genrich to reallocate $136,000.00 in federal CARES (CDBG-CV) funds from Green Bay Conservation Corps to Homelessness Assistance Programs.

Moved by Matt Schueller, seconded by Ald. Barbara Dorff to approve and recommend to Common Council the reallocation of $136,000.00 in federal CARES (CDBG-CV) funds from Green Bay Conservation Corps to Homelessness Assistance Programs. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

7. Consideration with possible action on the communication from Ald. Wery to reallocate $20,000.00 in federal CARES (CDBG-CV) funds from Administration to Business Improvement District Events.

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to approve and recommend to Common Council the reallocation of $20,000.00 in federal CARES (CDBG-CV) funds from Administration to Business Improvement District Events. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

8. Consideration with possible action on request from On Broadway to allow RDA staff the ability to approve CDBG eligible expenses using the $52,095.00 of funds designated for Broadway initiatives.

Moved by Ald. Barbara Dorff, seconded by Matt Schueller to approve the request from On Broadway to allow RDA staff the ability to approve CDBG eligible expenses using the $52,095.00 of funds designated for Broadway initiatives. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

9. Consideration with possible action to approve the hiring of Berners Schober and Associates to do audio and lighting design work for KI Convention Center and go out for bid.

Deby Dehn left the meeting at 3:06 p.m.

Moved by Matt Schueller, seconded by Ald. Barbara Dorff to approve using Berners Schober and Associates for the design and bid work for the KICC lighting and audio/video project at a cost not to exceed $45,000.00. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, Kathy Hinkfuss, Matt Schueller, Melanie Parma, No- None, Abstain- None

10. Consideration with possible action on Commercial Façade Improvement Grant funds to Kimberley Glover for enhancements to 1342 S. Broadway (Tax Parcel 1-914).

Moved by Kathy Hinkfuss, seconded by Melanie Parma to approve a $15,000.00 commercial façade grant to Kimberley Glover, contingent upon successful completion of the HUD environmental review process. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, Kathy Hinkfuss, Matt Schueller, Melanie Parma, No- None, Abstain- None

11. Consideration with possible action on a final payment for Martell Construction for work done on contract "CD 19-01 (Part A) Sidewalk and Pavement Repair."

Moved by Melanie Parma, seconded by Ald. Barbara Dorff to approve final payment in the amount of $2,108.00 to Martell Construction for work done on contract "CD 19-01 (Part A) Sidewalk and Pavement Repair." Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, Kathy Hinkfuss, Matt Schueller, Melanie Parma, No- None, Abstain- None

12. Consideration with possible action on communication from Ald. Steuer (District 10) to involve city staff, apartment owners, apartment renters, apartment association owners, and other housing related entities to work on and create a City Housing Ordinance that will work for owner and renter alike, with possible action.

Moved by Ald. Barbara Dorff, seconded by Melanie Parma to refer to staff. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, James Blumreich, Kathy Hinkfuss, Matt Schueller, Melanie Parma, Deby Dehn, No- None, Abstain- None

F. INFORMATIONAL.

1. Replacement of the skylight at the KICC.

No action was taken.

2. Financial report and check register.

No action was taken.

3. Director's report and project updates.

Cheryl Renier-Wigg and Mayor Eric Genrich provided the Director's report and project updates.

4. Next meeting: November 10, 2020 at 1:30 PM.

G. ADJOURNMENT.

Moved by Melanie Parma, seconded by Kathy Hinkfuss to adjourn. Motion carried.
Yes- Barbara Dorff, Gary J. Delveaux, Kathy Hinkfuss, Matt Schueller, Melanie Parma, No- None, Abstain- None

Report to the
Redevelopment Authority of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Will Peters

AGENDA ITEM # E.1

Consideration with possible action on the approval of a planning option and the award of HOME funds to Impact Seven for the development of multi-family, affordable housing for the properties located on the 1100 Block of East Walnut Street (Tax Parcels 14-195 through 14-202).

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

Staff has been working on East Walnut Street using the Neighborhood Initiative Grant and Neighborhood Enhancement funds to revitalize the area since 2007. A number of developers have inquired about the 1100 Block and three planning options have been granted in the past, most recently in August 2020.

Impact Seven, a Wisconsin based developer founded in 1970, has expressed interest in the 1100 Block of East Walnut Street and is requesting a planning option for the site and HOME funds to assist with the cost of development. The developer specializes in affordable housing, developing and actively managing over 1200 properties. Impact Seven is requesting a planning option for the RDA property until end of April 2021 with the possibility to extend the option should more due diligence be required. Initial plans for the site include 40 units with a mix of one, two, and three bedrooms. Staff will be working with the developer to finalize the details of the project before bringing a development agreement back to the RDA upon expiration of the planning option and any subsequent extension.

Staff also recommends awarding $200,000.00 of HOME funds and deeding the property at no cost to Impact Seven contingent on successful financing, zoning approvals, site design, and neighborhood outreach.

RECOMMENDATION

To approve a planning option and the award of $200,000.00 of HOME funds to Impact Seven for the development of multi-family, affordable housing for the properties located on the 1100 Block of East Walnut Street site including discussed contingencies.

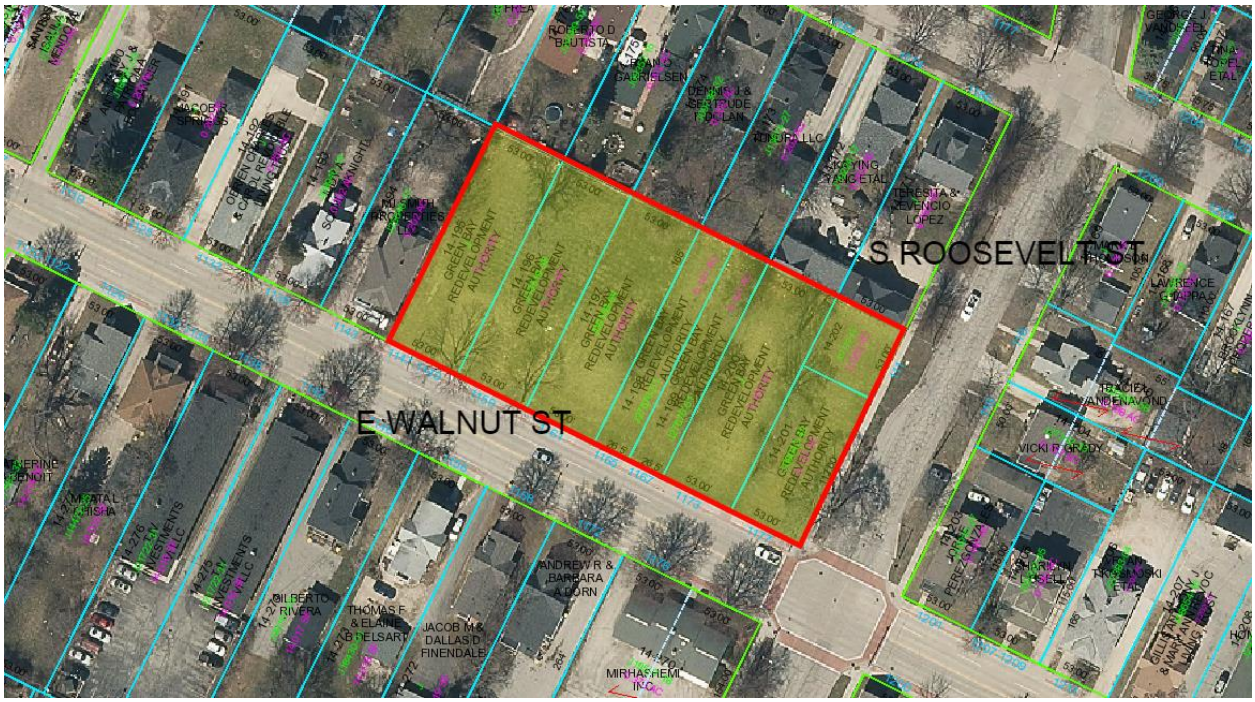
FISCAL IMPACT

ATTACHMENTS

1. 1100 E Walnut report info
2. 2020_11_05 Green Bay HOME Funds Application Project Summary (1)
3. 2020_07_06 Impact Seven Housing Staff Resume (1)
4. Impact Seven Project_profiles (1)

5. Funding Sources

1100 Block of East Walnut Street



Property Information:

Parcel ID …… 14-195 through 14-202
Lot Size …… 318' x 165'
Zoning…… Office Residential

Current Tax Information:

Land Value …… $65,000

November 4, 2020

Impact Seven is a 501(c)(3) nonprofit and Community Development Finance Institute (CDFI), headquartered in Rice Lake. While we've built and actively manage over 1200 properties throughout the state, the proposed Walnut Street project would provide our introduction to the Green Bay community.

We're motivated to provide housing in Green Bay because of the significant community investments made over these last years by the City; because of the high quality of life available in terms of jobs, education and civic amenities; and because of the high quality of the Walnut Street site itself.

Impact Seven proposes a 40-unit, mixed income multifamily housing development for the City-owned site located at 1177 E. Walnut. The project will provide a mix of 2-bedroom and 3-bedroom units with amenities to include:

- Underground parking
- In-unit laundry
- Onsite community room
- Onsite leasing office and management agent
- Onsite maintenance

Unit rents will be indexed to the residents' incomes at the 30% AMI, 50% AMI, 60% AMI and market rate levels.

Project sources include a permanent, fixed-rate mortgage; Federal Home Loan Bank funds; developer's equity sourced via the Low Income Housing Tax Credit program ("LIHTC"); and a requested contribution of municipal funds to fill the remaining gaps.

Impact Seven will serve as developer, owner and manager of the building.

HOUSING RESUME

2016 Artist Lofts historic development; 45 units of affordable housing in Manitowoc, Wisconsin

DEVELOPMENT

Since its founding in 1970, Impact Seven has successfully developed or provided development consulting services for over 2,400 affordable housing units throughout Wisconsin. These projects have been financed with a wide variety of public funding sources such as:

- **Low Income Housing Tax Credits (19 projects)**
- **HUD 202 and HUD 811 (45 projects)**
- **Section 8 Project-Based Rental Assistance (14 projects)**
- **USDA Rural Development 515 Loans (14 projects)**
- **FHLB Affordable Housing Program Funds (41 projects)**
- **HOME Funds (5 projects)**
- **Historic Tax Credits (5 projects)**

In addition to contributing considerable equity and financing of its own, Impact Seven has leveraged these funds with investments from many Wisconsin banks, municipalities, foundations and other private and nonprofit partners.

Impact Seven began as a consultant for counties, municipalities and Native American communities. In this capacity, Impact Seven assisted with identifying needs, setting up ownership/management entities, assembling financing, and overseeing the construction and management of housing, industrial, commercial/retail and mixed-use developments. In 1985, Impact Seven began developing projects of its own. Today, Impact Seven is parent to 59 wholly-owned subsidiary corporations consisting of more than 1,200 units of affordable housing. Projects are located across Wisconsin in rural communities, mid-sized metropolitan cities and urban Milwaukee neighborhoods. The list includes approximately 840 units set aside for elderly persons or persons with disabilities.

Impact Seven's approach to housing development is built on three core values:

- **Be flexible.** Understanding a community's needs and the flexibility to craft a project that is responsive to those needs are critical elements to a successful housing development. Impact Seven is committed to working with project partners and local stakeholders to build developments that support community goals and improve the lives of residents. We have broad experience with a range of rental housing development types such as new construction, historic and adaptive reuse, mixed-use, urban infill and rural developments. Impact Seven will work anywhere in the State of Wisconsin, whether it is an urban infill or rural rehabilitation.

- **Be sustainable.** Impact Seven seeks to develop rental communities that are sustainable from both a design and financial perspective. As a long-term owner, Impact Seven has a vested interest in utilizing building methods and materials that produce structures that are energy efficient and durable. In addition, Impact Seven employs rigorous underwriting to ensure its developments can remain affordable to tenants and will be financially viable over the long term.

- **Be resourceful.** Impact Seven has a successful track record of securing various grants, low-interest loans and other sources of "soft financing" that close budget gaps and provide long term affordability. Impact Seven views real estate development as a collaborative process and considers strong relationships to be an important resource.

KEY TEAM MEMBERS

Impact Seven's staffing and administrative capacity represents another strength. Key staff positions are identified below.

Brett Gerber, CPA
Chief Executive Officer

As CEO, Mr. Gerber is responsible for furthering the organization's mission and acting as the primary steward of its resources. Mr. Gerber supervises five Vice President positions overseeing three primary program areas and the overall administration of the organization. Mr. Gerber reports to the Board of Directors to establish and maintain strategic direction, governance and management processes. As a CPA with sixteen years of experience in executive non-profit management, Mr. Gerber brings strong financial acuity to organizational administration and the vetting of its projects, loans and investments.

Michael Carlson
Vice President of Real Estate Development

Mr. Carlson leads the team responsible for all real estate development projects, overseeing the planning, implementation and monitoring of all aspects of multifamily residential and commercial development projects from inception to completion including design, budgeting, construction and deal structuring. To ensure that developments are financially sound and responsive to each community's unique needs, Mr. Carlson builds and manages relationships with public and private development partners. With 18 years of diverse experience in housing and community development, construction and asset management, Mr. Carlson holds a B.A. from the University of Wisconsin – Madison and is a licensed real estate broker.

Jim Landreth, MArch
Director of Asset Management

Mr. Landreth brings 30 years of varied experience in finance, construction and architecture to Impact Seven's asset management function. Since 2010, Mr. Landreth has conducted analysis for a wide array of Impact Seven's real estate development activities, especially in underwriting and financial structuring. His current responsibilities include the development and implementation of comprehensive capital managements for each property and ongoing financial monitoring and quarterly analyses, ensuring that the rental and investment property portfolio remains financially sustainable and physically sound. Mr. Landreth has a Master's in Architecture from the University of Minnesota.

Terra Pawliuk-McGiffin, CPA
Vice President of Accounting

With seventeen years of accounting and operations experience, Ms. Pawliuk-McGiffin exercises fiscal oversight for all of Impact Seven's budgeting, accounting and audit compliance functions. Ms. Pawliuk-McGiffin has fiscal responsibility for a diverse asset portfolio totaling over $189 million, more than 60 housing and loan pool subsidiaries, and an annual budget of $6 million. She holds a B.S. in accounting from Lake Superior State University.

Lisa Barkelar, CPM
Vice President of Property Management

With over thirty years of experience in the management of multifamily rental housing portfolios and affordable housing funding source compliance, Ms. Barkelar leads Impact Seven's Property Management department and the overall management and operations of a portfolio totaling more than 1,200 housing units. With a degree in Sales, Marketing and Real Estate from Madison Area Technical College, Ms. Barkelar has earned numerous industry certifications including Certified Property Manager, HCCP/NCP designated for LIHTC and Certified Occupancy Specialist.

Caroline Loyas, MPS
Director of Resource Development

Ms. Loyas has ten years of experience in obtaining and structuring financing, grant and local funding, and tax credit allocations for affordable and mixed income housing. She assists in all aspects of affordable housing development for Impact Seven, including predevelopment, structuring, relationship development, grant administration and the establishment of long-term compliance protocols. Ms. Loyas holds a Master's degree in Community and Economic Development from Penn State University.

Tenants from Impact Seven's Franklin School Apartments and National Avenue Lofts

PROPERTY & ASSET MANAGEMENT

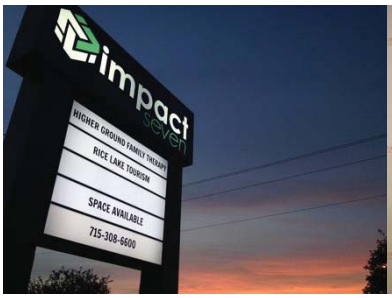
Impact Seven's Property Management Department currently manages over 1,200 units. These units are located in more than 100 distinct buildings across Wisconsin, ranging from rural northern Wisconsin to urban metropolitan Milwaukee.

Project sizes range from single-family homes and duplexes to a 73-unit multifamily building. Our Property Management department lead Lisa Barkelar recently assumed leadership over this division, increasing Impact Seven's administrative capacity to better position the Property Management team for continued growth and success into the future.

The Impact Seven property management team includes 31 full-time and 21 part-time staff who are highly qualified and experienced with the full array of income eligibility, accounting, reporting, maintenance and compliance requirements found in all major state and federal affordable housing programs, such as Low-Income Housing Tax Credits, HUD and RD project-based rental assistance. Positions are specialized around specific components such as affirmative marketing procedures, income eligibility and tenant recertification. Housing staff receive regular training and attend both national and statewide conferences including the WHEDA state housing conference, annual meetings and events of the Wisconsin Council for Affordable and Rural Housing and NeighborWorks Training Institutes.

Impact Seven invests in affordable properties as a long-term owner. In order to ensure the ongoing physical and financial sustainability of our real estate investments, Impact Seven's management structure is inclusive of an Asset Management function tasked with financial monitoring and capital planning. Since 2014, our Asset Manager has been part of the Real Estate Development Committee and is involved in new development projects from inception through completion and lease-up, assisting with financial analysis during the due diligence process, providing input for unit composition, income targeting and physical design and other matters affecting long-term self-sufficiency. For properties in Impact Seven's owned portfolio, the Asset Manager tracks performance via a Watch List system inclusive of financial health indicators such as occupancy and cash flow, and is responsible for maintaining 5- and 10-year capital needs assessments for each property in order to accurately budget for maintenance and capital improvements. The Asset Manager also plans for and coordinates the Year 15 LIHTC unwind and recapitalization.

For Impact Seven-owned properties under third party management, the Asset Manager works cooperatively with the property management company to represent the owner in regular meetings; reviews annual financials and audits; participates in and monitors the annual budgeting process; monitors cash flow, rent and reserve levels; and acts as the liaison between the property manager and the tax credit syndicator/investor. The Asset Manager continuously monitors the useful life of the building and its major systems, planning for capital needs and ensuring that reserves are funded at appropriate levels. Finally, the Asset Manager coordinates between the third-party property manager and Impact Seven's internal property management and accounting divisions to ensure that financial and occupancy information are entered into our management and accounting software. If for any reason a property fails to accumulate reserves at a sufficient level to fund needed improvements, the Asset Manager works with Impact Seven's Director of Resource Development to secure the necessary funding or financing.



ABOUT IMPACT SEVEN

Impact Seven is a private, nonprofit 501(c)3 corporation recognized as a trusted partner for developing, building and maintaining quality communities throughout Wisconsin and beyond. Impact Seven has two offices in Barron County, as well as a Milwaukee, Wisconsin office focused on southern regions of the state.

Impact Seven was founded in 1970 by Wisconsin residents in a seven-county area who were concerned with a waning economy and high poverty. Since then, the organization has grown into a well-established statewide community development corporation that organizes the resources and capacities of low-income communities to provide affordable housing and employment opportunities for residents. Over the past 49 years, Impact Seven has provided quality, affordable housing for tens of thousands of low-income households throughout the state, assisted thousands of successful business ventures throughout Wisconsin and created thousands of jobs.

Impact Seven is certified by the U.S. Department of the Treasury as a Community Development Financial Institution (CDFI), a unique type of nongovernmental entity established to provide credit, financial services and other development services to underserved markets or populations. At the end of 2018, Impact Seven had total assets of $184 million, including $125 million in net assets. Impact Seven currently maintains a loan portfolio of over $75 million, primarily placed in loans for job-creating business development ventures. Through its partnership with WHEDA and other member institutions in the Greater Wisconsin Opportunity Fund, Impact Seven has brokered the placement of New Market Tax Credits since 2005, with $185 million in tax credit allocation currently under management. In 2015, Impact Seven became a member of the Federal Home Loan Bank of Chicago, allowing the organization to access a range of financial products at extremely advantageous rates and terms. Impact Seven holds an investment-grade rating by Aeris, the foremost provider of third party assessments of CDFI loan funds, as well as analysis and advisory services for socially-motivated investors. Aeris rating helps Impact Seven guide capital to high quality community development projects.

In an addition, Impact Seven is a Community Housing Development Organization (CHDO) in Milwaukee and for Wisconsin's "balance of state" communities, which makes Impact Seven eligible for specially-designated HOME funds to develop affordable housing. Impact Seven has Exemplary status as one of 235 charter NeighborWorks America member organizations across the country, which gives Impact Seven access to grants, programmatic support, training and technical assistance for a broad range of community development initiatives.

For more information about Impact Seven, please visit www.impactseven.org.

impact seven

SELECTED PROJECT PROFILES

Impacting Communities. Impacting Lives.

GARDEN TERRACE APARTMENTS

>>> PROJECT TYPE

New Construction
Urban Infill

>>> IMPACT SEVEN'S ROLE

Owner
Developer
Property Manager

>>> PARTNERS / FUNDING SOURCES

WHEDA
City of La Crosse
Cinnaire
Federal Home Loan Bank of Chicago
NeighborWorks America
Home Depot Foundation
Private Donations

Crafted as part of local comprehensive efforts to eliminate veteran homelessness in La Crosse, the Garden Terrace Apartments is a multifamily housing community consisting of 50 apartments and a multi-purpose community center. Garden Terrace is a blended affordable community that provides fifteen units targeted to formerly homeless veterans, units affordable to households with low incomes, and eight units without rent restrictions.

Supportive services for veteran residents are provided by the Tomah VA Medical Center, the Wisconsin Department of Veterans Affairs, and Couleecap, Inc. The adjacent Kane Street Community Garden engages community members in gardening and gives away all of the produce it grows.

impact seven

2961 Decker Drive, Rice Lake, WI 54868 >>> 715-434-1717 >>> impact@impactseven.org >>> www.impactseven.org

EQUAL HOUSING OPPORTUNITY

"This institution is an equal opportunity provider and employer."

SEVEN04 PLACE APARTMENTS

>>> PROJECT TYPE

Affordable Housing

>>> IMPACT SEVEN'S ROLE

Co-Developer

>>> PARTNERS / FUNDING SOURCES

- WHEDA
- City of Milwaukee
- UnitedHealthCare
- Cinnaire
- Wisconsin Economic Development Corporation
- IFF
- Federal Home Loan Bank of Chicago
- Developer Equity
- Forward Community Investments
- Local Initiatives Support Corporation

Seven04 Place Apartments is a proposed 60-unit multifamily apartment community located in the Walker's Point neighborhood of Milwaukee, within the fastest-growing census tract in the city. To accommodate both long-time neighborhood residents and newcomers, the development includes a mix of affordable and market-rate units, as well as fourteen units dedicated to permanent supportive housing for U.S. military veterans and other adults who are struggled with barriers to housing stability. Development costs will total $12.2 million.

Amenities include in-unit washers and dryers, a multipurpose community room, fitness center and free high-speed internet. Wisconsin Green Build Home certification will ensure high energy efficiency, further reducing housing costs for residents.

impact seven

2961 Decker Drive, Rice Lake, WI 54868 >>> 715-434-1717 >>> impact@impactseven.org >>> www.impactseven.org

EQUAL HOUSING OPPORTUNITY

"This institution is an equal opportunity provider and employer."

ARTIST LOFTS

$9.4 MILLION
total project cost

40 UNITS
36 designated affordable

2- and 3-Bedroom Loft-Style Units
Exposed Architectural Elements
Original Hardwood Floors
Energy Star Lighting and Appliances
Central Air-Conditioning
On-Site Laundry
Community Room
Art Studio and Gallery
On-Site Management
Indoor Parking

NeighborWorks® CHARTERED MEMBER

Artist Lofts is the transformation of an industrial building into an exceptional 40-unit loft-style apartment community. Mirro Plant #3 plant was originally constructed in 1929 by the nation's largest aluminum goods manufacturer, Manitowoc-based Aluminum Goods Manufacturing Company, also known as Mirro. By 2003, all Mirro manufacturing was transferred oversees, which left all of Mirro's original Manitowoc facilities either demolished or vacant. Through the multi-year efforts of Impact Seven and its development partner, Wisconsin Redevelopment, one of the last icons of Manitowoc's early industry now has new life as mixed-income housing and artist gallery space.

The five-story building provides two- and three-bedroom units that are affordable to a range of households, from those earning 30% of the Area Median Income up to those who can afford market rate rents. Amenities include tall ceilings, impressive windows and exposed architectural elements. Tenants have access to indoor parking, on-site management, a fitness room and a multi-purpose community room. Twenty-five percent of the project's apartment units are targeted to veterans. The Manitowoc County Veteran Services Office, working in conjunction with Lakeshore CAP, will provide veteran support services in space allocated in the development.

Artist Lofts features a studio and gallery space that will provide free or low-cost arts-focused programming, such as classes and exhibitions, to the tenants and greater Manitowoc Community. To celebrate Manitowoc's local artist community, the building also showcases two exterior murals completed by local artists.

During construction, the development team achieved a 27% participation from Disadvantaged Business Enterprises and 24% participation by local Manitowoc contractors and suppliers. At completion, Artist Lofts earned the highest energy-efficiency rating for multifamily developments in the history of the Wisconsin Green Built Homes. Construction commenced in November 2015 and full occupancy was achieved in September 2016.

>>> PROJECT TYPE
Historic Rehabilitation, Adaptive Reuse

>>> IMPACT SEVEN'S ROLE
Owner, Developer, Property Manager

>>> PARTNERS / FUNDING SOURCES
Low-Income Housing Tax Credits
Federal and State Historic Tax Credits
FHLB Affordable Housing Program
HOME Funds
City of Manitowoc Revolving Loan Funds
Bank Mutual Construction Loan

impact seven

AN IMPACT SEVEN REAL ESTATE DEVELOPMENT PROJECT

"This institution is an equal opportunity provider and employer."

2961 Decker Dr, Rice Lake WI 54868 >>> 800-685-9353 >>> impact@impactseven.org >>> connect:

$10 MILLION total development cost

41 UNITS of affordable housing

MILWAUKEE

Historic Loft-Style Apartments
Single-Family Homes and Duplexes
Townhomes
Community Room
Exercise Room
Outdoor Spaces
On-Site Management
5,000 SF of Commercial Space

NeighborWorks CHARTERED MEMBER

KING DRIVE COMMONS IV

Single-Family Homes, Duplexes and Apartments in Milwaukee

>>> PROJECT TYPE

Historic Mixed-Use, New Construction

>>> IMPACT SEVEN'S ROLE

Co-Owner, Co-Developer, Property Manager

>>> PARTNERS / FUNDING SOURCES

Low-Income Housing Tax Credits
FHLB Affordable Housing Program
City of Milwaukee HOME Funds
City of Milwaukee NSP Funds
CD Bank Permanent Loan
Chase Construction Loan

King Drive Commons IV (KDC IV) is the fourth and largest phase of a multi-year, campus-style revitalization effort surrounding the 2700 block of Dr. Martin Luther King, Jr. Drive in Milwaukee, Wisconsin.

Located in the north side Harambee neighborhood, KDC IV is a mixture of 41 new and renovated units including single family homes, duplexes, townhomes, and historic apartments. The first floor of the historic building on the well-traveled King Drive corridor consists of 5,000 square feet of commercial space, on-site property management offices, a community room and a fitness room. Twenty-nine of the units (71% of the total) are affordable to households earning at or below 50% of the Milwaukee Area Median Income (AMI). The remaining 12 units are affordable to households at or below 60% AMI. The unit mix consists of 13 two-bedrooms units, 24 three-bedroom units and four four-bedroom single family homes. Units are well sized for families with an average unit size of 1,485 square feet.

The King Drive Commons development effort began in 2002. Phases I through III, which consist of a total of 66 residential units and commercial space, were completed by Martin Luther King Economic Development Corporation (MLKEDC) with Wisconsin Redevelopment as consultant. On Phase IV, Impact Seven joined the team as the co-developer, co-owner and property manager.Like previous phases, KDC IV put city-owned residential lots and a vacant commercial building back into productive use.

AN IMPACT SEVEN REAL ESTATE DEVELOPMENT PROJECT

impact seven

"This institution is an equal opportunity provider and employer."

2961 Decker Dr, Rice Lake WI 54868 >>> 800-685-9353 >>> impact@impactseven.org >>> connect:

$4.6 MILLION total project cost

20 UNITS of affordable housing

RICE LAKE

FRANKLIN SCHOOL APARTMENTS

Open Floor Plans
Original Hardwood Floors
Lofted Ceilings
Large Windows
Central Air-Conditioning
Garages and Covered Parking
Community Room
Extra Storage
Play Area

NeighborWorks CHARTERED MEMBER

>>> PROJECT TYPE

Historic Rehabilitation, New Construction

>>> IMPACT SEVEN'S ROLE

Owner, Developer, Property Manager

>>> PARTNERS / FUNDING SOURCES

Low-Income Housing Tax Credits
Federal and State Historic Tax Credits
FHLB Affordable Housing Program
HOME Funds
NeighborWorks America Grant
Bremer Bank Construction and Permanent Financing

Once a vacant school campus, Franklin School Apartments is a new rental community providing 20 affordable apartments and townhomes on Rice Lake's main commercial corridor.

After more than eight decades of service, the Rice Lake School Board determined the school building could no longer support modern educational needs and vacated the building. In 2013, Impact Seven proposed an adaptive reuse to safeguard the 1936 landmark and respond to the area's demand for new rental housing options. Construction began in summer 2015 to convert the school building into 12 loft-style apartments and add 8 new townhomes on the former playground.

Both renovated and newly constructed buildings follow Wisconsin Green-Built Homes criteria for sustainable construction. The historic apartments provide either one or two bedrooms with an open plan design, high ceilings and design elements such as art niches and built-in shelving. The townhomes are designed to accommodate larger families with three-bedrooms, two bathrooms, ground level exterior entrances and a private garage. The development provides numerous common amenities such a multi-purpose community room in the former gymnasium, on-site laundry, school-grade playground equipment and covered parking.

The project was made possible by significant public investment. All units are set aside for a mix of households, including those earning at or below 30%, 50% or 60% of the County Median Income (CMI). Rents are structured to be affordable to families at those incomes levels. In addition, Impact Seven has made a commitment to targeting applicants who are military veterans and maintains a referral relationship with the Barron County Veterans Service Office.

impact seven

AN IMPACT SEVEN REAL ESTATE DEVELOPMENT PROJECT

"This institution is an equal opportunity provider and employer."

2961 Decker Drive, Rice Lake WI 54868 >>> 800-685-9353 >>> impact@impactseven.org >>> connect:

$15.9 MILLION total project cost

74 UNITS of affordable housing

MILWAUKEE

NATIONAL AVENUE LOFTS

1-, 2- and 3-Bedroom Apartments
3- and 4-Bedroom Townhomes
Indoor Heated Parking
Community Rooms
Exercise Rooms
Library and Media Rooms
On-Site Leasing Office
Web-Based Security System
Private Porches and Balconies
Energy-Efficient Appliances
Central Air Conditioning

NeighborWorks CHARTERED MEMBER

>>> PROJECT TYPE
New Construction

>>> IMPACT SEVEN'S ROLE
Owner, Co-Developer, Property Manager

>>> PARTNERS / FUNDING SOURCES
Low-Income Housing Tax Credits
1602 Gap Funds
FHLB Affordable Housing Program

National Avenue Lofts is a 74-unit rental development located at the southern gateway to Milwaukee's Historic Third Ward and downtown. This area was largely industrial in character and had many vacant industrial buildings. Impact Seven cleared a one story metal industrial building to make way for this new development and implemented a remediation plan to address the significant environmental contamination from its prior industrial uses. The new building uses a mix of materials and architectural forms that reflect the site's industrial past and the manufacturing that continues in nearby.

National Avenue Lofts was initiated by another developer that was unable to attract investors for Low-Income Housing Tax Credits (LIHTC) in the midst of the housing market crisis. Impact Seven was invited to step in to see the project to fruition. The project's financing includes $10.8 million in equity from private investors, over $3 million from WHEDA in Section 1602 gap funding, $182,000 from the Federal Home Loan Bank of Chicago and a nearly $1 million permanent loan from the Wisconsin Housing and Economic Development Authority (WHEDA).

Considered "new industrial chic," this architectural style fit in well with the surroundings and has won a number of awards including one of the buildings of the year by the *Wisconsin Daily Reporter*.

impact seven

AN IMPACT SEVEN REAL ESTATE DEVELOPMENT PROJECT

"This institution is an equal opportunity provider and employer."

2961 Decker Drive, Rice Lake WI 54868 >>> 800-685-9353 >>> impact@impactseven.org >>> connect:

$6.1 MILLION total project cost

24 UNITS of affordable housing

MITCHELL STREET MARKET LOFTS

MILWAUKEE

Indoor Heated Parking
Community Room
Resident Business Office
Exercise Room
Secure Access System
Web-Based Security Camera System
Private Balconies
Common Outdoor Patio Area
Energy-Efficient Windows and Utilities
Central Air Conditioning
14,000 sf of Green Roof

NeighborWorks® CHARTERED MEMBER

>>> PROJECT TYPE

New Construction

>>> IMPACT SEVEN'S ROLE

Co-Owner and Co-Developer

>>> PARTNERS / FUNDING SOURCES

Low-Income Housing Tax Credits
FHLB Affordable Housing Program
City of Milwaukee Neighborhood Stabilization Program
MMSD Green Roof Grant
LISC Milwaukee
Home Depot

Located in Milwaukee's Muskego Way neighborhood, Mitchell Street Market Lofts is a new construction affordable housing community consisting of 24 apartments. This $6.1 million project resulted from a partnership between public and private entities including Impact Seven, AndersonWebb, LLC, Wisconsin Redevelopment, LLC, WHEDA, Federal Home Loan Bank of Chicago, Metropolitan Milwaukee Sewerage District, City of Milwaukee, LISC Milwaukee and Home Depot.

Built on what was once a city-owned vacant brownfield lot, the 24 loft style two- and three-bedroom units are available to families earning less than 60% of Area Median Income. Amenities include a community room with an exercise area, a business center and free wireless internet, indoor parking, a playground, security cameras and key-card access, common outdoor deck and a green roof. Each unit contains a dishwasher, garbage disposal, balcony, in-unit washer anddryer, central air conditioning and large interior storage units.

AN IMPACT SEVEN REAL ESTATE DEVELOPMENT PROJECT

impact seven

"This institution is an equal opportunity provider and employer."

2961 Decker Drive, Rice Lake WI 54868 >>> 800-685-9353 >>> impact@impactseven.org >>> connect:

Development Sources		*Revised*	*11/4/2020*							
Walnut Street										
Impact Seven, Inc.										
PERMANENT SOURCES										
		Lien Position	**Amount**	**Per Unit**	**% of Total Costs**	**Interest Rate**	**Term (years)**	**Amort (years)**	**Annual Debt Service**	**Year 1 DCR (before TIF incentive)**
DEBT										
1	Town Bank First Mortgage	1	2,510,000.00	62,750	29%	4.100%	15	30	145,539	1.20
2	Impact Seven Sponsor Loan	2	-	-	0%	0.000%	-	-	-	1.20
3		3	-	-	0%	0.000%	-	-	-	1.20
4		4	-	-	0%	0.000%	-	-	-	1.20
CONTINGENT DEBT										
1	City of Green Bay HOME 2021	4	200,000.00	5,000	2%	3.040%	30	-	-	
2	City of Green Bay HOME 2022	5	250,000.00	6,250	3%	3.040%	30	-	-	
3	City of Green Bay TIF Extension Funds	6	400,000.00	10,000	5%	3.040%	30	-	-	
4	City of Green Bay TIF	7	100,000.00	2,500	1%	3.040%	30	-	-	
5	Federal Home Loan Bank AHP	8	600,000.00	15,000	7%	3.040%	30	-	-	
			-	-	0%	3.040%	30	-	-	
			-	-	0%	3.040%	30	-	-	
EQUITY										
	City of Green Bay Land Contribution		65,000.00		1%					
	WHEDA 9% LIHTC		4,673,212.63	116,830	53.11%					
	State Historic Tax Credit Equity		-	-	0%					
	Managing Member Capital Contribution		100.00	3	0%					
	Deferred Developer Fee		-	-	0%					
				-						
	TOTAL SOURCES		**8,798,312.63**	**219,958**	**100%**				**145,539**	
	TOTAL USES		**8,797,525.48**							
	TOTAL SURPLUS / (GAP)		**787.16**		**0.00%**					
	% non-LIHTC equity		*0.46*							
	% equity		*0.53*							

Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Will Peters

AGENDA ITEM # E.2

Consideration with possible action on the Blue Line Development request for HOME funding for the construction of multi-family supportive housing at 2745-2759 West Mason Street.

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

Blue Line Development is requesting $300,000.00 of HOME funds for the construction of 70 affordable, supportive housing units located at 2745 and 2759 West Mason Street on the West side of town. The project will be comprised of a mix of one, two, three, and four-bedroom apartments.

Blue Line Development is working in partnership with Wise Women Gathering Place and the Oneida Nation to provide permanent supportive housing to residents at or below 30% AMI. Permanent supportive housing combines affordable housing with access to support services like case management, employment training, and mental health treatment. Permanent supportive housing is a nationally recognized best practice which gives vulnerable individuals and families the opportunity to live stable, autonomous, and dignified lives. Furthermore, Blue Line Development has secured 69 Project Based Vouchers from the Brown County Housing Authority.

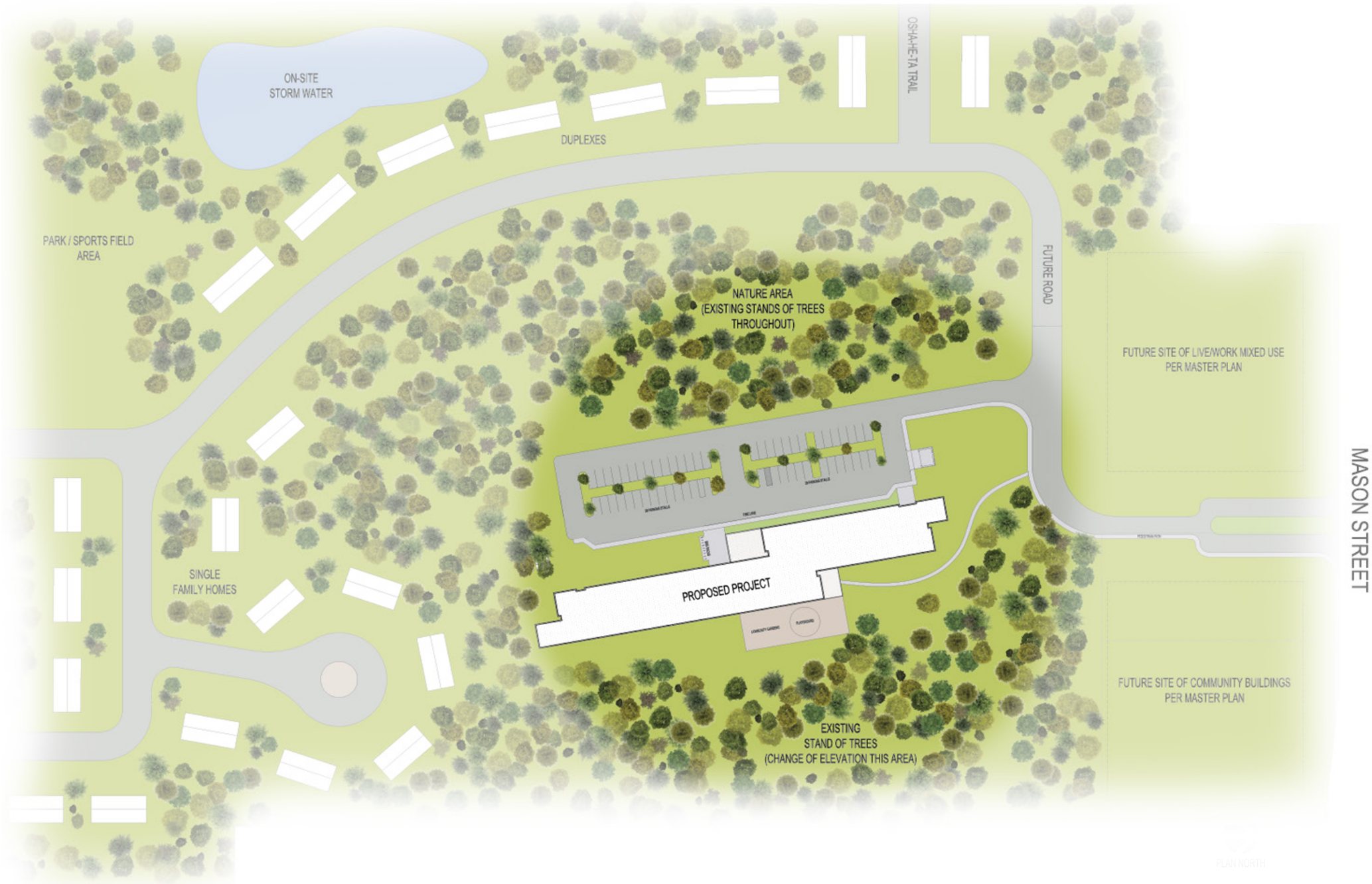
RECOMMENDATION

To approve the award of $200,000.00 of HOME funding to Blue Line Development for the development of permanent supportive housing at 2745-2759 West Mason Street contingent on successful financing and zoning approvals.

FISCAL IMPACT

ATTACHMENTS

1. EWP Conceptual Package
2. Edge of the Woods Place Project Description 11.2020 (1)
3. Property Info



PROJECT INFORMATION

Project Site:	6.58 acres 286,624 sq feet
Building Footrpint:	26,000 sq feet
Total Building:	78,000 sf feet
No. of Stories:	3 Stories above grade
Approx. Height:	35 feet tall
No of Units:	70 Units
No. of Units/Acre:	.08 acres 3,870 sq feet
Fire Protection:	Fully Sprinklered
Contruction Type:	VA
Unit Quantities and Sizes:	
1 Bedroom	25 Units 575 sq feet
2 Bedroom	19 Units 750 sq feet
2 Bedroom Manager	1 Unit 750 sq feet
3 Bedroom	15 Units 1,050 sq feet
4 Bedroom	10 Units 1,200 sq feet

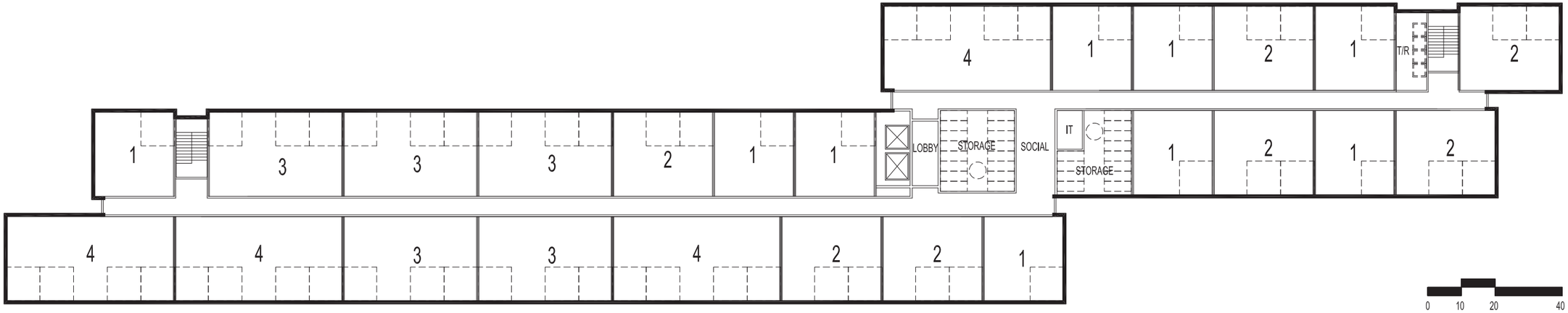
No. of Parking Spaces:

We are proposing 56 standard spaces and 2 ADA spaces for a total of 58 parking spaces. The Oneida Zoning Code for Multi-Family Residential calls for 2 spaces / unit (140 spaces). We are requesting consideration of a lower number given that the housing being proposed is Permanent Supportive Housing and the number of residents who own a vehicle is less than a standard multi-family development. Please see the Appendix document for related studies that support this request.

October 26, 2020

EDGE OF THE WOODS PLACE AT MAPLE LEAF

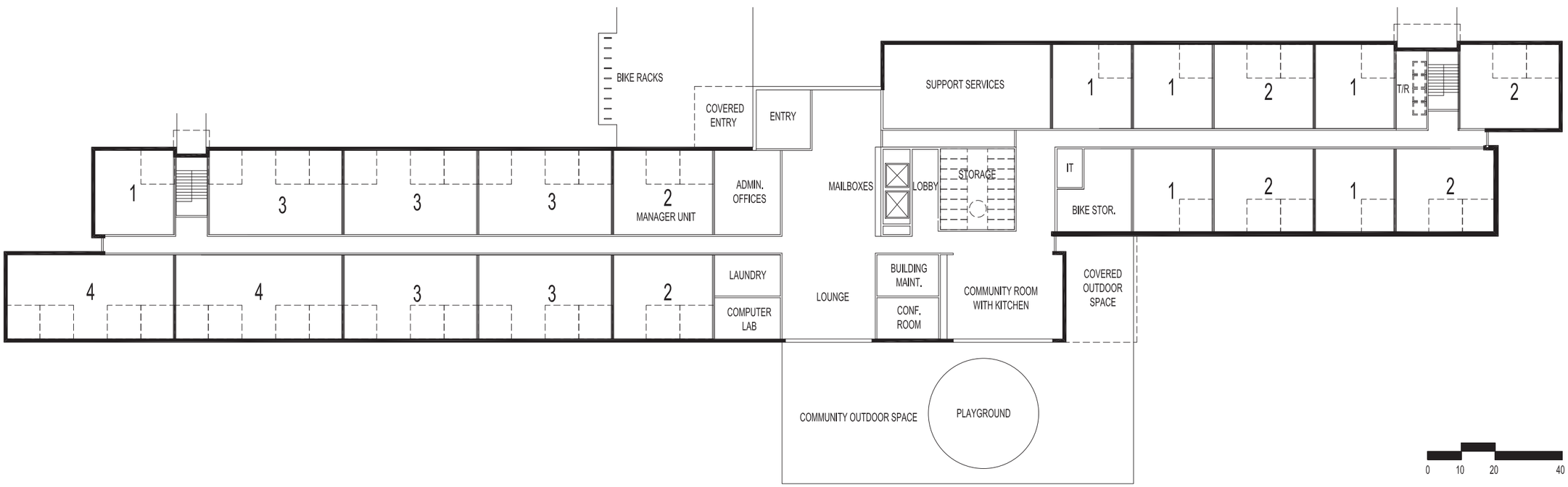
Preliminary Development Plan Map



2 TYPICAL FLOOR PLAN - LEVELS 2 AND 3
1/16" = 1'-0"

Full size, scaled sheet included with submittal under separate cover.

PLAN NORTH



1 GROUND FLOOR PLAN
1/16" = 1'-0"

Full size, scaled sheet included with submittal under separate cover.

PLAN NORTH

KA
KORB + ASSOCIATES ARCHITECTS

October 26, 2020

EDGE OF THE WOODS PLACE AT MAPLE LEAF

DESIGN: Exteriors

Face Brick

Fiber Cement Board
Lap siding with factory finish

Fiber Cement Board
Reveal panels in factory and field finishes

DESIGN: Materials

<u>Oneida Supportive Housing Project- Project Description</u>

-Partnership-

Greystone Affordable Development- owner/General Partner
Wise Women Gathering Place- Service Provider
BlueLine Development- Development Consultant
BeauxSimone Consulting- Supportive Housing Consultant

-Parcels-

2745 & 2759 W. Mason St.

-Project Details-

Unit Mix

70 total units of multi-family apartments (30% Area Median Income)
25- 1 bedrooms 1 bath (575 sq ft ea)
19- two bedrooms 1 bath (750 sq ft ea)
15- 3 bedrooms 2 bath (1050 sq ft ea)
10- 4 bedroom 2 bath units (1200 sq ft ea)
1- 2 bedroom manager's unit
Total livable square footage - 78,550
Ground Floor Service Space- 10,000 sq. ft.
Surface Parking- 16,650

-Identified Funding Sources-

*WHEDA 9% LIHTC Application - $13,235,760
*City of Green Bay Entitlement Funding (HOME/CDBG) - $300,000
*Other Source- $400,000
*Deferred Developer Fee- $251,875
*Project will be supported by 69 Project-Based Vouchers provided by Brown County Housing Authority.

Other Potential Funding Source-
*Federal Home Loan Bank – Affordable Housing Program- $1,000,000

-Project Budget-

*Construction Costs- $12,014,497
*Due Diligence- $56,285
*Financing Costs- $1,170,749
*Developer Fees- $1,449,000
*Other Costs- $1,440,226
***Total- $16,130,757**

-Supportive Services- Wise Women Gathering Place

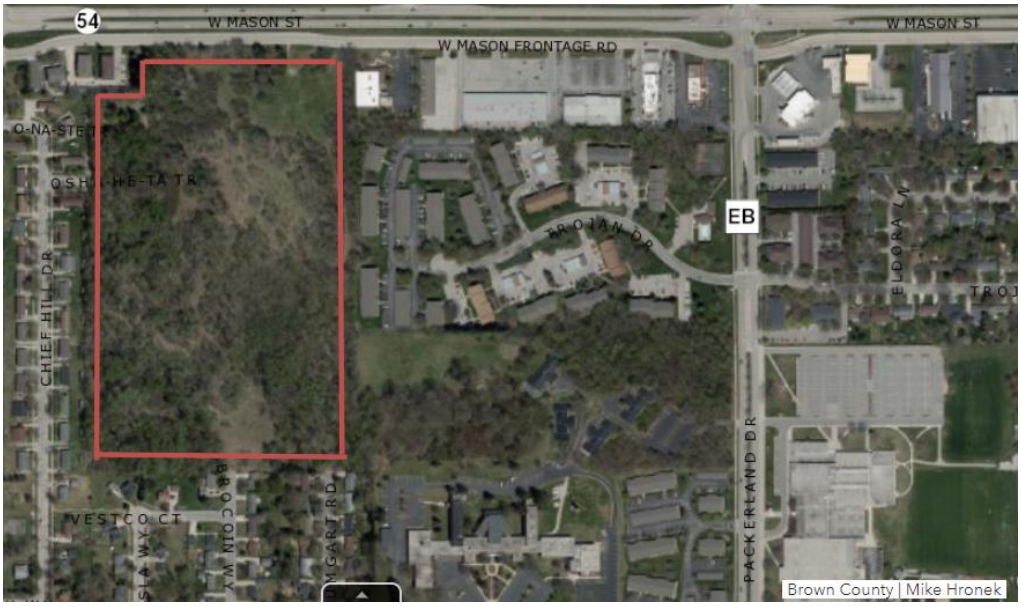
- Wise Women will partner with other local organizations, service providers, and volunteer groups to enrich the lives of residents.

- Secure entry, 24/7 front desk staff
- First floor of building will have office space for supportive services
- Community space for classes, training, community gatherings, communal meals
- On-Site Service Coordinators (3)- responsible for Case Management related to housing stability, community building, maintaining an onsite schedule of service providers, relations with Property Management and development and implementation of new programs. Family and Children's Program Coordinator (1), Cultural Activities Coordinator (1), Peer Navigator (1)

-Operating Budget-
*Gross Rents- $736,056
*Less Vacancy at 7% ($51,524)
*Net Revenue- $684,532
*Operating Expenses- $428,416 ($6,120 per unit)
*Net Income before debt service- $256,117
*Replacement Reserve Payments- $21,000
*Deferred Developer Fee- $251,875
*Net Cash Flow- $39,827

*Debt Coverage Ratio w/Deferred Developer Fee- 1.20
*Expense Coverage Ratio- 1.60

2745 and 2759 W. Mason St.



Property Information:

Owner……..Oneida Tribe of Indians
Parcel ID …… 6H-1116-1-1 and 6H-1116-1-3
Lot Size……18.4 acres and 9.6 acres
Zoning…… Low Density Residential

Tax Information:

Land Value…… $0

Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Will Peters

AGENDA ITEM # E.3

Consideration with possible action to award $138,050.00 of CARES Act Homelessness Assistance Activities funds to Newcap, Inc.; $80,000.00 of CARES Act Homelessness Assistance Activities funds to Legal Action of Wisconsin; and $100,000.00 of CARES Act Essential Front-line Employee Relief funds to Newcap, Inc.

BACKGROUND

In response to combating the effects of COVID-19, the U.S. Department of Housing and Urban Development (HUD) allocated special Community Development Block Grant (CDBG) funds for Entitlement Entities. The City of Green Bay received $595,446.00 in Community Development Block Grant (CDBG-CV) Entitlement funds to be used to prevent, prepare and respond to COVID-19. As directed by City Council, $216,000.00 of CDBG-CV has been allocated to Homelessness Assistance Activities and $100,000.00 has been allocated to Essential Front-line Employee Relief Activities.

In following the City of Green Bay's Community Development Block Grant Policy, staff worked with the Purchasing Department to develop a request for proposals for both Homelessness Assistance Activities and Essential Front-line Employee Relief Activities. Staff received five proposals for Homeless Assistance Activities and one proposal for Essential Front-line Employee Relief Activities. All qualified proposals were reviewed and scored by a review committee comprised of Department of Community and Economic Development staff and the process was facilitated by the City of Green Bay's Purchasing Department. The highest scoring, qualified proposals were awarded their full requests.

RECOMMENDATION

To approve awarding $138,050.00 of CARES Act Homelessness Assistance Activities funds to Newcap, Inc.; $80,000.00 of CARES Act Homelessness Assistance Activities funds to Legal Action of Wisconsin; and $100,000.00 of CARES Act Essential Front-line Employee Relief funds to Newcap, Inc.

FISCAL IMPACT

ATTACHMENTS

1. CDBG-CV Homelessness Activities #3281 RFP Scoring Sheet
2. CDBG-CV Essential Frontline Employee Relief Program(s) #3283 RFP Scoring Sheet

CDBG-CV Homelessness Activities
#3281 RFP Scoring Sheet

CDBG - CV Homelessness Activities
RFP #3281
ISSUED: 10/2/2020 DUE: 10/21/2020
CC: 952-00
Scoring Criteria & Points

Total Possible Points	MINIMUM SPECIFICATIONS	Highest Score	-------->	-------->	-------->	-------->
		Legal Action	Newcap	St. Johns the Evangelist Homeless Shelter	New Community Shelter	House of Hope Green Bay, Inc.
30	**Alignment with RFP Purpose** – Provide a clear and concise description of the activity in your Proposal that you are offering and how the activity prevents, prepares for and /or responds to issues created by the COVID-19 Pandemic.	25	30	30	20	20
25	**Organization Capacity**- Previous Grant project experience (include experience in the State of Wisconsin). Number of years providing similar services herewith in, services your Organization provides, number and location of facilities, organizational chart and number of employees.	25	22	18	25	25
20	**Impact in the Community**- List the service/activity (s) you are quoting herein, how many individuals and families this service will impact. List any other information you feel is relevant to your organizations impact in the Community.	18	18	18	15	10
15	**Budget** - Cost of additional funds needed besides the $80,000 - $245,000 Grant Money given herewith in to complete this Activity/ Service.	15	15	15	15	15
10	**Staff Qualifications** – List of employees with titles and resumes attached.	10	8	10	10	10
	Vendor Scores **Total possible points = 100**	93.00	93.00	91.00	85.00	80.00
	Requsted Grant Amount	$80,000	$138,050	$245,000	$200,000	$100,000
	Cost for additional funds above the Grant offered	$0.00	$0.00	$0.00	$0.00	$0.00

RECOMMENDATION:
Award the funds from this RFP to Legal Action for $80,000 and to Newcap for $138,050. These are the two Organization's that scored the highest points per their Proposal submittal.

NOTES: **The City issued a Request for Propsal (RFP)** and received five (5) proposals. The team then did consensus scoring and Legal Action and Newcap received the highest scores (per evaluation criteria in the RFP).

CDBG-COVID Essential Frontline Employee Relief Program(s)
#3283 RFP Scoring Sheet

Total Possible Points	MINIMUM SPECIFICATIONS	Highest Score NEWCAP
30	**Alignment with RFP Purpose** – Provide a clear and concise description of the activity in your Proposal that you are offering which aligns with the needs of Essential Frontline Employee Relief Activities/Programs that address COVID-19 related community needs.	28
25	**Organization Capacity**- Previous Grant project experience (include experience in the State of Wisconsin). Number of years providing similar services herein, services your Organization provides, number and location of facilities, organizational chart and number of employees.	25
20	**Budget-** Supply your complete budget/balance sheet for the service/activity (s) you have submitted herein. This shall include a detailed line item with estimated dollar amounts per line item. (e.g. administration costs, direct pay, equipment etc.) A comprehensive budget with balance sheet which includes an itemization of expenditures by dollar amounts.	20
15	**Impact –** List service/activity (s) you are offering herein and whom this service/activity(s) will impact along with how many individuals and families this will impact. List any other information you feel is relevant to your organizations impact in the Community.	13
10	**Staff Qualifications** – List of employees with titles and resumes attached.	10
	Vendor Scores **Total possible points = 100**	96.00

RECOMMENDATION:

Award these funds to Newcap for the sum of $100,000 total Grant funds as they met all requirements and received a high score per their Proposal submittal. Even though we only received one proposal we believe they fullfill all requirements of the RFP and are well suited for these funds.

NOTES: **The City issued a Request for Propsal (RFP)** and received one (1) proposal. The team then did consensus scoring and Newcap, Inc. met all requirements and received a high score (per evaluation criteria in the RFP).

Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Krista Cisneroz, Staff

AGENDA ITEM # E.4

Consideration with possible action on proposed allocation of 2020 Community Development Block Grant (CDBG-CV3) CARES funding of Five Hundred Sixty-six Thousand, Seven Hundred Twenty-nine Dollars ($566,729.00).

BACKGROUND

On March 27, 2020, the President signed the Coronavirus Aid, Relief and Economic Security (CARES) Act, which provides additional funding to HUD to prevent, prepare for and respond to the national impacts of the Coronavirus pandemic. The CARES Act made available $5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds. Of this amount, the Department immediately allocated $2 billion on March 27, 2020, the same day President Trump signed the Act, based on the fiscal year 2020 CDBG formula; this constituted the first round of CDBG-CV funds. Next, $1 billion was required by the Act to be allocated to States and insular areas within 45 days of enactment of the Act; HUD accomplished this on May 11, 2020, and this constituted the second round of CDBG-CV funds. Finally, the remaining $2 billion in CDBG-CV funds was required by the Act to be allocated to states and local governments at the discretion of the Secretary on a rolling basis; HUD accomplished this on September 11, 2020, and this constituted the third round of CDBG-CV funds.

On September 11, 2020, the City of Green Bay received an award letter for the third round of CDBG-CV3 CARES funds in the amount of Five Hundred Sixty-six Thousand Seven Hundred Twenty-nine dollars ($566,729.00). The City must submit a plan of action on how we propose to use these funds before we can receive them.

Working with the Mayor's office, staff is recommending the following allocations:

$275,000.00 Homelessness Assistance Programs: funds to assist the City of Green Bay in it growing homeless population due to the pandemic. Activities we are looking for are the following:
*Engage homeless individuals and families living on the street;
*Improve the number and quality of emergency shelters for homeless individuals and families;
*Help operate these shelters;

$50,000.00 Business Relief Program: assist business in the City of Green Bay through grant program that will help them build resiliency through the pandemic.

$191,729.00 Rental and Mortgage Assistance Program LMI: provide households with rental and/or mortgage payments in the City of Green Bay that are at risk of homelessness.

$50,000.00 (Urgent Need) Business Relief & Rental and Mortgage Assistance non LMI: assist business in the City of Green Bay through grant program that will help them build resiliency through the pandemic and provide households with rental and/or mortgage payments in the City of Green Bay that are at

risk of homelessness without the Low and Moderate Income national objective requirement.

The Business Relief fund is already established with a $100,000.00 fund balance.

RECOMMENDATION

To approve and recommend Common Council adopt proposed allocation of 2020 Community Development Block Grant (CDBG-CV3) CARES funding of Five Hundred Sixty-six Thousand, Seven Hundred Twenty-nine Dollars ($566,729.00).

FISCAL IMPACT

ATTACHMENTS

1. CARES

CDBG-CV

Projects - Set Up in IDIS

Year	Description	Budget	PI 2020	CY Drawn	Balance
2019	Admin	$ 64,446.00	$ -	$ -	$ 64,446.00
2019	Business Improvements District Program	$ 115,000.00	$ -	$ -	$ 115,000.00
2019	Homelessness Assistance Program	$ 216,000.00	$ -	$ -	$ 216,000.00
2019	Community Development Revolving Loan Program	$ 100,000.00	$ -	$ -	$ 100,000.00
2019	Essentiial Frontline Employee Relief Program	$ 100,000.00	$ -	$ -	$ 100,000.00
2019	Green Bay Conservation Corps.	$ -	$ -	$ -	$ -
		$ 595,446.00	**$ -**	**$ -**	**$ 595,446.00**

CDBG-CV3

Projects - Set Up in IDIS

Year	Description	Budget	PI 2020	CY Drawn	Balance
2019	Homelessness Assistance Program	$ 275,000.00	$ -	$ -	$ 275,000.00
2019	Business Relief Program LMI	$ 50,000.00	$ -	$ -	$ 50,000.00
2019	Rental and Mortgage Assistance Program LMI	$ 191,729.00	$ -	$ -	$ 191,729.00
2019	(Urgent Need) Business Relief and Rental and Mortgage Assistance non LMI	$ 50,000.00	$ -	$ -	$ 50,000.00
		$ 566,729.00	**$ -**	**$ -**	**$ 566,729.00**

Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Krista Cisneroz, Staff

AGENDA ITEM # E.5

Consideration with possible action on approving the CDBG-CV CARES Business Relief Program Policies and Procedures Manual.

BACKGROUND

In response to the economic hardship experienced by businesses resulting from the COVID-19 pandemic, the City of Green Bay is launching a COVID-19 Business Relief Grant Program to stabilize local businesses and prevent shutdowns. The COVID-19 Business Relief Grant Program, administered by the City's Redevelopment Authority, is subject to related Department of Housing and Urban Development regulations as described in the Federal Register FR-6218-N-01 under the CARES Act for Community Development Block Grant Program Coronavirus Response Grants attached. The primary Community Development national objectives of assistance to low- and moderate-income persons and urgent need will be achieved with these grants for businesses within the City of Green Bay.

This Program is a grant program in response to the COVID 19 outbreak for businesses that have lost business, are on the verge of closing, or need assistance to maintain employee(s) throughout this pandemic. It is also intended to support businesses that want to open new lines of business in response to the crisis, such as manufacturing medical supplies needed to respond to the disease or providing cleaning or in-home health services.

Grants provided will be up to $5,000.00 per 10 full-time equivalent employees, with a maximum of $25,000.00 per business.

RECOMMENDATION

To approve the CDBG-CV CARES Business Relief Program Policies and Procedures Manual.

FISCAL IMPACT

ATTACHMENTS

1. Business Relief Grant Program Policies and Procedures-Edits101520

CITY OF GREEN BAY
COVID-19 BUSINESS RELIEF GRANT PROGRAM
POLICIES AND PROCEDURES MANUAL

Approved 2020

City of Green Bay Redevelopment Authority
100 North Jefferson Street
Green Bay, WI 54301

SECTION 1: GENERAL PROVISIONS

1.1 Introduction

In response to the economic hardship experienced by businesses resulting from the COVID-19 pandemic, the City of Green Bay is launching a COVID-19 Business Relief Grant Program to stabilize local businesses and prevent shutdowns. The COVID-19 Business Relief Grant Program, administered by the City's Redevelopment Authority, is subject to related Department of Housing and Urban Development regulations as described in the Federal Register FR-6218-N-01 under the CARES Act for Community Development Block Grant Program Coronavirus Response Grants attached. The primary Community Development national objectives of assistance to low- and moderate-income persons and urgent need will be achieved with these grants for businesses within the City of Green Bay.

This Program is a grant program in response to the COVID 19 outbreak for businesses that have lost business, are on the verge of closing, or need assistance to maintain employee(s) throughout this pandemic. It is also intended to support businesses that want to open new lines of business in response to the crisis, such as manufacturing medical supplies needed to respond to the disease or providing cleaning or in-home health services.

Grants provided will be up to $5,000 per 10 full-time equivalent employees, with a maximum of $25,000.00 per business.

1.2 Title

The COVID 19 Business Relief Program is hereinafter referred to as the CDBG-CV Business Relief Grants Program (CV-BRG).

1.3 Purpose

The purpose of the CV-BRG is provide funding to business in the City of Green Bay to help stabilize or prevent shutdowns due to the economic hardship of the COVID 19 pandemic.

1.4 Administrator

To achieve this purpose, the City of Green Bay Redevelopment Authority (RDA), which is the administrator of the city's CDBG Funds, shall administer the COVID 19 Business Relief Grant Program set forth in this manual.

1.5 Amendments

The RDA may amend the CV-BRG Policies and Procedures Manual within Department of Housing and Urban Development regulations as necessary.

SECTION 2: ADMINISTRATION

2.1 Program Roles and Responsibilities

1) The RDA shall establish and approve overall policies and procedures for implementing the CV-BRG Program. The staff of the Department of Community and Economic Development (DCED) shall perform the review process and the general day-to-day administrative functions related to implementation of the CV-BRG, including: providing information to interested businesses; conducting preliminary meetings; reviewing applications for completeness and conformance to guidelines and regulations; and analyzing applications. The staff of the DCED shall perform monitoring approved projects for compliance with all federal and local requirements; and completing related recordkeeping.

2) The DCED shall review all complete grant applications and approve or disapprove grants.

3) The Community Development Specialist shall review all source documentation supporting program delivery expenditures before payment will be disbursed from the CDBG-CV fund.

4) The Community Development Specialist shall report all CV-BRG information into IDIS.

2.2 Records

Written records of all CV-BRG program activities including grant applications and related documents, minutes of CV-BRG Loan Committee Meetings, and compliance monitoring records shall be maintained in the Department and Community and Economic Development offices at City Hall.

SECTION 3: GENERAL CRITERIA

3.1 Standard

(1) Grants provided will be up to $5,000 per 10 full-time equivalent employees, with a maximum of $25,000.00 per business.

(2) Must be a for-profit business located in the City of Green Bay.

(3) Show either a financial hardship, or proof of business going out of business due to the economic impact of the COVID 19 pandemic.

(4) A Duplication of Benefits worksheet must be completed and signed by the business owner. Federal requirements prohibit the use of CDBG-CV funds if another source of funding is available for the same expense.

3.2 Program Requirements

1) The use of the CV-BLG must be determined to be "necessary and appropriate" as defined by HUD guidelines (Attachment A).

2) Federal national objective of either low- and moderate-income benefit or urgent need will have to be meet.

   a) Low- and Moderate-Income Job Creation and Retention National Objective:

   b) Urgent Need National Objective (no more than 30% of CDBG-CV funds can be used on this objective), staff must certify:
      i) The activity is designed to alleviate existing conditions. The records the staff maintains to demonstrate this can be the same records used to show that grant funds were used to prevent, prepare for, and respond to coronavirus, as required by the CARES Act.
      ii) Those existing conditions pose a serious and immediate threat to the health or welfare of the community and are of recent origin or recently became urgent. The records staff need to maintain to demonstrate this is one of the following three methods:
         (1) Referral to a US Department of Health and Human Services issued press release declaring a public health emergency for the entire United States. The declaration was retroactive to January 27, 2020.
         (2) Referral to the President's declaration of an ongoing Coronavirus Disease 2019 (COVID-19) pandemic as an emergency of sufficient severity and magnitude to warrant an emergency declaration for all states, tribes, territories, and District of Columbia pursuant to section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C.
         (3) Referral to the effective date of a grantee's own local or state emergency declaration.
      iii) The grantee, state, or unit of general local government is unable to finance the activity on its own, and that other sources of funds are not available. The records staff needs to maintain for this is documentation that the activity will prevent, prepare for, and respond to the coronavirus may be used to demonstrate that the grantee or unit of general government is unable to finance the activity on its own.

3) The project is subject to environmental review clearance, including review of impacts on historic properties.

4) The project must meet federal underwriting guidelines
   a. All projects costs must be reasonable
   b. All sources of financing are committed
   c. The CV-BRG grant is not substituted for other financing (must be gap financing)
   d. The project is financially feasible
   e. The return on investment is reasonable

5) The project is subject to any other applicable state and federal regulations.

SECTION 4: ELIGIBILITY CONSIDERATIONS

4.1 Eligible Area

The area served by the CV-BRG program shall generally be within the corporate limits of the City of Green Bay.

4.2 Eligible Applicants

(1) Applications may be submitted by the sole proprietor or Chief Executive Officer of any for-profit business.

(2) No member of the governing body, review board, or any other official, employee, or agent of the Community who exercises decision-making functions or responsibilities in connection with the implementation of this program is eligible for financial assistance under this program.

(3) Applicants shall not be disqualified based on age, race, religion, color, handicap, sex, physical condition, development disability as defined in Section 51.01(5), sexual orientation or national origin.

4.3 Eligible Activities

Program grants shall be available to eligible applicants for the following activities:

(1) The acquisition and installation of fixed equipment.

(2) Working Capital – inventory, everyday operating expenses and payroll after January 27, 2020.

4.4 Ineligible Activities

Program grants shall not be available for the following activities:

(1) Refinancing or consolidating of existing debt.

(2) Reimbursement for expenditures prior to January 27, 2020.

(3) Specialized equipment that is not essential to the business operation.

(4) Residential building construction or reconstruction (unless such reconstruction is intended to convert the building to a business or industrial operation).

(5) Routine maintenance.

~~(6)~~ Professional services such as feasibility and marketing studies, accounting, management services, and other similar services.

4.5 Ineligible Businesses

Program grants shall not be available for the following businesses:

(1) Speculative investment companies.

(2) Real estate investment companies.

(3) Lending institutions.

(4) Gambling operations.

(5) Non-public recreation facilities.

(6) Or businesses not serving the interests of the Community.

SECTION 5: TERMS AND CONDITIONS

5.1 Financing Methods

(1) Direct grants.

5.2 Terms

(1) Grants provided will be up to $5,000 per 10 full-time equivalent employees, with a maximum of $25,000.00 per business. .

(2) Grantee report provided to the RDA within 60 days of final draw down.

5.3 Job Creation and Urgent Need

(1) A minimum of 51 percent of the full-time equivalent (FTE) jobs created and/or retained must be made available to persons of low-to moderate-income households. The current applicable income guidelines will be attached to the CV-BRG application and shall become a part of the city's contract with successful applicants.

a. Low-Moderate income households based individuals; HUD established a waiver and alternative requirements to facilitate and expedite assistance to coronavirus-affected businesses by streamlining national objective criteria and recordkeeping requirements for activities that benefit LMI persons by retaining or creating jobs. Collection of income information directly from assisted businesses can be submitted for income verification. HUD is imposing waiver and alternative requirements; grantees and employers may consider individuals that apply for or hold jobs to be members of one-person families for income verification. HUD is also modifying recordkeeping requirements which will allow the recipient to substitute records showing the type of job and the annual wages or salary of the job in lieu of maintain records showing the person's family size and income to

demonstrate that the person who filled or held/retained the job was a low-or moderate-income person.

b. Not construction/spin-off/indirect jobs
c. Seasonal jobs can be counted IF the job is the person's principal source of yearly income.
d. Potential applicants will need to list how the jobs will be made available on their applications, i.e. posting at the local job center board, notice in an applicable newsletter, or other job board that serves LMI persons.

(2) Retained jobs must be documented by showing that the jobs would actually be lost or eliminated without the assistance, and that one or both of the following applies to at least 51% of the jobs:

a. The job is held by an LMI person
b. If the position is vacated, steps will be taken to ensure that the job will be filled by, or made available, an LMI person for a period of two years.

(3) Created or retained jobs are only considered available to or held by LMI persons when:

a. Special skills that can only be acquired with substantial training or work experience or education beyond high school are *not* a prerequisite to fill such jobs or the business agrees to hire unqualified persons and provide training; and
b. Business must take actions to ensure that LMI persons receive first consideration for filling such jobs. This can be accomplished by comparing the candidate's address to a census tract that meets LMI criteria.

(4) Urgent Need National Objective (no more than 30% of CDBG-CV funds can be used on this objective), staff must certify:

a. The activity is designed to alleviate existing conditions. The records the staff maintains to demonstrate this can be the same records used to show that grant funds were used to prevent, prepare for, and respond to coronavirus, as required by the CARES Act.
b. Those existing conditions pose a serious and immediate threat to the health or welfare of the community and are of recent origin or recently became urgent. The records staff need to maintain to demonstrate this is one of the following three methods:
   i. Referral to a US Department of Health and Human Services issued press release declaring a public health emergency for the entire United States. The declaration was retroactive to January 27, 2020.
   ii. Referral to the President's declaration of an ongoing Coronavirus Disease 2019 (COVID-19) pandemic as an emergency of sufficient severity and magnitude to warrant an emergency declaration for all states, tribes, territories, and District of Columbia pursuant to section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C.
   iii. Referral to the effective date of a grantee's own local or state emergency declaration.
c. The grantee, state, or unit of general local government is unable to finance the activity on its own, and that other sources of funds are not available. The records

staff needs to maintain for this is documentation that the activity will prevent, prepare for, and respond to the coronavirus may be used to demonstrate that the grantee or unit of general government is unable to finance the activity on its own.

SECTION 7: APPLICATION PROCEDURES

7.1 Preliminary Meeting

Prior to submission of an application, the potential applicant shall meet with the staff to discuss the proposed project and program requirements.

7.2 Applicant Format

Applicants shall submit a grant application package consisting of the following information:

(1) A completed CV-BRG Application Form, as provided by staff at the preliminary meeting.

(2) Documentation and/or statement of the need for CV-BRG involvement in the project.

(3) Financial information as outlined in the application.

7.3 Application Submittal

The completed application and all required attachments shall be submitted to the staff, Green Bay City Hall, 100 North Jefferson Street, Room 608, Green Bay, Wisconsin, 54301.

Acceptance of applications shall be subject to the availability of CV-BRG dollars.

SECTION 8: REVIEW PROCESS

8.1 Preliminary Staff Review

The staff shall review the application for completeness and verify that the proposed project meets the standards and eligibility requirements set forth in this manual. If the application is incomplete, the staff will contact the applicant and list the deficiencies. The review process will not continue until the application passes preliminary review. The preliminary review will include consideration of the CDBG underwriting guidelines. Staff will analyze the complete application and prepare a recommendation for the Loan Committee.

8.2 Project Selection and Underwriting Guidelines

Staff review will consist of the following activities:

(1) Review application for use of grant funding and cost estimates information. Documents may include item descriptions, price quotes, construction estimates, etc.

(2) Staff reviews that the intended use of funds is a reasonable request .

(3) Review project description for statement of why gap financing needed

(4) Staff reviews previous years taxes.

8.3 Formal Review

The DCED shall meet to formally review the application, review the underwriting procedures, and approve the application or deny funding.

8.4 Notice of Award / Denial of Application

If the application is approved, the applicant will be sent a notice of award letter. If the application is not approved, the applicant will be sent a letter of denial stating the reason for denial.

SECTION 9: DISTRIBUTION OF FUNDS TO APPROVED APPLICANTS

9.1 Environmental Clearance

The proposed project must receive official environmental clearance from the city prior to the applicant expending or committing to the expenditure of any of the CV-BRG funds.

9.2 Grant Documents

Prior to the city's distribution of CV-BRG funds, all appropriate documents such as a grant agreement, and any others deemed appropriate shall be prepared and executed

9.3 Evidence of Expenditures

The business must provide the staff documentation related to CVBRG fund expenditures prior to release of CV-BRG funds. Such documentation shall be for expenditures outlined in the application and the grant agreement, and shall include invoices, receipts, final bills of sale or canceled checks as determined appropriate by the staff.

SECTION 10: PERFORMANCE MONITORING

10.1 Job Creation/Retention and Urgent Need

The staff shall monitor the job creation and/or retention of the business utilizing the payroll records of the business. The business shall be required to provide the staff with all documentation, payroll records and contact with employees necessary to document performance of job creation and/or retention, as well as documentation specific to persons from low-to moderate-income households.

11.1 Discontinuation of Program

Should the CV-BRG Program be discontinued, all funds in the CV-BRG account shall be returned to the City of Green Bay Redevelopment Authority.

Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Matt Buchanan, Staff

AGENDA ITEM # E.6

Consideration with possible action on Commercial Façade Improvement Grant funds to DS2-M6 Real Estate Holdings for enhancements to 1614 Shawano Avenue (Tax Parcel 6-235-A-1).

BACKGROUND

DS2-M6 Real Estate Holdings, owner of 1614 Shawano Avenue (Tax Parcel 6-235-A-1), has submitted a commercial façade grant application to fund improvements to the property, which currently operates as a Motel 6. The proposed project includes repainting the buildings and replacing fascia, soffit, and balcony railing. The application includes an estimate of $66,376.00 in total costs for materials. The Design Review Team has determined that $35,284.00 of those costs are grant-eligible, and that $19,116.00 of those eligible costs will contribute a significant visual impact.

Due to limited program funds, the Design Review Team recommends a grant award to cover portions of the project that will have the greatest visual impact and public benefit. In the team's opinion, new paint will contribute a much greater visual impact than soffit and fascia replacement. Therefore, the review team recommends a grant award of $19,116.00 to cover the estimated cost of paint.

RECOMMENDATION

Approval of a $19,116.00 commercial façade grant to DS2-M6 Real Estate Holdings.

FISCAL IMPACT

The RDA allocated $50,000.00 in CDBG funds for commercial façade improvement grants for the 2020-2021 cycle. If awarded per staff recommendation, the $19,116.00 grant would leave $30,884.00 in remaining CDBG funds for the current cycle.

ATTACHMENTS

1. DS2-M6 Application Form (RDA)
2. DS2-M6 Proposal (RDA)
3. DS2-M6 Materials List (RDA)
4. DS2-M6 Paint Scheme (RDA)

Grant Application
Commercial Façade Building Materials

Department of Community
and Economic Development
100 N. Jefferson Street, Rm 608
Green Bay, WI 54301-5026
(920) 448-3400 - phone
(920) 448-3426 - fax

www.greenbaywi.gov

A. Applicant Information		
Building Owner: DS2-M6 Real Estate Holdings		
Contact Name: Deepak Agarwal		Address: 1614 Shawano Avenue
City/State/Zip: Green Bay, WI 54303		
Phone: 920-903-0040	Fax: 920-494-0474	Email: DS2Hospitality@gmail.com
Businesses Impacted: Motel 6 Green Bay		

B. Building Information				
Building Name: Motel 6				
Address: 1614 Shawano Avenue, Green Bay, WI 54303				
No. of Stories: 2			No. of Primary (street facing) Facades: 4	
Space Allocation:	Retail % 100	Office %	Residential %	Other %

C. Proposed Project	
Describe proposed project in detail. This narrative should correspond with the building materials proposed in Section E.	
Motel 6 Green Bay, is a 102-room, two-storied, exterior corridor hotel with four buildings, opened its operation in 1974.	
All four buildings share the facade facing Shawano Av, within one block of the busiest crossroads of Military/Shawano Av	
Green Bay.	
DS2-M6 is proposing to paint, replace siding, fascia & the balcony work on all four buildings. The material will be procured	
from various sources to get the highest quality and lowest cost. We have approached the manufacturers and suppliers	
directly to reduce overall material cost.	
A detailed list of material including tooling is provided to accomplish the project.	
The estimate does not include Labor hours to procure, delivery of material and accomplish the projected work.	
Project Start Date: Sep 15, 2020	Project End Date: June 30, 2021
Explain why Commercial Façade Building Materials Grant Funds are needed to complete the project. Would improvements be made without the assistance or to a lesser degree?	
As the property is approaching 50 years, all four buildings are demanding an update. DS2-M6 is trying to provide an uplift	
but due to COVID-19 pandemic we are not in the financial strength to proceed with the expenses. We feel that the uplifting	
is needed and can only be accomplished with Grant Funds. We would highly appreciate help from the City of Green Bay as	
these grant funds will certainly be used towards the enhancement to the property as viewed from the public right of way as	
a means to generate economic development for City of Green Bay.	
With the approval of grant funds, this project will also give us confidence to not reduce our staffing level. DS2-M6 will	
divert its revenue to hire and pay their employees and project related labor cost during these unprecedented times.	

D. Funding Procedures
Grant funds will be provided in the form of reimbursement. Reimbursements will only be issued after the applicant or their contractor submits paid receipts of eligible building material costs. Applicants are eligible to receive 50% reimbursement of approved costs prior to the completion of construction or material installation. The remaining 50% of costs shall be reimbursed only upon completion of construction/installation and passing of final inspection by a City Inspector when inspection is required. Grant reimbursement may be reduced or rescinded if the recipient is unable to verify compliance with all applicable policies, procedures, or laws. The City of Green Bay requires proof of payment before reimbursement. Project must begin within three (3) months of approval date and must be completed nine (9) months after the project begins.

E. Summary of Proposed Grant-Eligible Building Materials and Costs		
Proposed Material	Brand or Series	Cost Estimate (attach suppliers' estimates)
Paint, replace siding/fascia/soffit and balcony	Various	~~$66,376.00~~ $35,284
(see attached material list)	(see attached material list)	(see attached material list)
	Total:	~~$66,376.00~~ $35,284

F. Summary of Proposed Non-Eligible Project Costs	
Proposed Cost Description	Cost Estimate
Total:	

G. Façade Design

Attach a building elevation plan or rendering prepared by an architect, contractor, or designer.

H. Signature

The applicant and property owner must sign and date below.

Deepak Agarwal

Applicant's Signature

September 1, 2020

Date

Property Owner's Signature (if not the applicant)

Date

Commercial Facade Building Materials Application

Building Owner: DS2-M6 Real Estate Holdings
Contact Name: Deepak Agarwal
Contact: 920-903-0040 ds2hospitality@gmail.com
Address: Motel 6 - 1614 Shawano Av, Green Bay, WI 54303
Date: Tuesday, September 1, 2020

Color Scheme

The property will have 2 tone color scheme. Attached PPG color scheme describes color that will go on all areas of the property. Although PPG is a preferred vendor by Motel 6, we have selected Sherwin Williams, a local franchise owner to provide paint and supplies. Based on our experience we have found Sherwin Williams quality to be superior that PPG. Secondly, PPG is located in Milwaukee, WI.

We are also planning to have a Motel 6 "6" on 2nd building as replicated below.

- Main body Upper Level – Whiskers
- Main body Lower Level – Stone's throw
- Railings Balcony, Pool and Staircase – Stone's throw
- Doors – Blueberry pie
- Door jambs – Stone's throw
- Fascia, Soffits and Sidings – Stone's throw
- Motel 6 logo – Red
- Roof/Gutters – Stone's throw (already completed)

Commercial Facade Building Materials Application

Building Owner: DS2-M6 Real Estate Holdings
Contact Name: Deepak Agarwal
Contact: 920-903-0040 ds2hospitality@gmail.com
Address: Motel 6 - 1614 Shawano Av, Green Bay, WI 54303
Date: Tuesday, September 1, 2020

Sample Trial

We tried one area of one building to test the color scheme, see below. Its turning out beautiful and as expected. The property will receive much awaited face lift once the entire property is completed.

Commercial Facade Building Materials Application

Building Owner: DS2-M6 Real Estate Holdings
Contact Name: Deepak Agarwal
Contact: 920-903-0040 ds2hospitality@gmail.com
Address: Motel 6 - 1614 Shawano Av, Green Bay, WI 54303
Date: Tuesday, September 1, 2020

Store	Material	Description	Average of Unite Rate	Sum of Qty	Sum of Tax	Sum of Total
ABC Supply	**Fascia/Soffit - Front**	Aluminum Fascia and Soffit Combined	$14,324.86	1	788	15,113
	Fascia/Soffit - Back	Aluminum Fascia and Soffit Combined	$14,108.86	1	776	14,885
ABC Supply Total			**$14,216.86**	**2**	**1,564**	**29,998**
Sherwin William	**Epoxy**	ARMORSEAL® 8100	$68.95	100	379	7,274
	Paint - Walls Grey and Crèı	A100 Flat	$17.50	250	241	4,616
	Paint - Door Primer	DTM Bonding Primer	$48.95	25	67	1,291
	Paint - Railing Primer	KemKromic Primer Gray	$41.34	25	57	1,090
	Paint - Railings	DTM Latex S/G	$38.10	25	52	1,005
	Paint - Door	DTM Latex S/G	$38.10	25	52	1,005
	Paint - Door Jams Primer	DTM Bonding Primer	$48.95	15	40	775
	Paint - Door Jams	DTM Latex S/G	$38.10	15	31	603
	Tape - Masking	2" CP66 tape case	$17.04	30	28	539
	Paint - Windows Primer	DTM Bonding Primer	$48.95	10	27	516
	Paint - Windows Jams	DTM Latex S/G	$38.10	10	21	402
Sherwin Williams Total			**$42.75**	**530**	**997**	**19,116**
Home Depot	**Cement - Self Level**	50 lb Concrete Leveler	$25.98	200	286	5,482
	Cement - Bonding Primer	1 Qt Concrete Leveler Primer	$10.97	100	60	1,157
	Concrete floor grinder - Re	(blank)	$529.00	1	29	558
	Power Washer	3300 PSI 2.3 GPM Cold Water Gas Pressure Washer with Honda GCV190 Idle Down	$449.00	1	25	474
	Cement - Concrete mix	80 lb Quikrete	$3.48	126	24	463
	Battery Pack	18V OCTANE 3AH BATT STARTER KIT	$199.00	1	11	210
		DW20V3.0AHSLIMPACKBATTERY2PACK	$99.00	1	5	104
	Power Drill	18V 5PC COMBO KIT	$274.00	1	15	289
	Tape - Painters	SCOTCHBLUE 1.41" 2090 6PK	$25.88	10	14	273
	Caulk - Repair Sealant	10.1 oz. Concrete Repair Sealant	$3.15	60	10	199
		10.1 oz. Gray Watertight Concrete Filler and Sealant	$5.28	12	3	67
	Rotatory Hammer - Chisel	3 in. x 12 in. Hammer Steel SDS-MAX Scaling Chisel	$19.37	5	5	102
		1-1/2 in. x 8 in. Steel Scaling Chisel	$19.10	5	5	101
		1-7/8 in. Steel SDS-Plus Tile Chisel	$9.35	5	3	49
	Paint Sprayer	PROJECT PAINTER PLUS	$239.00	1	13	252
	Grout/Stucco	4.5 Gal. All-Purpose Pre-Mixed Joint Compound	$12.48	10	7	132
		18 lb. Easy Sand 20 Lightweight Setting-Type Joint Compound	$5.76	8	3	49
		PRE-MIXED STUCCO PATCH 1GAL	$21.48	2	2	45
	Plastic Rolls	12 FT. X 400 FT. CLEAR .31 MIL PAINTE	$21.23	10	12	224
	4 x 8 wood planks	3/4 IN. X 4 FT. X 8 FT.	$38.70	5	11	204
	Rotatory Hammer	7A 1" SDS DHAND ROT HAMMER	$179.00	1	10	189
	Scrapers	20 in. Carbon Steel Wire Brush with Scraper (12-Pack)	$12.64	12	8	160
	Concrete floor grinder - Bla	7 in. Double Row Diamond Cup Grinding Wheel	$36.49	4	8	154
	Caulk - Latex	10.1 oz. Painter's All-Purpose Acrylic Latex Caulk (12-Pack)	$17.08	6	6	108
		10.1 oz. Alex Fast Dry White Acrylic Latex Plus Silicone Caulk	$3.18	12	2	40
	Metal Cutting Abrasive Bla	14 in. x 3/32 in. x 1 in. Abrasive Blade Universal Premium Pack (10-Piece)	$133.12	1	7	140
	Jig Saw	18V OCTANE JIG SAW (BT)	$129.00	1	7	136
	Tape - Mesh	1-7/8 in. x 300 ft. Blue Fiberglass Self-Adhesive Mesh Tape TP03395	$119.76	1	7	126
	Caulk - Liquid Nails	10 oz. Heavy Duty Construction Adhesive	$2.01	48	5	102
	Drop Cloth	9 ft. x 12 ft. 8 oz. Canvas Drop Cloth	$23.00	4	5	97
	Masonary Grinding Discs	4-1/2"X1/16"X7/8" MAS CUT	$2.47	20	3	52
		1/2 in. x 1/4 in. x 7/8 in. Masonry Grinding Disc with Type 27 Depressed Center	$2.97	10	2	31
	Roller Pads	9 in. x 3/8 in. High-Density Polyester Knit Paint Roller Cover (3-Pack)	$7.90	10	4	83
	Heat Gun	(blank)	$75.00	1	4	79
	2 x 6 wood planks	2 in. x 6 in. x 10 ft. #2 and Better Kiln-Dried Heat Treated Spruce-Pine-Fir Lumber	$7.46	10	4	79
	Trays - Paint	9 in. Plastic Tray Liner (10-Pack)	$5.97	10	3	63
	Rosin Paper	78# RED ROSIN PAPER	$11.87	5	3	63
	2 x 8 wood planks	2X8-16FT #2 PRIME	$26.98	2	3	57
	Sheetrock Panels		$10.47	5	3	55
		5/8 in. x 4 ft. x 8 ft. EcoSmart Firecode 30 Panels				
	Hammer	28 Lb	$29.97	1	2	32
		3 Lb or 48 oz. Steel Drilling Hammer	$15.97	1	1	17
	Brooms	24 in. Outdoor Heavy-Duty Push Broom	$38.40	1	2	41
	Sprayer Nozzles/Tips	20 in. Tip Extension	$34.97	1	2	37
	Sand Paper - Rollers	3 in. Coar Grit Roloc Cleaning Roll Lock Sanding Disc (25-Piece)	$34.95	1	2	37
	Cement - Squeezee	All Aluminum Placer	$31.47	1	2	33
	Power Outlet	Outlet Power Ball Extension Cord Plus USB	$29.97	1	2	32
	Blades	20PC RECIP SET W 2 CARBIDE	$29.97	1	2	32
	Grinder	5.5 AMP GRINDER	$29.97	1	2	32
	Nails	10#	$25.98	1	1	27
	Soap	Hand soap	$5.00	5	1	26
	Garden Hose	5/8"X100' GILMOUR MEDIUM DUTY HOSE	$24.98	1	1	26

Commercial Facade Building Materials Application

Building Owner: DS2-M6 Real Estate Holdings
Contact Name: Deepak Agarwal
Contact: 920-903-0040 ds2hospitality@gmail.com
Address: Motel 6 - 1614 Shawano Av, Green Bay, WI 54303
Date: Tuesday, September 1, 2020

Store	Material	Description	Average of Unite Rate	Sum of Qty	Sum of Tax	Sum of Total
Home Depot	**Screws**	#7 x 2 in. Philips Bugle-Head Coarse Thread Sharp Point Polymer Coated Exterior Screws (5 lbs.-Pack)	$21.98	1	1	23
	Cement mixing paddle	Large	$16.48	1	1	17
	Hangars	Simpson Strong-TieLUS26Z 2"X6" 18GA DBL SHEAR HANGER	$0.79	20	1	17
	Drill Bits	RYOBI 40PC IMPACT DRIVING KIT	$12.97	1	1	14
	Trays - Plastic Liners	9 IN PET TRAY LINER WHITE 10P	$5.79	2	1	12
	Caulk Gun	10 oz. Dripless Caulk Gun Model# HD109D	$5.47	2	1	12
	Jig Saw Blades	3-5/8"30TPI BIM JSB 3PK	$8.97	1	0	9
	Rollers	6 in. x 11 in. Mini Paint Roller Frame	$3.87	2	0	8
	Paint - Thinner	(blank)	$6.98	1	0	7
	Razor Blades	0.009 in. Single Edge Blades (100-Pack)	$6.97	1	0	7
	Cement mixing tub	Medium Size	$5.75	1	0	6
	Hack Saw Blades	(blank)	$4.29	1	0	5
Home Depot Total			**$51.58**	**777**	**665**	**12,758**
Webstraunt	**Ash Trays**	12 3/4" Stainless Steel Wall Mounted Cigarette / Ash Receptacle	$24.90	80	110	2,102
	Garbage Cans	PolyTec 42 Gallon Blue Waste Container	$82.65	8	36	698
Webstraunt Total			**$53.78**	**88**	**146**	**2,799**
Speedy Metals	**Railing Metal**	(blank)	$1,000.00	1	55	1,055
Speedy Metals Total			**$1,000.00**	**1**	**55**	**1,055**
Harbor Freight	**Cement mixer drum**	3-1/2 Cubic Ft. Cement Mixer	$209.99	1	12	222
	Cement mixer drill	1/2 In. Heavy Duty Low Speed Spade Handle Drill/Mixer	$59.99	1	3	63
	Paint Mixer Paddle	(blank)	$5.99	1	0	6
Harbor Freight Total			**$91.99**	**3**	**15**	**291**
Amazon	**Sand Paper - Sheets**	ALI INDUSTRIES 4212 50 Grit GP Paper, 9-Inch x 11-Inch	$20.00	5	6	106
	Cement - Roller	Vitrex Spiked Screeding Compound Roller 20" x 1" (500mm X 20mm)	$38.50	1	2	41
	Joint Expansion Foams	1/2" Closed Cell Backer Rod - 100 ft Roll	$8.94	2	1	19
	Cement - Shoes	Gunite Spiked Shoes With 3/4" Short Spikes Perfect For Epoxy Floor, Overlays, Cover Installation, Green Color (Pair)	$15.99	1	1	17
Amazon Total			**$20.86**	**9**	**9**	**182**
Habitat For Hun	**Paint - Brushes**	(blank)	$5.00	20	6	106
Habitat For Humanity Restore Total			**$5.00**	**20**	**6**	**106**
Menards	**Polyurethane**	Interior Water-Base Gloss Clear Ultimate Wood Floor Finish Polyurethane	$67.98	1	4	72

MOTEL 6 & STUDIO 6 CONVERSIONS

GEMINI EXTERIOR CORRIDOR

EXTERIOR

APPLICATION	COLOR NAME	COLOR NUMBER	PRODUCT
MAIN BODY - FIELD COLOR (Cementious Stucco)	WHISKERS	PPG1025-3	6-610XI SPEEDHIDE EXT FLAT
FASCIA	STONE'S THROW	PPG1008-7	4216 PITT TECH DTM SEMI-GLOSS
SOFFIT	WHISKERS	PPG1025-3	4216 PITT TECH DTM SEMI-GLOSS
BELLY BAND	WHISKERS	PPG1025-3	6-610XI SPEEDHIDE EXT FLAT
BALCONY RAILINGS & SUPPORT BRACKETS	STONE'S THROW	PPG1008-7	4216 PITT TECH DTM SEMI-GLOSS
ROOF VENTS, HOODS, ACCESSORIES	To Match Field Body As It Lies		4216 PITT TECH DTM SEMI-GLOSS
SCUPPERS, GUTTER, DOWNSPOUTS	To Match Field Body As It Lies		4216 PITT TECH DTM SEMI-GLOSS
ALL MILL FINISHED ALUMINUM	Not Painted		
EXTERIOR DOOR FRAMES (if paintable)	STONE'S THROW	PPG1008-7	4216 PITT TECH DTM SEMI-GLOSS
EXTERIOR DOORS (Guest Rooms Only)	BLUEBERRY PIE	PPG1163-7	4216 PITT TECH DTM SEMI-GLOSS
WINDOW FRAMES	STONE'S THROW	PPG1008-7	4216 PITT TECH DTM SEMI-GLOSS
MECHANICAL ROOM AND NON-GLASS DOORS & FRAMES	To Match Wall Color It Lies On		
LIGHT POLES & FIXTURES	Prefinished; PPG Dark Bronze Match		4216 PITT TECH DTM SEMI-GLOSS
POOL FENCE, REAR ENTRANCE RAILS	STONE'S THROW	PPG1008-7	4216 PITT TECH DTM SEMI-GLOSS
TOWER FEATURES AT LOBBY / ENTRY	SO SUBLIME	PPG1006-5	6-610XI SPEEDHIDE EXT FLAT
PORTE-COCHERE COLUMNS & SPACE FRAME STRUCTURE	SO SUBLIME	PPG1006-5	6-610XI SPEEDHIDE EXT FLAT
STAIR RISERS / KICK PLATES	SO SUBLIME	PPG1006-5	4216 PITT TECH DTM SEMI-GLOSS
METAL LOUVERS & DRYER EXHAUST VENTS	WHISKERS	PPG1025-3	4216 PITT TECH DTM SEMI-GLOSS
RECESS HVAC/EIFS PROJECTION AT WINDOW FRAMES & DOORS	WHISKERS	PPG1025-3	4216 PITT TECH DTM SEMI-GLOSS
OUTBUILDINGS & ANCILLARY BUILDINGS	WHISKERS	PPG1025-3	6-610XI SPEEDHIDE EXT FLAT
DUMPSTER ENCLOSURE	STONE'S THROW	PPG1008-7	6-610XI SPEEDHIDE EXT FLAT
SIGN POLE	Custom Match, 1 Gal Formula: BX - 7Y+22; CX - 1Y+14; FX - 38+1/2; WX - 45+1/2		4216-D500L PITT TECH SEMI-GLOSS

WHISKERS

STONE'S THROW

BLUEBERRY PIE

SO SUBLIME

**** ANY WALLS WHERE HEAVY MOLD & MILDEW ARE PRESENT WILL REQUIRE A MOTEL 6 DESIGNATE TO DETERMINE IF REMEDATION IS NEEDED OR IF 2 COATS OF PURE PERFORMANCE 9-LINE IN THE PROPER SHEEN AND TINTED COLOR FOR THE AFFECTED WALLS WILL SUFFICE.**

The colors shown on this page are a representation of the actual paint color only. Consult the actual paint chip to verify color. Color Marketing July, 2017.

The *PPG Logo* is a registered trademark and the *PPG Paints Logo* is a trademark of PPG Industries Ohio, Inc. © 2019 PPG Industries, Inc.

For National Account support please call (888) 615-8169 option 2.
NSN# 0815 - Direct NSN# 9185 - Contractors

Chris Curren
Email: Christopher.Curren@ppg.com
Phone: 504-418-5274

MOTEL 6 & STUDIO 6 CONVERSIONS

GEMINI EXTERIOR CORRIDOR

(Exterior Corridor Card 2 of 2)

INTERIOR

PUBLIC AREAS

APPLICATION	COLOR NAME	COLOR NUMBER	PRODUCT
MAIN LOBBY TYPICAL WALLS	TORNADO	PPG1009-2	6-411 SPEEDHIDE INT EGGSHELL
LOBBY BASE AND TRIM	SNOW STORM	PPG1172-1	6-500 SPEEDHIDE INT SEMI-GLOSS
LOBBY CEILING	SNOW STORM	PPG1172-1	6-70 SPEEDHIDE INT FLAT
PUBLIC RESTROOM CEILING	SNOW STORM	PPG1172-1	6-500 SPEEDHIDE INT SEMI-GLOSS
ALL BOH CEILINGS	SNOW STORM	PPG1172-1	6-70 SPEEDHIDE INT FLAT
BOH TYPICAL WALLS, BREAKROOM, OFFICE, STORAGE, IT, GUEST LAUNDRY, LAUNDRY SERVICES, MAINTENANCE	TORNADO	PPG1009-2	6-411 SPEEDHIDE INT EGGSHELL
BOH RESTROOM WALLS	MOUNTAIN STREAM	PPG1149-4	6-500 SPEEDHIDE INT SEMI-GLOSS
BOH DOORS FROM LOBBY & VENDING/FIRE ESCAPE DOORS (if Vending is Next to Guestroom Doors they need to match Guestroom Door color)	SNOW STORM	PPG1172-1	6-500 SPEEDHIDE INT SEMI-GLOSS (if Non-Metal) 4216 PITT TECH DTM SEMI-GLOSS (if Metal)
BOH DOOR FRAMES FROM LOBBY	SNOW STORM	PPG1172-1	6-500 SPEEDHIDE INT SEMI-GLOSS (if Non-Metal) 4216 PITT TECH DTM SEMI-GLOSS (if Metal)
DOORS & DOOR FRAMES ON FRONT DEST BACK WALL	TORNADO	PPG1009-2	6-411 SPEEDHIDE INT EGGSHELL

TORNADO

MOUNTAIN STREAM

SNOW STORM

**** ANY WALLS WHERE HEAVY MOLD & MILDEW ARE PRESENT WILL REQUIRE A MOTEL 6 DESIGNATE TO DETERMINE IF REMEDATION IS NEEDED OR IF 2 COATS OF PURE PERFORMANCE 9-LINE IN THE PROPER SHEEN AND TINTED COLOR FOR THE AFFECTED WALLS WILL SUFFICE.**

PPG PAINTS™

The colors shown on this page are a representation of the actual paint color only. Consult the actual paint chip to verify color. Color Marketing July, 2017.

The *PPG Logo* is a registered trademark and the *PPG Paints Logo* is a trademark of PPG Industries Ohio, Inc. © 2019 PPG Industries, Inc.

For National Account support please call (888) 615-8169 option 2.
NSN# 0815 - Direct NSN# 9185 - Contractors

Chris Curren
Email: Christopher.Curren@ppg.com
Phone: 504-418-5274

Report to the
Redevelopment Authority of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Cheryl Renier-Wigg, Staff

AGENDA ITEM # E.7

Consideration with possible action to fund a City Holiday Lights in the Parks Program using Neighborhood Enhancement Funds.

BACKGROUND

The Parks Department approached staff with a proposal to start a program that would light up a different park each year from Thanksgiving through end of year. This program will highlight the City's great parks, along with incentivizing people to get out and walk through the park or take a drive to enjoy the lights. This is a pilot project, starting with lighting up St. James Park as the City is celebrating 100 years of parks.

The costs related to this program are for the purchase of supplies and lights. City staff will do the installation of the lights and displays. If successful, the park will change each year, rotating around the City. The goal is to work with neighborhood associations in providing hot chocolate or other wintry treats during the events.

RECOMMENDATION

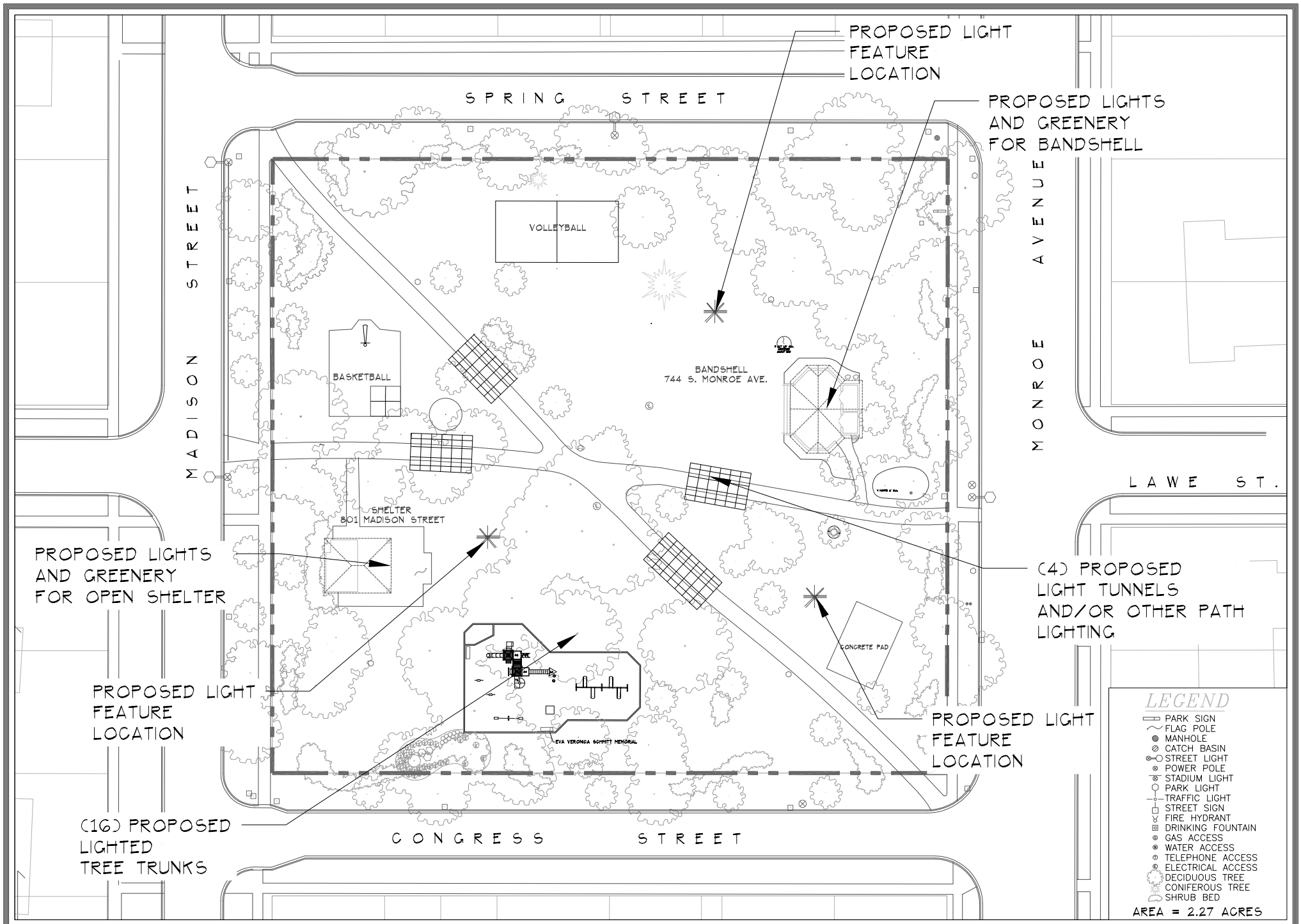
To approve up to $20,000.00 of Neighborhood Enhancement Beautification Funds for the City Holiday Lights in the Park Program.

FISCAL IMPACT

$ 2,000.00 to wrap 8-10 trees
$ 800.00 for the St. James Shelter (includes decorations and lights)
$ 700.00 for the City Band Pavilion (includes decorations and lights)
$ 1,950.00 for music equipment and licensing & programming for lighting sequencing
$ 500.00 signage
$ 1,500.00 trail lighting
$ 1,500.00 for tunnel structure and lights
$ 1,000.00 for supports, extension cords, materials, zip-ties and other features
$ 2,486.00 8' diameter bulb (1)
$ 1,544.00 6' diameter bulb (1)
$ 1,404.00 4' diameter bulb (2)
$ 1,000.00 miscellaneous
$16,384.00

ATTACHMENTS

1. St. James Winter Lighting Map
2. ornament pic



GREEN BAY PARKS, RECREATION, AND FORESTRY DEPARTMENT

SAINT JAMES PARK

WINTER LIGHTING CONCEPT

NORTH

SCALE: 1"=60'-0" (0, 15', 30', 60')

DATE DRAWN: JULY 1989

LAST REVISION: MARCH 2009

PAGE 1 OF 1

SAA

LARGER THAN LIFE

Ways to Celebrate

Ornaments made to ANY size

Add a third dimension to your holiday display.
We can create characters, special shapes & more!

Our inflatables are easily set up and even easier for storage as they take up little space when not in use and store away to use for years to come.

Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Cheryl Renier-Wigg, Staff

AGENDA ITEM # E.8

Consideration with possible action to approve a Temporary Limited Easement (TLE) for Tax Parcel 4-181 to accommodate the installation of a lift station.

BACKGROUND

The Department of Public Works is requesting the RDA approve a Temporary Limited Easement (TLE) for use of land at Tax Parcel 4-181 in the Shipyard area. This TLE is necessary to accommodate a new storm lift station to be located within the existing easement.

The purpose and use of the TLE area is for ingress/egress, storage of equipment and material, and restoration of the area.

The storm lift station will help alleviate flooding within the neighborhoods upstream of the lift station by draining the system between storms when river levels are above the existing outfall.

RECOMMENDATION

To approve a Temporary Limited Easement (TLE) for Tax Parcel 4-181 to accommodate the installation of a lift station .

FISCAL IMPACT

ATTACHMENTS

1. TLE-2020 Lift Station

TEMPORARY
LIMITED EASEMENT
RE3042 294 Ch. 84 Wis.Stats.

Document No.
Exempt From Fee: s.77.25(2r)

THIS EASEMENT, made by Green Bay Redevelopment Authority grantor, conveys a Temporary Limited Easement as described below to the City of Green Bay, grantee, for the sum of $10.00 and other valuable considerations for the purpose of Ingress and Egress to existing Storm Sewer Easement including Material & Equipment Storage, and restoration of the area.

Legal Description:
That part of Lot 2, Brown County Certified Survey Map Number 3148 as recorded in Volume 16, Page 311, City of Green Bay, Brown County Wisconsin as shown on attached Exhibit A.
Tax Parcel Number 4-181.

This easement shall terminate upon completion of the construction project for which this instrument is given.

x _____ Date
Gary Delveaux - Chair

x _____ Date
Cheryl Renier Wigg – Secretary

STATE OF WISCONSIN)
BROWN COUNTY)

Personally came before me, this _____ day of _____ , A.D., 20___, above named Gary Delveaux - Chair and Cheryl Renier Wigg – Secretary to me known to be the persons, who executed the foregoing instrument and acknowledged the same.

_____
_____
(Print name of notary above)

NOTARY SEAL

Notary Public, Brown County, Wisconsin
My commission expires _____

This instrument was drafted by:
Thomas H. Giese - R/W Specialist

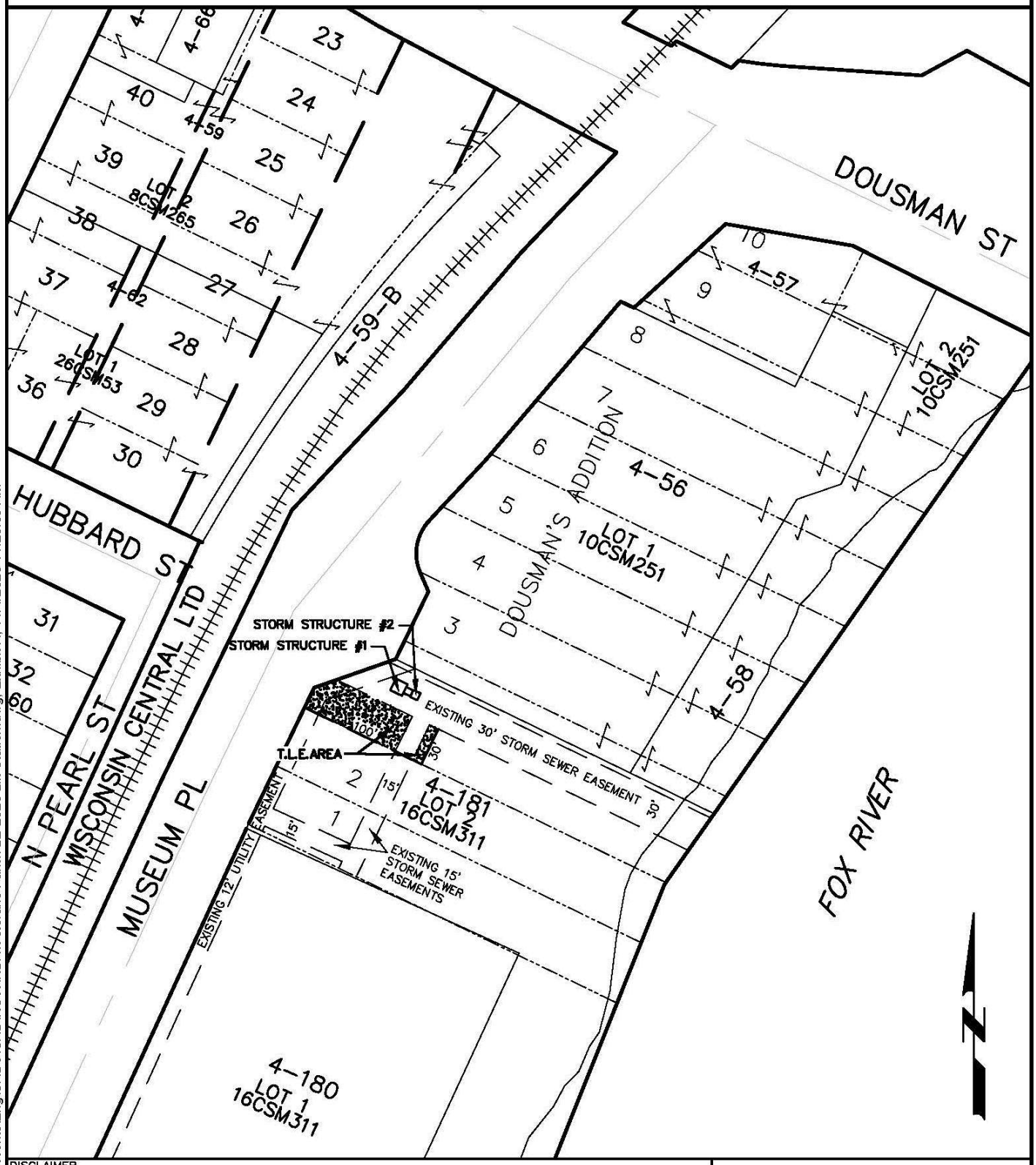
Project: Traffic Signal reconstruction

Parcel No.4-181

SE Corner W Walnut St @ Ashland Av

I:\DeptData\PubWorks\Eng\CAD\ACAD\ROW\RDA\Veterans Park\TLE-2020 Lift Station.doc

EXHIBIT A



DISCLAIMER
This Computer Aided Drafting and Design (CADD) drawing is a compilation of records and data located in various Public and Private offices. Bearings and distances on this map are based on Brown County basemap. A field survey has not been completed. Brown County and/or City of Green Bay are not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.

0 50' 100' 200'

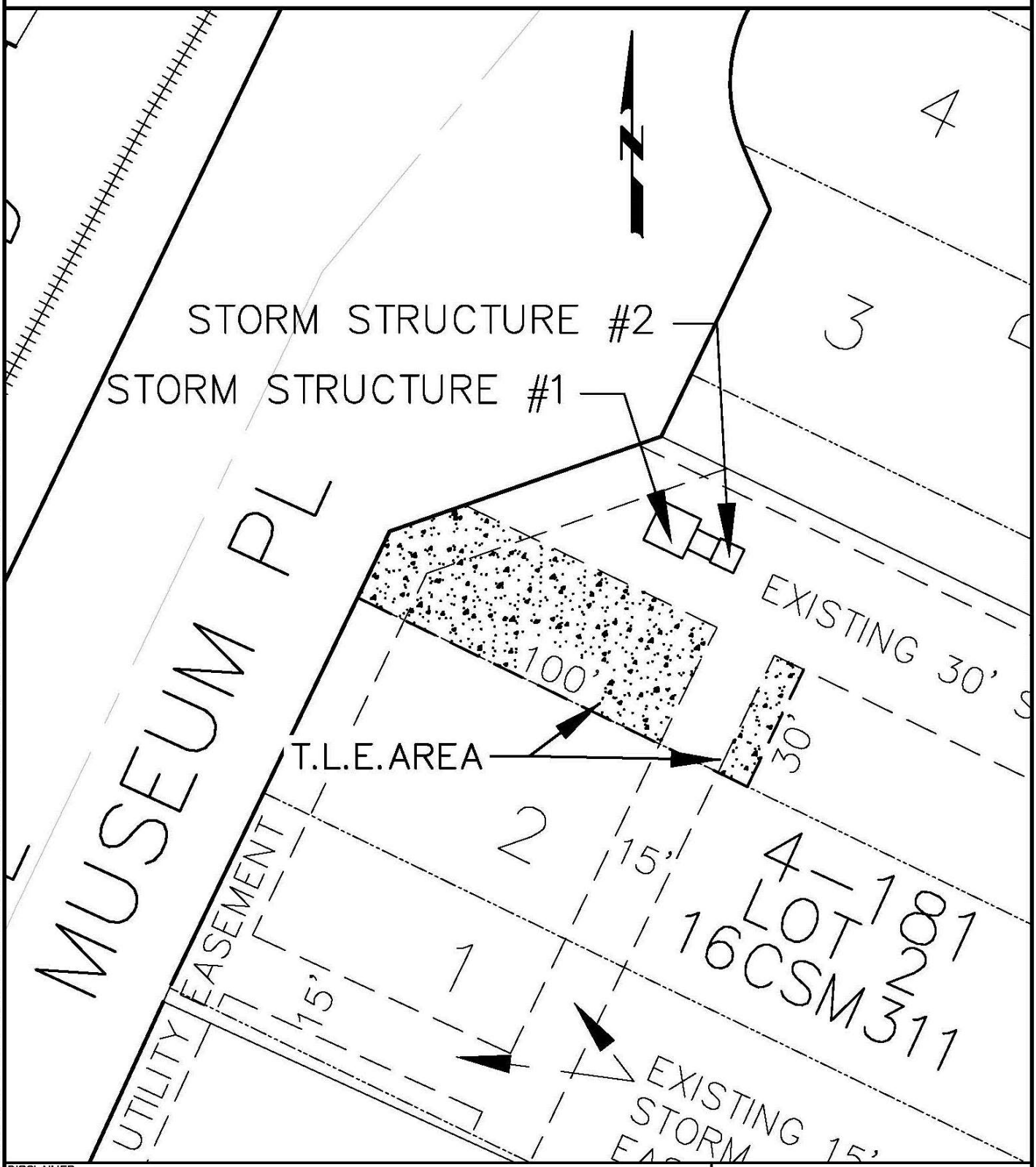
CITY OF GREEN BAY, WISCONSIN
DEPT. OF PUBLIC WORKS– ENGINEERING DIVISION

TEMPORARY LIMITED EASEMENT FOR STORM SEWER SYSTEM UPGRADE

	BY	DATE

I:\DeptData\PubWorks\Eng\CAD\ACAD\ROW\RDA\Veterans Park\TLE-2020 Lift Station.dwg, Exhibit A, 11/4/2020 11:20:03 AM

EXHIBIT A



DISCLAIMER
This Computer Aided Drafting and Design (CADD) drawing is a compilation of records and data located in various Public and Private offices. Bearings and distances on this map are based on Brown County basemap. A field survey has not been completed. Brown County and/or City of Green Bay are not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.

0 15' 30' 60'

CITY OF GREEN BAY, WISCONSIN DEPT. OF PUBLIC WORKS– ENGINEERING DIVISION	TEMPORARY LIMITED EASEMENT FOR STORM SEWER SYSTEM UPGRADE

I:\DeptData\PubWorks\Eng\CAD\ACAD\ROW\RDA\Veterans Park\TLE-2020 Lift Station.dwg, Exhibit A DETAIL, 11/4/2020 11:20:20 AM

Report to the
Redevelopment Authority of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Krista Cisneroz, Staff

AGENDA ITEM # E.9

Consideration with possible action on the reallocation of $85,525.36 from the Historical Preservation-Revolving Loan fund to the CDBG Eligible Area Acquisition funding.

BACKGROUND

The Redevelopment Authority approved a CDBG Historical Preservation budget of $300,000.00 to preserve the buildings located at 227 East Walnut Street and 109 North Adams Street (Schauer and Schumacher). Rehabilitation has been performed on the building and we have a leftover balance of $85,525.36. We are approaching our HOME funding deadline for commitment of these funds.

Staff would like to reallocate the unused balance of $85,525.36 from the Historical Preservation budget to the CDBG Eligible Area Acquisition budget for future acquisitions of property.

RECOMMENDATION

To approve the reallocation of $85,525.36 from the Historical Preservation-Revolving Loan fund to the CDBG Eligible Area Acquisition funding.

FISCAL IMPACT

ATTACHMENTS

None

Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Cheryl Renier-Wigg, Staff

AGENDA ITEM # E.10

Consideration with possible action to purchase Tax Parcel 20-350, using CDBG funds and Tax Parcels 20-381, 20-382, and 20-383 using Neighborhood Enhancement funds for the purpose of providing non-profits program space and future new housing development.

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

The project at 1035 Vanderbraak Street is comprised of one parcel that contains a 9,200 sq. ft. building that held a restaurant/banquet hall, a billboard, and a small shed. There are also three separate parcels located across the street that were used for overflow parking for the restaurant. We became aware of this property because the restaurant owner received a revolving loan from the City of $41,620.00 to purchase commercial kitchen equipment and make repairs. Unfortunately, the owner defaulted on his bank loan and the property went into foreclosure and was purchased by the lender, the Bank of Luxemburg.

Staff approached the bank and asked if we could perhaps work together to obtain these parcels for the future use of providing non-profits space to work in this low to moderate income neighborhood. We also have an interest in this property because it holds a billboard that we can collect rent from until we decide if we want to remove it from the site. The annual rent is $4,000.00 until the lease can be ended or renegotiated in 2025.

The City also owns land adjacent to these buildings. Across the street from the buildings are three vacant parcels that could be developed for housing. They are located in the flood plain, so we would need to build them up out of the flood plain, which is possible. The kitchen equipment is valued at $25,000.00.

$245,000.00 Sheriff's sale judgement amount
$ 29,500.00 Delinquent Taxes
$ 3,000.00 Delinquent Water and Sewer
$277,500.00 Total Cost to Bank

$340,000.00 Assessed Value
$215,000.00 Appraised Value
$200,000.00 Offer which includes all property and building, contents of the building, commercial kitchen equipment, and billboard. It has contingencies which include inspections, environmental reviews, and approval by the RDA.

The bank accepted this offer with contingencies.

Staff plans to seek out interested non-profits who would be interested in using the building to benefit the

City and surrounding neighborhood with programs and services. Staff has already received three inquiries by non-profits who are interested in the building.

The request by staff is to purchase the vacant freestanding parcels for $30,000.00 using Neighborhood Enhancement Funds and the remainder of the property for $170,000.00 using CDBG funding.

RECOMMENDATION

To acquire Tax Parcel 20-350 using CDBG funding and Tax Parcels 20-381, 20-382, and 20-383 using Neighborhood Enhancement funds when all contingencies are met.

FISCAL IMPACT

ATTACHMENTS

1. 1035 Vanderbraak building parcel pic
2. 1035 Vanderbraak kitchen & big bar
3. 1035 Vanderbraak interior banquet & office

WEBSTER AV
N CLAY ST
VANDERBRAAK ST
Bay Beach Wildlife Sanctuary Trail
GREEN BAY CITY OF
ZOZO WORLD LLC
MICHAEL G BERNA
20-349
20-350
20-383
20-382
20-381
ZOZO WORLD LLC
ZOZO WORLD LLC
ZOZO WORLD LLC
ROBERT M MEYER
THOMAS J DEBORAH GERONDALE
ERIC L JENNIFER A DAIR
JORGE ROMERO MARTINEZ
SHERRI L JAMES R TREPANIER
PETER G KLEIFGEN
SUSAN M IVAN O
PATRICK J BIENZEN

Mrs. Gerry's

Lite
Lite

97%
3%

Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE	PREPARED BY
November 10, 2020	Krista Cisneroz, Staff

AGENDA ITEM # F.2

Financial report and check register.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Check Listing
2. RDA Financial Report 2020

City of Green Bay RDA
Check Register
10/31/2020

CHECK #	CHECK DATE	VENDOR NAME	AMOUNT
21332	10/14/2020	JOHN V BOMSKI SR	8,309.00
21333	10/14/2020	BROWN COUNTY TREASURER	3,000.00
21334	10/14/2020	MARTELL CONSTRUCTION CO INC	2,108.00
21335	10/14/2020	WISCONSIN PUBLIC SERVICE CORPORATION	72.41
21336	10/14/2020	NEIGHBORHOOD HOUSING SERVICES OF GB, INC	200.00
21337	10/14/2020	SHEFCHIK INC.	7,412.00
21338	10/14/2020	TRANS UNION, LLC	50.00
21339	10/14/2020	ANDERSEN BASEMENT REPAIR INC	28,335.95
21340	10/14/2020	BOSLEY PROPERTIES / RICCI BOSLEY	4,527.38
21341	10/14/2020	NEIGHBOR WORKS	1,337.50
21342	10/14/2020	JASON AND DUANE SERVICES LLC	850.00
21343	10/14/2020	BRANDON MINGA	13,500.00
21344	10/28/2020	CITY OF GREEN BAY	23,710.99
21345	10/28/2020	REMODEL SHOP	34,708.00
21346	10/28/2020	GREEN BAY AREA BUILDERS	24,157.50
21347	10/28/2020	ADAM KOCH	7,500.00
21348	10/28/2020	MSA PROFESSIONAL SERVICES INC	1,690.00
21349	10/28/2020	NEIGHBOR WORKS	5,146.25
21350	10/28/2020	SAMANTHA TOONEN	7,376.00
			173,990.98

Redevelopment Authority
Financial Report
CDBG
10/31/2020

CDBG Entitlement Funds	2020 Budget	2019 Carry Over	Program Income	Expenses	Obligated	Remaining Balance
Park Improvements	-	156,023.45	-	5,185.16	50,000.00	100,838.29
Public Works Improvements	-	130,736.79	-	-	50,000.00	80,736.79
Public Service	128,500.00	99,901.41	-	86,241.48	-	142,159.93
Fair Housing	20,000.00	24,100.00	-	17,280.00	-	26,820.00
CDBG Eligible Areas	436,337.00	252,359.77	76,673.52	186,114.97	28,367.38	550,887.94
CDBG Eligible Areas-Beautificatio/Art	25,000.00	54,394.00	-	38,500.00	-	40,894.00
Economic Development	150,000.00	423,499.08	79,946.51	78,627.07	-	574,818.52
ED Blight Elimination-Walnut Street	-	85,525.36	-	-	-	85,525.36
ED Façade & Demo Loans	50,000.00	107,077.50	-	63,510.38	-	93,567.12
Administration	202,450.00	177,746.91	-	163,999.76	-	216,197.15
	$ 1,012,287.00	**$ 1,511,364.27**	**$ 156,620.03**	**$ 639,458.82**	**$ 128,367.38**	**$ 1,912,445.10**

CARES CDBG-CV Funds	2020 Budget	Carry Over	Program Income	Expenses	Obligated	Remaining Balance
Administration	84,446.00	-	-	2,920.71	-	81,525.29
Businesss Improvement Districts	95,000.00	-	-	-	-	95,000.00
Homlessness Assistance Programs	80,000.00	-	-	-	-	80,000.00
Community Development Revolving Loan	100,000.00	-	-	-	-	100,000.00
Essential Frontline Employyee Relief Program	100,000.00	-	-	-	-	100,000.00
Green Bay Conservation Corps.	136,000.00	-	-	-	-	136,000.00
	$ 595,446.00	**$ -**	**$ -**	**$ 2,920.71**	**$ -**	**$ 592,525.29**

Redevelopment Authority
Financial Report
HOME
10/31/2020

	2020 Budget	2019 Carry Over	Program Income	Expenses	Obligated	Remaining Balance
Single Family Rehab Loan Program	100,000.00	320,310.27	243,990.52	371,898.80	101,847.07	190,554.92
Housing Development Projects	312,206.00	414,917.96	-	207,988.00	15,000.00	504,135.96
CHDO Projects	85,000.00	114,824.72	-	-	-	199,824.72
Downpayment Closing Cost Assistance	-	105,000.00	-	5,000.00	-	100,000.00
Administration	55,245.00	35,711.84	26,990.72	74,480.19	-	43,467.37
	$ 552,451.00	**$ 990,764.79**	**$ 270,981.24**	**$ 659,366.99**	**$ 116,847.07**	**$ 1,037,982.97**