MINUTES OF THE GREEN BAY HOUSING AUTHORITY

THURSDAY, SEPTEMBER 21, 2023, 10:30 AM

City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. ZOOM MEETING INFORMATION.

1. Join Zoom Meeting Online:
https://us02web.zoom.us/j/81434999289?pwd=N0dIMGxWSS85SGswK2lZeGhZZUN0UT09

Or call in by phone: +1 312 626 6799
Meeting ID: 814 3499 9289
Passcode: 483400

If you wish to speak at this public meeting or leave a comment, please fill out the online Comment Form prior to the meeting. More detailed Zoom Instructions can be found online.

B. ROLL CALL.

1. William VandeCastle - Chair, Terri Refsguard Vice-Chair, Sandra Popp, Erin Edwards and Stephen Srubas

Present: William VandeCastle - Chair, Erin Edwards and Stephen Srubas
Excused: Terri Refsguard - Vice Chair, Sandra Popp

C. APPROVAL OF THE AGENDA.

1. Approval of the agenda for the September 21, 2023 meeting of the Green Bay Housing Authority.

Moved by Erin Edwards, seconded by Stephen Srubas to approve the agenda for the September 21, 2023 meeting of the Green Bay Housing Authority.
Motion carried.
Yes- William VandeCastle, No- None, Abstain- None.

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the June 22, 2023, meeting of the Green Bay Housing Authority.

Moved by Erin Edwards, seconded by William VandeCastle to approve the minutes from the June 22, 2023, meeting of the Green Bay Housing Authority.
Motion carried.
Yes- Stephen Srubas, No- None, Abstain- None.

E. REGULAR BUSINESS.

1. Consideration with possible action on approval of the formation of a Wisconsin limited liability company to be named "Housing Authority Managing Member LLC", the sole member of which would be GBHA, for the purpose of acting as GBHA's entity in the managing member of Green Bay Housing Authority Properties, LLC;

Attorney Paul Dombrowski presents the formation of a Wisconsin limited liability company to be named "Housing Authority Managing Member LLC", the sole member of which would be GBHA, for the purpose of acting as GBHA's entity in the managing member of Green Bay Housing Authority Properties, LLC.

Moved by Stephen Srubas, seconded by William VandeCastle to approve the formation of "Housing Authority Managing Member LLC" to act as GBHA's entity in the managing member of Green Bay Housing Authority Properties, LLC.
Motion carried.
Yes- Erin Edwards, No- None, Abstain- None.

2. Consideration with possible action to adopt an Operating Agreement for Housing Authority Managing Member LLC substantially in the form attached to agenda.

Attorney Paul Dombrowski presents the Operating Agreement for the Housing Authority Managing Member LLC.

Moved by William VandeCastle, seconded by Erin Edwards to approve the proposed Operating Agreement for the Housing Authority Managing Member LLC.
Motion carried.
Yes- Stephen Srubas, No- None, Abstain- None.

3. Consideration with possible action to consider the Gateway Collective's formal request for the Housing Authority of the City of Green Bay to consider an Initial Resolution relating to conduit housing revenue bond financing for a housing project located at 700 Adams Street in the City of Green Bay.

William VandeCastle moves to open the floor for discussion, seconded by Erin Edwards. Motion Carried.
Yes-Stephen Srubas, No- None, Abstain- None.

Gateway Collective's Executive Director, Alexia Wood presents Gateway Collective's formal request for the Housing Authority of the City of Green Bay to consider an Initial Resolution relating to conduit housing revenue bond financing for a housing project located at 301 Adams Street in the City of Green Bay.

Discussion took place regarding the importance of windows in every unit. The Gateway Collective confirmed there would be windows providing natural light in each unit.

William VandeCastle moves to close the floor for discussion, seconded by Stephen Srubas.
Motion Carried.
Yes-Erin Edwards, No- None, Abstain- None.

Moved by William VandeCastle, seconded by Erin Edwards to approve the Initial Resolution relating to conduit housing revenue bond financing for a housing project located at 301 Adams Street in the City of Green Bay.
Motion carried.
Yes- Stephen Srubas, No- None, Abstain- None.

F. INFORMATIONAL.

1. GBHA Bills.

Stephanie Schmutzer presents the GBHA Bills.

2. GBHA Financial Report.

Stephanie Schmutzer presents the GBHA Financial Report.

3. Langan Report.

Cheryl Renier-Wigg presents the Langan Report.

4. Director's Report.

Cheryl Renier-Wigg presents the Director's Report.

5. Occupancy Report.

Jayme Valentine and Ka Vang present the occupancy report.

6. Date of the next meeting: June 15, 2023.

Date of next meeting: October 19, 2023

G. ADJOURNMENT.

Moved by Stephen Srubas, seconded by Erin Edwards to adjourn the meeting.
Motion carried.
Yes- William VandeCastle, No- None, Abstain- None.

VERBATIM MINUTES.

- Housing Authority for September 21, 2023 to order. We have roll call and we've got a quorum, so we'll move on to item C, and that is approval of the agenda for today's meeting. Is there a motion to approve?

- I'll motion it.

- I'll second.

- A motion and a second. Are there any additions or corrections? Nope, nearing none, all in favor of approval of the agenda, signify by saying aye.

- [Group] Aye.

- Any opposed? Motion carries. Item B, approval of the minutes from the June 22, 2023, meeting of the Green Bay Housing Authority. That was in your packet. Any additions or corrections? Hearing none, is there a motion to approve?

- I'll motion that.

- I'll second. All in favor, signify by saying aye.

- [Group] Aye.

- Any opposed? Hearing none, motion carries. Moving on to regular business, consideration with possible action on approval of the formation of a Wisconsin Limited Liability Company, to be named Housing Authority Management Member LLC, the sole member of which would be GBHA, I believe that'd be GBHA Properties, or is it GBHA?

- No, GBHA.

- For the purpose of acting as GBHA's entity and the managing member of the Green Bay Housing Authority Properties LLC.

- We are in the thick of it now. If we're closing on our RAD project. So I have attorney, Don Brodsky, here, who's working on this with us. And Paul, if you would like to maybe explain the need for these next two agenda items are regarding our project, our conversion rehab scattered site in this manner project. So Paul, if you could explain the purpose of this agenda item?

- Sure, I'd be happy to. Thanks for kinda reading that in. I know it is a little confusing, but basically, we would be forming a new entity, this Housing Authority Managing Member entity. And the sole member is the Housing Authority. So it's not like creating a separate board or separate set of people that need to govern it. It's really gonna be sort of a alter ego, if you will, of the Green Bay Housing Authority. So it's not gonna add a lot of extra administration-type work for you guys. What it does is it creates kind of a buffer entity, which is good for a couple different reasons as part of this RAD conversion. If you recall sorta the structure starting at the top, if you will, we have the new LLC that's being created that will actually own the properties as a ground-lease tenant, and that's the one that we're doing the tax credit project with, and we'll have a tax credit investor come in. And then, underneath that, there is what's called a managing member LLC. And that's the organization that kinda controls the day-to-day operations of the property-owning LLC. And that managing member, if you recall from kind of structure discussions, that will be with the Gorman entity, our developer on this project, and with the Green Bay Housing Authority entity. And instead of just having GBHA enter into that managing member arrangement with the Gorman entity, it makes sense to create sort of a buffer LLC. It makes the tax credit investor more comfortable, and it also kind of helps us in the fact that, with regard to the arrangement as between us and Gorman and the operation of the managing member, it gives us an LLC sort of layer of protection. But it's really driven by, it's very common for the tax credit investor to wanna see what's called a blocker LLC or a buffer LLC in this spot. So really it's creating that entity, the sole member is GBHA, so it really operates as GBHA, and it's really just to make this whole structure work.

- I gotta be honest, you kind of had me at alter ego. Are we given a cape? Do we get a cape?

- What was that? Do you get what?

- Nothin'.

- He wants to know if you can get a cape as an alter ego.

- Oh, a cape! Yes! Well, not a bad idea.

- I forget we record all of these.

- Paul, at some point in the process, so that we can keep ourselves in line with all these entities and make sure the public understands as well, could we sorta get a chart, graph thing that says what, where, and when, and what it's all made up of?

- Yeah,

- So that, I mean, we could maybe even put that on our website, if possible, so that other people who are looking into that can kinda see where all these entities sorta plug into each other.

- Sure, yeah, we can get an org chart sent over.

- And maybe with that chart, just sort of a sidebar explanation of this entity does this, this entity does that.

- Okay, you bet.

- I feel like that's actually one of the things that we're required to provide, right, under the checklist for our closing docs

- Yes, we will definitely need to, we'll have an org chart out there, and it'll really just be kinda adding some notations to it so that people understand who's doing what. But I think that is a really good idea for all of us just to have, not only the org chart, but to be able to look at it and remember, when we're talking about different entities, what their roles are.

- Is that something we can put on the website or something so anybody can-

- Yeah.

- Yeah, okay.

- I don't see why not. I mean, right?

- Okay, great. All right, any other questions for Paul?

- Make a motion for the formation of a limited liability company and Housing Authority Managing Member LLC.

- And I will second that. Any further questions or discussion? Hearing none, all in favor, signify by saying aye.

- [Group] Aye.

- Any opposed? Hearing none, motion carries. Moving on to item number two. Following along with this, consideration of possible action to adopt an operating agreement for the Housing Authority Managing Member LLC, substantially in the form attached to the agenda. That was in our packet. I didn't have any questions. Anybody else have any questions about it?

- And Paul, if you just want to explain that agreement as well.

- Sure, yeah, I tried to keep it pretty simple and straightforward, especially since GBHA is the sole member. So it really just kinda passes that. It's really just a document that kind of memorializes GBHA as the sole member. You typically use an operating agreement when you formed a new LLC, so it's pretty short and simple since there's only one party to it, and kinda part of the corporate formalities of forming the new entity.

- Especially our bylaws.

- Mm-hmm.

- Okay.

- Yeah, it's pretty much akin to bylaws in a corporation.

- All right. Anybody have any specific questions on the document? Otherwise, I will make a motion to approve the proposed operating agreement for the Housing Authority Managing Member LLC.

- I'll second that.

- A motion and a second. Any further questions or discussion? Hearing none, all in favor, signify by saying aye.

- Aye.

- Any opposed? Hearing none, motion carries. Moving on to item, thanks, Paul, for your insight and information on all this.

- Yeah, thanks Paul.

- You bet. I'll plan on signing off now, unless you need me?

- Yep, nope.

- Okay. All right, take care, everybody. Go Packers.

- All right, item number three, consideration of possible action to consider the Gateway Collectives' formal request for the Housing Authority of the City of Green Bay to consider an initial resolution relating to conduit housing revenue bond financing for a housing project located at 700 Adams Street in the city of Green Bay. Cheryl, I'll start with you.

- [Cheryl] Yep, so we were contacted, actually Lynda Templen is on the line here. The Gateway Collective Group is, it's a new housing project downtown, and they're basically asking us, as the Housing Authority, to issue revenue bonds to assist in this project. We just went through this with University Village Housing off campus for the creation of housing. So that is certainly something that we do as a Housing Authority, this type of revenue bond. So, I've asked representatives from the Gateway Collective Group to come here and just kind of give us what their project is so the Housing Authority knows what the plan is and what they wanna do. So if you wanna open the floor.

- I'll make a motion to open the floor. Is there a second?

- I'll second it.

- We have a motion and a second. All in favor of opening the floor, signify by saying aye.

- [Group] Aye.

- Any opposed?

- You guys wanna come on up?

- All right, good morning.

- Good morning.

- Good morning.

- And before we jump into it, I will just call out that it's 301 North Adams Street on the agenda, not 700.

- 301, okay. And maybe just for the record, state your name.

- Sure, my name's Alexia Wood. I'm the Executive Director with the Gateway Collective.

- Paul Belcher with Base Companies.

- Great, thank you.

- Go ahead.

- Sounds great.

- So I see we definitely provided the meat of your packet for today, so thank you guys for graciously taking the time to look through what we sent over in advance. That being said, I certainly won't look to repeat it. I'm really available for questions. I will just at a high level say, the heart and intention behind socially inclusive housing is to bring 72 units of mixed-use multifamily that is really targeting workforce in our community. Workforce of various income levels, but our desire is to provide affordable housing that brings workers to where the jobs are, with a belief that we can impact economic development by strengthening the downtown businesses, our small business owners who can't afford to pay employees more. If we can supplement that with affordable housing for that workforce, they will be able to then attract, recruit, and retain a really strong workforce. With that, a lot more of the material, certainly between the PowerPoint and building plans and the renders that were provided, the one other thing I will simply call out, because I certainly know my face at times can be familiar in this community, given my long history with St. John's, is St. John's has hired a new Executive Director. I am solely moving over to Gateway Collective. Certainly this work came out of my years of providing homeless response for people facing housing instability and homelessness. In no way is this project that. And I would say instead, to summarize is, through our shelters, but also through our daytime resource center programs, we fund people on the brink of homelessness or facing housing instability, and we just kinda felt, we kept catching people as they fell off the cliff and hoped that we could walk them . And so, I went back to school to get my doctorate about five, five and a half years ago now, thinking that I was going to be researching and setting access to care, that if we as a network of shelters and programs could get people into our shelter programs, we could walk them . And instead, you see some of the research scattered throughout, but what we started to realize is we needed to get upstream and actually turn the needle on stabilizing individuals and families who are living paycheck to paycheck, those households through United Way, and support them as a family unit before it's housing instability, before it's homelessness. And so, I know the one-page fact sheet really calls that out. I also know that has been our greatest educational challenge is to help people understand this is not low-income housing, this is not transitional living, but instead, it is making sure there's access to affordable housing for our workforce, for our service industry, for some of those critical positions you see on that slide, so that serving those families, serving those five year olds today will prevent us from serving them as 25 year olds in need of shelter services plan in the future. With that, Paul, the developer on the project, Lynda represents the bond council for the bond financing. I'm certainly available to speak to socially inclusive housing and the programming piece of it. And so, I would just open it up to any questions anyone might have.

- [Man] Anybody have any questions?

- [Woman] So are you still a 30/40/30 mix?

- [Alexia] Our mix is 30/40/30, yep. So 30% of of tenants, we'd be looking to serve lower-income workers. And so, again, individuals who are working, but that's individuals, the slide's in there, I believe it's individuals earning up to $17 an hour, a family of four earning up to, I believe, it's $24 an hour. Again, the slide's in there. 40%, kind of the target being workforce, so individuals who are between 60% and 120% of the area median income. And then the remaining 30% being market rate, still at a competitive rate compared to what's available downtown.

- There we go.

- But the model is really built to move families through those stages and help families become self-sufficient and to be able to do so in a way that they stay in their unit, because every single unit's built off the same market rate finishes, and that we then support them in climbing through those ranks socioeconomically, and that then when a new unit would become available, to downscale again, our goal would be that we're pulling another lower-income working family so that they could also come through those ranks. But 30/40/30.

- Can you talk about the supportive services?

- [Alexia] Yes, yes. And I would say that's where both the doctoral research and the 11 years at St. John's kinda come in here, is we are, and we, I refer to my time with St. John's and within the housing network in town, we are a really resource bridge at serving families, providing case management, doing a lot of that, again, for people who are struggling or facing housing instability and homelessness. So you bring that upstream to provide those same services. And so, one of the pieces we are probably the most excited about is a built-in resident investment program. And so, 10% of what a tenant pays in rent, we will be taking off their rent and placing it into a savings account for their future plan. And so, as long as they're are paying rent and being a good neighbor, instead of building a line that assumes you're consistently gonna have quote/unquote, damages to units or lost rent, instead of asking tenants to all contribute to what perhaps one tenant may take advantage of or have damages or whatever in the future, you ask that tenant, that household to cover that. And so the ones that are rising up to the bar that's been set, you reward them by gifting that entire resident investment program savings to come back to them at the end of their lease, when they choose to lease. And so they can use that for down payment on a home for sending kids to school, for purchasing reliable vehicle, whatever the goal may be. But again, put there--

- [Man] Across the board?

- [Alexia] It's everybody except market, right? So, so the 70%, and so they may still live, feel like they're living paycheck to paycheck, they may still feel like they're making sacrifices, but we're taking their financial capital and saving from their . We have a full-time community resource advocate on site. And so that individual will be there, similar to a case manager, just connecting people to resources, talking people to people about job growth and getting their resumes ready and interviewing and where would they like to go. We are also that community resource advocate is very intentional in building partnerships with, with other community agencies and services that can provide resources and support. And so we've been building a partnership with YMCA to attend to physical health. We've been working with a few of the local banks and credit unions on financial literacy, having financial advisors on site that are available to be inside of the building. And so looking at financial health, looking at emotional and physical and mental health through working with global healthcare systems, and looking at what classes could they offer on site or what can they provide. But that's not income driven, it's not limited to individuals who are at a certain income level. It's really just about enriching the community of tenants and addressing every single aspect and component of health within the housing model and making it really easy for individuals and families to engage with services and move forward at engaging and choosing their goals. We then are working with a strong partnership with a school-like church and through some of these partnerships we are able to look at addressing the afterschool needs of kids. And so kids who are in families, where families are struggling financially, where they're paying their rent, but every single month is a struggle, it impacts graduation rates, it impacts math and reading scores. And so by being able to offer afterschool tutoring programs to those kids, we are both addressing childcare needs of school age kids, so mom and dad can continue to retain their employment, but we're also making sure in a supportive environment that kids are at grade level and doing really well in school. We're working on, it's not finalized yet, but we're actively working on addressing the second shift and weekend childcare needs. And so we know we are bringing workers where the jobs are downtown, the service industry, whether it's hotels or food service, they need to be able to work those shifts that include evenings and events. And so making sure that there's supportive services for the childcare component of that built into the model as well. We also have a partnership built with HY-VEE, that HY-VEE will be delivering groceries every week. That is across every single tenant that comes in the building. So they can place their order and those groceries will get delivered, delivered to each door. And so now at this point we're working with HY-VEE to say, could we build a system where other downtown, if you're working downtown or you're in one of the other housing units and you just wanna get your groceries delivered because it's not as accessible with the grocery stores in the downtown area to expand that to be able to serve the greater community as well. And so--

- [Alexia] So we've tried, we haven't tried HY-VEE, we haven't tried HY-VEE, but we certainly met with grocery stores just to say, you know, with the commercial piece we have, could we look at a corner market?

- [Woman] Yeah.

- [Alexia] And, and it's that challenge between there's not enough foot traffic downtown right now to drive that, and yet, how do you generate foot traffic if you don't have some of those basic amenities that everybody downtown is looking for? And so we believe the small pieces we can do to, to impact change in those areas, you know, so by bringing 72 units of housing downtown, over half of those units in three bedroom, two bath or targeting families, we are bringing the workers to where the jobs are, but we're also bringing customers to the downtown market to generate business at some of those downtown businesses as well.

- [Man 1] Sandy's not here, so I'll ask what is the accessibility component to these units?

- [Alexia] We, you're talking ADA accessibility?

- [Man 1] Yes.

- [Alexia] So we are, whatever code was for the fully ADA accessible, I believe it it was, is it 2.4 or 3.4? We rounded up on those. We went back through and said one of our target groups we're looking at Alice households, is to say we are really trying to target aging adults. We know that's the fastest growing cost burdened demographic in the Green Bay area. And so we took another 29 units and made sure that bathrooms are fully accessible with the walk-in showers, with the shower seat, with the grab bars, with the ability to roll a wheelchair in under the sink. And that extends into some ADA, there's a code for it, where it's not this code, but it's the code where, where they are definitely ADA friendly and accessible at 29 additional units beyond what was required. The fully accessible is per code. And then we've added an additional 29 that have ADA accommodation.

- So like there's like what, universal design. Okay.

- Okay.

- [Alexia] It's, the Bay Lake City Center is a 12-unit condo association with multiple private owners. And so the multi-family is specifically the second floor. So that's the six condo units on the second floor. The first floor then has an additional six condo units. We would be purchasing one of those condo units, the former Cocoa space and having a commercial partner in that space. It includes and absorbing that lease. And then there are two other owners within the condo association. So church owns three condo units, and then a private investor leases out 2 units. We have two passenger elevators. We also have a freight elevator with a loading dock, which, any of us who have been college students in an apartment or have moved college students in, know that freight elevator will certainly be a great resource for move-ins as well.

- All right.

- So one of the big deals with this, . So, but I think that we've changed that design. So all of those interior units that didn't have like

- [Alexia] Correct. So I believe if you scroll up, so there's an interior unit design and so, so I'll stop on this slide for one second, and Paul can speak to the size of those windows right there. Windows, well the windows same side as that .

- So there's two-- So there's two of those--

- The one in the hallway that's .

- And so that hallway it's filled with skylights, and so that was there from the beginning, which people are, have had questions about that, just in terms of natural light and how that all filters in. And so basically it's as if we built, this is set up to be like a city street and you're walking up to town homes, but instead of just having it exposed in Wisconsin weather, we are essentially enclosing it in glass. And so it becomes skylights, but pouring that kind of natural light into these front doors, where you're walking up to essentially a front door, like you would a town home. Then within these units, and if you scroll up, I believe it's one more slide. Yeah, so here, then we, in addition to that light coming in through those windows from the hallway, then this is a four foot by four foot skylight that is over the lofted area under that this kitchen that spreads the light. And so at one point we had talked about putting it directly in the bedroom and the feedback we got was actually people don't necessarily want light while they sleep, but they wanna have that access where they could open the bedroom door and floor it. So that's yeah, four foot, I mean it's--

- hallway and the interior.

- [Alexia] Yep, and then on the exterior, we are, windows to what you see on the exterior facade right now. So prior to these interior units, And I will say the borrowed light is, I'm gonna say, a new concept. I think it's newer for people in our part of the nation probably to really start to understand and, you know, and so GEHS-LER Architects has been doing a nationwide movement to convert office space into housing. And so there's lots and lots of models. In those models, what's interesting is they're building it onto the mid-level floor of a high rise. And so borrowed light looks a lot different. They don't have the opportunity to add in skylights to the extent that we are. But we have done work with Newland, as they're looking at the adjacent parking lot, they'd come up and spend time on our sites, we've gone down and visited their sites, and together they took us to view The Avenue, which is a housing development in Milwaukee where they repurposed the Grand Ave Mall. And those are market, are they all market rate units, I believe, with borrowed light and skylights. And so you're-- Not in their hallways. They have 'em in their living space. And so you can even go online and certainly capture what that looks like in practice when people are using skylights to pour natural light in. And then they were the one sharing that you actually, this is beyond kind of the programming piece, but they were explaining how with the skylight you actually get more light in just because of how the sun rises and sets on the east side of the building and the west side, you know, that sort of thing.

- I asked because I know she would wanna know .

- [Alexia] So, and it truly is the working element.

- [Man 1] No offense to-

- [Man 2] No, no.

- [Woman] Who is gonna manage the property?

- [Alexia] So we are down to our final two, we're vetting between two, for right now. And so, but I don't think it's confidential. So we are vetting between Manage Point and Blue Frog for property management. Definitely provides property management to the common spaces, the commercial spaces. And so we are working with the property management on exactly how to screen for workforce housing. As we talked about the aging adults, and certainly we've read the RDA housing study that came out in October of 2020, certainly a lot of the work, you know, by United Way. And so what they're finding with aging adults is, as they transition out of the workforce, either from full-time to part-time, full-time to retirement, that as they move to those fixed incomes that the cost of living becomes unattainable. That perhaps they have their home paid off, but they can't afford maintenance or they can't afford property taxes. And so making that clear in terms of this is not low income housing, this is not a project. We are individuals who are not motivated to be employed and working in this community. This is not the fit for that group. For aging adults, if they have spent their adult years working and are now entering into retirement, we would still qualify them as workforce housing given the fact that they have had a history of contributing and then you'd be able to set the affordable rate based off their return.

- [Woman] Which creates a problem if you're an older person and have a house that you can't get out of because you can't .

- [Man] Right.

- [Woman 1] So there are people that would sell.

- [Man] Yes.

- [Woman] Which would create the market, which would help the families build on, but they can't sell because they don't have a place to go.

- [Man] And I think I mentioned this before, we talked about it, and my real job is I'm an attorney and I'm the village attorney for Pulaski. In fact, I've worked with Lynda before on some of our bonding issues for the village of Pulaski, but we've got a development there, that McCauley is putting in a subdivision and they put in some smaller houses that were initially intended to be separate houses for people. They were all bought up by, before they were built, they were brought up by people my age looking to get out of big house into a smaller house and still have a yard, still have, you know, you can still cut your grass, and have a little garden in the back, but it's not the big house anymore. It's a small house. And most of them all selling houses looking for a smaller place.

- [Alexia] And I think we'll just continue to see that as that boomer generation reaches retirement. The other thing I'll say with this is the social inclusivity piece. There's an entire piece focused on connection and belonging and how do you build enriching neighborhoods. And so when you look at that aging adult population as well, if their adult children live out of state, it starts to become that balance between they want independence, but sons or daughters wanna make sure they're safe and that someone's keeping an eye on them. And so you bring that culture of community here where they can maintain their independence, they can do so in a cost effective way, you know, but they can also do it with community and the adults around them. So one other thing I'll share, you know, certainly you're working with housing projects in Pulaski, and I think every single housing project across every single income level is great because as we add to the inventory, people can stay in their income level and it frees people up and all of that. But what we found is certainly multifamily is a business. There's money to be had. And yet so often, you know, a developer will come to a community and build housing, which is great for tenants on that building. And in no way am I saying that's negative for our city. It's great for those tenants, but that revenue is built by that developer, wherever that developer is. And so what, how we have built this cash flow model is saying, what about if we were to take the rent from our residents and our neighbors and we kept that in our community and we took care of Green Bay's housing needs. And so the cash flow of this model is set up and it very strongly shows that it's financially self-sustaining, that the housing can take care of itself and generate revenue for maintenance and capital improvements and all of that over time. But then you can take the profits raised off of one site, you can reinvest it into the concept and you can start to say, where are the neighborhoods where there is a disparity between the jobs and the people that are filling those jobs. And so we already have an employer who works with who's saying, what would it look like to start to explore bringing this into our neighborhood because we have a really difficult time retaining a strong workforce. And so the model is a scalable model where the profits can be reinvested and we can start to add affordable housing in different pockets of the neighborhood. And then over time by adding to the affordable housing inventory, hopefully stabilize the cost of living throughout the city, whether or not a tenant is looking for socially inclusive housing.

- [Man 1] Any other questions from anybody?

- [Woman] Payment of taxes. I only bring it up because every, on my other when we provide federal funding

- [Lynda] This is Lynda Templen--

- [Woman] Oh, is Lynda getting on . Is there someone that wanted to comment?

- This is Lynda Templen.

- There we go, Lynda.

- There we go, Lynda.

- [Lynda] And I just wanted to comment on a couple things with respect to the resolution that you have. One is that we've used a, not to exceed 12.15 million. However, when you look at the description of the project, those spaces that are used for retail would not be included in the bond. And we haven't gotten granular on, you know, eligibility with respect to the cost of those spaces. So we use, in an initial resolution, we use a large 'not to exceed' amount that's sufficient to cover the cost of the project. We fully expect when we come back with a final resolution that the bond financed amount will be less than that. For purposes of the initial, we wanna make sure it's big enough, but it's like a funnel. We refine it as we get closer to the closing. The company, the borrower has already made arrangements with the bank. This will be a bank purchase bond. Bank First National will be purchasing the bond and will be the lender. With respect to whatever portion is not eligible, if there is a need for other financing, the bank will do that with a conventional piece of financing.

Finally, I would just comment that this is a first step. We always have to come back for a final resolution and a public hearing. But this first step is like a stake in the ground. It assures eligibility for the project to use this financing. And so it's not binding on the borrower or on the authority without further action. But it is an important first step under the federal tax code. So that's why we urge you to consider that you haven't put a final blessing on the project. You have time to work out, you know, the details of any or whatever you're going to require, and we haven't drafted anything other than the initial packet.

- [Woman] You want speak to?

- Yes.

- I'm not sure if much sounds like it might be, we talk about it later when

- [Alexia] Correct. We are at the table, we are willing to, to continue to have dialogue and certainly are looking to partner.

- [Man] Do it! Everybody loves talking pilots.

- I'll same it, in lieu of taxes for everyone that doesn't work.

- Yep. I'll say we met with the city a few times leading up to a meeting in December of 2021, where we outlined various ways we felt that we could partner together on this project. One of our, it was like A through H, I believe, one of those points was to look at a pilot agreement for this project. We received a letter of support from Neil regarding socially inclusive housing in the downtown area, but nothing ever came of the rest of the areas that we had brought forward as potential areas for partnership discussion. And so it's certainly something that we would continue to look at and consider, but it's not something that has gone forward since

- [Alexia] I bring up this one .

- [Woman] He's multitasking for all of it, multitasking, but I think though for, I'm very happy left on, so I think we should, I'm in favor of this project and I think we should support it making. And lemme just say, because I, I've seen the research on this but And I've seen . We have another one who sell those off So I'm okay .

- What you're doing is awesome. That's important.

- I'll say that was feedback we received from community members and city leaders, you know, and so certainly hopefully that it's just a sign of our desire to collaborate and partner, and we're open, you know, as you look at the renders, you look at at the presentation. If you have additional questions or additional thoughts, certainly feel free to reach out at any time.

- We need a lot of parking, .

- Yeah that was one of our very first meetings and that was with, the Pauls were on the call, whatever department, Pauls, Meyer.

- Yeah, yeah.

- And so that was one of both of them.

- Yeah, right on.

- And that was one of the very first questions we looked to answer is just to make sure that there was funding for downtown parking, to which they said there certainly was. So there's a draft, a final draft of a parking agreement that we're ready to sign.

- Okay.

- And I will just on the topic of parking, because this was right in one meeting we were in, was this question of parking in a parking garage and walking, which I think is a testament to how comfortable Green Bay because certainly when I lived in Milwaukee, that was not rare. But again, I would just highlight that loading dock that, you know, if the mom has groceries, she has the ability to pull right up, unload stuff. And so certainly not, you know,

- Fair enough. So, alright, any other questions from anybody? Alright. And just in, I had talked to Cheryl about this because St. John's. Just in the spirit of full disclosure, I've made many contributions to John's over the years. And I will, there being no other questions here, I would move to close the floor. So, alright, so we have motion and a second to close the floor. All in favor signify by saying, Aye.

- [Group] Aye.

- Any opposed?

- Thank you. Thank you for--

- You're welcome, and thank you for your support

- So now we're asked for consideration of the initial response, and I'll make the motion to approve that initial resolution.

- I will second that.

- We have a second. Any further discussion or questions? Hearing none, all in favor of the motion to approve the initial resolution relating to condo housing and financing for the housing project 301, signify by saying aye.

- [Group] Aye.

- Any opposed? Motion carries. Thank you.

- Thank you, Lynda.

- All right, moving on to our informal section of the agenda, GBHA bills. Stephanie, anything new and exciting?

- New and exciting for bills?

- We don't want anything new or exciting?

- No, nothing new or exciting than that. Just that we had a canceled a bunch of meetings, so there's a bunch of 'em in there, so... If you had any questions, I'd be happy to answer 'em. But really there's nothing new, exciting. I think there were some appliances that were purchased.

- Yep, and that's right, Jamie wasn't there. I feel like we had some appliances.

- Yep. Some refrigerators I think.

- Okay.

- But that's kind of standard. We do go through them every once in a while, so.

- Okay. Any questions on the GBHA bills? Hear none, we'll move on to GBHA financial report.

- Okay, that was also in your packet. We have the regular financial report and then also the capital funds, CFP, Capital Fund Program report also in there. That's the only one that really has anything fun and exciting. We did get about $2,000 more to, we got a thousand dollars more in our 2021 CFP grant and another a thousand dollars added to our 2022 CFP grant. Not a lot, but you know, a bit helps. So right now, --

- No, I think I'm bad to suggest that. Just kidding.

- So right now we have a little over 1.7 in CFP dollars standing out there, but most of that, actually all of that is going towards the development. So it's all spoken for.

- Any questions for the GBHA financial report? All right, hearing none, we'll move on to the Langdon report, also in your packet.

- Don't think there were any, I don't think Langdon did anyone's . There are no applications.

- Okay, then we'll move on to the director's report.

- All right. Well I wanna just briefly go over where our executive summary for our housing study, which was brought up here. That's the bible of everything, . But I just wanted to go through quickly some of these things that were recommendations from the housing study because I think you were looking, what are we doing?

- Yes.

- So the housing study told us that we needed to create a 140 to 310 units per year, and those varied from rental, low income to medium to high, all three of them, right. And so just looking at what we have in construction right now, we have the city east on Walnut, Bay City Festival. We have BROHD-WAY-TEHR's project on Broadway. Habitat is constructing 14 units. Jazz House is almost done.

- Oh yes, yeah, on Broadway.

- So yeah, so that's of course, been under construction. And we also had some tune-in development on the university . So that's 556 units right now on this construction.

- Didn't the other one next to the one on Broadway, that's next to the Broadway-- Yeah.

- That one is, that's completed.

- Yeah, but that would've been done after the study, right?

- That'd be another 200, because it would be 756.

- So we're few hundred and some percent what they were doing.

- Well again, I don't know, so I guess it's, you know, you see a lot of activity. Hey, it's going on all over.

- Yeah.

- 356 of those units were considered for . So I think we're doing pretty good for new construction. We also have some stuff on the horizon. You know, they talked about new development next to this, this is the part in there. And then a process for arguments, potential development that we're working also across the street where process used to be has potential. So those are in the works. So stuff's happening. So looking at some of the strategies that we went through, under communication strategies, they talked about establishing a housing committee. We actually looked at that We didn't wanna create another community committee, but we actually have a lot of internal ones that we're working on. We didn't create the new one. And then improving staff and developer communications and processes. Particularly, we want homeowners, . So we actually send a planner out, or a building inspector that actually goes to those building meetings. So there's more going on that way, which is good. And we also have a site coordinator now that's trying to bring them in and channel places because plans come into our department, but then we have to go to other departments as well. So we're trying to make that process better for developers. We wanna make it easy to--

- Yeah, absolutely.

- So for some initiatives, assisting growing neighborhood associations, we actually got ARPA dollars to hire a part-time 20 hour week person to do just forming and reforming homeowner association work. Retaining inventory of market properties, that's ongoing. We have that inventory, we've been using to share that with developers. And then under regulation, we actually have a list of text amendments to code that we're considering.

- Okay.

- Some of them are included in here. Either text amendments to our municipal code or our zoning code that might help us assist creating housing. So amend the comprehensive plan or actually doing a new comprehensive plan Examine waiving or reducing development fees, that's under consideration as one of our, as a high priority. One of our text amendments. We're not doing that now, but it's on that list.

- Say it again please.

- It was waiving or reducing development fees for, on a case by case basis to encourage affordable housing. So if you're coming in with an affordable housing project, maybe we need to make that cheaper, maybe make that cheaper, right? Unfortunately that gap is not big enough. That's not a big enough gap to fill for housing development. That was a recommendation.

- It's case by case actually makes .

- Unless we, it would be like a, so right now it's a fee schedule that's set up by counsel through. So we probably have to make a change to the fee schedule. And sure enough, the council, that's on our list to take a look at. We're finding that when developers come forward with projects for 4,000, the gap is big. It's a big to fill. But I prefer that these are around. So this one we're not quite sure. They've got increased code enforcement for converted single family rentals. It says, "Create a targeted rental inspection program "in areas with large numbers "of single family homes converted to rentals." I'm not quite sure what the point of that is. We encourage the creation of two-family, you know, when it's there, when it's possible. It says, "Create a targeted rental inspection program "in areas with large numbers of single family homes"

- So no, I do the tourism zone work for-- And Sturgeon Bay has that. So they get a permit before, they can get a permit to be a transient rental property owner. They have to be inspected and approved by the city first, as to make sure that they meet all, you know, because--

- Sure, for rentals.

- Yeah, so some of these people are, you know, they're bringing in 25 people in the house. You know, you've got noise and parking congestion and all those things. So they're looking at, you gotta get a permit that will tell you you can't have 25 people in this house on.

- And I think, with our short term rentals, there is a component having permit purposes. That's something we're looking at. We don't have the staff right now to inspect-- Yes, but there's potential in our budget, our city budget . So that's a possibility. That definitely is a problem though. Our middle income properties are being snatched up by people who are buying them for Airbnb rentals. And so that's eliminating our whole market, which is frustrating.

- Yeah, I mean everybody else is tightening up.

- And everybody is having issues. And I think we've got there, there's certain things we can't do in state of Wisconsin based on laws. So reduce parking requirements for affordable housing. We actually reduced our parking requirements everywhere in the city. Review requirements for landscaping and building materials in the zoning code. So the city just passed a green infrastructure ordinance. So this one we're gonna have to talk about because there's a cost to add green infrastructure, which, you know, do we say we don't have to do that for affordable housing projects. You know, that's a dicey one. It would save developers money if they didn't have to do those types of green initiatives and things. But that's also not .

- Yeah.

- Conversation point, right.

- Conversation point, yeah. Adopt policies that encourage accessory dwelling units. That's one of our high priorities in the text amendment. There used to be the ability to build in a second house in your backyard, those smaller homes. Then people shied away from that, they didn't like that. But now we're like, oh, I'd love to move mom in but not-- And if there's a small house you can put in the back, so we're looking at those for sure. Enable cottage courts through PUDs. Cottage courts is like a big lot. And you have one driveway coming in with a number of houses in them. Can already do them even. So create a rural holding zoning district. That's kind of a, to stop sprawl. So one house on a big lot. Looking at doing text amendments possibly to look at that and, you know, maybe, you can't put one one house on 10 acres, it's small. So you know, it basically makes you put more housing-- Right. And then under the funding, create affordable housing trust fund. That's actually in the works, Community Land Trust, We're hoping to have that set up actually. So already working on that. Utilize tax implement financing for affordable housing initiatives. We use TIF whenever it's eligible to be used in any development projects. TIF, Tax Increment Financing is when you, it's a tool that we municipalities can use to assist developers finance a project. So you draw, you have a project here and you draw a TIF boundary around this area. You look at all of the tax values in this area and a separate board, joint review board, which is made up of all the taxing entities 'cause your tax bill is the city, the county, the school district. And all those entities have to agree, yes, Green Bay, you can pull all the taxes out from this little area. You are not gonna give us any of ours and keep the city portion, and then we can use that to put infrastructural alternate improvements or to incentivize the developer to use some of that money for environmental work.

- The other thing about that too is you can use TIF dollars for up to, it's a half a mile along the perimeters.

- Yes, yes. And we've done that. Yeah. So, but there are certain things you have. You can only, you know, developer has to have a but for. You know, you can't just ask for it because it's there. You have to have a . Utilize this financing with a one year extension. So what they say, these districts have a time limit and it's maybe 24 or 27 years and then it's gotta go back to the way it was. So everybody, all the entities that they're running. So what the state has said is you can, let's say your, your district's done, you're 27. So you can extend that district one more year, take all that money that you've been collecting We've done that for district housing. So we've already done that. We had a little over a million in that fund. I think it's down to about 250 now. But, so council's been supportive of doing that when the TIF's about to close. People open another year, use that. Promote the use of federal and state law housing tax credits. LAI-TAK, that's called, we do that. We do a lot of WEE-DUH, for example. And we'll do tax credits. We do a lot of that work with WEE-DUH. We have a great relationship with them. Market opportunity zones. Those areas are not used whole anymore as they were years ago. So we market them, but I don't think they're, I don't think people are buying. Increase the use of down payment assistance. WEE-DUH offers programs that we share their information as well. But we've also created programs for down payment assistance. We funded our home dollars, but we created them through our funding. Amend rental conversion program. So we had a program, actually, I don't know, we haven't run it for probably at least five years. But we would take where there was a single family house that was cut into multiple units, you could get grant funding to convert that back to a single. And it was really meant for the ones that were done poorly. You know, to create that back. We stopped doing that program 'cause we really need those units. So this really doesn't apply to us because we don't run that program anymore. And then just under partnerships, support Habitat NeighborWorks, we work with them all the time. Probably every RDA meeting a field has a little NeighborWorks or project with them. Form working groups with major employers. We have actually have, the Chamber has set up a group of housing people that we meet regularly to talk about how they engage employers Part of our, they helped us create the Green Home Down Payment program, which is an important incentivized, employer-incentivized program.

- Is there anything that's done as part of that with the school district? We have so many new teachers coming in that are, you know, they have housing issues. I mean they're, you know, they've got a steady employment and they've got a decent salary. My daughter would argue, you know-- but you know, housing is, because they're often in a position where they may not be able to make a commitment, long-term commitment for housing, to go out and buy a house because they're young teachers are coming in. They may be moving on to a different area at some point. So that might be something to try to partner with the--

- That's a good idea. So the Green Bay Home Program, the city actually serves as the employer of the city employees. So if you're a city employee, you can participate in this program and we'll match.

- Yeah.

- So, but that actually would be good if the district would do that because we'd love to have teachers like And then coordinating with UWGB and NWTC on their plan. I know that UWGB just completed their campus plan and, you know, we requested information So some of the text amendments that I talked about that we were looking at that we need to have more discussion on is just things like reducing a lot widths. I mean, the lot widths, the setbacks, increase the impervious surface, like how much concrete you can have on a lot. All of those things would create the ability to do smaller lots, smaller houses. We're looking at regulations with regards to a mobile home park. You know, they've kind of got a bad rap, I think. And because we've got some parts that we had to eliminate on university, those sorts of things, but actually are some nice mobile home lots. Is there a way to do those again, maybe set them up in, because it's an affordable way to get the housing because people really like their homes. We're looking at, let's see, oh there's been a big push on Green Bay Housing Authority to create additional units. So we're gonna have our Fair Clock units available to us once this project is closed out and completed. We're gonna have a pool, it's over a hundred, I think Fair Clock units that we can build public housing with again. So we're encouraged to do that as well as other, you know, as the housing .

- Yeah.

- If only we had more money, .

- Find us more money stuff.

- Looking at building, you know, encouraging builders to build no basements. That's like a love or hate idea, because there's, you can build a house on slab, which of course saves a lot of costs depending on that's done. Or if you're gonna build a basement we'll require an egress window because, if you have that, you build it and you put the egress window in, maybe it's just a basement that something . And then a lot of on-street overnight parking. That's always come up as the ability that you need less parking space on your site street. So those are some of the things that we're working on.

- So one thing that you brought up when we had the other folks here was, you know, we're bringing all these workers living in the downtown area and you brought up the thing about the grocery stores.

- Right.

- Anything that, in any of that that you talked about that we could do that could be done to maybe facilitate that? Or is it sort of you build it and they will come type of thing or--

- Well, it is really difficult. So we're still working with Ted Mac on the new role. I'm not, you know, I don't know where that is. We're gonna check in hopefully, take that to our RA meeting. Grocery stores are really difficult. There's not a margin, there's not a high margin for profit on them. People are like, bring a Trader Joe's down. They won't even look at us based on the numbers that we have. It really is a chicken and an egg situation. We're trying to create--

- You can't buy chickens or eggs.

- You can't buy chicken . There is a little that opened up right on Washington Street that I think has a limited supply, some food, but it's not like your grocery store. You know, like I just think even like Sal's It's just so hard to send off.

- For our markets, you know, you go like two blocks and there's a little, you know, a market that's probably half the size or maybe the size of this room. The deli concept. Yeah, I mean, it's got just the basics. You know, nothing fancy but it's the, you know, and all these apartment units and stuff that are out there. It's their neighborhood market. And I know when I lived in Madison in a frat house, there was a little market in the basement of an apartment building down the street. There was a secret answer though? There was like a waiting line. You go at like noon or six o'clock or whatever, it was like a waiting line to get into this little market that was literally half the size of this. But it had the basics, you know?

- Yeah, and like quick trips into like little grocery store.

- New York City Delis, right. Like there's not that many grocery stores in all New York City.

- Yes, so we're with . Those kind of amenities.

- So hopefully, you know, if we get these developments down here and they see that there's a lot of foot traffic in the area, somebody will bite the bullet, decide to do that. Maybe you get one, you get another. But I just, I'm wondering is there anything we can do from, you know, from a code perspective to make it easier for that to happen while still keeping it regulated in some fashion?

- My god, it's a business model problem.

- Oh yeah.

- So that's my report on this. And then we all know, the only other thing is I actually was appointed as director of the department--

- Congratulations.

- Congrats, Cheryl.

- But I'm keeping out authority.

- Okay.

- In my role as director.

- So, okay.

- Can't get rid of . I can't let this go now.

- Yeah.

- Jamie would kill me.

- Started this, you gotta follow through, finish it.

- Alright. Any questions? Any other questions on the director's report? And thank you for that update. Congratulations also. But I mean that's something that, you know, tells us in sort of a broad sense that we are meeting our mission and we're being successful in what we're doing. Awesome. Thank you. Alright, no further questions. We'll move to the occupancy report we have.

- So that one was not in your packet. I might defer to Kat on this one since she has the piece of paper in front of you on the table. I believe we have 33-34 vacancies at Mason Manor. But Kat, if you wanna add anything.

- Nope, I think that's it. I have it printed out in front of everyone. Still waiting for more vacancies before we start construction. But other than that, slowly going up, the number, we're at 33, and then I think two more just came up. So we'll be at 35 once those two go through.

- How are the folks at Mason Manor adjusting to all of these impending changes?

- They wanna know the dates, that's for sure.

- Who doesn't?

- We're looking to close.

- I wanna say our goal is October. Is it Friday the 13th? We need to, we wanna have all of our closing documents ready because we're looking at a November closing. And we really need to close this in November, in order for to make all the rents work. And it is Jamie, what, three meetings a week?

- Yes, minimally. I just got off the, I touched base with Gorman's, relocation specialist, Sonya, and we're gonna add a weekly meeting for them as we are gonna start processing and getting a plan in place. So, but yeah, I think our tenants are adjusting pretty well. We have quite frequent site visits from appraisals to testing to inspections to, and they're just rolling with it. We really have to thank our tenants for being so accommodating, but, and Aaron is well, Scattered Sites and Mason Manor, I know this is in GBHA properties one, but it just seems like every single day we have something going on. So our tenants, we have to thank them. They are very accommodating and we're just trying to push this project through and get the shovels in the ground and get going.

- Okay.

- Well maybe when after this is all done, we can throw 'em a party.

- Yeah.

- Yes.

- We really need to do something for our tenant for sure. Because, I mean, we do the Christmas one, but maybe when this project gets done and everybody's back and settled and we'll have a party and thank everybody for all their patience and--

- Absolutely.

- Yep.

- Yes.

- All right, anything further on the occupancy report? Any questions? Hearing none, then we move on to the next item, which is the date of our next--

- I think we have a direction to the agenda, boss.

- Yeah, I think so too. I don't think we're gonna meet in June, on June 15th. Our next date is, gotta be sometime in October, I would think. Lemme pull up that calendar here. And we'll be, I suspect we're meeting because of these revenue sets, because we'll need to do these public notice months. So it looks like the 19th.

- Okay. October 19th.

- October 19th.

- Same time, same place.

- Yes.

- Then, unless there's anything else, we are ready for adjournment.

- I'll make a motion adjourn.

- Is there a second.

- I second.

- All right, motion to adjourn. All in favor, signify, and a second. All in favor, signify of saying, Aye.

- [Group] Aye.

- And opposed?

- Motion carries.

- Thank you.

- Thank you.

- Thank you.

- Yep, can I get your signature on that bill?