RESOLUTION NO. 2778-11 RDA

A RESOLUTION OF THE WINDSOR REDEVELOPMENT AGENCY APPROVING THE AFFORDABLE HOUSING INVESTMENT PROGRAM AND FUNDING GUIDELINES AND DIRECTING STAFF TO IMPLEMENT THE PROGRAM

WHEREAS, the Town of Windsor Redevelopment Agency (the "**Agency**") is responsible for carrying out redevelopment of the Windsor Redevelopment Project Area (the "**Project Area**") in the Town of Windsor (the "**Town**") in accordance with the Redevelopment Plan and California Community Redevelopment Law (Health and Safety Code Section 33000 *et seq.)* (the "**CRL**"), including assistance with affordable housing construction consistent with the Redevelopment Plan; and

WHEREAS, on December 2, 2009, the Redevelopment Board adopted Resolution 2591-09, adopting the Redevelopment Agency Five-Year Implementation Plan 2010-2014 (the "**Implementation Plan**"); and

WHEREAS, the Implementation Plan contains goals, objectives, programs, expenditures, and a description of how goals and objectives, programs and expenditures will eliminate blight within the Windsor Redevelopment Project Area (the "**Project Area**"); and

WHEREAS, the proposed Affordable Housing Investment Program and Funding Guidelines (the "**Program**") furthers the goals and objectives that support the production of affordable housing; and

WHEREAS, the Agency has the funds available in its Low and Moderate Income Housing Fund (the "**Housing Fund**") to provide assistance to qualified projects; and

WHEREAS, the Program is consistent with the Implementation Plan.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Town of Windsor Redevelopment Agency hereby approves the Affordable Housing Investment Program and Funding Guidelines and directs staff to implement the Program attached hereto as Exhibit A. as follows:

PASSED, APPROVED AND ADOPTED this 6th day of April 2011, by the following vote:

AYES:	**MEMBERS GOBLE, SALMON, SCHOLAR AND VICE CHAIR FUDGE**
NOES:	**NONE**
ABSTAIN:	**NONE**
ABSENT:	**CHAIR ALLEN**

DEBORA FUDGE, VICE CHAIR

ATTEST:

MARIA DE LA O, SECRETARY

Attachment: Exhibit A - Affordable Housing Investment Program and Funding Guidelines.

Town of Windsor
Affordable Housing Investment Program
Application Funding Guidelines

Purpose

The Town of Windsor (Town) Redevelopment Agency (Agency) is pleased to announce this Notice of funding for the construction of new or rehabilitated affordable housing in the Town of Windsor (Program). The Agency may provide one or more loans from its Low and Moderate Income Housing Fund (Fund) for such purposes. The Agency expects its loan(s) to be leveraged to the greatest extent possible with other resources that may include Low Income Housing Tax Credits (LIHTC's), Tax-Exempt Multi-Family Housing Revenue Bonds, loans and / or grants from the State of California Housing and Community Development Department (HCD), loans and /or grants from the United States Department of Housing and Urban Development (HUD) and other Federal, State, and local funding programs, and loans from commercial lending institutions. Applications for funding are due April 28, 2011. Allocation of loan funds shall be subject to the execution of a performance-based Agreement between the Agency and the developer. The Agreement will define the Agency's financial assistance and the developer's obligations. The Agency may commit up to $1.5 million to the Program. This notice was adopted by the Agency on April 6, 2011.

This document sets forth guidelines to evaluate requests for the allocation of the Town of Windsor (Town) Redevelopment Agency (Agency) affordable housing funds in the form of either grants or loans. The guidelines are intended to inform applicants for Agency housing funds how applications will generally be evaluated as required by California Redevelopment Law, the Agency's Adopted Redevelopment Agency Goals and Objectives, and the Agency's Five Year Implementation Plan. Submission Requirements for the Town of Windsor Redevelopment Agency Affordable Housing Funds to be completed by each applicant are described at the end of this document. Completion of the Submission Requirements will provide information to the Agency regarding the applicability and benefit of a proposed housing project or program for allocation of Agency housing funds.

General Investment Guidelines

Applications for Agency affordable housing funds must be consistent and in compliance with the following:

1. The CRL Agency Investment Strategy
2. Adopted Agency Goals and Objectives

Applications must indicate the extent to which the proposed project meets the following Town of Windsor Affordable Housing Investment Strategy:

TABLE 1: WINDSOR REDEVELOPMENT AGENCY AFFORDABLE HOUSING INVESTMENT STRATEGY

Windsor Redevelopment Agency Affordable Housing Investment Strategy
Projects will be evaluated on the basis of their consistency with the following strategic objectives:
1. Expands, improves, and/or preserves the supply of low and moderate income housing for new rental and owner housing units
2. Aligns with the Town's Housing Element (priority to rental housing)
3. Aligns with the Agency's Five-Year Implementation Plan
4. Supports well-leveraged investments in terms of project readiness and site control
5. Targets expenditures toward appropriate income levels
6. Supports the following community values: • Place-making (projects located along main corridors, near amenities; mixed use projects) • Sustainable development/green building • Partnership with other local agencies • Public/private partnership • Economic development (increases jobs and/or retail opportunities)

Applications must indicate the extent to which the proposed project meets one or more of the adopted Agency Goals and Objectives:

Agency Goals and Objectives
1. Revitalize Windsor's historic downtown so that it may become an efficient and attractive center for commercial, residential, tourist, and office activity to serve a growing community.
2. Strengthen existing residential neighborhoods and expand the stock of affordable housing within the Project Area.
3. Assist property owners and businesses to intensify commercial, mixed, and related use activities through rehabilitation of structures and new construction.
4. Enhance the efficiency, safety, and appearance of Windsor River Road and Windsor Road, so that they may serve as the main thoroughfares and focal points of a revitalized downtown.
5. Improve vehicular and pedestrian accessibility to the historic downtown area from both within and outside the Project Area so that the downtown area may be redeveloped for modern commercial, civic, and related uses in accordance with the Town of Windsor's General Plan.
6. Implement the vision for Old Redwood Highway as a mixed-use corridor providing opportunities for additional housing, retail and jobs for the Town.
7. Provide public parks, open space, civic and community facilities in a manner that will create a focus of civic and economic activity facilitating overall development of the Project Area.
8. Enhance public health and safety and enable a shorter response time for fire and/or emergency services in the Project Area.
9. Assist in the new construction of affordable housing and in the rehabilitation of existing housing in the Project Area.
10. Assist in correcting public infrastructure and public open space deficiencies.
11. Provide suitable affordable replacement housing for any household.

Affordability Requirements
Applicants for the Housing Fund will be required to indicate the extent to which the proposed projects meet the affordability requirements of the CRL and the Agency's Five-Year Implementation Plan.

The Agency is required to target affordable housing expenditures (for each 10-year project area production plan) to very low and lower income households in the same proportion as the number of units needed in Windsor for the Town to meet its fair share housing needs allocation, found in the Town's Housing Element. The CRL also requires that funds directed to low income households be further targeted by age. The Agency's current Five Year Implementation Plan indicates that, at a minimum, affordable housing expenditure targets for the years 2007 to 2014 are as follows:

- Forty-three percent of affordable housing funds must be budgeted to assist very low income households. (The Housing Element allocation for this income category is 198 units.)
- Twenty-eight percent must be budgeted to assist lower income households. (The Housing Element allocation for this income category is 130 units.)
- No more than 29% of affordable housing funds are to be used to assist those at moderate income levels.
- No more than 40% of Windsor's affordable housing funds can be targeted to low income seniors.

The State of California adopts annual income limits for all counties. As shown in Table 2, the limits for Sonoma County are calculated as maximum gross income computed by family size. The 2010 median income for Sonoma County is $80,400 for a four-person household.

TABLE 2: ADOPTED STATE INCOME LIMITS FOR SONOMA COUNTY

Income Category	Number of Persons in Household							
	1	2	3	4	5	6	7	8
Extremely Low	$16,900	$19,300	$21,700	$24,100	$26,050	$28,000	$29,900	$31,850
Very Low	$28,150	$32,200	$36,200	$40,200	$43,450	$46,650	$49,850	$53,100
Lower	$45,050	$51,450	$57,900	$64,300	$69,450	$74,600	$79,750	$84,900
Median	$56,300	$64,300	$72,350	$80,400	$86,850	$93,250	$99,700	$106,150
Moderate	$67,550	$77,200	$86,850	$96,550	$104,200	$111,950	$119,650	$127,400

Source: 2010 State Housing and Community Development (HCD) adopted State Income Limits

Affordability Restriction Requirements
The CRL provides that the investment of Agency Housing Funds requires recordation of specified affordability covenants. For rental housing, either new construction or rehabilitation projects, the affordability restriction requires that all current and future tenants meet specified income limits and that rents be restricted to an affordable cost for a period of not less than 55 years. Homeowners participating in home improvement or rehabilitation programs will be governed by an affordability restriction of not less than 45 years. A 45-year affordability restriction will also be applied to new construction of affordable home ownership and to programs for income-eligible first time homebuyers (such as down payment assistance programs).

Eligible Applicants
Non-profit organizations and for-profit developers are eligible to apply for Agency affordable housing funds. Applicants will be evaluated and determined to be qualified, at a minimum, based on the following:

1. Prior affordable housing development experience
2. Prior experience with respect to projects comparable to those for which an application is being made
3. Administrative and financial analysis capacity to deliver the project to conclusion
4. Adequacy of a comprehensive economic feasibility plan and pro-forma for the proposed affordable housing development
5. The Agency reserves the right to refuse funding to any project(s) that, in the Agency's sole discretion, does not meet the objectives of the Program.

Affordable Housing Eligible Activities
Affordable housing fund allocations in support of the following activities will be considered for those applications consistent with the Agency's Affordable Housing Investment Strategy:

1. Site acquisition in conjunction with the construction of new affordable housing units.
2. Construction of new affordable housing, rehabilitation of substandard housing, or the rehabilitation of existing structures which will result in new affordable housing units.
3. Pre-development activities for non-profit developers of affordable housing. These may include, but are not be limited to, appraisal costs, Phase I environmental analysis, early stage planning, engineering and architectural drawings.

Note: The CRL provides restrictions regarding the use of housing funds for off-site construction and public improvements, and for administrative costs.

Application Fee
Applicants for Agency affordable housing funds will be required to pay a $500 application fee.

Submission Requirements
All applications for consideration by the Agency for an allocation of affordable housing funds shall at a minimum submit the following information:

1. Applicant's Name and Address/Contact Person
2. Application fee
3. Application Form
4. Organization Background
5. Statement Regarding Prior Affordable Housing Development Experience
6. Affordability Target or Goal
7. Comprehensive description and statement regarding the eligible affordable housing activity or activities for which the allocation is being requested.
8. Financial feasibility plan or pro-forma for the proposed affordable housing development.

Applications should be submitted to:

Kevin Thompson
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Windsor, CA. 95492
(707) 838-5339
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