



---

# MEMORANDUM

---

Date: October 17, 2013

To: The Honorable Ally Miller, Member  
Pima County Board of Supervisors

From: C.H. Huckelberry  
County Administrator

A handwritten signature in black ink, appearing to be "CH", is written over the printed name "C.H. Huckelberry".

Re: **Affordable Housing Program and Distribution of Bond Proceeds from the 2004 Affordable Housing Bond Program**

## Introduction

You requested specific information regarding Affordable Housing Program projects – how funding has been allocated – and stated concerns over the lack of funding appropriations for affordable housing projects in District 1. It should be noted that most program funding for public services or infrastructure is allocated on a basis of need, not by supervisorial district boundaries. This is done to provide the maximum level of benefit and service to the public, regardless of political pressure to allocate resources based on supervisorial district.

The best example relates to highway capacity bonding from the 1997 County Highway User Revenue Fund (HURF) bond program. As shown on Page 2 of my May 31, 2013 memorandum directed to the Board of Supervisors, I indicated that District 1 has historically been a disproportionate beneficiary of these bond allocations – 64 percent of HURF bond projects – but this allocation is based on need, not district political boundaries.

The same is true for the Neighborhood Reinvestment and Housing Programs. To provide a clear understanding of the process and procedures associated with bond allocations related to housing, it is important to begin with a clear understanding of the bond improvement plan adopted prior to the election in 2004 that authorized funding for the housing program. This information is contained within Ordinance No. 2004-18.

## Bond Improvement Plan Associated with Housing

The Neighborhood Reinvestment and Housing programs are identified in Ordinance 2004-18, beginning on Page 48 and continuing to Page 51. The bond improvement plan specifies the process and procedures to be used in the selection of housing projects and programs. This basic ordinance guidance is included in Attachment 1 for your review and information.

The Honorable Supervisor Ally Miller  
Re: **Affordable Housing Program and Distribution of Bond Proceeds from the 2004  
Affordable Housing Bond Program**  
October 17, 2013  
Page 2

The ordinance calls for and defines the establishment of a housing bond oversight advisory committee, which is now known generically as the Housing Commission. The ordinance also indicates that projects are selected through an application process. Clearly, the bond improvement plan adopted prior to the election of 2004 established the basic principles of funding processes and procedures related to the affordable housing bond program.

#### Housing Commission Membership

Providing direct oversight of the housing program is the Board of Supervisors-appointed Housing Commission. This Commission is composed of various experts in the fields of housing, banking and planning and makes the policy recommendations to the Board for providing affordable low and median income family housing. In fact, the purpose of the Commission is defined as "to increase the amount of housing in Pima County that is affordable to low and median income families, and to oversee and assure public accountability for Pima County Housing Bond Funds."

The Commission has been very diligent in meeting and considering all applications and making recommendations to the Board regarding funding allocations for the program. Membership of the Committee is shown in Attachment 2.

#### Bond Funding Allocations

Funding allocations to the Affordable Housing Program are accomplished through an application review process. This process has historically been an open process that during the boom years following the 2004 election – 2005, 2006 and 2007 – received very little interest due to market conditions and the accelerated expansion of housing. Since the Great Recession began in 2007, the application processes have been more competitive.

The County produces an annual Affordable Housing Bond Program Report, which is reviewed by the Pima County Bond Advisory Committee, the Housing Commission and ultimately the Board of Supervisors. Attachment 3 is the most recent (Fiscal Year 2011/12) Affordable Housing Annual Report. The Fiscal Year 2012/13 report will be released in December 2013.

#### The 2013 Application Cycle

The County issued a request for proposals from any housing organization associated with providing affordable housing. This process was open to everyone. A total of 12 applications were received and evaluated by County staff. Nine of these were reviewed by a subcommittee of the Housing Commission. At its September 16, 2013 meeting, the

The Honorable Supervisor Ally Miller  
Re: **Affordable Housing Program and Distribution of Bond Proceeds from the 2004  
Affordable Housing Bond Program**  
October 17, 2013  
Page 3

Housing Commission voted to recommend four projects to the Board, and these projects were on the Board's agenda and approved on October 15, 2013.

Attachment 4 to this memorandum is a copy of the application form and process information. As you will see, there are very detailed program priorities and a comprehensive application scoring process for projects under consideration. Based on my review of the work of both staff and the Housing Commission,

Eligible and ineligible bond uses, criteria for qualified applicants and minimal proposal threshold criteria were clearly spelled out in the application package. Proposals were initially reviewed by staff for completeness and compliance with the threshold requirements. Three proposals were rejected for failure to meet the minimum qualifications. The remaining proposals were submitted to a three-person subcommittee of the Commission, which scored them on a 10-item, 100-point scale that was spelled out in the application. Scoring items range from project cost, including leverage; affordability; accessibility; location; energy efficiency; partnerships; evidence of public participation; sustainability; and innovative planning.

Proposals were scored individually by the subcommittee members and then averaged to reach a composite score. At the request of the Commission Chairman, proposals were also independently scored by staff to assure that no critical issues had been overlooked by the subcommittee. Staff scores were separately reported to the subcommittee and to the full Commission. Staff scores were generally consistent with subcommittee scores.

Four proposals stood out; each with a composite score greater than 80. The four requests approximately equaled the amount of Housing Bond funds available, and the Commission voted to recommend those four proposals for Board of Supervisors approval and authorization for these projects to move forward to contract negotiation. At this time, all 2004 Housing Bond funds are fully committed.

I am confident the recommendations forwarded to and approved by the Board are the most worthy applications for the 2013 funding cycle.

#### District 1 Affordable Housing Programs

As was identified in the original bond improvement plan, affordable housing programs must benefit low to moderate income residents of Pima County. One method of determining the geographic location of these programs is to review stress maps developed with regard to socioeconomic stressors within the community. These maps, while not restricting areas of affordable housing funding, are used as a guide to ensure affordable housing bond funds are benefiting low and moderate income residents of the County.

The Honorable Supervisor Ally Miller

Re: **Affordable Housing Program and Distribution of Bond Proceeds from the 2004  
Affordable Housing Bond Program**

October 17, 2013

Page 4

A Geographic Information Systems map of the stress areas in Supervisorial District 1 at the time of the election in 2004, as well as the most recent Supervisorial District 1 map associated with redistricting that occurred in 2011, are enclosed as Attachments 5A and 5B. While there are locations within District 1 that have the aggregate stress indicators associated with the analysis, there are much fewer such areas than in other supervisorial districts. As you can see by comparing the District 1 boundary changes, the most recent redistricting significantly reduced the amount of neighborhood stress indices in District 1.

In recent memory, the only affordable housing bond program near District 1 has been a project in Marana known as the Honea Heights Redevelopment Project. This project has a history and has not in the past received the pledged local project funding from Marana and was intertwined in the long-term sewer litigation between the Town of Marana and Pima County. The project could certainly be considered for housing bond allocations; however, Marana, I believe, has withdrawn the application and indicated no desire to pursue the project.

Further, it is very questionable whether the project has any reserve sewer capacity. As you know, the County turned over the Marana Wastewater Reclamation Facility (MWRf) to Marana through a sale costing the Town nearly \$18 million, including attorneys' fees. Marana was required to pay as the non-prevailing party in the litigation against the County.

It is now known that Marana is exploring a number of options to bring additional sewage flows to the MWRf but is having difficulty making decisions on these options due to the magnitude of cost involved. Recently, the Marana Mayor and Council discussed their need to invest \$20 million, in addition to the monies already paid Pima County, to divert sewer flows to the MWRf. Given these costs, it is unlikely Marana, in any near term option, has the sewer capacity available for the Honea Heights Redevelopment Project.

If you have any questions regarding any of the information regarding the Affordable Housing Bond Program of Pima County, project selection, or allocation of funding for District 1 projects, please contact me.

CHH/mjk

Attachments

- c: The Honorable Chairman and Members, Pima County Board of Supervisors  
Hank Atha, Deputy County Administrator for Community and Economic Development  
Margaret Kish, Director, Community Development and Neighborhood Conservation  
Betty Villegas, Program Coordinator, Community Development and Neighborhood Conservation

# ATTACHMENT 1

## **Bond Improvement Plan**

### **ORDINANCE NO. 2004-18**

**(As Amended October 11, 2005 by Ordinance Number 2005 - 92; and April 4, 2006 by Ordinance Number 2006-21; and October 17, 2006 by Ordinance Number 2006-84; and April 10, 2007 by Ordinance Number 2007-33; and November 6, 2007 by Ordinance Number 2007-95; and April 1, 2008 by Ordinance Number 2008-25; and November 18, 2008 by Ordinance Number 2008-106; and April 21, 2009 by Ordinance Number 2009-40; and October 6, 2009 by Ordinance Number 2009-92; and April 13, 2010 by Ordinance Number 2010-24; and October 19, 2010 by Ordinance Number 2010-63; and December 7, 2010 by Ordinance Number 2010-70; and April 5, 2011 by Ordinance Number 2011-21; and October 18, 2011 by Ordinance Number 2011-79; and April 17, 2012 by Ordinance 2012-20; and November 13, 2012 by Ordinance 2012-66 ; and May 7, 2013 by Ordinance 2013-24)**

**Cost:** \$1,500,000

**Bond Funding:** \$1,000,000

**Other Funding:** \$500,000 Neighborhood Reinvestment 2004 Bond funds approved to supplement the facility construction.

**Project Duration:** Planning at 8 to 10 months, Design at 14 to 16 months, and Construction at 15 to 24 months.

**Implementation Period:** 2, 3, 4

**Project Management:** Pima County Department of Transportation and Flood Control, and Facilities Management Department

**Future Operating and Maintenance Costs:** Operating and maintenance costs will vary depending on facilities accepted by the community for development.

## **2.8 Amado Food Bank Kitchen**

**Location:** 28720 South Nogales Highway, Sopori, Arizona

**Scope:** Construct an addition to the Amado Food Bank. This addition will be approximately 3,800 square feet in area and will provide a commercial kitchen, multipurpose rooms for dining, meetings, programs and other community uses as well as public restrooms. This project is the second phase of development planned for this facility. Phase One, consisting of the food bank distribution facility, was constructed in 2001. Design for Phase Two has been completed.

**Benefits:** This addition will allow the food bank to expand its services to include preparation and distribution of meals to its clients. This facility will also provide space for a variety of community programming. This project will benefit lower income residents of southern Pima County, in the Lakeside – Sopori - Amado area.

**Cost:** \$581,000

**Bond Funding:** \$300,000

**Other Funding:** \$281,000 (Community Food Bank)

**Project Duration:** Planning at 6 to 8 months, Design at 7 to 9 months, and Construction at 15 to 18 months.

**Implementation Period:** 2, 3, 4

**Project Management:** Pima County Facilities Management

**Future Operating and Maintenance Costs:** Minimal for the County since the facility will be operated by a nonprofit food bank.

### **c. Neighborhood and Housing Reinvestment**

**Purpose** - The purpose of the Neighborhood Reinvestment Program is to foster healthy communities throughout Pima County. "A community is only as healthy as its most stressed

neighborhood, and likewise, a neighborhood is only as healthy as its most vulnerable resident." Consequently, it is believed that reinvesting in our most stressed neighborhoods with new housing, community amenities, and public infrastructure will have immediate benefits for their residents and will reduce the negative social impacts - poverty, crime, violence, and drug and alcohol abuse - that stressed areas spawn. All residents of the greater community will benefit from a healthier social environment and reduced costs for protection.

### **Implementation Procedures and Principles**

1. If approved by the voters, the Neighborhood Reinvestment Program shall be funded at an amount not to exceed \$30 million, with an amount not to exceed \$20 million allocated to neighborhood projects and an amount not to exceed \$10 million allocated to housing programs.
2. The 2004 Reinvestment program shall expand upon the 1997 program, by funding programs in high stress areas in the urban core and stress areas in the suburban fringe as well as the rural areas. The 2004 Neighborhood Reinvestment program shall contain a "maintenance of effort" provision that directs \$5 million of the \$20 million in bond authority for neighborhood projects to the high stress urban core areas identified in the 1997 program and then divides the remaining \$15 million equally between the urban core high stress areas and the suburban/rural stress areas. The housing program is not restricted to stress areas, but must benefit low to moderate income residents of Pima County. The Board of Supervisors retains the option of amending the Neighborhood Reinvestment Program at a later date to establish such allocation formulas if it is determined to be in the best interest of Pima County and the program to do so.
3. For the 2004 Neighborhood Reinvestment program, the funding limit shall be set at \$500,000 per neighborhood project. Many projects will require a smaller grant and the program will encourage small projects initiated by the neighborhoods. On the other hand, projects may cost more than \$500,000 and the program will encourage leveraging County bond funds with other revenues to accomplish projects. The Board will review the funding limit after the first three years of the program and revise the limit either higher or lower if the Board determines it is in the best interests of the County and the program to do so. Such revision shall be accomplished through an amendment to the Bond Implementation Plan Ordinance.  
  
No funding limit has been established for the housing program.
4. The Neighborhood Reinvestment Program shall continue to be neighborhood or community driven, with projects originating with residents acting in concert to achieve community goals. Non-profit organizations, units of government, or licensed builders in the private sector may submit applications for housing project funding, but their applications shall be judged in part on the level of community support they have garnered.  
  
Reinvestment Program staff will work closely on implementation with local jurisdictions, but all applications shall be submitted by the benefitting neighborhood directly and on its own behalf.
5. The Neighborhood Reinvestment Oversight Committee and the Pima County Housing Bond Advisory Committee will continue in place, to guide implementation of the neighborhood and housing components of reinvestment. These committees shall review all applications for reinvestment funding and make recommendations to the Board of

Supervisors on funding. Projects will be evaluated by the committees, which will forward recommendations to the Board of Supervisors. Staff and the Housing Bond Oversight Advisory Committee will review applications on an ongoing basis based on the availability of funds. The Board has final authority for approving grants.

6. The Board of Supervisors shall continue to appoint members of both committees. Because of the wider geographical scope of the neighborhood program, the composition of the Neighborhood Reinvestment Oversight Committee shall be two-thirds from residents of the urban core high stress areas and one-third from the suburban/rural stress areas.

### **Specific Project Description, Scope of Work, and Location by Project**

#### **2.9 Pima County Neighborhood Reinvestment Projects**

**Location:** Stress Areas of Pima County

**Scope:** Funding for small scale capital improvement projects in neighborhoods throughout Pima County characterized by indicators of high stress (poverty and unemployment, substandard housing, high rate of crime, teenage pregnancies, et al.) for revitalization including, but not limited to demolition of abandoned and unsafe buildings; construction and/or conversion of structures to serve as neighborhood resource and community centers; construction of recreational facilities and park improvements; and construction of public safety improvements such as street lighting, curbing, paving, bus stop benches and shelters, and traffic mitigation improvements such as speed humps, traffic circles, and traffic control devices.

**Benefits:** This community-based approach allows neighborhood residents to take an active part in determining their own priorities and projects, while maintaining a close partnership with governmental staff and other community partners. Projects within stressed neighborhoods stabilize and add value to the local area while improving the quality of life and sense of place for the community. Residents can leverage small scale capital improvement projects under this program that make their neighborhoods safer for the youth, families, and elderly that live in these highest stressed communities. The projects produce visible capital improvements for the neighborhood and a sense of empowerment for those who reside in the neighborhood.

**Costs:** Various. Funding for each neighborhood is not to exceed \$500,000 per project; there will be a strong emphasis placed on the completion of small-scale capital improvements.

**Bond Funding:** \$20,000,000

**Other Funding:** Varies. Some projects will utilize other funding sources as a match or leverage via federal, state, or local government programs, or private sector resources. Projects that fuse Neighborhood Reinvestment funds to leverage other funds are encouraged.

**Project Duration:** The typical Neighborhood Reinvestment project takes anywhere from 12 months to 24 months to complete.

**Implementation Period:** 1, 2, 3, 4, 5, 6

**Project Management:** Pima County will manage outreach efforts and the proposal process for each project, as well as the prompt execution of any necessary intergovernmental agreements.

The local governing body charged with implementation will manage design, land acquisition, construction, and maintenance of the project.

**Future Operating and Maintenance Costs:** These projects typically result in minimal additional operating and maintenance costs. Where a Neighborhood Reinvestment project will increase the operating and maintenance costs of the jurisdiction containing the project, the jurisdiction shall consent to the project before funding is authorized.

## **2.10 Neighborhood Reinvestment Affordable Housing Programs**

**Location:** Countywide

**Scope:** Provide funds to non-profit corporations, units of government, or licensed builders in the private sector for the development of affordable housing.

**Benefits:** Expand home ownership opportunities and provide access to affordable housing for low-income residents of Pima County. Encourage public-private partnerships for the development of affordable housing.

**Bond Funding:** \$10,000,000

**Other Funding:** Affordable housing projects will typically use several funding sources, some of which include the Home Investment Partnership Program (HOME), Community Development Block Grants (CDBG), the State of Arizona Department of Housing, foundations, private lenders, and owner equity. On average, bond funds are leveraged 10:1.

**Project Duration:** Projects will be selected through an application process. Staff and the Housing Bond Advisory Committee will review applications on an ongoing basis based on the availability of funds. Projects will be evaluated and recommendations will be made to the Board of Supervisors for final approval.

**Implementation Period:** 1, 2, 3, 4, 5, 6

**Project Management:** A Pima County Project Manager will oversee the project and work closely with the applicant, developer and contractor.

**Future Operating and Maintenance Costs:** These projects typically will result in minimal future operating and maintenance costs for the participating local jurisdictions and typically will be costs for infrastructure improvements. Ongoing annual costs of the housing will be the responsibility of the owners.

### **d. Ina Road Tire Relocation**

#### **2.11 Ina Road Tire Facility Relocation**

**Location:** Relocation of the existing facility located at Ina Road and the Santa Cruz River to the Tangerine Landfill.

**Scope:** The scope encompasses the planning/design and construction of a new County waste tire facility in a new location with reasonable access for county residences and businesses, but in a manner that will facilitate quick removal of the collected tires for recycling and prevent accumulation of tires on-site. Phase I includes the tire relocation to the new site. Phase II includes redistribution of site materials to expand access to capacity at the new site.

# ATTACHMENT 2



## Housing Commission

[Notices, Agendas and other information](#)

**MISSION:** To increase the amount of housing in Pima County that is affordable to low and median income families, and to oversee and assure public accountability for Pima County Housing Bond Funds.

The Commission will develop a Pima County Affordable Housing Strategy, for approval by the Board of Supervisors, and promote collaborative housing projects with for-profit and non-profit housing providers.

The Commission will review and recommend uses of Pima County Housing Bond funds and annually report to the Board of Supervisors on the status of Housing Bond Funds, the Housing Trust Fund and the affordable housing programs.

**AUTHORIZATION:** Board of Supervisors action on November 16, 2004.

**MEMBERSHIP INFORMATION:** 11 Members: 2 appointed by each Supervisorial District and 1 by the County Administrator.

	Member	Office	District	Term Expiration
1	Kathleen Buske		1	December 31, 2016
2	David Greenberg		1	December 31, 2016
3	Frank Thomson		2	December 31, 2016
4	Ken Anderson		2	December 31, 2016
5	Henry Boice		3	December 31, 2015
6	Tim Escobedo		3	December 31, 2015
7	Scott Place		4	December 31, 2016

8	Ray Clarke		4	December 31, 2016
9	Frank Moreno	Chair	5	December 31, 2016
10	Jon Miles		5	December 31, 2016
11	David Godlewski	County Administrator		January 31, 2013

\*Loyalty Oath Pending

**APPOINTMENT TERM:** 4 year term

**NUMBER OF MEETINGS PER YEAR:** Minimum of 4

**STANDARD MEETING TIME/DAY:** 3:00 p.m., 3rd Monday of the month

October 2013

# ATTACHMENT 3

# PIMA COUNTY

## Affordable Housing Bond Program

# 2011 - 2012 Annual Report



*PIMA COUNTY COMMUNITY DEVELOPMENT AND  
NEIGHBORHOOD CONSERVATION DEPARTMENT*

Pima County Housing Center  
801 W. Congress Street  
Tucson, Arizona 85745  
Phone (520) 624-2947



## PREFACE (Fiscal Year 2011-2012)

### MEMORANDUM

**To:** C.H. Huckelberry, County Administrator  
Hank Atha, Deputy County Administrator

**From:** Margaret Kish, Director Community Development & Neighborhood Conservation Department

**Subject:** General Obligation Bond Program for Affordable Housing  
FY 2011/2012 Affordable Housing Bond Program Report to the County Administrator

The Community Development and Neighborhood Conservation Department (CDNC) oversees two specific programs that manage affordable housing and neighborhood reinvestment projects funded by voter approved General Obligations Bonds. These bond funded programs differ significantly from other County capital improvement projects which typically include detailed information specific to each project when the bond proposals were developed. Both the Affordable Housing Bond Program and the Neighborhood Reinvestment Program currently utilize their designated bond funding for specific community based projects via an open and continuous application process and under the oversight of advisory bodies appointed by the Pima County Board of Supervisors. As of 2004, Affordable Housing Bond Program projects are reviewed by the Pima County Housing Commission and recommended to the Pima County Board of Supervisors (Board) for final approval.

The 1997 and 2004 bond authorizations (Bond funds) totaling \$15M, have been successful in providing significant capital for improving and expanding affordable housing opportunities throughout Pima County. To date, \$14.1M has been committed to 25 projects. In fiscal year 2011-2012 one of these funded projects, the El Banco Pima County Housing Center, has been completed, accounting for a cumulative program total of 20 completed projects. Beginning in July 2012, Esperanza en Escalante Veterans Housing will install infrastructure utilizing \$1,178,000 in 2004 bond funds. Upon completion of the infrastructure phase, housing construction will begin for the housing of homeless veterans and their families.

The success of the Affordable Housing Bond Program is also measured by the number of housing units that will be completed, in addition to the total amount of private and public dollars leveraged to develop these affordable housing opportunities. To date the \$14.1M in committed Bond funds will create 427 single-family homeownership units and 329 multi-family rental/leased units.

In total, 756 units of affordable housing will be completed at build out leveraging more than \$126M in other private and public resources. That equates to \$9 leveraged for every \$1 in Pima County General Obligation Bond Funds for Affordable Housing committed. At present, 515 of these affordable units are now completed and occupied.

This FY 2011-2012 report, as presented to the County Administrator, reviews the status of bond funded programs and specific projects that are recommended, in process, and completed. This report focuses exclusively on the current fiscal year and the cumulative status of the Affordable Housing Bond Program's utilization of 1997 and 2004 Bond issues.



## A MESSAGE FROM THE CHAIR

Last year the annual report highlighted two adaptive re-use projects: The Ghost Ranch Lodge Apartments and the Pima County Housing Center. Both have been very successful projects evidenced by the 100% occupancy and a long waiting list of prospective tenants at the Ghost Ranch Lodge Apartments and the large number of persons who have continually utilized the staff and meeting rooms of the Pima County Housing Center.

I want to start by welcoming two new members to the Housing Commission: Ray Clarke, Dragon Village Board President appointed by Pima County District 4 and David Godlewski, SAHBA President appointed by Pima County Administrator. Please join me in welcoming them to our dedicated and passionate housing commission. For more information about all our commissioners, there is a special section in this report where you can find out who we are.

This year, Esperanza en Escalante Veterans Housing Project is finally ready to break ground. With so many of our veterans coming home and needing housing and support services, it was a real honor for me and my colleagues to recommend approval of this project that will provide 143 affordable rental units for veterans, including one special section for female veterans. It is located near the Davis Monthan Air Force Base in the capable hands of a very dedicated nonprofit partner, Esperanza en Escalante who has offered our veterans help with housing and support services since it opened its doors in 1990. We believe this will be a model development and we are pleased to be part of a process that will provide the opportunity to support the veterans of our country.

Recently the commission recommended funding a multi-family workforce housing development named *The West End Station* located west of downtown and the I-10 Interstate on Congress Street. Based on the plans presented, this affordable workforce housing project when completed is sure to be a model, transit-oriented energy-efficient, mixed-use development that will have retail and housing combined. As soon as the developers have all of their financing firmly committed and in place, the project will go before the Board of Supervisors with our recommendation to approve the funding.

We also added a section updating the status for the Pima County Housing Trust Fund. The commission will begin work on developing a process on accessing these funds once we reach a threshold of \$50,000. Please take the time to review this report describing the ongoing accomplishments of the General Obligation Bonds for the Affordable Housing Program.

It is a privilege for me as the Chair to continue serving on this commission knowing that we are making a difference in people's lives. This program not only helps our low-moderate working families with sustainable, affordable, decent housing, but has also created many construction jobs, and is a genuine success for all Pima County residents.

It has been a very busy and exciting year! We appreciate the support of the Pima County Board of Supervisors, our partners in affordable housing, staff at the Pima County Community Development and Neighborhood Conservation Department and most of all, the people of Pima County who have made affordable housing a priority.

Sincerely yours,

Frank Moreno  
Chair, Pima County Housing Commission



# CONTENTS

## MEMORANDUM TO THE PIMA COUNTY ADMINISTRATOR

Community Development & Neighborhood Conservation Department Director, Margaret M. Kish.....	3
--	---

## REPORT TO THE COUNTY ADMINISTRATOR

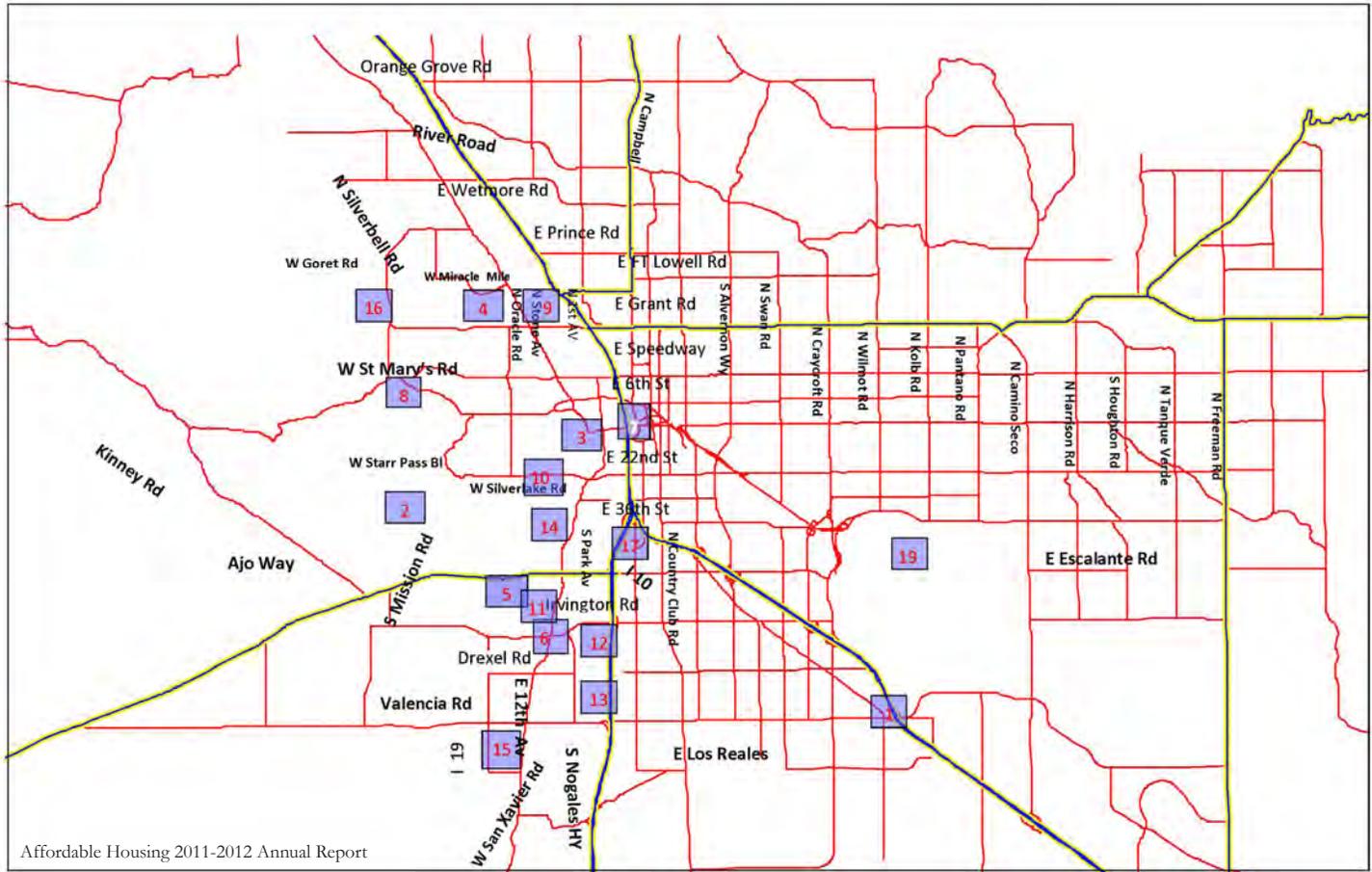
Maps - Affordable Housing Development.....	6
Housing Commission Profiles.....	8
Fiscal Year 2011/2012 Report.....	10
Pima County Housing Trust Fund.....	15

## TABLES

Table A: Esperanza en Escalante Unit Construction Schedule.....	11
Table B: Units Completed Fiscal Year Ending June 30, 2012.....	12
Table C: Total Completed Units as of 06/30/12.....	12
Table D: Affordable Housing Bond Program Summary (FY 2011-12).....	13
Table E: 1997 Affordable Housing Bond Projects Detail (FY 2011-2012).....	13
Table F: 2004 Affordable Housing Bond Projects Detail (FY 2011-2012).....	14
Table G: Fee for New Home Sales Contribution.....	15
Table H: Roof Top Fee Contributions.....	15

## COMPLETED PROJECT PROFILES

Pima County Housing Center - El Banco (HRBNC).....	17
Ghost Ranch Lodge (HR4006).....	18
Martin Luther King Apartments (HR4005).....	19
Copper Vista II (HR1611).....	20
Sunnyside Pointe Phase I (HR4017).....	21
Corazon Del Pueblo Phases I, II, & III (HR4003, HR4011, & HR4013).....	22
Westmoreland Project (HR4012).....	23
Sylvester Drive Estates (HR4004).....	24
Balboa-Laguna (HR1606).....	25
West Ochoa (HR1608).....	26
We Chij Estates (HR1610).....	27
Curley School Apartments (HR4007).....	28
Casa Bonita III, IV, & V (HR4002).....	29
Copper Vista I (HR1605).....	30
Valle Del Sur Townhomes (HR1609).....	31
High Sierra Estates Subdivision (HR1607).....	32
Chantlalli Estates Subdivision (HR1604).....	33
Sunland Vista (HR1603).....	34



Affordable Housing 2011-2012 Annual Report

“Thanks to the Pima County General Obligation Affordable Housing Bond Program, Sunnyside Pointe (co-developed by La Frontera Arizona, Inc. and Old Pueblo Community Services) has successfully built and sold brand new, energy efficient affordable homes to roughly thirty families over the past two years. All buyers met first-time home buyer and income requirements that qualified them to receive the down payment assistance provided by this program. It is anticipated that an additional fifty to sixty of these homes will be built and sold over the next two years, resulting in a beautiful, vibrant ninety home development that likely could not have existed without this program.”

Dan Ranieri, Ph.D., President & CEO  
La Frontera Arizona, Inc.

“The Pima County GO Bonds Program allowed for the annexation of a large, vacant and undesirable lot into the fabric of Barrio San Antonio, by providing the infrastructure funding for five residential parcels. Each of these parcels has been developed to provide utilities for new residential construction, and the Drachman Design-Build Coalition (DDBC) has now completed four of the five. DDBC is a non-profit organization made up of faculty and students from the School of Architecture at the U of A, which uses the design and construction opportunity of the residential projects to both educate future architects and add to the affordable housing stock in the City of Tucson. It is a very unique way of combining education with community outreach, and both the university and the neighborhood have benefitted from the partnership. The students have learned quite a bit about construction methods and project management, while Barrio San Antonio has received four (so far) energy efficient and water conserving new homes. Four families have become first time homeowners and strengthened the sense of permanence and investment in that neighborhood. It all started with the infrastructure, and without the huge boost from the GO Bonds program, none of it could have happened.”

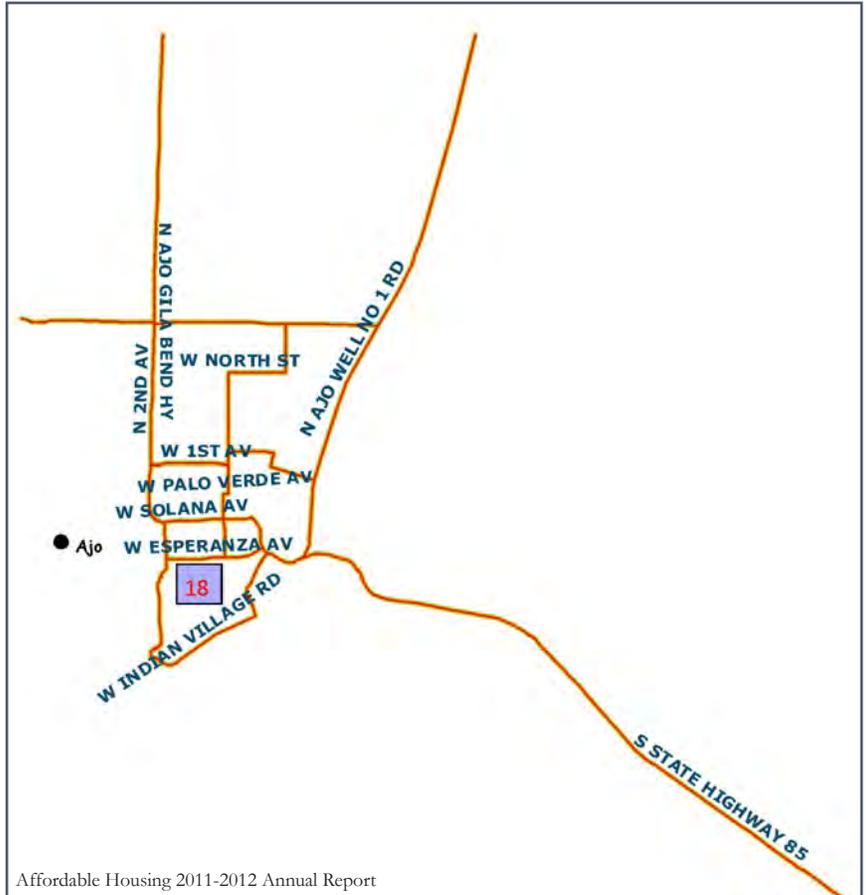
Mary Hardin, Professor and Associate Dean  
College of Architecture and Landscape Architecture  
The University of Arizona





## Affordable Housing Developments (Bond Program Year)

1. Corazón del Pueblo I – III (2004)
2. Sylvester Drive Estates (2004)
3. Lessons from Civano (2004)
4. Ghost Ranch Lodge (2004)
5. Liberty Corners (2004)
6. Sunnyside Pointe (2004)
7. Martin Luther King Apartments (2004)
8. Westmoreland Project (2004)
9. Balboa-Laguna (1997)
10. West Ochoa (1997)
11. We-Chij Estates (1997)
12. Casa Bonitas I, II, III (2004)
13. Copper Vista I, II (1997)
14. Valle Del Sur (1997)
15. High Sierra Estates (1997)
16. Chantlalli Estates (1997)
17. Sunland Vista (1997)
18. Curley School Apartments (2004)
19. Esperanza en Escalante (2004)



Affordable Housing 2011-2012 Annual Report

“The County GO Bond program for affordable housing has been a critical “first-mover” in enabling Habitat to leverage bond dollars with all manner of other capital from a variety of sources, including Federal dollars coming to Pima County rather than going elsewhere, as well as the lion’s share of our projects’ capital coming from local and national business-sector and charitable support. We’re finishing up on our Bond commitment at Corazon del Pueblo (CDP), currently the nation’s largest mixed-income Habitat neighborhood built in partnership with local for-profit homebuilders. A partnership between government funders, nonprofits, and the for-profit business community – and utilizing local subcontractors and community volunteers – to date, CDP has stimulated our local economy with an estimated \$45,000,000 in direct economic impact (with less than 10% of that capital coming from various government sources; 90% from business and the nonprofit sectors), and CDP has revitalized a highly distressed area, providing at-risk local working families with a safe, high-quality, affordable place to raise their children and pursue the American dream.”

Michael McDonald  
Habitat for Humanity Tucson





**PIMA COUNTY HOUSING COMMISSION**

The purpose of the commission is to increase the amount of affordable housing for low and median income families and to oversee and assure the public's accountability for Pima County Housing Bonds. Authorized by the Board of Supervisors on November 16, 2004, the commission is comprised of eleven members including one (the current President of the Southern Arizona Home Builders Association) appointed by the County Administrator and two members appointed by each Supervisor. Serving four year terms, members of the commission meet at least four times each year at the standard time of 3 p.m. to 5 p.m. on a Monday. The Commission Coordinator is Betty Villegas, Affordable Housing Program Manager at Pima County Housing Center.

**FRANK MORENO, Chair District 5**



My affordable housing advocacy started in the early 1980's. As a general contractor I was the first builder for the City of Tucson's Relocation housing project in Old Pasqua Village on Grant Road. Then I went on to do the pilot "Self Help" Housing project in Amado, Az. for Project PPEP. I am so proud of my affiliation with the Pima County Housing Commission because of the help it provides in bridging the gap of affordable housing.

**DAVID GREENBERG, Vice-chair District 1**



Chief Strategy Officer, Designated Broker David Greenberg knows homebuilding. He brings 50 years of experience in sales, finance and the homebuilding business to Miramonte. He retired in 2008 as president of the Tucson Division of D.R. Horton and previously served 15 years as vice president and general manager of the Tucson Division of the Genesee Company. Greenberg has been active in the Tucson Association of Realtors, the Southern Arizona Homebuilders Association, the Pima County Affordable Housing Commission, and the Tucson Housing Trust Fund Citizen Advisory Committee for the City of Tucson. He serves as Treasurer of the Tucson Jewish Community Center.

**RAY CLARKE District 4**



"I appreciate the opportunity to be a small part of the very important work of the Pima County Housing Commission. The appropriate financing of affordable housing would not be possible without the commission. Outstanding volunteers and staff from the public and private sectors work with and for the community."

As Board President, Amity Foundation Dragonfly Village Capital Campaign, Ray is also a Trustee for the Carondelet Foundation. Over 20 years, working on behalf of the poor and disenfranchised, he was President/CEO for Tucson Urban League. He also served the AZ Housing Commission and Governor's Citizens Finance Commission.

**TIM ESCOBEDO District 3**



Housing Commissioner, Tim Escobedo, is also Executive Director of SENAS, an event planning organization located in Marana, AZ. He is also President of TLE Consulting, LLC. Events Tim has helped organized include the Pima County Housing America Day, the Hispanic Village for the Arizona Centennial Event in Phoenix, 2012, Tucson Meet Yourself, 4th Avenue Street Fair and Tucson International Mariachi Conference.

"I care deeply about our community and making it better through positive and productive business relationships."

**DAVID GODLEWSKI County Administrator**



Currently President of Southern Arizona Home Builders Association, David joined SAHBA in July 2008 as their Government Liaison. Previously, he managed trade association and corporate political initiatives for the Sterling Corporation, Lansing, MI. He is co-chair, Tucson Regional Water Coalition; member, City of Tucson Economic and Workforce Development Selection Committee; and Ambassador, Habitat for Humanity Tucson.

"As a representative of a home builder association, I realize the need in our community for affordable and diverse housing. I see my role on the Commission as being a steward of the Trust Fund and the GO bonds and ensuring funding for high-quality projects that meet this need. Increasing homeownership in Pima County is a goal we should all get behind."



**KEN ANDERSON**  
District 2



“The opportunity to serve on the Housing Commission has been both exciting and personally rewarding. I have appreciated working with the many

very skilled non-profit organizations located in Pima County, and to be able to follow a project from concept to completion. Pima County also has a very dedicated affordable housing staff that does all the heavy lifting to keep these very complex programs moving forward. I am grateful for the appointment by Chairman Ramon Valadez and for the support of the entire Board of Supervisors.”

President, Arizona Housing Association (factory built housing manufacturers, retailers, installers, transporters, lenders, suppliers), Ken is also an Arizona Housing Commissioner.

**HENRY BOICE**  
District 3



“I have enjoyed serving on the Housing Commission and working with the various non-profit, affordable housing developers in Tucson. It has been inspiring to see the people of Pima

County come together to support, benefit and improve their neighborhoods. These developments reflect the best of Tucson’s community spirit.” President and former V.P. of Northern Trust Company since joining in 1986, Henry also served 10 years as V. P. and Manager of Arizona Bank. A native Arizonan, graduate of the U of A (B.S., Bus. Adm.) and Pacific Coast Bank School, Seattle, Henry’s extensive community involvement includes Past President, Prescott Chamber of Commerce; Past Chair, Tucson Metropolitan YMCA; Past President, Tucson Conquistadores; Member: Los Charros Del Desierto, Tucson Community Foundation Properties; and Board Member/Director/Trustee: YMCA of So. AZ, Tucson Airport Authority, Tucson Medical Center and Tucson Medical Center Foundation.

**KATHLEEN BUSKE**  
District 1



Kathleen Buske, CMCA, AMS, PCAM, graduate of the U of MO (Communications) is President and CEO of Platinum Management, Inc., one of Arizona’s

largest homeowner association management companies. The mother of three children ages 20, 13 and 5, she actively supports her son’s school, St. Augustine Catholic High. In addition to her work on the P.C. Housing Commission for over 6 years, she is actively involved in the AZ Home Builders Assn., Metropolitan Pima Alliance and charities - Ronald McDonald House, St. Jude’s Children’s Research Hospital and Habitat for Humanity.

**JON MILES**  
District 5



At 71, I’ve lived most of my life in Pima County where I attended the University of Arizona and Pima Community College under the

GI Bill as U.S. Army, Field Artillery Veteran. Currently self-employed as a landscaper, I’ve worked as a heavy equipment operator and truck driver in open pit copper mines and underground mine smelters. Very active in the steelworker’s union, I consider myself a union man. In 2005, Supervisor Richard Elías appointed me to the Housing Commission based on my experience with the Pima County Bond Oversight Committee for affordable housing, Casa Maria and PCIC (Pima County Interfaith Council). Low income people need affordable housing and bond funds help meet that goal. As a community activist in many organizations, I also work for peace and social justice.

**SCOTT PLACE**  
District 4



“Working with other commissioners and staff has been a very rewarding experience. It is good to know that recommending requests for funding

under the Pima County General Obligation Affordable Housing Bond Program has helped many local families over the years.”

Scott Place is a Senior Vice President of BBVA Compass. Mr. Place is involved in real estate projects needing construction loans and mini-perm financing. Mr. Place has been in banking the past 21 years in Tucson, and has 29 years overall banking experience. He is currently serving on the Pima County Housing Commission, a key asset to our community in providing affordable housing assistance. Mr. Place is from Tucson and a graduate of the University of Arizona.

**FRANK THOMSON**  
District 2



“Affordable Housing has been and continues to be a significant issue for our community. The Housing Commission offers positive solutions to the problem by

providing a wide range of affordable housing.”

Mr. Thomson is a planning consultant who has been involved in residential and commercial projects for over 25 years. He has previously served on the Pima County Workforce Development Board, City of Tucson Planning Commission, and as a Life Director for the Southern Arizona Homebuilders Association. Throughout his career Mr. Thomson has been involved in a number of affordable housing projects including serving as the volunteer director of construction for Esperanza en Escalante Vietnam Veterans Transitional Housing Project.



## Fiscal Year 2011-2012 Report to the County Administrator Affordable Housing Bond Program

### I. Program Overview

In order to better address the affordable housing situation in Pima County, voters approved a \$5M bond for an Affordable Housing Bond Program in 1997. Under the review and recommendation of the Pima County Housing Bond Oversight and Advisory Committee, the Board of Supervisors (Board) approved 9 projects that will produce a total of 262 units of affordable housing at final build out utilizing the 1997 Affordable Housing Bonds. Due to the success of the 1997 Bond Program, Pima County voters approved an additional \$10M bond for affordable housing programs.

This 2004 Bond Implementation Plan called for the formation of a Pima County Housing Commission to oversee the bond authorizations. In November 2004, the Pima County Board of Supervisors established the Pima County Housing Commission. The Housing Commission assists the Board of Supervisors in developing and implementing policies that increase homeownership and improve the quality of housing for residents of Pima County.

Under the review and recommendation of the Pima County Housing Commission, the Board of Supervisors (Board) approved 16 projects that will produce a total of 637 units of affordable housing at final build out utilizing the 2004 Affordable Housing Bonds.

The Affordable Housing Bond Program has been created to provide General Obligation Bond funds to qualified applicants for the production, development, and/or re-development of affordable housing projects and programs. Qualified applicants include: non-profit corporations, units of government, licensed private sector builders, or any combination thereof. Briefed below are eligible uses, the application review process, Fiscal-Year 2010-2011 highlights, program reports and details, concluding recommendations and individual project profiles (Appendix A).

### II. Eligible Uses

In 1997 the Affordable Housing Bond Program was started as an “infrastructure improvement program” designed to subsidize the development of affordable and mixed-income residential subdivisions and developments. Historically, new off-site improvements located within public right-of-ways (ROW) and/or costs associated with improvements to existing infrastructure were eligible as determined by respective bond council. In 2004, the voter approved bond question was changed from the 1997 language in order to expand the use of how the bonds for Affordable Housing Bond Program could be used. The program now focuses on the purchase of land for affordable housing—both improved and unimproved—to serve low-income households. This allows the county to record a 30 year affordability

restriction on the property to ensure long term affordability for the housing unit. The funds can continue to be used for pre-development and infrastructure for the affordable housing project, as well as the actual unit construction, further expanding the use.

### III. Application Review Processes

Currently, CDNC Affordable Housing and Community Planning staff manages and coordinates an open and continuous application process to solicit affordable and mixed-income housing developers for the Affordable Housing Bond Program. Submitted applications are initially reviewed by staff, in order of receipt, for completeness to insure that minimal Threshold Criteria have been satisfied by qualified applicants. Applicants are notified by staff regarding the status of their application. Completed applications which meet all Threshold Criteria are further evaluated utilizing the Program Priorities ranking system.

The Housing Commission established eight (8) Program Priorities for the Affordable Housing Bond Program to quantitatively rate and scores the potential project applications for funding. A Housing Commission project review subcommittee and staff further review each application which must score a minimum of 80 points to be placed on the full Pima County Housing Commission agenda for final review and discussion. Ultimately, the Housing Commission is responsible for the review and recommendation of all potential Bond Program projects for final Board of Supervisor approval.

For an exhaustive and complete detail of Pima County’s Affordable Housing Bond Program Application; associated Threshold Criteria and Program Priorities; and, review processes please see 2004 Bond Application available online at: <http://www.pima.gov/CED/Grants/rfp.html#Grants>

### IV. Fiscal Year 2011-2012 Highlights

#### 1. Completed Projects: el Banco - The Pima County Housing Center

The historic building was originally home to “El Banco de las Americas”, one of the nation’s first Minority-owned banks with a relatively small asset base whose main purpose was to target community needs with a strong commitment to serve low- and moderate-income customers. The opening celebration included Romana Banuelos, the first Latina Treasurer of the United States took place in 1972 in a small temporary space while they built the new structure across the street. The building which was designed to resemble an ‘Aztec Temple’ was created by Tucson’s native son and architect, Frederico Palafox, and reflects the pride of this rich cultural neighborhood surrounding the project. Ironically, the main



purpose 38 years later, is the same, to “target community needs with a strong commitment to serve low- and moderate-income customers”.

Today, it’s the center of partnerships between government and nonprofits working together to provide affordable, healthy housing. The project involved rehabilitation of the building’s interior; substantial demolition and conversion of the former bank’s drive-through into a large, high tech community room; and parking lot reconstruction. To officially complete this project, local officials, members of the Menlo Park Neighborhood, Pima County Staff from many contributing departments, members of the Tucson Cactus and Succulent Society and Desert Survivors, and Desert Green Design joined together to plant the last tree. It was a celebration of an urban, desert landscape welcoming the desert’s wildlife as well as its people. The Pima County Housing Center strives to be an example of sustainable, healthy housing.

Public use and awareness of the center has steadily grown. While staff meet with visitors and manage projects, they track the center’s activities. Approximately 215 community meetings, 950 visitors, 1,300 callers and 45 foreclosure clients, each of whom has received one-on-one assistance, have utilized the housing center and its resources during this fiscal year. See further details about this most current accomplishment of the 2004 Bond in the attached Appendix A.

## 2. Projects in Progress: Esperanza en Escalante

Esperanza en Escalante Homeless Veterans Development  
2004 Affordable Housing G.O. Bond Program: \$1,178,000

Esperanza en Escalante, a nonprofit agency helping homeless veterans since 1988, received a lease from the federal government for over 17 acres of land at 3700 South Calle Polar located in the Stella Mann Neighborhood adjacent to the Davis Monthan Air Force Base. As a result of the McKinney-Vento Homeless Assistance Act of 1987, the federal government ultimately conveyed title to this land provided the agency continue to deliver veteran support services and housing for thirty years.

Currently, 17 existing transitional housing units are occupied by approximately 55 persons. The Master Plan developed for Esperanza en Escalante includes a variety of new units designed to house individuals, single families or two or more unrelated individuals – 148 additional persons in all. As approved by the Pima County Board of Supervisors, Affordable Housing General Obligation Bond Funds totaling \$1,178,000 will cover the cost to build and install roads, sidewalks, lighting, water lines and connections to the existing main sewer.

The new, affordable veteran housing units will, along with existing units, remain affordable for 30 years. Housing costs shall not exceed 30% of the veterans’ monthly gross income. Occupants shall include qualified homeless veterans who served in the US Military;

their spouses and children; be homeless at the time of initial occupancy; and meet low income as defined by HUD guidelines.

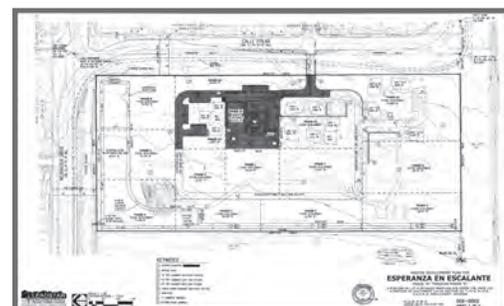
Designed to meet Pima County Green Standards and housing standards established by the U.S. Department of Veterans Affairs, the new units shall be built between 2012 through 2024 according to the following schedule (Table C):

**Table A**

**Esperanza en Escalante Unit Construction Schedule**

Years	Number	Housing Type	Funding Source
2012 - 2013	10 persons	Transitional Units	Veterans Administration Funding for Female Veterans
2011 - 2017	15 persons 60 persons	Transitional Units Transitional/Perm	Arizona Department of Housing Veterans Administration, Private Grants Low Income Housing Tax Credits (LIHTC), HUD
2018 - 2024	48 persons	Transitional/Perm	Veterans Administration, Private Grants, LIHTC, HUD

The development receives strong support from residents of the Stella-Mann Neighborhood, Department of Veterans Affairs Southern Arizona VA Health Care System, Vietnam Veterans of America, Disabled Veterans of the Department of Arizona, and Davis-Monthan Air Force Base. Once the bond-funded infrastructure work begins in 2012, the new roads, sidewalks, light fixtures and utility connections should be completed in approximately 13 months. Subsequently, construction of new, affordable housing units will begin.





### 3. Completed Housing Units

- **FY 2011/2012** – Twenty-seven (27) owner occupied affordable single family residences have been completed for the fiscal year ending 6/30/2012 as a direct result of bond funded infrastructure further detailed in Table B below.

**Table B**

**Units Completed Fiscal Year Ending June 30, 2012**

Active Projects (Developer)	# Units	Bond Funds \$'s/Unit	Other Subsidy/ Unit
Copper Vista I (HFHT, formerly CPLC)	1	\$15,000	\$30,000
Corazon del Pueblo (HFHT)	14	\$17,648	\$38,662
Lessons from Civano (DDBC)	1	\$31,758	\$42,242
Liberty Corner (formerly Iowa Project) CPLC	0	\$27,757	\$37,936
Sunnyside Pointe Phase I (OPCS)	11	\$33,361	\$22,500
<b>Total Units</b>	<b>27</b>	<b>-</b>	<b>-</b>
<b>Average Amount</b>	<b>-</b>	<b>\$25,105</b>	<b>\$32,268</b>

- **Cumulative program total** – A total of 515 units of affordable housing have been created to date utilizing both 1997 and 2004 Bond funds as detail in Table C below

**Table C**

**Total Completed Units as of 06/30/12**

Completed* and Active Projects (Developer)	# Units	Bond Funds \$'s/Unit
Sunland Vista (UHDC)*	30	\$25,504
Chantlalli Estates (CPLC)*	37	\$ 8,108
Balboa Laguna (HFHT)*	36	\$22,805
Valle Del Sur (DDG)*	60	\$ 4,566
High Sierra Estates (Major Const)*	15	\$28,982
We-Chij Estates (OPCF)*	21	\$21,170
West Ochoa Project (CPLC)*	5	\$24,000
Copper Vista I (CPLC)	3	\$15,000
Casa Bonita III,IV,V (DDG)*	60	\$ 3,077
Curley School Apts (ISDA)*	30	\$11,667
Corazon Del Pueblo I & II (HFHT)	46	\$17,648
Lessons From Civano (DDBC)	4	\$31,758
Iowa Project, now Liberty Corner (CPLC)	1	\$27,757
Sylvester Dr. Estates (OPCS)	13	\$37,308
Sunnyside Pointe Phase I (OPCS)	26	\$37,308
Ghost Ranch Lodge Apartments	60	\$18,333
Martin Luther King Jr. Apartments	68	\$18,716
<b>Totals</b>	<b>515</b>	<b>-</b>
<b>Average per Unit</b>	<b>-</b>	<b>\$20,086</b>

### V. Program Report and Details

This section provides fiscal year and year-to-date program summaries followed by detailed reports for 1997 and 2004 Affordable Housing Bond projects.

**Program Summary** – Table D provides a fiscal year 2011-2012 and cumulative summary of project and financial status of Pima County's Affordable Housing Bond Program. In the last fiscal year, one (1) project has been completed. A project is considered complete when all contracted infrastructure work, inspections, and associated invoices/billings have been finalized. This program also employs a cost reimbursement system for all projects. To date, 100 percent of the 1997 bond funds and 72% percent of the 2004 bond funds have been expended. Finally, one new project was reviewed and recommended for funding by our Pima County Housing Commission, The West End Station which is the first transit oriented, mixed use, mixed income affordable housing development proposed for development with our Bond funding.



**Table D: Affordable Housing Bond Program Summary (FY 2011-2012)**

Bond Authorization	Total Amount	Amount Allocated to Date	Cumulative Amount Expended Through FY 11/12	Total Approved Projects to Date	Projects Completed FY '11/'12	Total Projects Complete
1997 Housing Reinvestment Bonds	\$ 5,000,000	\$ 5,002,719	\$ 5,002,719	9	n/a	9
2004 Housing Reinvestment Bonds	\$10,000,000	\$ 9,100,000	\$ 7,201,469	15	1	11
<b>Totals</b>	<b>\$15,000,000</b>	<b>\$14,102,719</b>	<b>\$12,204,188</b>	<b>24</b>	<b>3</b>	<b>20</b>

**1997 Affordable Housing Bond Projects Detail** – Table E details projects awarded 1997 Bond funding for affordable housing. There are a total of nine projects, which when built out, will produce 262 affordable homeownership units. The average investment per unit is \$19,084 for the 1997 bond program. The \$5M in 1997 Affordable Housing bond funds have leveraged over

\$35.8M in public and private financial resources into Pima County for low-income and very low-income households. For detailed completed project information including: project location; funding amounts; identified leveraged resources; actual bond funded improvements; scopes of work; and community benefit assessments please see associated projects as listed in Appendix A.

**Table E: 1997 Affordable Housing Bond Projects Detail (FY 2011-2012)**

Project	Developer(s)	Type	Tenure	Affordable Units	Total Development Costs	Bond Allocation	Status (expected completion)
Administration and Planning*	Pima County	n/a	n/a	n/a	n/a	\$ 812,807	n/a
Sunland Vista	United Housing	SFR	Owner	30	\$1,743,925	\$ 765,134	Complete
Chantlalli Estates	Chicanos Por La Causa	SFR	Owner	37	\$6,669,540	\$ 300,000	Complete
Balboa-Laguna	Habitat for Humanity Tucson	Patio Homes	Owner	36	\$4,336,397	\$ 821,000	Complete
High Sierra Estates	Major Construction / Old Pueblo Community Foundation (OPCF)	SFR	Owner	15	\$2,575,663	\$ 434,743	Complete
Valle Del Sur (fka Colonia Libre)	Development Design Group	Town Homes	15 yr' Lease-Purchase	60	\$8,004,343	\$ 273,984	Complete
Copper Vista I	Chicanos Por La Causa	SFR	Owner	29	\$4,339,175	\$ 435,000	Complete
We-Chij Estates	(OPCF)	SFR	Owner	21	\$3,416,000	\$ 444,580	Complete
West Ochoa	Chicanos Por La Causa	SFR	Owner	5	\$ 631,956	\$ 120,000	Complete
Copper Vista II	Chicanos Por La Causa	SFR	Owner	29	\$4,049,567	\$ 595,467	Complete
<b>Totals</b>	-	-	-	<b>262</b>	<b>\$35,766,566</b>	<b>\$5,002,715</b>	<b>9 Complete</b>

**\*Note:** Approved and eligible expenditures include following costs: initiate the program (\$126,154), marketing (\$3,389), and a requested transfer to CDNC Neighborhood Reinvestment Division for applicable projects (\$683,264)

**2004 Affordable Housing Bond Projects Detail** - Table F reports on projects awarded 2004 Bond funding for affordable housing. There are a total of 15 projects approved by Board of Supervisors that, when completed, will produce a total of 494 affordable housing units (225 homeownership units + 269 rental units). The average investment per unit for the 2004 bond program is \$19,621 for homeownership and \$15,187 for rental projects. In fiscal year 2011-2012, one (1) 2004 bond project was completed, El Banco-Pima County Housing Center Remodel which converted the former

El Banco De Las Americas, into a regional affordable and sustainable housing resource center. The \$10M in 2004 Affordable Housing Bond funds have leveraged over \$93.8M in public and private financial resources into Pima County for low-income and very low-income households. Together, the \$15M in 1997 and 2004 Bond funding has leveraged nearly \$130M in investment for affordable housing development in Pima County. For detailed information on completed projects please see projects as listed in Appendix A.



**Table F: 2004 Affordable Housing Bond Projects Detail (FY 2011-2012)**

Project	Developer(s)	Type	Tenure	Affordable Units	Total Development Costs	Bond Allocation	Status (expected completion)
MLK Revitalization Plan	City of Tucson CSD	HOPE VI (Public Housing)	Rental	68	\$18,067,009	\$1,272,678	Complete
Sylvester Drive Estates	Sylvester Drive LLC / Old Pueblo	SFR	Owner	13	\$ 2,025,500	\$ 485,000	Complete
Casa Bonita III, IV & V	Development Design Group	Multi-Family (SMI)	Rental	60	\$ 5,079,843	\$ 184,611	Complete
Corazon Del Pueblo Phase 1	Habitat for Humanity Tucson	SFR	Owner	20	\$ 2,969,635	\$ 352,694	Complete
Curley School Apartments	International Sonoran Desert Alliance	Multi-family (Live/work)	Rental	30	\$ 9,373,915	\$ 350,000	Complete
Lessons From Civano @ Barrio San Antonio	Drachman Design-Build Coalition	SFR	Owner	5	\$ 1,316,417	\$ 158,793	(06/30/2013)
Iowa Project	Chicanos Por La Causa	SFR	Owner	6	\$ 1,065,566	\$ 166,540	(06/30/2013)
Corazon Del Pueblo Phase 2	Habitat for Humanity Tucson	SFR	Owner	20	\$ 2,969,635	\$ 395,466	Complete
Westmoreland	Chicanos Por La Causa	SFR	Owner	11	\$ 3,042,403	\$ 407,000	Complete
Ghost Ranch Lodge Apt's Phase I	Atlantic Development	Multi-family (Senior)	Rental	60	\$12,685,022	\$1,100,000	Complete
Corazon Del Pueblo Phase 3	Habitat for Humanity Tucson	SFR	Owner	20	\$ 2,703,120	\$ 385,000	Complete
Esperanza En Escalante Veterans' Housing	Esperanza En Escalante	SFR	Rental	51	\$ 3,524,180	\$1,178,000	(09/30/2013)
Honea Heights Redevelopment Project	Town of Marana	SFR	Owner	40	\$ 7,392,812	\$ 600,000	(06/30/2014)
Sunnyside Pointe Phase 1	Sunnyside Point LLC.	SFR	Owner	90	\$ 7,062,000	\$1,464,218	Complete
Pima County Housing Center	Pima County	-	-	-	\$ 600,000	\$ 600,000	Complete
<b>Totals</b>	--	-	-	<b>494</b>	<b>\$90,850,227</b>	<b>\$9,100,000</b>	<b>11 Complete</b>



## Pima County Housing Trust Fund

In communities across the United States the lack of affordable housing has prompted the need to establish funding sources to secure and expand affordable housing opportunities. In 2005, the Pima County Board of Supervisor's adopted the Affordable Housing Policy and Strategies, recommending adoption of an affordable housing fee to fund affordable housing projects, rather than use of "inclusionary zoning." The Affordable Housing Agreement and Lien is the document that is designed as the mechanism to exact this fee, which is then deposited into the Pima County Housing Trust Fund that was established in 1997 by Ordinance 1997-35 in accordance to Arizona Revised Statutes § 11-381.

Land owner(s)/developer(s) within unincorporated Pima County shall enter into an Affordable Housing Agreement and Lien with the Pima County Community Development and Neighborhood Conservation Department (CDNC) as a condition to any rezoning or specific plan amendment that involves a residential component. Once the Affordable Housing Agreement has been signed, notarized and recorded by the owner(s)/developer(s), indicating that they shall contribute to the Housing Trust Fund, CDNC will notify the Pima County Development Services Department that the condition to their rezoning or specific plan amendment has been satisfied.

The Rooftop Fee is designed to be calculated and collected on the conveyance of "improved lots" (lots that have been improved with single family residences and related structures or amenities that are sold to residential buyers) at the close of escrow. The Affordable Housing Agreement establishes a lien on the property to ensure that the title company handling the escrow includes payment of the fee as part of the closing. In addition, the lien ensures that the commitment to contribute to the Housing Trust Fund is binding on any and all successor owners of "unimproved lots" until such time as the lot is improved and the fee is paid. Upon payment of the fee, the Affordable Housing

Agreement will be satisfied and the lien will be released. Once the lien is released subsequent owners will not be subject to the Rooftop Fee.

The amount of the fee is equal to the applicable "contribution factor" multiplied by the actual sales price of the new home, including the land (but no more than \$5,000, which is the maximum amount of the fee), as indicated in Table G:

**Table G**  
**Pima County Housing Commission Affordable Housing Fee for New Home Sales Contribution Schedule**

SALES PRICE AT CLOSING	CONTRIBUTION FACTOR	ROOFTOP FEE DOLLAR AMOUNT RANGE	
		Low	High
\$0 - \$184,999	0.00%	0\$	0\$
\$185,000 - \$249,999	0.25%	\$462.50	\$625
\$250,000 - \$349,999	0.50%	\$1,250	\$1,750
\$350,000 - \$499,999	0.75%	\$2,625	\$3,750
\$500,000 and over	1.00%	\$5,000	\$5,000 Cap

For example, if the owner(s)/developer(s) sell an improved lot for \$275,000.00, the associated Rooftop Fee would be \$1,375.00 ( $\$275,000 \times 0.005$ ) due at the close of escrow.

The current Housing Trust Fund balance is approximately \$16,000 (Table H) and once it reaches a balance of the staff proposed \$50,000, funds will be allocated according to policies and procedures currently being formulated by the Pima County Housing Commission. Eligible uses of the trust funds include but are not limited to down payment assistance, housing counseling and education, and other uses that emulate the Arizona State Housing Trust Fund.

**Table H**  
**Roof Top Fee Contributions**

Source	Date Received	Amount	Dev. 25% Set-aside	Rehab 10% Max Set-aside	Balance for HTF Projects
Chantlalli Est.'s Lien Pay-off; Lot 55 (Donated Land)	11/03/2006	4050	NA	NA	4050
Rooftop fee – Individual Owner split; Weisbrod/ W. Irvington Rd	01/20/2010	2925	NA	NA	2925
Rooftop fee – Developer Agreement-Fairfield Homes II; Canoa Ranch II – Lot 14	02/25/2011	5000	1250	500	3250
Rooftop fee – Developer Agreement-Fairfield Homes II;; Canoa Ranch II – Lot 16	09/22/2011	5000	1250	500	3250
*Totals as of 1-30-2012	Total*	\$16,975	\$2,500	\$1,000	\$13,475



## VI. Recommendations

Based on input from commissioners and in making the Affordable Housing Bond Program stronger for the future, staff proposes the following recommendations:

1. Include and support the inclusion of Affordable Housing Bond Program element into the next General Obligation Bond Authorization in the amount of 30 million dollars.
2. Direct the Housing Commission and staff to continue to receive, underwrite, and recommended new projects as “conditionally approved” for possible inclusion in the next bond authorization, or to serve as alternates for existing bond funds should they become available.
3. Direct the Housing Commission and staff to review and update the County’s Affordable Housing Bond Program Application to incorporate new eligible uses, adjust funding requirements for current market conditions, and to more effectively rank and prioritize prospective projects for “project readiness.”
4. Pursue an expedited or “fast tracking” system for all applicable County administered development review processes for all Affordable Housing Projects.
5. Direct Housing Commission and staff to explore additional incentives and waivers for all applicable County administered development review processes for all Affordable Housing Bond Projects.
6. Direct Housing Commission and staff to review and update the current voluntary roof top fee and implement changes that will align with the current and projected housing market conditions.



## Completed Bond Project Report

### HRBANC

### Pima County Housing Center (El Banco)

Total Actual Cost:	\$600,000
Funding Sources:	2004 General Obligation Bonds
Completion Date:	May 2012
Managing Dept.:	Community Development and Neighborhood Conservation

The Pima County Housing Center Project restored and preserved one of our most important architectural assets. Originally el Banco de las Americas, this building represented the nation's first minority-owned bank and Romana Banuelos, the first Latina Treasurer of the United States attended the ribbon cutting ceremony in 1972. The 'Aztec Temple' design created by Tucson's native son and architect, Frederico Palofax, reflects the pride and culture of this rich cultural neighborhood surrounding the project.

Today, it's the center of partnerships between government and non-profits working together to provide affordable, healthy housing. The project involved rehabilitation of the building's interior; substantial demolition and conversion of the former bank's drive-through into a large, high tech community room; and parking lot reconstruction.

The final phase, a re-landscaping project utilizing native plants and a water harvesting xeriscape, was coordinated by Pima County's Natural Resources Parks and Recreation Department and Desert Green Designs in order to promote the use of native Sonoran Desert plants that are both beautiful and regionally adapted to our desert climate.

Situated next to El Rio Health Center, the new Mercado San Agustin and along the future Tucson Light Rail line, the Pima County Housing Center is well-positioned to meet the growing population and changing needs of Pima County.

Serving a wide range of needs, housing center staff are prepared to assist first-time homebuyers, renters or homeowners with program information and referrals to obtain emergency rental or mortgage assistance, down-payment assistance, budgeting assistance and more.

Adjacent to the housing center is the Menlo Park Linda House and Community Garden supporting neighbors in a sustainable lifestyle. Slated for renovations, the Linda House will demonstrate the features of an aging-in-place, green living, adaptive reuse of residential property. Residents will learn how to modify their homes as their housing needs change.





# Completed Bond Project Report

## HR4006

## Ghost Ranch Lodge

Bond Authorization Year:	2004
Developer:	Atlantic Development & Investments
Completion Date:	09/30/2010
Affordable Units:	60
Total Units:	60

### Project Site/Location:

801 W. Miracle Mile at the former Ghost Ranch Lodge Motel

### Bond Funding Amount:

\$1,100,000

### Leveraged Funds/Resources:

- \$9,400,000 - AZ Dept of Housing's Low Income Housing Tax Credit Program
- \$1,157,000 - City of Tucson HOME Program

### Bond Funded Improvements:

Site development, including new interior amenities (cabinets, appliances & flooring).

### Scope:

Ghost Ranch Lodge Apartments Phase I is a conversion, substantial rehabilitation and adaptive re-use of the property from a motel to 60 units of affordable rental housing for seniors and special needs populations.

### Community Benefit:

The Ghost Ranch Lodge, designed by renowned Swiss architect Josias Joesler, was a motel originally built in 1941 by Arthur Pack (co-founder of the AZ Sonoran Desert Museum). The motel played a significant role in Tucson's development, welcoming travelers to the once thriving Miracle Mile. The Lodge was one of the first motels in the US to utilize the motor court concept and was famous for its lush cactus garden and its neon cow skull sign designed by noted artist Georgia O'Keeffe. The units designed by Joesler were renovated into 30 new rental units and an additional 30 newly constructed units were completed. The County appreciates the historic significance of the property and required the preservation of certain historic architectural features, including the neon sign and cactus garden.





# Completed Bond Project Report

## HR4005

## Martin Luther King Jr. Apartments

Bond Authorization Year:	2004
Developer:	City of Tucson
Completion Date:	12/10/2010
Affordable Units:	68
Total Units:	68

### Project Site/Location:

Martin Luther King Jr. Apartments (MLK Apartments) is located in downtown Tucson at 55 N. 5th Avenue, adjacent to the Ronstadt Public Transit Center.

### Bond Funding Amount:

\$1,272,678

### Leveraged Funds/Resources:

- \$8,922,546 - HUD HOPE VI Grant Program
- \$8,500,000 - Low Income Housing Tax Credit Exchange
- \$2,950,000 – City of Tucson and AZ Dept of Housing’s HOME Program (HUD)
- \$750,000 - Federal Home Loan Bank of San Francisco
- \$661,239 – Land Sales Proceeds
- \$91,055 - City of Tucson CDBG and other City funds

### Bond Funded Improvements:

Off-site Engineering and Infrastructure which included new Underground Utilities, Curbs, Sidewalks, Storm Drainage and Landscaping.

### Scope:

Pima County Housing Bonds funds have been utilized for public amenities which include a computer lab, library, controlled access lobby, rooftop garden and terrace, multi-purpose and recreation rooms.

### Community Benefit:

MLK Apartments is a new 68 unit, fully accessible, energy efficient affordable public housing development for low-income seniors and special needs populations which attained a Gold certification from the U.S. Green Building Council’s Leadership in Energy Efficiency & Environmental Design (LEED). Constructed by the City of Tucson, the development represents a public private partnership that is part a larger downtown redevelopment project known as the Depot Plaza.





# Completed Bond Project Report

## HR1611

## Copper Vista II

Bond Authorization Year:	2004
Developer:	Chicanos Por La Causa
Completion Date:	06/2011
Affordable Units:	29
Total Units:	29

### Project Site/Location:

Copper Vista II is a subdivision located at the southeast corner of East Drexel Road and South Jeanette Boulevard.

### Bond Funding Amount:

\$595,467

### Leveraged Funds/Resources:

- \$420,000- City of Tucson HOME Program
- \$206,532 - Pima County Neighborhood Stabilization Program II
- \$40,600 - City of Tucson Water Equity Fees
- \$14,500 - Tucson Electric Power Company
- \$2,750 - La Causa Construction

### Bond Funded Improvements:

Site development including grading for new road, new water and sewer mains and storm water retention.

### Scope:

A new single family subdivision with 29 units featuring energy efficiency design and appliances that meet the City of Tucson/Pima County Green Building Standards. The subdivision also includes new sidewalks, streets and storm drainage.

### Community Benefit:

Transformation of an empty lot used for illegal dumping and other illegal activity into an attractive subdivision which offers affordable, sustainable housing for low income homebuyers.





# Completed Bond Project Report

## HRSUNNY

## Sunnyside Pointe Phase I

Bond Authorization Year:	2004
Developer:	Sunnyside Pointe Development, L.L.C.
Completion Date:	06/28/2010
Affordable Units:	90
Total Units:	90

### Project Site/Location:

Sunnyside Pointe Subdivision (Lots 1-267 and Common Areas A, B and C) is located at South Park Avenue and East Robert Hanson Drive Sylvester Drive.

### Bond Funding Amount:

\$1,464,218

### Leveraged Funds/Resources:

- Federal Home Loan Bank of San Francisco
- Neighborhood Stabilization Program II

### Bond Funded Improvements:

Architectural and engineering site survey and testing; grading; underground utilities; stormwater drainage; street paving; side walks; curbs and curb cuts; landscaping and irrigation; and, permits.

### Scope:

Project provided design and construction of site improvements that will support the development of the 90 single family home sites for affordable workforce housing.

### Community Benefit:

This project is a partnership amongst 2 non-profit housing agencies (La Frontera and Old Pueblo Community Services) and a private home builder (Pepper-Viner Homes) working together to develop and construct 90 single family homes that will be affordable to low-income home buyers in Pima County. The site was a previously vacant and undeveloped parcel that was subject to illegal dumping and transient camps. Model homes and a sale office were completed in 2010. **As of June 30, 2011, a total of 15 homes are completed and occupied, with an additional 8 homes under construction.**





## Completed Bond Project Report

### HR4003, HR4011 & HR4013 Corazon Del Pueblo Phases I, II & III

Bond Authorization Year:	2004
Developer:	Habitat For Humanity Tucson
Completion Date:	06/30/2007, 06/30/2008 & 06/30/2009
Affordable Units:	60
Total Units:	393

#### Project Site/Location:

The Corazon Del Pueblo Subdivision (Lot 1-393 and Common Areas A, B, C and D) is located at South Van Buren Avenue and East Elvira Road.

#### Bond Funding Amount:

Phase I - \$352,694; Phase II - \$395,466; Phase III - \$385,000

#### Leveraged Funds/Resources:

- HUD HOME Program (City of Tucson CSD)
- Federal Home Loan Bank of San Francisco

#### Bond Funded Improvements:

Off-site engineering and infrastructure included: new underground utilities, streets, curbs, sidewalks, lighting, storm drainage, and landscaping.

#### Scope:

Phases I, II and III provided offsite infrastructure to support the construction of 60 new single family homes that will be affordable to low income families. The project also includes the development of over 300 additional single family homes supported by private funding that are available to moderate income families.

#### Community Benefit:

Habitat for Humanity Tucson has partnered with four local homebuilders to develop this project, which replaced previously vacant, blighted/undeveloped land with a new mixed income subdivision serving both low and moderate income households. **As of June 30 2011, a total of 31 homes are complete and occupied, with an additional 5 homes under construction.**



Habitat for Humanity Tucson

Lot #220  
Business Coalition II  
This home is being built in partnership with the Gamez family and

TUCSON ASSOCIATION OF REALTORS

Uncle Bill's Peace Within These Walls Fund

CAID

Border Glass & Aluminum

SUNDT

• AM3 Engineering  
• The Generalkeeper  
• Charles Court Construction, Inc.  
• Lloyd Construction Company, Inc.

• Sierra Woodworks, LLC  
• The Mahoney Group  
• BVA's Company  
• AAA Landscaping  
• Foley The Inc.  
• J.B. Steel

• Concrete Done with Love  
• Strongman Electric  
• Sun Mechanical Contracting, Inc.  
• Wilson Electric Services Corporation

In memory of Jerre Wyatt and Paul Espensen

PIMA REFINANCING INVESTMENT PARTNERSHIP

along with other generous donors.



## Completed Bond Project Report

### HR4012

### Westmoreland Project

Bond Authorization Year:	2004
Developer:	Chicanos Por La Causa, Inc.
Completion Date:	06/16/2010
Affordable Units:	11
Total Units:	14

#### Project Site/Location:

The Westmoreland Subdivision (Lots 1-14 and Common Areas A, B, C and D) is located at North Westmoreland Avenue across from West Placita Cobre in the Menlo Park neighborhood.

#### Bond Funding Amount:

\$407,000

#### Leveraged Funds/Resources:

- City of Tucson Land Grant
- HUD HOME Program (City of Tucson CSD)
- Tucson Electric Power Grant HOME Program (HUD)

#### Bond Funded Improvements:

Off-site engineering and infrastructure included: grading; site drainage; underground utilities; new street and access drives; sidewalks; paving; and, curbs and curb cuts.

#### Scope:

Project provided offsite infrastructure that will support the construction of 14 new single family homes. This mixed income affordable housing development will fund 11 affordable units to low-income families.

#### Community Benefit:

This project is a mixed income subdivision that will represent a total of fourteen new units of owner-occupied housing in District #5, of which eleven will be affordable to low-income homebuyers earning at or below 80% of the area median income (AMI). These single-family homes will include solar water heaters, grey-water system, rainwater harvesting and will meet Tucson Electric Power's Rate Guarantee program standards for efficiency. This development also has received a preliminary Gold Rating under the new Pima County Residential Green Building Standards.





# Completed Bond Project Report

## HR4004

## Sylvester Drive Estates

Bond Authorization Year:	2004
Developer:	Major Construction & Old Pueblo Community Foundation
Completion Date:	12/30/2008
Affordable Units:	13
Total Units:	13

### Project Site/Location:

Sylvester Drive Estates Re-subdivision (Lots 1-13) is located at West San Juan Trail and South Sylvester Drive.

### Bond Funding Amount:

\$485,000

### Leveraged Funds/Resources:

- Pima County Industrial Development Authority
- Federal Home Loan Bank of San Francisco

### Bond Funded Improvements:

Off-site engineering and infrastructure included: new underground utilities, curbs, sidewalks, storm drainage and landscaping.

### Scope:

Project provided offsite infrastructure that will support the construction of 13 new single family homes affordable to low-income families.

### Community Benefit:

This project replaced previously vacant/undeveloped land with a residential infill development serving both low income homeowners and their families. Storm drainage improvements will also benefit existing homes at the south end of Sylvester Drive.





# Completed Bond Project Report

## HR1606

## Balboa-Laguna

Bond Authorization Year:	1997
Developer:	Habitat for Humanity Tucson
Completion Date:	12/30/2008
Affordable Units:	36
Total Units:	36

### Project Site/Location:

The Balboa-Laguna Subdivision (Lots 1-36 and Common Area A, B and C) is located at the northeast corner of North Balboa Avenue and West Laguna Street.

### Bond Funding Amount:

\$821,000

### Leveraged Funds/Resources:

- Land Donated by the City of Tucson
- HUD HOME Program (City of Tucson CSD)
- Pascua -Yaqui Tribe
- Federal Home Loan Bank of San Francisco

### Bond Funded Improvements:

Off-site engineering and infrastructure included: new underground utilities, streets, curbs, sidewalks, lighting, storm drainage, and a pocket park that will be owned and maintained by the City of Tucson.

### Scope:

Project provided offsite infrastructure to support the construction of 36 new, zero lot line, patio homes with that are affordable to low income families.

### Community Benefit:

This in-fill development project replaced previously vacant, blighted/undeveloped land with 36 new patio homes with zero lot lines serving low and very low income individuals and families.





# Completed Bond Project Report

## HR1608

## West Ochoa

Bond Authorization Year:	1997
Developer:	Chicanos Por La Causa (CPLC)
Completion Date:	06/30/2008
Affordable Units:	5
Total Units:	5

### Project Site/Location:

The Barrio [West] Ochoa Subdivision (Lots 1-5 and Common Area A) is located directly west of South 9th Avenue and West 25th Street across and the street from the West Ochoa Neighborhood Park.

### Bond Funding Amount:

\$120,000

### Leveraged Funds/Resources:

- Land Donated by the City of Tucson
- HUD HOME Program (City of Tucson CSD)
- Tucson Electric Power Rate Guarantee Program

### Bond Funded Improvements:

Off-site engineering and infrastructure which included: new underground utilities, curbs, sidewalks, and storm drainage.

### Scope:

Development activities provided offsite infrastructure to support the construction of five (5) new single family homes affordable to low-income families.

### Community Benefit:

This infill development project replaced a previously vacant and blighted parcel with five (5) new single family homes serving low income individuals and families.





# Completed Bond Project Report

## HR1610

## We Chij Estates

Bond Authorization Year:	1997
Developer:	<i>Pima Fairland Inc. &amp; Old Pueblo Community Foundations</i>
Completion Date:	10/09/2007
Affordable Units:	21
Total Units:	28

### Project Site/Location:

We Chij Estates Subdivision (Lots 1-28) is located at the corner of West Nebraska and South Fairland Park Lane directly east of Apollo Middle School and northeast of Liberty Elementary School.

### Bond Funding Amount:

\$444,580

### Leveraged Funds/Resources:

- HUD HOME Program (City of Tucson CSD)
- Federal Home Loan Bank of San Francisco

### Bond Funded Improvements:

Off-site engineering and infrastructure which included new: underground utilities, streets, sidewalks, storm drainage, and landscaping.

### Scope:

Project provided offsite infrastructure to support the construction of 21 new single family homes affordable to low-income families. The project also includes 7 additional single family homes that will be available to moderate income families, the development of which is supported by private funding.

### Community Benefit:

This project replaced previously vacant/undeveloped land with a new mixed-income residential infill development serving both low and moderate income homeowners and their families.





# Completed Bond Project Report

## HR4007

## Curley School Apartments

Bond Authorization Year:	2004
Developer:	International Sonoran Desert Alliance (ISDA)
Completion Date:	06/30/2007
Affordable Units:	30
Total Units:	30

### Project Site/Location:

The Historic Curley School located at 201 Esperanza Avenue, Ajo, Arizona,

### Bond Funding Amount:

\$350,000

### Leveraged Funds/Resources:

- Low Income Housing Tax Credits (ADOH)
- ADOH Housing Trust Fund and HOME Program (HUD)
- Pima County HOME Program (HUD)
- Federal Home Loan Bank of San Francisco
- Pima County, HUD Community Development Block Grant (CDBG)

### Bond Funded Improvements:

Off-site engineering and infrastructure included: new underground utilities, sewer, curbs, sidewalks, storm drainage, lighting, landscaping, and block walls.

### Scope:

Project provided offsite infrastructure to support the renovation and conversion of the former Curley School into 30 live/work apartments affordable to very low-income households.

### Community Benefit:

This nationally recognized project renovated and converted the historic Curley School into 30 live-work rentals designed for low-income artists, artisans and creative home businesses. The project also included renovation of the school auditorium, which is now available to local residents.





# Completed Bond Project Report

## HR4002

## Casa Bonita III, IV & V

Bond Authorization Year:	2004
Developer:	Development Design Group
Completion Date:	06/30/2006
Affordable Units:	60
Total Units:	60

### Project Site/Location:

Casa Bonita III, IV & V scattered site, multi-family, projects are located at 1016 East Milton Road, 1050 East Milton Road and 5720 South Randall Boulevard, respectively.

### Bond Funding Amount:

\$184,611

### Leveraged Funds/Resources:

- Low Income Housing Tax Credits (ADOH)
- HUD HOME Program (ADOH)
- HUD HOME Program (City of Tucson CSD)
- Federal Home Loan Bank of San Francisco

### Bond Funded Improvements:

Off-site Infrastructure which included: new underground utilities, curbs, sidewalks, storm drainage, lighting and landscaping.

### Scope:

Project provided offsite infrastructure to support the construction of 60 new one bedroom apartments located on 3 separate parcels, with 20 units and a community building at each parcel. These units are designed to serve very low income persons with special needs, including the seriously mentally ill (SMI).

### Community Benefit:

This project replaced previously vacant/undeveloped land at 3 parcels with three new 20 unit multi-family developments serving very low income residents with special needs.





# Completed Bond Project Report

## HR1605

## Copper Vista I

Bond Authorization Year: 1997  
 Developer: *Chicanos Por La Causa (CPLC)*  
 Completion Date: 06/30/2006  
 Affordable Units: 29  
 Total Units: 29

### Project Site/Location:

The Copper Vista Subdivision (Lots 1-29 and Common Area A) is located at northeast corner of East Alvord Road and South Randall Boulevard.

### Bond Funding Amount:

\$435,000

### Leveraged Funds/Resources:

- HUD HOME Program (City of Tucson CSD)
- Tucson Electric Power Rate Guarantee Program

### Bond Funded Improvements:

Off-site engineering and infrastructure which included: new underground utilities, streets, curbs, sidewalks, and storm drainage.

### Scope:

Project provided offsite infrastructure to support the construction of 29 new single family homes affordable to low-income families.

### Community Benefit:

This infill development project will replace previously vacant/undeveloped land with 29 new single family homes serving low income individuals and families.





# Completed Bond Project Report

## HR1609

## Valley Del Sur Townhomes

Bond Authorization Year:	1997
Developer:	Development Design Group
Current Owner:	Simpson Housing Corporation
Completion Date:	02/03/2006
Affordable Units:	60
Total Units:	60

### Project Site/Location:

Valle Sur Townhomes are located at the south-east corner of West 38th Street and South 9th Avenue.

### Bond Funding Amount:

\$273,984

### Leveraged Funds/Resources:

- Low Income Housing Tax Credits (Arizona Department of Housing)
- HUD HOME Program (Arizona Department of Housing)
- Federal Home Loan Bank of San Francisco

### Bond Funded Improvements:

Off-site engineering and infrastructure which included: new under-

ground utilities, curbs, sidewalks, storm drainage, and landscaping.

### Scope:

Project provided offsite infrastructure to support the construction of 60 new single family townhomes/condominiums affordable to low-income families.

### Community Benefit:

This infill development project replaced previously vacant/undeveloped land with 60 new townhomes serving low income individuals and families in the City of South Tucson. This development provides a long term lease-purchase option that provides potential home ownership opportunities for very low income families who otherwise could not qualify to purchase a home.





# Completed Bond Project Report

## HR1607

## High Sierra Estates Subdivision

Bond Authorization Year:	1997
Developer:	Major Construction & Old Pueblo Community Foundation
Completion Date:	06/30/2005
Affordable Units:	15
Total Units:	21

### Project Site/Location:

High Sierra Estates Subdivision (Lots 1-21 and Common Areas A, B and C) is located within the Elvira Neighborhood near South Santa Clara Avenue and West Carolchristine Place.

### Bond Funding Amount:

\$434,743

### Leveraged Funds/Resources:

- HUD HOME Program (City of Tucson CSD)
- Federal Home Loan Bank of San Francisco

### Bond Funded Improvements:

Off-site engineering and infrastructure which included: new underground utilities, streets, sidewalks, storm drainage, and landscaping.

### Scope:

Project provided offsite infrastructure to support the construction of 15 new single family homes affordable to low-income families. The project also included 6 additional single family homes that were available to moderate income families, the development of which was supported by private funding.

### Community Benefit:

This project replaced previously vacant/undeveloped land with a new mixed-income residential infill development serving both low and moderate income homeowners and their families





# Completed Bond Project Report

## HR1604

## Chantlalli Estates Subdivision

Bond Authorization Year:	1997
Developer:	Chicanos Por La Causa (CPLC)
Completion Date:	06/30/2004
Affordable Units:	37
Total Units:	61

### Project Site/Location:

Chantlalli Estates Subdivision (Lots 1-61 and Common Areas A and B) is located at southwest corner of North Silverbell Road and North Introspect Drive.

### Bond Funding Amount:

\$300,000

### Leveraged Funds/Resources:

- Land donated by Pima County and the City of Tucson
- HUD HOME Program (City of Tucson CSD)
- Fannie Mae Foundation
- Tucson Electric Power Rate Guarantee Program

### Bond Funded Improvements:

Off-site engineering and infrastructure which included: new underground utilities, streets, side-

walks, storm drainage, lighting, landscaping, block walls.

### Scope:

Project provided offsite infrastructure to support the construction of 37 new single family homes affordable to low-income families. The project also included 24 additional single family homes made available to moderate income families, the development of which was supported by private funding.

### Community Benefit:

This nationally recognized project replaced the old/vacant Silverbell Crusher site with a new mixed-income residential infill development serving both low and moderate income homeowners and their families. The project received the 2005 Award of Excellence from the National Association for County Community and Economic Development (NACCED).





## Completed Bond Project Report

### HR1603

### Sunland Vista

Bond Authorization Year:	1997
Developer:	United Housing & Educational Development Corporation
Completion Date:	09/30/2003
Affordable Units:	30
Total Units:	65

#### Project Site/Location:

Sunland Vista Subdivision is located near the southeast corner of South Campbell Avenue and East Sunland Vista.

#### Bond Funding Amount:

\$765,134

#### Leveraged Funds/Resources:

- Local Initiatives Support Corporation (LISC)
- HUD HOME Program (City of Tucson CSD)
- Federal Home Loan Bank of San Francisco
- Tucson Electric Power Rate Guarantee Program
- 

#### Bond Funded Improvements:

Off-site infrastructure which included: new water main,

streets, sidewalks, storm drainage, lighting, landscaping, block walls, and alleyway ROW improvements.

#### Scope:

Project provided offsite infrastructure to support the construction of 30 new single family homes affordable to low-income families. The project also included 35 additional single family homes available to moderate income families, the development of which was supported by private funding.

#### Community Benefit:

This project replaced previously vacant/undeveloped land with a new mixed-income residential infill development serving both low and moderate income homeowners and their families.





PIMA COUNTY BOARD OF SUPERVISORS  
RAMÓN VALADEZ, CHAIRMAN, DISTRICT 2  
ANN DAY, DISTRICT 1  
SHARON BRONSON, DISTRICT 3  
RAYMOND CAROL, DISTRICT 4  
RICHARD ELÍAS, DISTRICT 5

PIMA COUNTY ADMINISTRATOR  
C.H. Huckelberry

DEPUTY COUNTY ADMINISTRATOR FOR COMMUNITY  
& ECONOMIC DEVELOPMENT  
Henry Atha

COMMUNITY DEVELOPMENT & NEIGHBORHOOD  
CONSERVATION DEPARTMENT  
Margaret Kish, Director

AFFORDABLE HOUSING PROGRAM  
Betty Villegas, Program Manager



PIMA COUNTY  
COMMUNITY DEVELOPMENT & NEIGHBORHOOD CONSERVATION DEPARTMENT  
KINO SERVICE CENTER  
2797 EAST AJO WAY  
TUCSON, AZ 85713  
(520) 243-6777  
[WWW.PIMA.GOV/CED](http://WWW.PIMA.GOV/CED)

# ATTACHMENT 4



## **PIMA COUNTY**

### **COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION DEPARTMENT**



### **Program Summary & Application Guide**

Pima County is actively seeking applications from qualified for-profit and non-profit developers, contractors, builders, governmental agencies, and partnerships thereof, for the development of affordable housing projects.

The application is available at Pima County's websites:

<http://www.pima.gov/ced/agencies-contractors.shtml>

<http://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=24903>

Title II of the Americans with Disabilities Act prohibits discrimination on the basis of disability in the programs of a public agency. Individuals with disabilities or with limited English proficiency who need the information contained in this publication in an alternate format may contact the Pima County Housing Center (Ph: 520-624-2947) to make their needs known. Requests should be made as soon as possible to allow sufficient time to arrange for accommodations.

Applications are also available at the Pima County Housing Center, 801 West Congress Street, Tucson, AZ 85745. Questions about the application may be directed to Betty Villegas by phone (520) 624-2947 or email ([Betty.Villegas@pima.gov](mailto:Betty.Villegas@pima.gov)).



**PIMA COUNTY  
GENERAL OBLIGATION AFFORDABLE HOUSING  
BOND PROGRAM BACKGROUND**

On May 18, 2004 Pima County voters approved the Bond Implementation Plan, Ordinance No. 2004-18, "for the purpose of acquiring, developing, expanding, improving, and equipping new and existing facilities to further the health, education, welfare and safety of citizens of the County," as stated in §VII, B: Question No. 2.

The approval of the Bond Implementation Plan allocated the use of general obligation bond funds for "Neighborhood Reinvestment Affordable Housing Programs" in the amount of \$10 Million. The funds will be used to expand homeownership opportunities and provide access to affordable housing for low-income residents of Pima County, Arizona.

The Pima County General Obligation Bond Affordable Housing Program (Bond Program) has been created to provide these funds to non-profit corporations, units of government, and/or licensed builders in the private sector for the development of affordable housing.

*It is believed that reinvesting in our most stressed neighborhoods with new housing, community amenities, and public infrastructure will have immediate benefits for their residents and will reduce the negative social impacts—poverty, crime, violence, and drug and alcohol abuse—that stressed areas spawn (§VII, B: Question No. 2, c, 2.10).*

In November 2004, the Pima County Board of Supervisors established the Pima County Housing Commission. The Housing Commission assists the Board of Supervisors in developing and implementing policies that increase homeownership and improve the quality of housing for residents of Pima County.

Additionally, the Housing Commission has established Program Priorities for the Bond Program to quantitatively rate and score potential projects. Furthermore, the Housing Commission, in conjunction with Pima County Community Development and Neighborhood Conservation Department (CDNC) staff, is responsible for the review and recommendation of all potential Affordable Housing Bond Program projects for final Board of Supervisors' approval.

**A. ELIGIBLE AND INELIGIBLE BOND PROGRAM USES, QUALIFIED APPLICANTS, AND MINIMAL THRESHOLD CRITERIA**

The Pima County Housing Commission reserves the right to determine project eligibility and fund source use for any proposed project. Determination will be based on how the Pima County General Obligation Bond Affordable Housing Bond Program ("Bond Program") can best maximize and leverage available funds, create the greatest number of affordable units, meet applicable federal and, or local requirements as well as what is in the best interest of Pima County.

The Housing Commission is under no obligation to consider or fund any proposed project that does not meet program requirements and assist in meeting the County's affordable housing policy goals and, or objectives such as those included in the City of Tucson and Pima County Five Year HUD Consolidated Plan and any updates thereto. For a copy of the plan, contact the Pima County Housing Affordable Program Manager or Bond Program Staff at the Pima County Housing Center located at 801 West Congress Street, Tucson, AZ (ph: 520-624-2947).

1. County will provide gap funding for costs directly incurred by Developer in construction or rehabilitation of an approved affordable housing development in an amount not to exceed **\$250,000.00** per project. Additional funding may be available depending on number of qualified applications received.
2. For homeownership projects, the sales price shall not under any circumstances exceed the appraised value of the unit. Developer must provide evidence that homebuyers acquiring a bond assisted units shall be subject to total encumbered less than or equal to the appraised value of the unit at the time of closing. Under no circumstances may the sum of all assistance secured by liens tied the homebuyer of the bond assisted unit exceed the appraised value of the bond assisted unit. Furthermore, the sales prices of bond assisted units must be equal to, or less than the appraised value of the bond assisted unit at the time of closing.
3. Proposed Projects must provide evidence of the following: all funding commitments identified in the application and any other additional funding commitments that were secured for the project; site control; and final plans and designs for the entire project. Applications lacking any of the required documentation will not be eligible for consideration by the Pima County Housing Commission and therefore, not eligible for approval by the Pima County Board of Supervisors.
4. **Selected projects which have been reviewed and recommended for funding based on the criteria and procedures set forth below shall enter into contract within the following general timeline:** Contract negotiations: 60 to 90 days. Contract Execution: 30 – 60 days. Project Start: Within 45 days of Contract Execution.

In certain projects, there are funding sources that cannot be committed until certain federal, state or local application processes are completed. If the applicant intends to seek funding from other sources that will not be confirmed within 30 days of an application that has been determined to meet the threshold requirements, it will be forwarded to the housing commission with a recommendation by CDNC staff to set a time limit on the allocation of bond funds – not to exceed twelve months from the time the housing commission determines the project should be recommended to the Board of Supervisors

for approval. Any questions or concerns about this issue may be discussed with Pima County CDNC staff.

5. **Eligible Uses** for the Bond Program include:

- Acquisition costs directly related to construction and/or preservation of affordable housing units that will remain affordable to low-income families (earning at/below 80%AMI) for a minimum of 30 years.
- Site improvements directly tied to construction or renovation of affordable housing units that will remain affordable to low-income families (earning at/below 80%AMI) for a minimum of 30 years.
- Construction and/or renovation of affordable housing units that will remain affordable to low-income families (earning at/below 80%AMI) for a minimum of 30 years.
- Any additional uses deemed reasonable and customary by the Pima County Housing Commission.
- See Section C below for Program funding priorities and scoring.

6. **Ineligible Uses** for the Bond Program include but are not limited to:

- Construction and acquisition of housing units that will not remain affordable to low-income families (earning at/below 80% AMI) for a minimum of 30 years.
- Construction or acquisition funds for commercial use property (with exception of multi-family housing units).
- Construction or acquisition of commercial property, except multi-family housing units
- Miscellaneous uses including, but not limited to repair or construction of wet bars; barbecue pits; bathhouses; burglar/security bars; carpeting for kitchens, bathrooms or patios; window treatments (e.g. draperies, shades, curtains, mini blinds); dumbwaiters; fireplaces (except repairs to existing); flower boxes; garage door openers; greenhouses; hot tubs or Jacuzzis; mobile homes, outdoor fireplaces or fire pits; swimming pools or swimming pool decks; television antennae; tennis courts; kitchen appliances; laundry machines, and any project costs deemed by the Pima County Housing Commission as nonessential.
- Any items ineligible for depreciation under current federal tax regulations.
- Any items that with prudent and responsible maintenance are not designed with a useful life of at least thirty years.

7. **Qualified Applicants** – Types of applicants eligible for the Bond Program must be one of the following entities or combination thereof:

- Non-profit corporation(s)
- Unit(s) of government
- Licensed private sector builder(s)/contractor(s)/developer(s)
- Non-profit or for-profit private builders/developers must be incorporated and in good standing with the Arizona Corporation Commission and the Arizona Registrar of Contractors.

In addition, Qualified Applicants must be organizations in good standing to ensure that Pima County and the Bond Program receive just compensation and compliance for services provided for funds expended. An organization in good standing is a for-profit or non-profit organization under one or more contracts or agreements with Pima County

which has in the past met or currently is in compliance with meeting minimum contractual and performance requirements. An organization must be considered in good standing as a condition for consideration for future or additional funding or to amend existing contractual conditions. To be considered in good standing, an organization must meet the following conditions:

- Not in contractual default or currently owe funds to Pima County because of disallowed or ineligible costs associated with past or current contracts or agreements, and
  - Within 30 days current of all contractual performance measures and schedules; and
  - Within 30 days current of all required program and financial reporting; and
  - No outstanding or unresolved audit or monitoring findings from past contracts or agreements, and
  - Compliant within 30 days in responding to or resolving any current monitoring findings, and
  - Meet all good standing organization conditions prior to execution of any current or future contracts or amendments, and
  - Be in good standing with the Arizona Corporation Commission, and
  - Be in good standing with the Arizona Registrar of Contractors, and
  - Be in good standing with all locally, state and federally funded housing programs.
8. **Affordability Period** Bond funds that support the development of affordable home ownership or rental units are secured by a county lien for a period of affordability not less than thirty years. Bond funds used to develop affordable homeownership units are secured by a thirty-year lien which requires all subsequent homeowners to meet the low income eligible requirements of the Bond Program as specified below.

Bond funds used to develop affordable rental units are secured by a lien which requires all tenants to be income eligible and rental rates consistent with the applicable affordable rental guidelines provided by the Bond Program throughout the affordability period. Both owner and rental unit types receiving bond assistance are subject to affordability requirements and restrictions which remain in force regardless of a transfer of ownership.

9. **Minimal Threshold Criteria** have been established to insure applications adhere to requirements set forth by the Bond Program which include the following:
- County Plan: Application addresses affordable housing needs, strategies and objectives of the City of Tucson and Pima County 5 Year HUD Consolidated Plan.
  - Application completeness: Application contains a complete response to each question and includes all of the required information. *(See checklist under Section E. below.)*
  - Eligible Activities: Requirements of the Bond Program have been satisfied as follows:
    - a. Project serves low-income renters or homebuyers earning 80% or less of the average area income (AMI) for Pima County as defined HUD. Please see the following chart below.
    - b. Project meets eligible activities listed above in Paragraph 3, above.

Tucson/Pima County Income Limits provided by the U.S. Department of Housing and Urban Development (HUD). Effective Date: March 15, 2013.

Household Size	1	2	3	4	5	6	7	8
50% AMI - Very Low Income	\$21,000	\$24,000	\$27,000	\$29,950	\$32,350	\$34,750	\$37,150	\$39,550
60% AMI	\$25,200	\$28,800	\$32,400	\$35,940	\$38,820	\$41,700	\$44,850	\$47,460
80% AMI - Low Income	\$33,550	\$38,350	\$43,150	\$47,900	\$51,750	\$55,600	\$59,400	\$63,250

(AMI: Average Median Income)

- Other funding sources which require and secure long-term affordability. Examples include but are not limited to:
    - Federal HOME Funds (HOME)
    - Federal Home Loan Bank—Affordable Housing Program (AHP)
    - Low Income Housing Tax Credits (LIHTC)
    - United States Department of Agriculture (USDA)—Rural Development Loan Programs
  - All affordable housing units developed with Bond Program funding remain affordable, regardless of any transfer of ownership, for a minimum of thirty years.
10. **Site Control:** Applicant must have a valid and current purchase contract, option agreement, or lease agreement providing the applicant with the right to develop the site for the proposed use and documentation that the project is appropriate for the current zoning approved for the site.
11. **Planning/Design I:** *Single family, detached units to be constructed must adhere to the local Inclusive Home Design Ordinance of the jurisdiction where the units will be situated.*
12. **Planning/Design II:** Subdivision plat/development plan adheres to all planning development review and regulation required by the respective jurisdiction.
13. **Financial Feasibility** (Application Question 2):
- i. Sufficient sources of funding exist and are available to cover project costs (**Schedule A**).
  - ii. Letters of commitment have been included for all funding sources.
  - iii. Submitted budget clearly demonstrates the sources and uses of Bond Program and other funding sources.
14. **Market Study** Applicant must provide evidence that there is sufficient need in the community to support the proposed use. See Section D below for market analysis resources. An independent comprehensive market study is required at the time of application for projects with more than 25 units. Projects with 25 or fewer units must provide a comprehensive study within 90 days of receiving any conditional approval for funding. Applicants must submit Schedule G with the market study.



15. **Affirmative Marketing Plan** Applicants are required to provide an Affirmative Marketing Plan within ninety days of approval of their application. The plan must demonstrate a concerted effort to reach out to households not likely to seek the proposed, bond-assisted housing development. This is a requirement consistent with state and federal fair housing laws and regulations and in the best interest of those seeking affordable housing in Pima County. (See Section D below for further information about Affirmative Marketing Plans).
16. **Identity of Interest**: Applicant has disclosed all identities of interest; in addition to, all sources of financing and subsidy: construction, bridge and permanent.
17. **Financial Capacity**: Bond funds can only be disbursed after the work is completed; therefore, prior payment arrangements must be secured. Applicants must demonstrate ability to cover costs and request bond funds as construction stages are completed. Final letters of commitment from other entities leveraging project and/or credit line will also be used to determine financial capacity.
18. **Section 3 Requirements**: Applications of \$200,000 or more will result in a Bond Contract that requires applicant to comply with HUD Section 3 requirements throughout the development period.
19. **Reduction in Sales/Rental Costs (Schedules E and E-1)**: Application must clearly illustrate how the bond subsidy will reduce the selling or renting cost per unit. Home ownership unit sales prices can not exceed the unit's appraised value.
20. **County Plans**: Projects must be consistent with the Pima County Consolidated Plan and Annual Action Plan housing elements approved by HUD. See section D below for internet access to the current plans.
21. **Tenant Participation Plan and Tenant Grievance Procedures** Rental developments must provide a Tenant Participation Plan and Tenant Grievance Procedure. This requirement is consistent with rental housing programs of the U.S. Department of Housing and Urban Development (HUD). For further guidance, see Section D below.
22. **Partner Collaboration Preference** Applications which demonstrate collaboration and partnership among private, public, for-profit and non-profit entities will receive preference. See Section C, Program Priorities and Scoring, below.

## **B. APPLICATION REVIEW PROCESS:**

Applications will be available beginning on May 28, 2013 at the Pima County website: <http://www.pima.gov/ced/agencies-contractors.shtml> or <http://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=24903>, and at the Pima County Housing Center, 801 West Congress Street, Tucson, AZ, 85745.

1. One (1) complete, sealed application provided in a 3 ring binder including tabs as provided in the attached checklist will be accepted at the Pima County Housing Center, 801 West Congress Street, Tucson, AZ, 85745 no later than **4:30 P.M. Mountain Time, July 5, 2013.**
2. Beginning on July 8, 2013 Pima County Community Development and Neighborhood Conservation Department Staff (CDNC staff) shall conduct an initial review of the

applications to ensure they are complete; activities are program eligible; and meet the minimal threshold criteria as set forth below.

3. By July 24, 2013, applicants will receive written confirmation including one of the following outcomes:
  - Return of an incomplete application (not eligible for funding) without comment; or,
  - Request for additional information or clarification (due by August 7, 2013); or,
  - Notification application meets minimal threshold criteria and will be forwarded to the Pima County Housing Commission Sub-committee for review and scoring under Section IV Program Priorities and Application Scoring.
4. Pima County Housing Commission subcommittee reviews will be conducted between mid-August and early September, 2013. The subcommittee's review will entail a qualitative and quantitative analysis resulting in a 100-point scale. Applications that meet the minimum eligibility score of 80 points will be forwarded to the full Housing Commission for their consideration at their regular quarterly, public meeting in September, 2013. At the discretion of the entire Pima County Housing Commission, applications scoring 80 points or more may, or may not, be approved for a funding recommendation to the Pima County Board of Supervisors who have the legal capacity and statutory authority to commit General Obligation Affordable Housing Bond Funds to qualified projects.
5. Upon commitment of funds by the Board of Supervisors (BOS), CDNC staff will negotiate an agreement with the applicant. All Housing Commission recommendations and BOS commitments will include deadlines for securing any funds not fully committed, deadlines for executing county contract and deadlines for beginning and completing construction of housing units. The contract will not be negotiated until commitments of all funding sources needed to support the project are determined to be available. Staff will determine whether any substantial changes in the project targeting or funding will require additional underwriting and/or resubmission of the application for re-review by the Housing Commission and possibly the BOS.
6. It is critical that applicants establish that their project is feasible. All funding sources must be identified. Verification of funding commitments must be included in the application. If a source is pending, verification of this status must be provided in writing. All financial information provided in the application must be credible and valid.
7. During the period of time from which an application is recommended by the housing commission, is forwarded to the Board of Supervisors for approval and subsequently in contract development, the applicant may be required to provide updated financials, letters of commitment from other funding sources, including lines of credit, grant awards, donations, in-kind contributions and any other information provided in the original application before the bond contract will be officially executed between Pima County and the applicant.

### C. PROGRAM PRIORITIES AND APPLICATION SCORING

The total number of points a project may earn is 100 points. The minimum number of points required to meet the threshold for consideration by the housing commission is 80 points. Program Priorities and scoring are itemized as follows:

1. **Cost per Square Foot Analysis** (10 points max): The unit construction cost per “livable” square foot for a proposed project shall be compared to costs per square foot of other applications received for similar construction types and with like amenities. Additionally, county will compare project costs with those of other projects previously funded by the Pima County Community Development and Neighborhood Conservation Department. Scoring is as follows:
  - Project costs in Low Range (lower 25%) = 10 points
  - Project costs in Median Range = 8 points
  - Project costs in High Range (upper 25%) = 5 points

Projects that do not fall within an acceptable range based on proposed amenities—whether too High or too Low—will be returned and require a revised submittal.

2. **Degree of Leverage** (10 points max): Measure of other funding sources, both private and public attracted to project. This will be measured as a ratio of Total Development Costs to Amount of Bond Funds requested (see **Schedule A**). Scoring as follows:
  - 10:1 degrees of leverage = 10 points
  - 8:1 degrees of leverage = 8 points
  - 5:1 degrees of leverage = 5 points
3. **Affordability and Accessibility** (20 points max): Project proposes to serve low- and/or very-low income renter/homebuyers. Points awarded to all that apply:
  - **Rental Projects:**
    - At least 20% of units serve renters at or below 50 % AMI: = 5 points  
*Rental development projects must identify the accredited property management agency that will be hired to provide property management services. In lieu of this requirement, a management plan must be submitted.*
    - At least 40% of units serve renters at or below 65 % AMI: = 5 points
  - **Homeownership Projects:**
    - At least 20% of units serve buyers at or below 65% AMI: = 10 points  
*Participation in a housing counseling program is required for all affordable homeownership units—and encouraged for market rate housing. Proposals must identify how this requirement will be met.*
  - **Mixed income projects:** = 5 points  
*The proposal must clearly identify the affordable and market rate units—i.e. housing units that do not have income restrictions. Furthermore, bond funds cannot be used for*

*market rate units; hence, their development costs must be "netted out" of the proposal. Market rate units should be equivalent to affordable units from the exterior.*

- **Projects which promote Accessibility:** = 5 points  
*At least 20% of units (rental or homeownership) are targeted to those who are disabled including visually and hearing impaired.*
- **Elderly, Homeless and Special Needs Populations:** = 5 points  
*At least 20% of units (rental or homeownership) are targeted elderly, homeless and/or other protected populations.*
- 4. **Acquisition/Renovation/Sale of Foreclosed/Abandoned Single Family Units** = 5 points
  - Homes be Single-Family Residences (SFR) as defined by FHA/HUD
  - Homes must be lender owned foreclosures that have been vacant or abandoned for at least 90 days.
- 5. **Project Readiness (shovel ready projects)** Scoring is as follows:
  - All development Plans approved & Building Permits Issued = 10 points
  - All development Plans approved; Building Permits pending = 5 points
- 6. **Energy Efficiency** (10 points max): All housing structures must meet a higher energy efficiency standard. Authorized third-parties shall provide certification that units meet the program criteria at the time the units are certified for occupancy:
  - LEED™ for Homes Program (Min. Gold Rating) = 10 points
  - LEED™ for Homes Program (Min. Silver Rating) = 8 points
  - Tucson/Pima County Net-Zero Standard = 10 points
  - City of Tucson Green Building Program = 5 points
  - US EPA Energy Star = 5 points
  - Meets State of Arizona Energy Requirements: = 5 points
- 7. **Project Location:** = 5 points  

Located in a Pima County designated Community Development Target Areas, as identified in Pima County's Consolidated and Annual Plans approved by HUD
- 8. **Affordable Housing Partnerships** = 5 points  
Priority given to collaborations—i.e. where ownership interests and risk is shared between two or more parties—between private, public, for-profit and non-profit entities. Written documentation evidencing shared risk is required.
- 9. **Consensus Building, Public Participation and Local Support** = 5 points  
Consensus Building is essential for the success of the project. Applicant has involved local residents and business owners in the planning process and has gained written support from key stakeholders affected by the projects. See HUD Research and Policy Resources in section D, below.

**10. Smart Growth and Innovative Planning (20 points max) scoring as noted below:**  
Any project that promotes and incorporates sustainable neighborhood and community development for proposed and existing residents by incorporating the following standards:

- **Proximity to Existing Development and Infrastructure: = 5 points**
  - Proximity to major Employment Centers identified in Pima County Economic Development Plan
  - Walking distance to transit
  - Proximity to any of the following: food/convenience retail/services, schools, daycare, recreation centers:
    - Adjacent: Excellent
    - Less than 1/3 mile: Preferred
    - 1/3 - 1/2 mile: Acceptable
    - < 1/2 mile to 1 mile: Minimal
  
- **Mix and Balance of Uses: = 5 points**
  - Street-level uses that generate maximum pedestrian activity
  - Project is mixed-use (with the understanding that one of the uses is residential)
  
- **Accessibility and Mobility Choices: = 5 points**
  - Build adequate sidewalks
  - Provide direct street connections - front doors with well-market paths, paseos between rear-parking and street
  - Locate parking facilities behind the building
  - Facilitate connections to existing or planned parks, open space - paths are clearly-marked and maintained
  - Facilitate choices in transportation modes - provide bike racks, bike lockers, paths to bus stops/bike paths, post bus information/access on-site
  
- **Community Context and Site Design: = 5 points**
  - Preservation and re-use of at least 75% of an existing structure
  - Demonstrate use of existing styles, building type in neighborhood
  - Building reflects local historic materials, style and/or design
  - Scale and mass of buildings relate to neighborhood structures
  - Continuation of existing neighborhood street pattern into new project
  - Create or enhance community spaces such as plazas, squares, parks, etc.



**D. Useful Resources (links):**

Local Community Development Target Areas (Map)

<http://www.pima.gov/ced/neighborhoods/images/CDTargetAreas.jpg>

Pima County Annual Action Plan 2013-2014 (See page 7)

<http://www.pima.gov/ced/documents/FinalDraft2013-2014AnnualActionPlan.pdf>

City of Tucson and Pima County 5 Year HUD Approved Consolidated Plan

<http://cms3.tucsonaz.gov/files/hcd/Tucson%20Pima%20County%202010-2014%20Consolidated%20Plan.pdf>

HUD Approved Household Income Limits for Pima County

<http://cms3.tucsonaz.gov/files/hcd/HOME2013Income>.

HUD Office of Policy Development and Research (Maps, American Housing Survey, Market at a Glance, U.S. Housing Market Conditions)

<http://www.huduser.org/portal/>

Pima County Limited English Proficiency (LEP) Plan

<http://www.pima.gov/ced/agency/affordable.shtml#AHD1>

<http://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=24388>

LEED

<http://new.usgbc.org/leed/rating-systems/residential>

*U.S. EPA ENERGY STAR – HOW NEW HOMES EARN THE ENERGY STAR*

[http://www.energystar.gov/index.cfm?c=new\\_homes.nh\\_verification\\_process](http://www.energystar.gov/index.cfm?c=new_homes.nh_verification_process)

*U.S. DEPARTMENT OF HUD, COMMUNITY PLANNING AND DEVELOPMENT  
NOTICE ON ENERGY STAR CERTIFIED HOUSING*

<https://www.onecpd.info/resources/documents/CPD-13-01-CDBG-Energy-Star-Certified-Housing-Units.pdf>

*ENERGY STAR FOR MULTIFAMILY HOUSING*

[http://www.energystar.gov/index.cfm?c=multifam\\_housing.bus\\_multifam\\_housing](http://www.energystar.gov/index.cfm?c=multifam_housing.bus_multifam_housing)

*ENERGY STAR MULTIFAMILY FLOW CHART*

[http://www.energystar.gov/ia/partners/bldrs\\_lenders\\_raters/downloads/mfhr/MFHR\\_Flowchart\\_Version\\_1.0.pdf?e619-0e9e](http://www.energystar.gov/ia/partners/bldrs_lenders_raters/downloads/mfhr/MFHR_Flowchart_Version_1.0.pdf?e619-0e9e)

HUD.GOV Office of Policy Development and Research

<http://www.huduser.org/portal/>

*Market Analysis – Model Content Standards for Rental Housing Market Studies,  
National Council of Housing Market Analysts*

[http://services.housingonline.com/nhra\\_images/Final%20Model%20Content%20V%203.0.pdf](http://services.housingonline.com/nhra_images/Final%20Model%20Content%20V%203.0.pdf)

Affirmative Marketing

[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/fair\\_housing\\_equal\\_opp/promotingfh](http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp/promotingfh)

Tenant Participation Plan and Tenant Grievance Procedures

<http://portal.hud.gov/hudportal/documents/huddoc?id=11-29hsgn.pdf>

Pima County Green Building Rating System

<http://www.dsd.pima.gov/Documents/Green/GB%20Eval%20Paper.pdf>

Tucson and Pima County Net Zero Energy Building Standard

<http://www.pima.gov/netzero/>

Affordable Housing Design Adviosr\_HUD

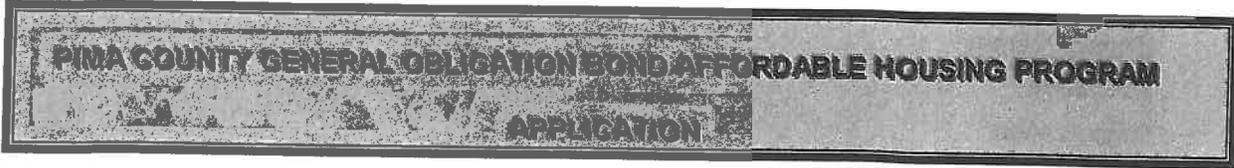
<http://www.huduser.org/portal/publications/destech/dsnadv.html>

**E. APPLICATION INTRUCTIONS:** *Please submit one copy of the application including all attachments in a tabulated 3-ring binder as follows:*

Application, Part 1, Applicant Information .....	TAB 1
Application, Part 2, Project Narratives .....	TAB 2
Application, Part 3, Authorization and Certification .....	TAB 3
Schedules A thru H.....	TAB 4
Commitment Letters from Funding Sources .....	TAB 5
Financial Statements .....	TAB 6
Contractors License and Proof of Bonding and Insurance .....	TAB 7
Project Management Team Resumes.....	TAB 8
Articles of Incorporation .....	TAB 9
Organizational Bylaws .....	TAB 10
IRS Exemption Letter.....	TAB 11
List of Board of Directors .....	TAB 12
Other Documents .....	TAB 13
<i>(i.e. Civil Drawings, Architectural Drawings, Unit Elevations, Floor Plans, Subdivision Plat)</i>	
Checklist.....	TAB 14



**APPLICATION – Part 1**



1. **Applicant – Developer Name:** \_\_\_\_\_

2. **Amount of Request:**                    \$ \_\_\_\_\_

3. **Applicant Mailing Address:** \_\_\_\_\_  
\_\_\_\_\_

4. **Phone:** (    ) \_\_\_\_\_                    **FAX:** (    ) \_\_\_\_\_

**Email:** \_\_\_\_\_

5. **Applicant Contact Person:** \_\_\_\_\_

6. **Applicant's Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

7. **Indicate type of entity(ies):**

**Non-Profit Corporation**

**Unit of Government**

**Licensed Builder in private sector**

**Community Housing Development Organization (CHDO)**

**Year Incorporated:** \_\_\_\_\_ **CHDO / Taxpayer Identification Number:** \_\_\_\_\_



## PROJECT TEAM

### **Project Owner**

Full Name:

Organization:

Job duties for this project:

Years of experience with similar projects:

Resume attached

### **Project Manager**

Full Name:

Organization:

Job duties for this project:

Years of experience with similar projects:

Resume attached

### **Project Coordinator**

Full Name:

Organization:

Job duties for this project:

Years of experience with similar projects:

Resume attached

### **Fiscal Manager**

Full Name:

Organization:

Job duties for this project:

Years of experience with similar projects:

Resume attached

### **Project Architect**

Full Name:

Organization:

Job duties for this project:

Years of experience with similar projects:

Resume attached

**PROJECT TEAM (CONTINUED)**

**Civil Engineer**

Full Name:

Organization:

Job duties for this project:

Years of experience with similar projects:

Resume attached

**Construction Manager/Builder**

Full Name:

Organization:

Job duties for this project:

Years of experience with similar projects:

Resume attached

**Project Consultant**

Full Name:

Organization:

Job duties for this project:

Years of experience with similar projects:

Resume attached

**Housing Counselor**

Full Name:

Organization:

Job duties for this project:

Years of experience with similar projects:

Resume attached

**Rental Property Manager**

Full Name:

Organization:

Job duties for this project:

Years of experience with similar projects:

Resume attached

**APPLICATION – PART 2**

In the spaces provided below each item, or on separate sheets each indicating the following Item Numbers and Item Descriptions at the heading of each section, provide as briefly and accurately as possible a response to each of the following:

1. **Describe the applicant's mission, experience in developing, owning and managing affordable housing and its major funding sources.** *Provide a list of projects beginning with the most recent projects.*
  
2. **Project Financial Feasibility:** *Indicate which funds the applicant proposes to utilize to leverage the requested General Obligation Bond funds (Schedule A). The county bond contract typically provides for reimbursement of eligible costs paid by the owner. In the event, the owner must receive bond funds in advance of paying its contractors, the owner/applicant must provide a detailed explanation of its anticipated cash flow throughout the period of the bond contract (construction period). In addition, please indicate what resources are available to complete the project on time in the event leverage funding/other resources are insufficient or become unavailable to complete the project as proposed.*
  
3. **Project Market Feasibility:** *Describe the project's feasibility, including local market conditions, and marketing strategies planned for the project. Provide evidence of project viability such as, but not limited to, the number of qualified, eligible buyers on waiting list, or other evidence of buyers ready and willing to purchase homes. For rental projects provide evidence of need or potential renters. This requirement shall be provided in a Market Summary as outlined in the attached Schedule G.*
  
4. **Project Description.** Describe in detail your request for funding assistance. Your information should contain the following:
  - a. The location(s) of the project including legal description, property site plan, census tract(s).
  - b. Number of units, type and unit size (square footage). If project is mixed income clearly indicate which are affordable and which are mixed income. *If a unit type is available in different sizes (i.e. total SF), then modify this form to illustrate as needed.*

Unit Type	Tot. Sq. Ft.	No. Affordable	No. Market Rate	Total Units Afford + Market
0-Bedroom				
1-Bedroom				
2-Bedroom				
3-Bedroom				
4-Bedroom				
5-Bedroom				
Other (Specify)				



- c. **Site Information:**
1. Specify the current zoning of the proposed site.
  2. Specify the zoning necessary for the intended use.
  3. List all known and potential environmental hazards, concerns and/or proposals for remediation of identified hazards;
    - a. Has a Phase 1 Environmental Review, Level of Review, or Rehabilitation Environmental Review been completed?
    - b. If yes, please list what type of review has been completed, the date approved and name of the authorized official.
  4. Specify existing infrastructure, if applicable.
  5. Indicate the type and location of proposed bond funded improvements.
- d. **Procurement Procedures:**  
Describe the process to be used to comply with Arizona Revised Statute Title 34.
- e. **Target Population:**  
Describe the target population to be served by the proposed project. Indicate any special needs populations such as elderly, homeless, disabled, or other type.
- f. **Project Costs:**  
Provide the total anticipated costs to develop, rehabilitate and, or build housing units by completing the attached Schedules B and B-1.
- g. **Homeowner Projects, only:**
1. Provide the following information:
    - Number of housing starts per month once construction starts
    - Number of months to construct each unit
    - Number of months to sell each unit
    - Complete the attached Schedule D-1, Homebuyer Analysis
  2. Provide the attached Schedule E -1 – Housing Development Schedule and Cash Flow Statement.
- h. **Rental projects, only:**
1. Provide the following information:
    - Operating Budget
    - Fifteen (15) year pro forma analysis
    - Sources and uses of all funding sources including all loan types, their amounts, rates of interest, amortization, term and when payments begin; grants; donations; and owner equity.
- i. **Bond Subsidy Benefit:**  
Describe how bond funds and other subsidies will reduce the sales price or rental cost of the housing units to be built in the proposed project. For homebuyer units, complete the attached Schedule D -1. For rental units, complete the attached Schedule D-2.

j. Marketing Strategy:

For projects that will develop less than twenty-five housing units including market rate and affordable, the applicant must provide its own market study including the following:

1. Provide a detailed marketing strategy that will include outreach to minority and protected classes and to those least likely to seek housing to be provided by the proposed project. Indicate the languages that will be used in the marketing strategies. Describe other accommodations that will be provided to meet the needs of potential applicants.
2. Answer the questions and requests for information in attached Schedule F.  
NOTE: A third-party market study is not required for projects with less than 25 units.
3. Complete the attached Schedule G.

For projects that will develop twenty-five or more housing units including market rate and affordable, a third-party must provide the following:

1. Market Study for the proposed project
2. Market Study Summary with corresponding Checklist as provided in the attached Schedule F.
3. Market Study Company Information

k. Procurement Process:

Describe process to be used to comply with Arizona Revised Statute Title 34.

l. Timeline:

Prepare the project time line for the proposed project by using the attached Schedule E (required for both homeownership and rental projects).

m. Plans:

Provide plans and drawings for the proposed bond-funded improvements. In addition, provide floor plans and building elevations for all housing units to be built in the proposed project.

**APPLICATION – PART 3**

**AUTHORIZATION TO APPLY AND EXECUTE CONTRACT**

The Board of Directors of the \_\_\_\_\_ does authorize  
and direct \_\_\_\_\_ to apply and enter into a contract with  
Pima County for utilization of General Obligation Bond funds.

The Board further authorizes and directs  
to take such action as necessary in conjunction with the performance of said contract.

Authorization was granted through an action of the Board of Directors at their meeting dated \_\_\_\_\_

**CERTIFICATION**

The applicant certifies that it meets all the program priorities, terms and conditions in this application, including, but not limited to, those contained in the Sample Contract:

Yes  No

If no, applicant must explain all deviations and exceptions in writing and attach to application.

**APPLICATION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE**

COMPANY NAME:

AUTHORIZED  
SIGNATURE:

NAME & TITLE:

*(PLEASE PRINT/TYPE)*

ADDRESS:

CITY/STATE/ZIP:

**SCHEDULE A - FUNDING SOURCES**

Please identify ALL the financial funding resources for the proposal. Indicate which sources are firmly committed and which are tentative. Attach written "Letters of Commitment" to verify the firmly committed source.

<i>FUNDING SOURCES</i>	<i>AMOUNT</i>	<i>TYPE OF FUNDING</i>	<i>FIRM COMMITMENT</i>	<i>TENTATIVE COMMITMENT</i>	<i>DATE AVAILABLE</i>
<b>Pima County</b>	\$	<b>GO Bond</b>	<input type="checkbox"/>	<input type="checkbox"/>	
	\$		<input type="checkbox"/>	<input type="checkbox"/>	
	\$		<input type="checkbox"/>	<input type="checkbox"/>	
	\$		<input type="checkbox"/>	<input type="checkbox"/>	
	\$		<input type="checkbox"/>	<input type="checkbox"/>	
	\$		<input type="checkbox"/>	<input type="checkbox"/>	
	\$		<input type="checkbox"/>	<input type="checkbox"/>	
	\$		<input type="checkbox"/>	<input type="checkbox"/>	
	\$		<input type="checkbox"/>	<input type="checkbox"/>	
	\$		<input type="checkbox"/>	<input type="checkbox"/>	
<b>TOTAL</b>	\$		<input type="checkbox"/>	<input type="checkbox"/>	

**NOTE:** The proposal amounts must be equivalent to the budget amounts identified in **SCHEDULE B: CAPITAL BUDGET.**

These sources represent a leverage of \$ \_\_\_\_\_ to the General Obligation Bond

request of \$ \_\_\_\_\_ demonstrating a \_\_\_\_\_ degree of leverage.

**NOTE:** 
$$\text{Leverage} = \frac{\text{Bond Funds}}{\text{Total Development Cost}}$$



**SCHEDULE A - 1**

**FUNDING SOURCES – DETAILED INFORMATION**

<b>Source of Funds</b>	<b>Funding Type/Terms</b>
<b>Source:</b>	<b>Principal Amount:</b>
<b>Contact Person:</b>	<b>Loan Term:</b>
<b>Address:</b>	<b>Interest Rate:</b>
<b>Phone:</b>	<b>Loan forgiven (no repayment)? Y/N</b>
<b>Email:</b>	
<b>Source:</b>	<b>Principal Amount:</b>
<b>Contact Person:</b>	<b>Loan Term:</b>
<b>Address:</b>	<b>Interest Rate:</b>
<b>Phone:</b>	<b>Loan forgiven (no repayment)? Y/N</b>
<b>Email:</b>	
<b>Source:</b>	<b>Principal Amount:</b>
<b>Contact Person:</b>	<b>Loan Term:</b>
<b>Address:</b>	<b>Interest Rate:</b>
<b>Phone:</b>	<b>Loan forgiven (no repayment)? Y/N</b>
<b>Email:</b>	
<b>Source:</b>	<b>Principal Amount:</b>
<b>Contact Person:</b>	<b>Loan Term:</b>
<b>Address:</b>	<b>Interest Rate:</b>
<b>Phone:</b>	<b>Loan forgiven (no repayment)? Y/N</b>
<b>Email:</b>	
<b>Source:</b>	<b>Principal Amount:</b>
<b>Contact Person:</b>	<b>Loan Term:</b>
<b>Address:</b>	<b>Interest Rate:</b>
<b>Phone:</b>	<b>Loan forgiven (no repayment)? Y/N</b>
<b>Email:</b>	
<b>Source:</b>	<b>Principal Amount:</b>
<b>Contact Person:</b>	<b>Loan Term:</b>
<b>Address:</b>	<b>Interest Rate:</b>
<b>Phone:</b>	<b>Loan forgiven (no repayment)? Y/N</b>
<b>Email:</b>	
<b>TOTAL:</b>	

Please provide additional sheets of information, if necessary.



## SCHEDULE B- CAPITAL BUDGET

Complete this schedule for the proposed capital project. The project costs should include permits, utility installation, engineering inspections and any other associated costs. **SCHEDULE A: FUNDING SOURCES** must coincide with the total project budget.

COST COMPONENT	GO BOND FUNDING REQUEST	OTHER RESOURCES	TOTAL BUDGET
<b>LAND (UNDEVELOPED)</b>			
APPRAISALS	\$	\$	\$
LEGAL SERVICES	\$	\$	\$
LAND ACQUISITION	\$	\$	\$
REAL ESTATE SERVICES	\$	\$	\$
OTHER (SPECIFY)	\$	\$	\$
<b>TOTAL LAND COST</b>	\$	\$	\$
<b>PROFESSIONAL SERVICES</b>			
ARCHITIECTS*	\$	\$	\$
ENGINEERING*	\$	\$	\$
PLANNING*	\$	\$	\$
OTHER (SPECIFY)	\$	\$	\$
<b>TOTAL PROFESSIONAL SERVICES COST</b>	\$	\$	\$
<b>CONSTRUCTION</b>			
UNIT CONSTRUCTION	\$	\$	\$
OFF-SITE IMPROVEMENTS	\$	\$	\$
MOBILIZATION	\$	\$	\$
CONSTRUCTION FINANCING	\$	\$	\$
CONSTRUCTION INTEREST	\$	\$	\$
CONTINGENCY	\$	\$	\$
DEVELOPER FEE	\$	\$	\$
OTHER (SPECIFY)	\$	\$	\$
<b>TOTAL CONSTRUCTION COST</b>	\$	\$	\$
<b>PERMITS/FEES</b>			
BUILDING PERMITS	\$	\$	\$
PERMITS - WATER/SEWER	\$	\$	\$
WATER MTR/SEWER CONNECTION	\$	\$	\$
UTILITY - ELECTRIC CONNECTION	\$	\$	\$
UTILITY - GAS CONNECTION	\$	\$	\$
UTILITY - WATER CONNECTION	\$	\$	\$
ROAD IMPACT‡	\$	\$	\$
PARK IMPACT	\$	\$	\$
<b>TOTAL PERMIT/FEE COST</b>	\$	\$	\$
<b>TOTAL PROJECT BUDGET</b>	\$	\$	\$
<b>TOTAL COST PER UNIT</b>	\$	\$	\$

\*Fees/services that are off-site or in the public ROW are eligible activities; however, please account for all fees in TOTAL BUDGET.

‡ Pima County Roadway impact fees can be waived for homebuyers with an income that does not exceed 80% of Area Median Income.



**SCHEDULE B-1**

**OFF-SITE IMPROVEMENT BUDGET**

**OFF-SITE INFRASTRUCTURE COST DETAIL\*  
AND PROPOSED BUDGET FOR THE PIMA COUNTY BOND CONTRACT**

DESCRIPTION	TOTAL COSTS	OTHER FINANCING	PC BOND FUNDS
ARCHITECTURAL & ENGINEERING			
MOBILIZATION			
CLEAR/GRUB/GRADING			
ELECTRICAL UTILITY			
WATER UTILITY			
SEWER			
STORMWATER DRAINAGE			
LANDSCAPING/IRRIGATION			
WALLS/HARDSCAPE			
LIGHTING			
CURBS/SIDEWALKS/STREETS			
<b>TOTAL</b>			
PERMITS & FEES	COST PER UNIT	# OF UNITS	TOTAL AMOUNT
SEWER PERMIT & CONNECTION			
WATER METER & CONNECTION			
ELECTRICAL (OFF-SITE) PERMIT			
GRADING PERMIT			
RE-SEEDING BOND			
<b>TOTAL</b>			

\*Although applicant may prefer a different budget, this information must be provided for review purposes.

**PREFERRED BUDGET FOR PIMA COUNTY BOND FUNDS**

DESCRIPTION	TOTAL COSTS	OTHER FINANCING	PC BOND FUNDS
<b>TOTAL</b>			



**SCHEDULE C**

**TOTAL COSTS PER UNIT BREAKDOWN**

ITEM	Floor Plan 1	Floor Plan 2	Floor Plan 3
	[Enter Model# or Square Footage]	[Enter Model# or Square Footage]	[Enter Model# or Square Footage]
LAND (UNDEVELOPED)			
ENGINEERING			
GRADING			
INFRASTRUCTURE			
CONCRETE (INCLUDE ALL FLATWORK)			
SOIL/TERMITE TREATMENT			
FRAMING			
ROOFING			
INSULATION			
ELECTRICAL			
HVAC/MECHANICAL			
PLUMBING			
DRYWALL			
STUCCO			
MASONRY			
GLASS AND GLAZING			
INTERIOR DOOR AND TRIM			
BATH ACCESSORIES			
PAINTING			
CABINETS & COUNTERTOPS			
FLOOR COVERING (S)			
APPLIANCES			
GARAGE DOOR			
PERIMETER FENCING			
LANDSCAPING			
GENERAL CONDITIONS*			
APPRAISALS			
CONSTRUCTION FINANCING			
CONSTRUCTION INTEREST			
TITLE, RECORDING & CLOSING			
CONTINGENCY			
BUILDER'S OVERHEAD			
BUILDER'S PROFIT			
DEVELOPER FEE			
BUILDING PERMIT			
WATER/SEWER PERMITS			
WATER MTR/SEWER CONNECTION FEE			
UTILITY - ELECTRIC CONNECTION FEE			
UTILITY - GAS CONNECTION FEE			
UTILITY - WATER CONNECTION FEE			
ROAD IMPACT FEE			
PARK IMPACT FEE			
OTHER			
<b>TOTAL COST PER UNIT</b>			
<b>TOTAL COST PER SQUARE FOOT</b>			

\*Includes: Jobsite utilities, debris haul, portable toilet, temporary fence/security, warranty, bond insurance.



**SCHEDULE D - 1**

**HOMEOWNERSHIP AFFORDABILITY ANALYSIS**

<b>Project:</b>		<b>USE [TAB] KEY TO MOVE</b>
<b>Buyer:</b>		White spaces indicate data entry

**House Information**

Purchase Price	\$0.00
Appraised Value	\$0.00

**Bank Requirements**

Bank Ratio	Front End	29%
	Back End	40%
Annual Interest Rate		6.00%
Loan Term (Years)		30
Constant Annual Percent		0.0726
Loan to Value		95%
Closing Costs		\$0.00

**Family Information**

Annual Income	\$0.00	\$0.00 Monthly Income
Annual Taxes	\$0.00	\$0.00 Monthly Taxes
Annual Insurance	\$0.00	\$0.00 Monthly Insurance
Total Credit Card Debt	\$0.00	

**Debt Capacity**

Monthly Income x Front Ratio	\$0.00	Debt Service for Loan Using LVR	\$0.00
- Taxes	\$0.00	+ Monthly Taxes	\$0.00
- Insurance	\$0.00	+ Monthly Insurance	\$0.00
- Other Monthly Housing Cost	\$0.00	= Monthly Mortgage Payment	\$0.00
= Max. Monthly Debt Service - Front	\$0.00		

Monthly Income x Back Ratio	\$0.00
- Taxes	\$0.00
- Insurance	\$0.00
- Other Monthly Housing Cost	\$0.00
- Loan Payments	\$0.00
- Credit Card Payments	\$0.00
- Other Monthly Obligation	\$0.00
= Max. Monthly Debt Service - Back	\$0.00

Maximum Monthly Debt Service	\$0.00
Maximum Loan Using Front/Back	\$0.00
Maximum Loan Using LVR	\$0.00
Maximum Loan	\$0.00

**Permanent Mortgage**

Purchase Price	\$0.00
Loan Amount	\$0.00
Equity Needed	\$0.00
Closing Costs	\$0.00
Cash Available from Buyer	\$0.00

**Home Buyer Subsidy** \$0.00



**SCHEDULE D – 2: RENTAL PROJECT AFFORDABILITY ANALYSIS**

		Targeted Household Income	Market Rate	Maximum Affordable Rent
<i>Efficiency/1 Bath</i>	___ * % AMI			\$
	80% AMI			\$
	Market Rate			\$
<i>1 Bedroom/1 Bath</i>	___ * % AMI			\$
	80% AMI			\$
	Market Rate			\$
<i>2 Bedroom/1 Bath</i>	___ * % AMI			\$
	80% AMI			\$
	Market Rate			\$
<i>2 Bedroom/2 Bath</i>	___ * % AMI			\$
	80% AMI			\$
	Market Rate			\$
<i>3 Bedroom/2 Bath</i>	___ * % AMI			\$
	80% AMI			\$
	Market Rate			\$
<i>4 Bedroom/2 Bath</i>	___ * % AMI			\$
	80% AMI			\$
	Market Rate			\$

\*Enter targeted household income limit if applicable. Include utilities. HUD HOME Program Rental Limits for Pima County are available at [http://cms3.tucsonaz.gov/sites/default/files/hcd/rents\\_january\\_2012.pdf](http://cms3.tucsonaz.gov/sites/default/files/hcd/rents_january_2012.pdf). Applicants may substitute this form with a copy of Appendix 2 – Project Summary Table from the Arizona Department of Housing, 2012-2013 Market Demand Study Guide.



**THIS PAGE INTENTIONALLY LEFT BLANK.**



# SCHEDULE E - PROJECTED TIME LINE FOR DEVELOPMENT

TASK	Start Date	End Date	MONTH													
			1	2	3	4	5	6	7	8	9	10	11	12		
Schematic Design			<input type="checkbox"/>													
Cost Analysis			<input type="checkbox"/>													
Site Acquisition			<input type="checkbox"/>													
Design Development			<input type="checkbox"/>													
Preliminary Site Plan Review			<input type="checkbox"/>													
Final Site Plan Review			<input type="checkbox"/>													
Building Permits Issued			<input type="checkbox"/>													
Advertising for Contractor			<input type="checkbox"/>													
Construction Bidding			<input type="checkbox"/>													
Bid Opening and Review			<input type="checkbox"/>													
Award of Construction Contract			<input type="checkbox"/>													
Construction			<input type="checkbox"/>													
Punch List Walk Through			<input type="checkbox"/>													
Complete Punch List Items			<input type="checkbox"/>													
Certificate of Occupancy			<input type="checkbox"/>													
Occupancy			<input type="checkbox"/>													
Attach additional sheets if necessary			<input type="checkbox"/>													



**SCHEDULE E - 1**

<b>HOUSING DEVELOPMENT SCHEDULE and CASH FLOW STATEMENT</b>						
<b>Month:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
1. Number of housing starts						
2. Monthly project expense						
3. Cumulative project expense						
4. HOME funds used for development						
5. Sales proceeds reinvested						
6. Number of housing closings						
7. Monthly sales proceeds						
8. - Cost of sales						
9. Net monthly sales proceeds (#7- #8)						
10. Sales proceeds carry forward						
11. Sales proceeds remaining ( #10-#5+#9)						
<b>Month:</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
1. Number of housing starts						
2. Monthly project expense						
3. Cumulative project expense						
4. HOME funds used for development						
5. Sales proceeds reinvested						
6. Number of housing closings						
7. Monthly sales proceeds						
8. - Cost of sales						
9. Net monthly sales proceeds (#7- #8)						
10. Sales proceeds carry forward						
11. Sales proceeds remaining ( #10-#5+#9)						
<b>Month:</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
1. Number of housing starts						
2. Monthly project expense						
3. Cumulative project expense						
4. HOME funds used for development						
5. Sales proceeds reinvested						
6. Number of housing closings						
7. Monthly sales proceeds						
8. - Cost of sales						
9. Net monthly sales proceeds (#7- #8)						
10. Sales proceeds carry forward						
11. Sales proceeds remaining ( #10-#5+#9)						



## SCHEDULE F

### MARKET STUDY SUMMARY SHEET AND CERTIFICATION OF INDEPENDENCE

#### Market Study Instructions

1. Market Study Checklist and Certification of Independence
  - a. Fill out the following Checklist with page numbers from the report that cover each item.
  - b. Sign the bottom of the Checklist to certify that the Market Study was performed independently and without influence by the applicant.
  
2. Market Study Summary
  - a. Create a summary of each checklist item. It is not uncommon for analysts to dedicate a separate page for each discussion summary item or provide two summary items per page. Each summary should be attached to the Checklist and precede the main body of the market study; or
  - b. The summary discussions may be integrated into the report. Begin each section of the report with the checklist item and its summary; provide back-up discussion and data immediately following to make complete sections.

Market Study Company Information (see below)

Please indicate the correlating page, which addresses the following questions: Page #

- |  |       |
|--|-------|
| <input type="checkbox"/> Assess whether there is a sufficient pool of prospective qualified tenants/homebuyers for the income targeted and/or any special needs populations at each income level targeted by the project. Include capture rate analysis. | _____ |
| <input type="checkbox"/> Assess the public transportation, employment centers, community centers and other community services readily available to the tenant/homebuyer population expected to occupy the units.   | _____ |
| <input type="checkbox"/> Discuss how the project and housing unit configuration (unit size, bedrooms, amenities) are consistent with the market's expectations and need?   | _____ |
| <input type="checkbox"/> Are rents sufficiently lower than the market to facilitate project rent-up considering the level of amenities in the proposed project?  | _____ |
| <input type="checkbox"/> What are current market needs in the community (vacancy, etc.) and how will this project impact them? Are there underserved markets?  | _____ |
| <input type="checkbox"/> Is overbuilding a risk in the current or foreseeable market?  | _____ |
| <input type="checkbox"/> Assess in detail the probable impact the subject project will have on existing tax credit projects in the market area. Similar rent tiers should be evaluated.  | _____ |
| <input type="checkbox"/> Evaluate/explain effect project will have on local & community competitors?   | _____ |
| <input type="checkbox"/> Does the proposed operating budget and vacancy rate adequately reflect anticipated market conditions.   | _____ |
| <input type="checkbox"/> Evaluate & explain the effect the project will have on local and community competitors?   | _____ |



**SCHEDULE F - CONTINUED**

**MARKET STUDY SUMMARY SHEET AND  
CERTIFICATION OF INDEPENDENCE**

- Does the proposed operating budget and vacancy rate adequately reflect anticipated market conditions. \_\_\_\_\_
- Address other pertinent issues and conditions. \_\_\_\_\_
- Primary research and site visitation to analyze demographic data, new r renovations & construction, etc., is provided (Required) \_\_\_\_\_
- Precise delineation of market area is provided (Required). \_\_\_\_\_
- Special analysis determining the retention rate of existing tenants for rehabilitation projects is provided (Required for rental rehabilitation projects). \_\_\_\_\_
- Market study is less than 90 days old at the time of the application's submission to Pima County (Required). \_\_\_\_\_
- Conclusions and recommendations for making the project more marketable and attractive (Required) \_\_\_\_\_
- The Market Study includes reference to the City of Tucson and Pima County Five Year HUD approved Consolidated Plan and current Annual Plans (Required). \_\_\_\_\_

**MARKET STUDY COMPANY INFORMATION**

Please include the following information with the Market Study:

1. Contractor name, address, telephone, fax, primary contact and email.
2. Description of services provided, percent of time in each of the service areas and corresponding fees.
3. Statement of experience. For each market study provide name of project, location, number of units, type of units (family, elderly, other special needs), financing subsidies in project (rental assistance, tax credits, other public agency financing), and date of market study completion.
4. Copy of license as an appraiser in the State of Arizona. (If applicable)
8. Names and experience of individuals who conduct site and community inspection and study of projects.
9. List of references including addresses and telephone numbers. Include financial institutions, government agencies and developers.



## SCHEDULE G

### COMMUNITY AMENITIES AND DETRACTIONS

COMMUNITY SERVICES	NAME	TRAVEL DISTANCE FROM SITE (IN MILES)
Major Highways		
Public Bus Stop		
Major Employers/Employment Centers		
Convenience Store		
Major Grocery Store		
Small Local Grocery		
Discount Department Store		
Gas Stations		
Shopping Centers/Malls		
Schools including Public/Private/Charter Elementary, Middle, Junior, High		
Childcare Facilities		
Hospital		
Police		
Fire		
Post Office		
Bank		
Senior Center		
Other Community Center		
Parks and other Recreational Facilities		
Other (Please describe)		



**SCHEDULE G  
COMMUNITY AMENITIES AND DETRACTIONS  
(CONTINUED)**

SITE AREA DETRACTORS	NAME	TRAVEL DISTANCE FROM SITE (IN MILES)
Active Railroads		
Freeways		
Natural Wash Areas		
High Tension Power Lines		
Landfills/Garbage Dumps		
Oil/Chemical Refinery		
Power Plant		
Other		



**Checklist: Your completed application will included the following information:**

- Application - Part 1***
  
- Application – Part 2, Project Narrative (Sections a. through m.)***
  
- Application – Part 3, Authorization and Certification***
  
- Schedules A thru G***
  
- Letters of Commitment From Other Funding Sources***
  
- Two most recent audited financial statements***
  
- Current Contractor's License and proof of required bonding and insurance documents***
  
- Resumes of Project Management Team***
  
- Articles of Incorporation***
  
- Organization Bylaws***
  
- IRS Exemption Letter***
  
- List of Board of Directors including names and dates of current terms***
  
- Other documents relevant to your project such as renderings, elevations, floor plans and/or site plans.***



**Application Deadline:** Friday, July 5, 2013, 4:30 P.M. Mountain Time

One (1) complete, sealed application provided in a 3-ring binder including tabulated sections as indicated in the checklist shall be hand-delivered to:

Pima County Community Development and Neighborhood Conservation Department

Attn: Betty Villegas, Affordable Housing Program Manager

Pima County Housing Center

801 West Congress Street

Tucson, AZ 85745

Ph: (520) 624-2947 ext. 102

Fax: (520) 243-6579

E-mail: [Betty.Villegas@pima.gov](mailto:Betty.Villegas@pima.gov)

**Thank you.**



**PIMA COUNTY COMMUNITY DEVELOPMENT AND NEIGHBORHOOD  
CONSERVATION DEPARTMENT**



**PIMA COUNTY GENERAL OBLIGATION AFFORDABLE HOUSING BOND  
PROGRAM**

**REVISED NOTICE OF FUNDING AVAILABILITY - Affordable Housing Development**

**Title:** G.O. Affordable Housing Bond Program

**Announcement No** CCD.HR 05-2013

**Bond Program Year:** 2004

**Release Date:** May 28, 2013, 9:00 a.m. (MST)

**REVISED Due In and Opening Date:** JULY 5, 2013, 4:30 p.m. (MST)

No late, faxed, or **emailed** submissions, modifications, or revisions will be accepted. Submit one complete application in a sealed envelope or sealed package marked with the title of the proposed affordable housing development, announcement number, due date, and applicant's name to:

Pima County Community Development and Neighborhood Conservation Department  
Attn: Betty Villegas  
Pima County Housing Center  
801 West Congress Street  
Tucson, AZ 85745

**ANNOUNCEMENT**

A pre-application meeting to provide information and answer questions was held June 12, 2013, 10:00 A.M., at the Pima County Housing Center, 801 West Congress Street, Tucson, AZ 85745. As a result of that meeting, the following clarifications are hereby announced:

Program priorities and application scoring has been revised.

Costs per square foot analysis has been revised.

Degree of leverage has been revised.

Project readiness has been revised.

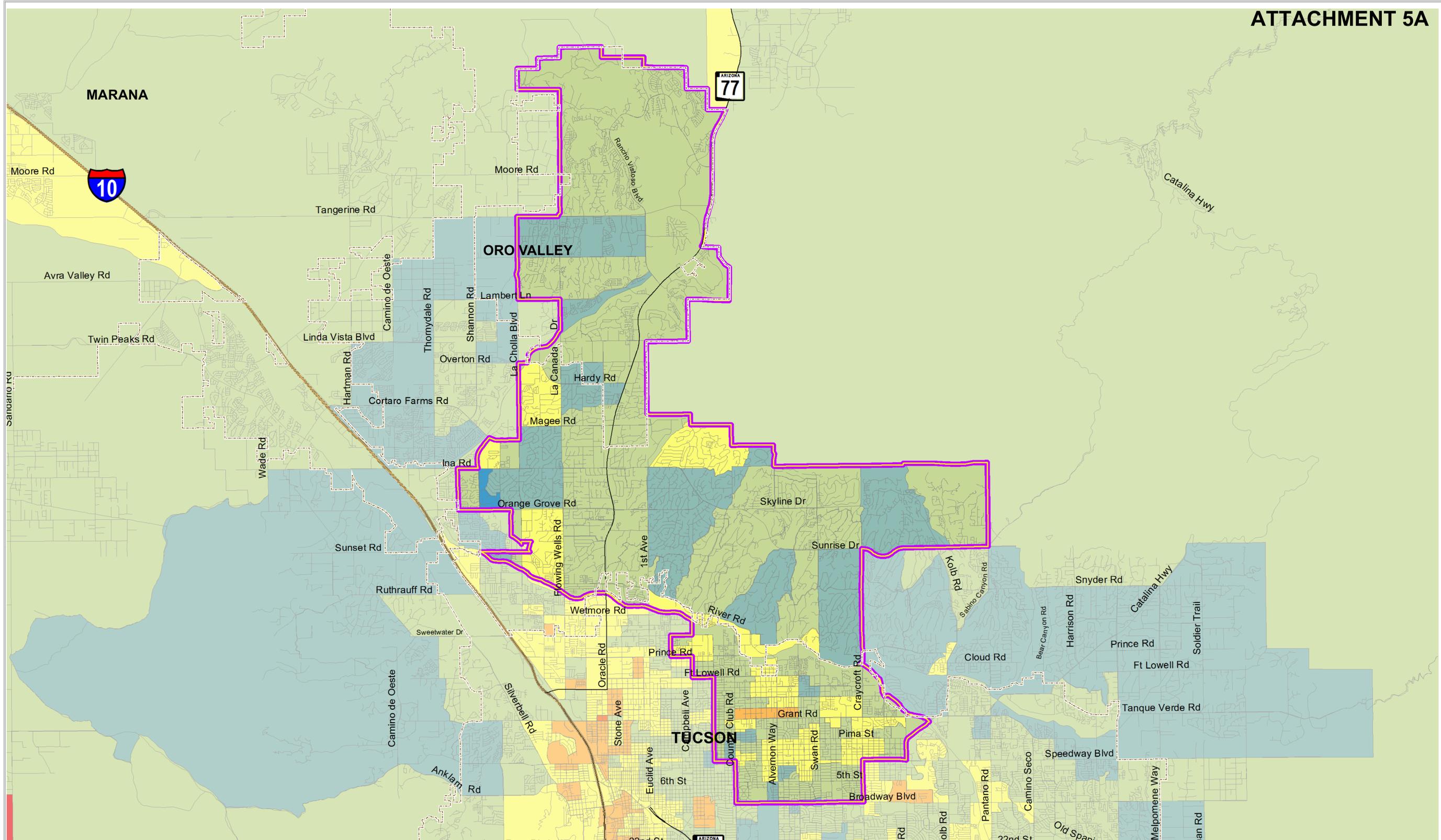
List of all known and potential environmental hazards, concerns and/or proposals for remediation of identified hazards has been revised.

Revised and updated application has been posted at the Pima County website.

Application deadline has been changed to July 5, 2013 at 4:30 P.M. Mountain Time.

Questions about this announcement may be directed to the Pima County Housing Center Staff by phone (520) 624-2947.

# ATTACHMENTS 5A AND 5B



## BOARD OF SUPERVISOR DISTRICT 1 (2004) NEIGHBORHOOD STRESS INDEX



The information depicted on this display is the result of digital analyses performed on a variety of databases provided and maintained by several governmental agencies. The accuracy of the information presented is limited to the collective accuracy of these databases on the date of the analysis. Pima County Information Technology Department Geographic Information Systems makes no claims regarding the accuracy of the information depicted herein. This product is subject to the GIS Division Disclaimer and Use Restrictions.

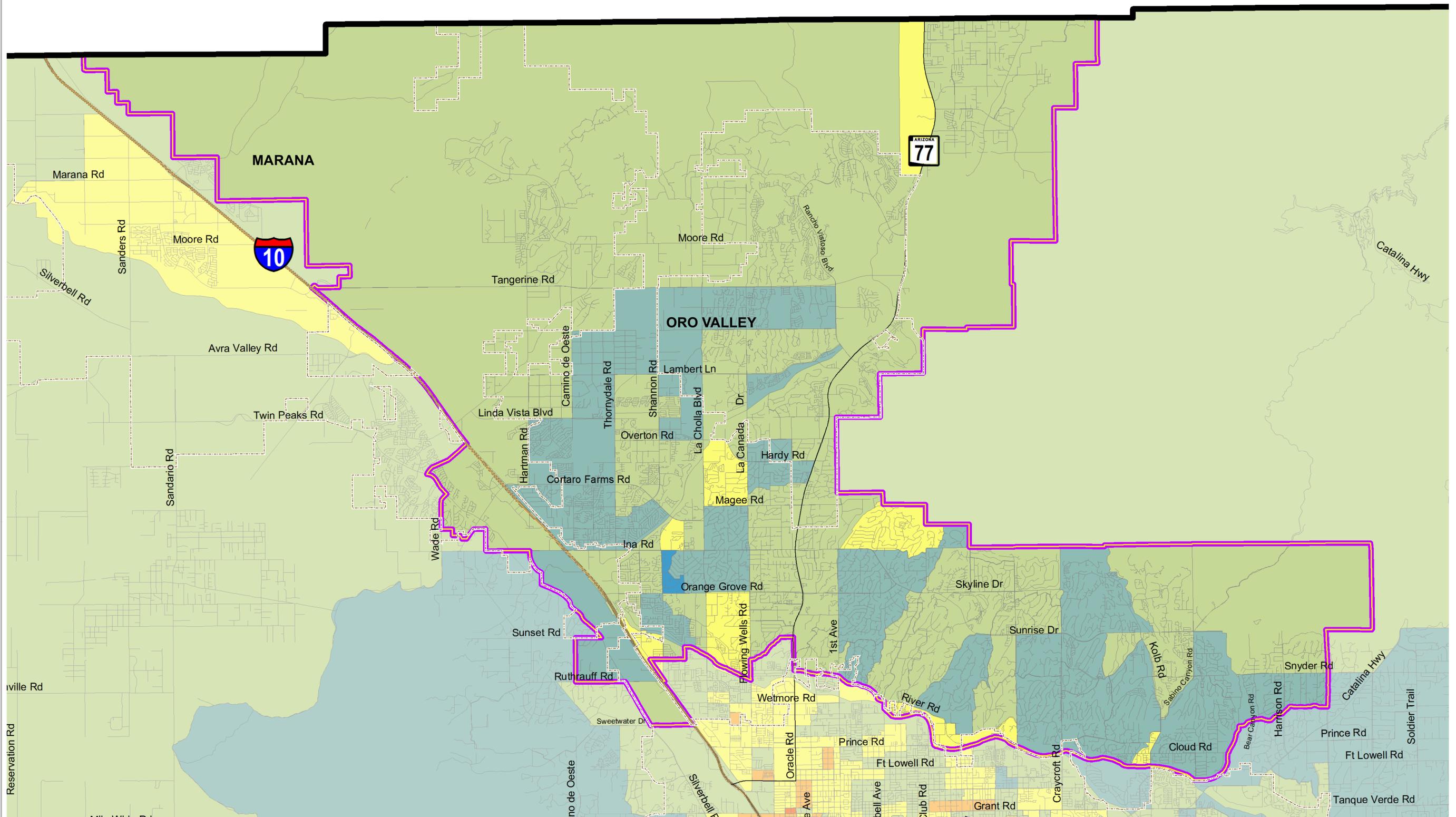


Pima County Information Technology Dept.  
201 North Stone Avenue - 9th Floor  
Tucson, Arizona 85701-1207  
(520)724-6670 - FAX: (520)798-3429

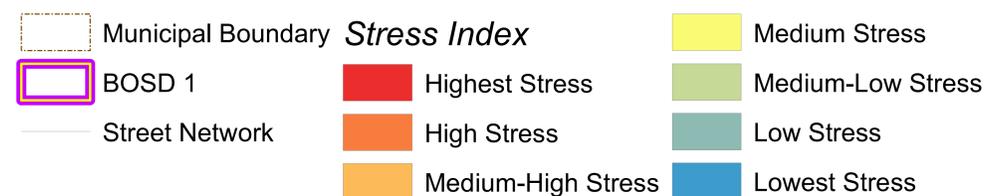
\\gis\bi\specproj\hfyf\cmo0007\mxd\1\_04\_stress.mxd cp



10/16/2013



# BOARD OF SUPERVISOR DISTRICT 1 NEIGHBORHOOD STRESS INDEX



The information depicted on this display is the result of digital analyses performed on a variety of databases provided and maintained by several governmental agencies. The accuracy of the information presented is limited to the collective accuracy of these databases on the date of the analysis. Pima County Information Technology Department Geographic Information Systems makes no claims regarding the accuracy of the information depicted herein. This product is subject to the GIS Division Disclaimer and Use Restrictions.



GEOGRAPHIC INFORMATION SYSTEMS

Pima County Information Technology Dept.  
201 North Stone Avenue - 9th Floor  
Tucson, Arizona 85701-1207  
(520)724-6670 - FAX: (520)798-3429

\\gis\ispecproj\hfyf\cmo0007\mxd\d1\_stress.mxd cp



Map Scale 1:45,381 for Arch E Print



10/16/2013