

Prince of Peace Lutheran Church ELCA Affordable Housing Team

Request for Information

Purpose: Prince of Peace Lutheran Church, ELCA, in Roseville Minnesota is exploring the use of church owned land in Roseville to develop affordable housing for people in our community who are or are at risk of becoming homeless. The purpose of this Request for Information is two-fold; first, to help us understand the development process and options for achieving our goal, and secondly to help us select a developer.

Background

Our mission: Prince of Peace's mission statement is that "we are claimed, gathered and sent to build the church and love the world." We are called to live out the commandments to love God and to love our neighbors as ourselves. In fall 2019, we learned from the school district's homeless liaison that there are more than 250 school-age children and their families who are homeless or unstably housed in the Roseville Area School District. A group came together to brainstorm what we could do to make an impact on homelessness in our community. This group became the Affordable Housing Team. The group has met with our school district's homeless liaison, our state legislator who chairs the Housing Committee in the Minnesota House of Representatives, a member of the city council, a member of the city planning commission, affordable housing developers, service providers and other churches that work with homeless and low income populations. We have discovered that the need for affordable housing is great in Roseville and the Twin Cities metro area. While we cannot solve homelessness, we can make a dent in it in our own community.

Our resources:

Land: Prince of Peace owns a 2 ¼ acre parcel of land adjacent to our church building. The land was acquired in 1999 and is currently zoned low density residential. About 20 years ago, Prince of Peace engaged in an effort to develop senior housing on this parcel. That effort met opposition from the community and was discontinued. Other uses of the land have been discussed but no other formal proposals have been brought forward. Given this history, our current Affordable Housing Team has engaged in an ongoing process to determine if we can achieve consensus in our congregation that this land should be used to develop affordable housing. In responding to this request for information, please be aware that no decision to commit the land to this use has been made, and that your responses will provide helpful information to enable our congregation to make that decision.

Note: In the earlier attempt to develop senior housing, an alternative site on another part of the land owned by Prince of Peace was also considered. That

alternative site is also an option for our current project if it is determined to be a better choice.

Cash: Our congregation recently received a generous bequest from a member named Rose Diestler. A Generosity Committee was formed to establish a process for soliciting proposals about how to use this gift. The Affordable Housing Team, which at that time was an ad hoc group interested in the issue of homelessness, submitted a proposal to the Generosity Committee. Our request was in a range of \$200,000 - \$400,000. The Generosity Committee is in the process of developing a recommendation to the congregation regarding approval or disapproval and the amount of funding to be allocated to this project. Information you provide in your responses will help us determine more accurately an amount to recommend and justification of that recommendation.

Our Timeline

- July - Survey of the congregation due August 1
- End of July – Congregation will review and provide input on Request for Information (this document).
- September – Responses received and Zoom interviews with the potential developers. Congregation members invited to provide feedback to Affordable Housing Team members and Church Council regarding the potential developers prior to Council action to select a developer. The Council, as the elected leaders of the congregation, has the authority to make this decision because the congregation incurs no financial obligation at this point in time. Selecting a developer helps the congregation decide if we will go forward with the project
- Fall 2020 - The Affordable Housing Team and the developer will hold educational sessions and informational meetings with the congregation
- Congregational vote on Generosity Committee recommendation regarding how to spend the remaining money from the Diestler estate – time TBD
- January 2021 Semi-Annual Meeting: Congregational vote on (1) Do we move forward with this project? (2) If we receive congregation approval, city approvals, and state funding, do we sell the land to the developer for the purpose of building affordable housing?
- Winter/Spring 2021 – Congregation and developer advocate for project with the city and receive city approvals
- June 2021 - Developer applies for money from State of Minnesota (there is only one opportunity per year)

- November 2021 - Receive response from State about funding
- Winter 2022 – Finalize design and construction documents
- Spring 2022 - Construction could begin with a 2023 completion

Requested Information

1. Target population

Our tentative expectation is that the project will be supportive rental housing for low income families with children who are transitioning from or at risk of homelessness. We are open to changing our focus in response to emerging needs, funding opportunities, the nature of our location or other considerations.

- a. Please describe the population you would plan to serve and key reasons for your recommendation.
- b. Please summarize the eligibility criteria used to select applicants for residency.
- c. Is it likely that our goal of serving families facing homelessness can be achieved? Please describe the referral and selection processes that would help achieve that goal.

2. Type and Scale of the Development

We have talked about building an apartment building, rental town homes or some combination. We are interested in your views on what would work best and what you would propose to develop.

Please describe the project that you believe best satisfies our requirements, is most likely to be funded through major funding sources, and will be most sustainable over the life of the development. Please include the following:

- a. Number and type of units
- b. Maximum and minimum number of occupants
- c. Type of construction
- d. Approximate foundation size(s), number of floors
- e. Number and type of parking spaces required

- f. Factors that influence the proposed development type and scale, such as proximity to shopping and services, public transportation, schools and other resources.
- g. Would another location on church owned property work as a site? Would there be advantages to that alternate site?

3. Cost and Funding

Please describe the process you would pursue to fund the project. In your description, please address the question of how contributions from Prince of Peace would affect the likelihood of obtaining funds from other sources and otherwise impact the development and operation of the project. Please incorporate responses to the following questions.

- a. What is the anticipated total cost of the project?
- b. What is the likely share of the cost you would attempt to secure from the following sources?
 - i. Public
 - (1) State
 - (2) Federal
 - (3) County
 - (4) Local
 - ii. Private
 - (1) Prince of Peace
 - (2) Other private sources
- c. Describe your experience obtaining financing for projects similar to that which you envision for our site.

4. Structure of Relationship

To proceed with the project will require a formal agreement between Prince of Peace and the selected developer, which states any terms and conditions each party requires. At present we have identified a few concerns which we are likely to want included. Others may be identified based on congregational input.

- a. Please discuss any suggestions you have regarding these issues:
 - i. Can existing community gardens remain in their current location or should they be relocated?
 - ii. The development must remain affordable housing in perpetuity.
 - iii. What recourse could Prince of Peace have if the property is not maintained well?

- b. Discuss any terms and conditions you would require in such an agreement. Sample agreements would be helpful.

5. Public Relations and Advocacy

- a. Please discuss your approach to promoting community awareness, support for the project and how you see Prince of Peace members being involved. How would you work with the community, the congregation and city officials? Please refer to experience you have with similar projects and stakeholders, especially any in Roseville

6. Design

- a. What elements of design and construction do you envision would assure that the structure(s) fit aesthetically within the setting?
- b. What role can Prince of Peace play in the design process?
- c. What material quality standards would you propose to use for construction? How would these standards affect durability and aesthetic appeal of the project.
- d. Describe any environmental issues, or assessment, which need to be addressed before the project can be built.
- e. Discuss energy efficiency and green building considerations you would incorporate.
- f. Describe how you see incorporating green space, landscaping, and outdoor amenities.
- g. Please provide examples of similar projects you have designed.

7. Management

- a. How do you propose to manage the property following construction? Please include reference to your experience managing similar sites. If you propose to contract with another company, please attach a list of companies you would consider and their qualifications. Will management be on site?
- b. Discuss management policy and procedure.
 - i. How are selection criteria developed and administered?
 - ii. How are rules and restrictions developed and administered?
 - iii. How do you handle challenging issues that will be raised by congregation, neighbors and the city, e.g. an increase in police calls, etc?
 - iv. How do you help people having trouble paying their rent?
 - v. What is your experience with evictions?

- c. Will residents be forced to move if they no longer meet income or other eligibility qualifications?
- d. How do we ensure the property is continuously and properly maintained at various milestones down the road such a 10, 20 and 30 years from now?
- e. What options do you see for any ongoing role for Prince of Peace in the management process?

8. Services

At this point in our planning, we envision Prince of Peace having a role in selection of a service provider for this site. We would also like to have an ongoing relationship with the service provider to build relationships with our neighbors. Although we are open to considering other providers, as a Lutheran church we have a preference for Lutheran Social Service.

- a. Describe the services that would be required by the funding sources identified above (See Number 3 - Cost and Funding above).
- b. How are these services typically funded?
- c. Discuss how services are provided at similar sites that you have developed. Are provider representatives on site?
- d. What opportunities or difficulties do you see with our involvement in selecting a service provider?
- e. What suggestions do you have for structuring our relationship with the service provider?

9. Describe Your Organization

- a. What is your mission?
- b. What is your history? Please include a list of projects you have developed. Please include the number of units and the year each was opened.
- c. Describe your organization's structure.
- d. Describe the team that will work on this project. Include resumes of individuals when they are known and background information on organizations, such as architectural firms, if specific individuals have not been identified.
- e. Please attach recent financial statements and your most recent audit report.

10. Timeline

- a. Please comment on our proposed Timeline found on page 2.
- b. Please attach a timeline which shows milestones in the development of the project and identifies major decision points involving Prince of Peace.

11. Selection Process

- a. Any questions or clarifications about this Request for Information may be directed to Pastor Betsy Hoium at betsy@poprozeville.org or 612-827-5066.
- b. Prince of Peace reserves the right to issue addenda to this Request for Information as needed.
- c. Responses to the Request for Information are due to Prince of Peace by September 1, 2020 at noon.
- d. Please submit your Response in electronic format to betsy@poprozeville.org.
- e. Prince of Peace anticipates having Zoom interviews with one or more respondents in mid-September.