



**COON RAPIDS MORTGAGE ASSISTANCE
FOUNDATION
Annual Meeting
December 3, 2015
8:30 a.m.
Coon Rapids City Hall
Conference Room 3**

1. Annual Meeting Agenda with Attachments



Mortgage Assistance Foundation

Meeting Date: 12/03/2015

Subject: Annual Meeting Agenda with Attachments

From: Cheryl Bennett, Housing and Zoning Coordinator

Information

The full agenda is attached.

Attachments

Agenda with Attachments

**COON RAPIDS MORTGAGE ASSISTANCE FOUNDATION
ANNUAL MEETING
AGENDA
DECEMBER 3, 2015
8:30 A.M.
Conference Room 3, Coon Rapids City Hall**

1. Roll call.
2. Consider adoption of the agenda.
3. Consider approval of minutes from the March 24, 2015, Special Meeting of the Board of Directors.
4. Consider Financial Reports.
5. Election of Directors: Elect Directors for three-year terms. The offices of Director Hofstedt and Director Schulte expire in 2016. See attached Memorandum.
6. Election of Officers: President, Vice President, Treasurer and Secretary.
7. Receive report summarizing the status of the Housing Loan Program and Consider allocation of new funds to program.
8. Receive report summarizing the status of the ReGenerations Down Payment Assistance Loan Program.
9. Consider Funding Application under the Project Funding Guidelines for Fund 82000 from the City of Coon Rapids, Home for Generations II Program – Architectural Assistance.
10. Set date and time for 2016 Annual Meeting. The Bylaws establish the first Thursday in December of each year, with will be December 1, 2016.
11. Consider other business.
12. Adjourn.

COON RAPIDS MORTGAGE ASSISTANCE FOUNDATION – SPECIAL MEETING

The March 24, 2015, meeting was called to order by President Stanton at 6:30 p.m.

1. Roll Call

Members Present	Jim Stanton, President Al Hofstedt, Secretary Tim Howe, Director	Scott Schulte, Vice-President Denise Hosch, Director Paul Johnson, Director
Members Absent	Brad Crandall, Treasurer	Denise Klint, Director
Others Present	Mark Ruff, Ehlers Steve Wells, Councilmember Brad Johnson, Councilmember, joined the meeting at 7:05 pm Cheryl Bennett, Housing & Zoning Coordinator Cindy Hintze, Administrative Specialist	Jerry Koch, Mayor Ron Manning, Councilmember

2. Consider adoption of the agenda.

MOTION BY VICE-PRESIDENT SCHULTE, SECOND BY DIRECTOR HOWE, TO ADOPT THE AGENDA. MOTION PASSED UNANIMOUSLY.

3. Approval of the minutes from the December, 2, 2014, meeting.

Vice-President Schulte requested a correction to the minutes on page 2, paragraph 8, "...noted Jim Steward..." to read "...noted Jim Stewart...". He also requested a correction on page 4, paragraph 3, "...subject to not veto..." to read "...subject to no veto...".

MOTION BY VICE-PRESIDENT SCHULTE, SECOND BY DIRECTOR HOWE, TO APPROVE THE MINUTES WITH CORRECTIONS. VOTE 5-0. DIRECTOR HOSCH ABSTAINED.

4. Special project discussion.

Mark Ruff, from Ehlers, introduced himself and Peter Tack, University of Minnesota Humphrey School of Public Affairs, whom Mark is mentoring. Mr. Ruff facilitated the discussion beginning with an overview of projects completed in other metro area cities. The group was presented with the question of whether this housing project should be limited to single-family, owner-occupied dwellings. Generally the group wanted multi-unit, either rental or owner-occupied, senior housing. The next question presented by Mr. Ruff was whether the group wanted to issue loans or grants. Generally the group wanted to loan money but were open to awarding some grant dollars. Mr. Ruff next requested the group to identify needs, locations, or types of projects. Generally the group identified Port Riverwalk, Riverdale TOD, and the continuation of the current loan programs with a possible "beautification program". The discussion was that Port Riverwalk would include high-rise senior living and Riverdale TOD would include market-rate rental.

The next steps recommended were to have a meeting of the Executive Committee, at a date to be determined, to discuss the ideas generated in this meeting and to discuss how much money should remain for the loan programs. A meeting of the Board should be held, at a date to be determined, following the meeting of the Executive Committee.

It is noted there was a quorum of the City Council in attendance of this meeting.

5. Other business.

Vice-President Schulte thanked the City Council members for attending the meeting.

President Stanton declared the meeting adjourned at 8:00 p.m.

Respectfully submitted by,
Cindy Hintze
Administrative Specialist

DRAFT



TO: Coon Rapids Mortgage Assistance Foundation
FROM: Francine Hanson, Accounting Supervisor
SUBJECT: Financial Reports
DATE: December 3, 2015

BACKGROUND

The City holds the Coon Rapids Mortgage Assistance Foundation's (MAF) operating funds in an account in the City's Deposit Fund (82000). The fiscal year-end for the MAF is September 30th; therefore, financial information for this account is presented as of that date.

The City has two special revenue funds called:

- Coon Rapids MAF Program Fund 20000
- Housing Program Fund 19000

The Coon Rapids MAF Program Fund 20000 was established to account for the \$2,773,555 that was transferred to the City in 1994 under the terms of the refunding of the 1979 Housing Development Revenue Bonds.

The Housing Program Fund 19000 was established in 2005 to account for housing improvement loans that are funded from the Coon Rapids MAF Program Fund. To date, the Coon Rapids MAF Program Fund transferred \$4,275,000 to the Housing Program Fund. The fiscal year-end for these two funds is December 31st.

DISCUSSION

Attached are the financial statements, transaction listing, and interest revenue work paper for the MAF's account in the City's Deposit Fund (82000) for the year ended September 30, 2015 (attachments A1-A4). This account had a September 30, 2015 fund balance of \$999,440. Also attached are the financial statements for the Coon Rapids MAF Program Fund (20000) and the Housing Program Fund (19000) for the year ended December 31, 2014 and the period ending September 30, 2015 (attachments B1-B3 and C1-C3). The Coon Rapids MAF Program Fund (20000) had a December 31, 2014 fund balance of \$2,991,815 and a September 30, 2015 fund balance of \$3,024,276. The Housing Program Fund (19000) had a December 31, 2014 fund balance of \$3,308,119 and a September 30, 2015 fund balance of \$3,283,267.

Attachments

cc: Kevin Vouk, Sharon Legg, Matt Stemwedel

CITY OF COON RAPIDS, MN

DEPOSIT FUND 82000
 COON RAPIDS MORTGAGE ASSISTANCE FOUNDATION ACCOUNT
 BALANCE SHEET
 SEPTEMBER 30, 2015
 (WITH COMPARATIVE AMOUNTS FOR SEPTEMBER 30, 2014)

	<u>2015</u>	<u>2014</u>
Assets - Cash and investments*	<u>\$ 999,440</u>	<u>\$ 995,726</u>
Fund Balance	<u>\$ 999,440</u>	<u>\$ 995,726</u>

*Cash and Investments:	<u>2015</u>	<u>2014</u>
Cash balance in City investment pool	\$ 999,440	\$ 995,726
Interest rate on 9/30	1.60%	1.52%

CITY OF COON RAPIDS, MN

DEPOSIT FUND 82000
 COON RAPIDS MORTGAGE ASSISTANCE FOUNDATION ACCOUNT
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
 FOR THE YEAR ENDED SEPTEMBER 30, 2015
 (WITH COMPARATIVE AMOUNTS FOR THE YEAR ENDED SEPTEMBER 30, 2014)

	<u>2015</u>	<u>2014</u>
Revenues:		
Investment Income	\$ 15,069	\$ 14,707
Expenditures:		
Director fees	200	300
Professional Services	<u>11,155 *</u>	<u>9,300</u>
Total Expenditures	<u>11,355</u>	<u>9,600</u>
Excess of Revenues over Expenditures	3,714	5,107
Fund Balance at Beginning of Year	<u>995,726</u>	<u>990,619</u>
Fund Balance at End of Year	<u><u>\$ 999,440</u></u>	<u><u>\$ 995,726</u></u>

*In December of 2014, \$10,000 was paid to the City of Coon Rapids for a Homes for Generations II Grant. In April 2015, expenditures of \$1,155 were paid to Ehlers for professional services.

**Coon Rapids Mortgage Assistance Foundation
 Deposit Fund 82000
 Summary of Activity
 October 1, 2014 - September 30, 2015**

Date	Description	Debit	Credit	Balance
09/30/14	Balance Forward		995,725.55	995,725.55
12/31/14	Homes for Generations Grant	10,000.00		985,725.55
12/31/14	Interest allocation (10/1/14-12/31/14)		4,197.72	989,923.27
01/31/15	Per Diem	200.00		989,723.27
03/31/15	Interest allocation (1/1/15-3/31/15)		3,301.01	993,024.28
04/30/15	Architech fees	1,155.00		991,869.28
06/30/15	Interest allocation (4/1/15-6/30/15)		3,733.63	995,602.91
09/30/15	Interest allocation (7/1/15-09/30/15)		3,837.09	999,440.00

**INTEREST RECEIVED ON INVESTMENTS
CRMAF ACCOUNT (IN DEPOSIT FUND 82000)
FOR THE YEAR ENDED 9/30/15**

Pooled investment earnings:

<u>Quarter</u>	<u>Average Cash Balance</u>	<u>Interest Received</u>
October 1, 2014 - December 31, 2014	\$ 993,225.55	\$ 4,197.72
January 1, 2015 - March 31, 2015	989,773.27	3,301.01
April 1, 2015 - June 30, 2015	992,158.03	3,733.63
July 1, 2015 - September 30, 2015	995,602.91	3,837.09
Interest revenue		<u>\$ 15,069.45</u>

CITY OF COON RAPIDS, MN

COON RAPIDS MAF PROGRAM FUND 20000

BALANCE SHEET

December 31, 2014

(WITH COMPARATIVE AMOUNTS FOR DECEMBER 31, 2013)

	<u>2014</u>	<u>2013</u>
<u>Assets</u>		
Cash and investments	\$ 2,981,270	\$ 3,298,267
Accrued interest	10,675	11,119
Total Assets	<u>\$ 2,991,945</u>	<u>\$ 3,309,386</u>
<u>Liabilities and Fund Balance</u>		
Liabilities:		
Total Liabilities	\$ 130	
Fund Balance	<u>2,991,815</u>	<u>\$ 3,309,386</u>
Total Liabilities and Fund Balance	<u>\$ 2,991,945</u>	<u>\$ 3,309,386</u>

CITY OF COON RAPIDS, MN

COON RAPIDS MAF PROGRAM FUND 20000
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
 FOR THE YEAR ENDED DECEMBER 31, 2014
 (WITH COMPARATIVE AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 2013)

	2014	2013
Revenues:		
Interest Income	\$ 49,454	\$ 60,521
Fair Market Value Adjustment (1)	133,365	(214,081)
Total Revenues	182,819	(153,560)
Expenditures:		
Advertising, Expo and Other	390	2,922
Excess (Deficiency) of Revenues over Expenditures	182,429	(156,482)
Other Financing Uses:		
Transfer out to Housing Program Fund	(500,000)	(800,000)
Net Change in Fund Balances	(317,571)	(956,482)
Fund Balance at Beginning of Year	3,309,386	4,265,868
Fund Balance at End of Year	\$ 2,991,815	\$ 3,309,386

(1) Accounting guidelines require an adjustment for the change in the fair value of investments at year-end with increases added to interest earnings and decreases subtracted from interest earnings. Since investments are held to maturity, any increases or decreases in fair value are temporary and would be offset by future increases/decreases as investments approach maturity.

CITY OF COON RAPIDS, MN

COON RAPIDS MAF PROGRAM FUND 20000
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE PERIOD ENDED SEPTEMBER 30, 2015

Revenues:	
Investment Income (2)	<u>\$ 32,781</u>
Expenditures:	
Advertising, Expo and Other	<u>320</u>
Net Change in Fund Balances	32,461
Fund Balance at Beginning of Year	<u>2,991,815</u>
Fund Balance at End of Period	<u><u>\$ 3,024,276</u></u>

(2) Does not include the change in the fair value of investments which is allocated to all funds on December 31.

CITY OF COON RAPIDS, MN

HOUSING PROGRAM FUND 19000

BALANCE SHEET

December 31, 2014

(WITH COMPARATIVE AMOUNTS FOR DECEMBER 31, 2013)

	<u>2014</u>	<u>2013</u>
<u>Assets</u>		
Cash and investments	\$ 3,349,455	\$ 2,810,230
Mortgages Receivable	1,469,408	1,320,944
Accrued interest	<u>9,354</u>	<u>9,453</u>
Total Assets	<u>\$ 4,828,217</u>	<u>\$ 4,140,627</u>
<u>Liabilities and Fund Balance</u>		
Liabilities:		
Accounts Payable	\$ 50,690	\$ 70
Deferred Revenue	<u>1,469,407</u>	<u>1,320,944</u>
Total Liabilities	<u>1,520,097</u>	<u>1,321,014</u>
Fund Balance	<u>3,308,119</u>	<u>2,819,613</u>
Total Liabilities and Fund Balance	<u>\$ 4,828,216</u>	<u>\$ 4,140,627</u>

CITY OF COON RAPIDS, MN

HOUSING PROGRAM FUND 19000
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
 FOR THE YEAR ENDED DECEMBER 31, 2014
 (WITH COMPARATIVE AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 2013)

	<u>2014</u>	<u>2013</u>
Revenues:		
Interest Income	\$ 42,669	\$ 37,116
Fair Market Value Adjustment (1)	115,714	(134,864)
Principal Payments	246,010	195,125
Loan Interest	<u>30,996</u>	<u>31,505</u>
Total Revenues	<u>435,389</u>	<u>128,882</u>
Expenditures:		
Disbursements for Loans	434,629	184,541
Fees for Loan Processing	12,131	10,068
Insurance	<u>123</u>	<u>83</u>
Total Expenditures	<u>446,883</u>	<u>194,692</u>
Excess (Deficiency) of Revenues over Expenditures	(11,494)	(65,810)
Other Financing Sources:		
Transfer in from CRMAF Program Fund	<u>500,000</u>	<u>800,000</u>
Net Change in Fund Balance	488,506	734,190
Fund Balance at Beginning of Year	<u>2,819,613</u>	<u>2,085,423</u>
Fund Balance at End of Year	<u>\$ 3,308,119</u>	<u>\$ 2,819,613</u>

(1) Accounting guidelines require an adjustment for the change in the fair value of investments at year-end with increases added to interest earnings and decreases subtracted from interest earnings. Since investments are held to maturity, any increases or decreases in fair value are temporary and would be offset by future increases/decreases as investments approach maturity.

CITY OF COON RAPIDS, MN

HOUSING PROGRAM FUND 19000

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE PERIOD ENDED SEPTEMBER 30, 2015

Revenues:	
Investment Income (2)	\$ 36,261
Principal Payments (3)	154,091
Loan Interest	<u>40,041</u>
Total Revenues	<u>230,393</u>
Expenditures:	
Disbursements for Loans	245,015
Fees for Loan Processing	10,141
Insurance	<u>89</u>
Total Expenditures	<u>255,245</u>
Deficiency of Revenues over Expenditures	(24,852)
Fund Balance at Beginning of Year	<u>3,308,119</u>
Fund Balance at End of Period	<u><u>\$ 3,283,267</u></u>

(2) Includes interest earned on investments. Does not include the change in the fair value of investments which is allocated to all funds on December 31.

(3) Includes principal payments on loans which the City started collecting in August 2005. Loans issued to date total \$3,323,918. As of September 30, 2015 there are 113 outstanding loans with a total principal balance of \$1,551,114.



TO: Coon Rapids Mortgage Assistance
Foundation Board of Directors

FROM: Cheryl Bennett,
Housing and Zoning Coordinator

SUBJECT: Election of Directors
Item 5

DATE: December 3, 2015

Introduction

Article III, Section 3. of the Coon Rapids Mortgage Assistance Foundation Bylaws state that the Board shall elect directors at its annual meeting. The terms of Director Hofstedt and Director Schulte expire in December 2015 and are open for election. A third director position, currently vacant, also expires at this time and is eligible for election.

Background

Director positions are three-year terms. With changes to the Bylaws adopted in 2014, there are nine director positions on the Board each serving three-year terms; the terms are staggered with three terms expiring each year.

As noted above, the terms of Director Hofstedt and Director Schulte expire in 2015. A third office, presently vacant, is also eligible for election. All three terms are for three years, expiring in December 2018, or until a successor has been elected and qualified.

Action Requested

The Board may choose to elect Directors to terms as it deems appropriate in accordance with its Bylaws.



TO: Coon Rapids Mortgage Assistance Foundation
Board of Directors

FROM: Cheryl Bennett,
Housing and Zoning Coordinator

SUBJECT: Housing Loan Program Status;
Consider Additional Funding – Item 7

DATE: December 3, 2015

Program Status

Reporting for the Coon Rapids Housing Program Loan Funds is attached for your review. The Program, begun in 2005, consists of the following Loan Funds:

- Home Improvement Incentive Program: provides incentives to make repairs or value-added improvements to single-family properties, interior repairs or value added improvements to common interest community (CIC) properties and exterior repairs or value added improvements to CIC properties when said exterior repairs or improvements are not covered through the CIC homeowner association. There is no property value limit.
- Home Rehabilitation Assistance Program: provides assistance to make necessary repairs or improvements to correct defects or deficiencies in single-family properties; interior repairs or improvements to CIC properties and exterior repairs or improvements to CIC properties when said exterior repairs or improvements are not covered through the CIC homeowner association.
- Two-Family Home Rehabilitation Program: provides incentives to undertake exterior maintenance and rehabilitation projects on both units of two-family structures.
- Emergency Home Repair Program: provides for emergency repairs to single-family and CIC properties when other resources are not available to the homeowner.
- Home for Generations II Program: provides incentives and low interest loans for major remodeling investments in single family homes. Added in 2013; there is no property value limit.

To date, \$3,975,000 has been allocated to the program loan funds described above. As of September 30, 2015, 201 loans have been issued with a total value of \$3,197,232. Program fund use is shown in the spreadsheet attached to this report. Distribution of funds also can be viewed in charts and graphs attached to this report. Interest in the Home for Generations II (HFGII) loan fund has been steady. Introduced in 2013, it represented 22 percent of the total value of loans closed as of the end of September 2015. Five of the eight program loans issued in the preceding 12 months were HFGII loans. A line graph included at the end of this report clearly depicts the rebound in total dollars loaned over the past two years, due in part to economic recovery and in large part to the Home for Generations program. In a map attached to this report, the geographic distribution of loan program use can be viewed.

Current Allocation

The most recent allocation of additional funding into the program occurred following the Board's 2014 Annual Meeting when an additional \$500,000 was added to the HFGII loan fund. Previous to that, a

March 2013 Board of Directors recommendation to City Council resulted in \$800,000 from the Coon Rapids MAF Program Fund 20000 being moved to the Coon Rapids Housing Program Fund 19000, the fund that houses the loan program funds. Of this amount, \$500,000 was allocated to HFGII loan fund and the remaining \$300,000 was reserved for later allocation by action of the Executive Committee to program loan funds as need was determined. In the attached Coon Rapids Housing Program Loan Funds Loan Activity report, you will note that this \$300,000 is being temporarily held in the Home Improvement Incentive Program, business unit 73501. However, it has not been assigned for use there and the actual available loan pool in 73501 is \$73,352.13 as of September 30, 2015.

Funding

As residential property values continue to rise, borrowing for home improvements becomes more accessible to more homeowners. An increased interest in residential remodeling projects has been evidenced by the increasing number of projects being undertaken and staff anticipates this activity will continue. Staff recommends that the \$300,000 remaining from the March 2013 allocation remain in a reserved, discretionary status for home improvement loans to be assigned by action of the Executive Committee as program needs develop. This will allow for a more expedient manner of moving funds when it becomes necessary to do so.

Based on recent use of the program, staff is recommending that another \$500,000 be allocated for the Coon Rapids Housing Loan Program Fund 19000 from CRMAF Program Fund 20000. Another possible source of funds is the restricted principal and interest payments held in the Housing Program Fund 19000 (\$2.48 million). However, by previous direction of the Board, this balance has not been revolved into the available loan pool funds. Staff recommends that no action be taken regarding the loan pool designation of these funds at this time, rather that the funds be grouped with the currently undesignated \$300,000 and subject to direction of the Executive Committee for fund designation as needed.

Action Requested

Approve additional funding for the Coon Rapids Housing Loan Program in the amount of \$500,000, and authorize the transfer of that same amount from the Coon Rapids Mortgage Assistance Program Fund 20000 to the Housing Program Fund 19000.

CB

Attachments:

Coon Rapids Housing Program Loan Funds – Loan Activity 09/30/15 (City/7 pages)

Coon Rapids Housing Program – Fund Use Graphs/Charts (City/2 pages)

Coon Rapids Housing Program – Geographic Distribution Map by Loan Program Fund (City/1page)

8/21/2007	Home Improvement Incentive Program	550.00	
	Home Rehabilitation Program	550.00	
	Two-Family Home Rehabilitation Program	550.00	
	Rehabilitation Advisor Services		
9/5/2007	Home Improvement Incentive Program	550.00	
	Home Rehabilitation Program		
	Two-Family Home Rehabilitation Program	1,100.00	130.00
	Rehabilitation Advisor Services		
9/20/2007	Home Improvement Incentive Program	1,100.00	
	Home Rehabilitation Program	70.00	
	Two-Family Home Rehabilitation Program	620.00	
	Rehabilitation Advisor Services		
11/15/2007	Two-Family Home Rehabilitation Program	550.00	
11/15/2007	Home Improvement Incentive Program	1,240.00	
	Home Rehabilitation Program	70.00	
	Two-Family Home Rehabilitation Program	70.00	260.00
	Rehabilitation Advisor Services		
12/20/2007	Home Improvement Incentive Program	550.00	
	Home Rehabilitation Program	70.00	
	Two-Family Home Rehabilitation Program		
	Rehabilitation Advisor Services		
12/20/2007	Home Improvement Incentive Program	550.00	
	Home Rehabilitation Program		
	Two-Family Home Rehabilitation Program		130.00
	Rehabilitation Advisor Services		
2/20/2008	Home Improvement Incentive Program	620.00	
	Home Rehabilitation Program	70.00	
	Two-Family Home Rehabilitation Program		
	Rehabilitation Advisor Services		390.00
2/22/2008	Home Improvement Incentive Program	550.00	
	Home Rehabilitation Program	550.00	
	Two-Family Home Rehabilitation Program		
	Rehabilitation Advisor Services		
4/11/2008	Home Improvement Incentive Program	1,100.00	
	Home Rehabilitation Program	550.00	
	Two-Family Home Rehabilitation Program		
	Rehabilitation Advisor Services		
	Home Improvement Incentive Program	70.00	
	Home Rehabilitation Program	140.00	
	Two-Family Home Rehabilitation Program		
	Housing Improvement Program Marketing		282.50
5/29/2008	Home Improvement Incentive Program	550.00	
	Home Rehabilitation Program	690.00	
	Two-Family Home Rehabilitation Program		
	Rehabilitation Advisor Services		130.00
6/3/2008	Home Improvement Incentive Program	550.00	
	Home Rehabilitation Program	140.00	
	Two-Family Home Rehabilitation Program		
	Rehabilitation Advisor Services		
8/20/2008	Home Improvement Incentive Program	550.00	
	Home Rehabilitation Program	550.00	
	Two-Family Home Rehabilitation Program		
	Rehabilitation Advisor Services		130.00
8/20/2008	Home Improvement Incentive Program	1,100.00	
	Home Rehabilitation Program	620.00	
	Two-Family Home Rehabilitation Program		
	Rehabilitation Advisor Services		780.00
10/23/2008	Home Improvement Incentive Program	550.00	

Home Rehabilitation Program Two-Family Home Rehabilitation Program Rehabilitation Advisor Services Housing Improvement Program Marketing	1,100.00	520.00	522.50
10/23/2008 Home Improvement Incentive Program Home Rehabilitation Program Two-Family Home Rehabilitation Program Rehabilitation Advisor Services Housing Improvement Program Marketing	550.00	520.00	
12/5/2008 Home Improvement Incentive Program Home Rehabilitation Program Two-Family Home Rehabilitation Program Rehabilitation Advisor Services Housing Improvement Program Marketing	260.00		
12/10/2008 Home Improvement Incentive Program Home Rehabilitation Program Two-Family Home Rehabilitation Program Rehabilitation Advisor Services Housing Improvement Program Marketing	550.00 70.00	130.00	
2/5/2009 Home Improvement Incentive Program Home Rehabilitation Program Two-Family Home Rehabilitation Program Rehabilitation Advisor Services Housing Improvement Program Marketing	550.00 550.00	260.00	
2/5/2009 Home Improvement Incentive Program Home Rehabilitation Program Two-Family Home Rehabilitation Program Rehabilitation Advisor Services Housing Improvement Program Marketing	550.00	130.00	
3/4/2009 Home Improvement Incentive Program Home Rehabilitation Program Two-Family Home Rehabilitation Program Rehabilitation Advisor Services Housing Improvement Program Marketing	1,100.00	130.00	
3/17/2009 Home Improvement Incentive Program Home Rehabilitation Program Two-Family Home Rehabilitation Program Rehabilitation Advisor Services Housing Improvement Program Marketing	620.00		
5/12/2009 Home Rehabilitation Program Rehabilitation Advisor Services Housing Improvement Program Marketing	140.00	130.00	180.00
6/9/2009 Home Rehabilitation Program Rehabilitation Advisor Services	70.00	130.00	
7/1/2009 Home Improvement Incentive Program Home Rehabilitation Program Rehabilitation Advisor Services	550.00 620.00	260.00	
7/15/2009 Home Improvement Incentive Program Rehabilitation Advisor Services	1,720.00	260.00	
7/31/2009 Home Improvement Incentive Program Home Rehabilitation Program Rehabilitation Advisor Services	550.00 70.00	910.00	
8/31/2009 Home Improvement Incentive Program Home Rehabilitation Program	1,650.00 70.00		
9/17/2009 Home Improvement Incentive Program Home Rehabilitation Program	550.00 550.00		

10/16/2009	Home Improvement Incentive Program	620.00			
11/25/2009	Home Improvement Incentive Program Home Rehabilitation Program	1,100.00 620.00			
1/29/2010	Home Improvement Incentive Program	70.00			
6/17/2010	Home Improvement Incentive Program	550.00			
7/31/2010	Home Improvement Incentive Program Rehabilitation Advisor Services	1,100.00	260.00		
8/31/2010	Home Improvement Incentive Program Home Rehabilitation Program Home Rehabilitation Program	2,820.00 70.00 550.00			
9/30/2010	Home Improvement Incentive Program	690.00			
10/31/2010	Home Improvement Incentive Program Home Rehabilitation Program Home Improvement Incentive Program Home Improvement Incentive Program	550.00 620.00 550.00 1,170.00			
11/30/2010	Home Rehabilitation Program	550.00			
1/31/2011	Home Improvement Incentive Program Home Rehabilitation Program Home Improvement Incentive Program Rehabilitation Advisor Services Rehabilitation Advisor Services-Non-program	70.00 550.00 550.00 550.00	260.00		130.00
5/1/2011	Home Rehabilitation Program Rehabilitation Advisor Services-Non-program	70.00			910.00
5/5/2011	Home Rehabilitation Program Rehabilitation Advisor Services Rehabilitation Advisor Services-Non-program	550.00	520.00		520.00
7/18/2011	Rehabilitation Advisor Services Rehabilitation Advisor Services-Non-program		260.00		390.00
7/19/2011	Home Rehabilitation Program Rehabilitation Advisor Services Rehabilitation Advisor Services-Non-program	2,200.00	260.00		650.00
9/14/2011	Home Improvement Incentive Program Home Rehabilitation Program Rehabilitation Advisor Services Rehabilitation Advisor Services-Non-program	550.00 140.00	390.00		780.00
11/21/2011	Home Improvement Incentive Program Home Rehabilitation Program Rehabilitation Advisor Services Rehabilitation Advisor Services-Non-program	550.00 1,790.00	130.00		520.00
2/28/2012	Home Improvement Incentive Program Home Rehabilitation Program Rehabilitation Advisor Services-Non-program	140.00 140.00			260.00
4/20/2012	Home Improvement Incentive Program Home Rehabilitation Program Housing Improvement Program Marketing Rehabilitation Advisor Services-Non-program	620.00 140.00		45.00	650.00
8/9/2012	Home Improvement Incentive Program Home Rehabilitation Program Rehabilitation Advisor Services-Non-program	210.00 70.00			1170.00
10/11/2012	Rehabilitation Advisor Services-Non-program				650.00
11/14/2012	Home Improvement Incentive Program Rehabilitation Advisor Services-Non-program	550.00			520.00

12/18/2012 Home Improvement Incentive Program Rehabilitation Advisor Services-Non-program	550.00		260.00
1/8/2013 Rehabilitation Advisor Services-Non-program			130.00
5/15/2013 Rehabilitation Advisor Services-Non-program			910.00
5/20/2013 Home Rehabilitation Program Rehabilitation Advisor Services-Non-program	550.00		1820.00
6/17/2013 Home Rehabilitation Program Rehabilitation Advisor Services-Non-program	550.00		1170.00
7/17/2013 Rehabilitation Advisor Services-Non-program			1300.00
8/16/2013 Home Improvement Incentive Program	550.00		
8/16/2013 Home Rehabilitation Program	550.00		910.00
8/16/2013 Rehabilitation Advisor Services-Non-program			
10/15/2013 Home Improvement Incentive Program	550.00		
11/21/2013 Homes for Generations II Program	1,100.00		3510.00
11/21/2013 Homes for Generations II - Non-Program			
12/30/2013 Home Improvement Incentive Program	70.00		260.00
12/30/2013 Rehabilitation Advisor Services-Non-program			1300.00
5/14/2014 Rehabilitation Advisor Services-Non-program			
6/17/2014 Home Rehabilitation Program	550.00		
6/17/2014 ReGenerations II Loan Program	550.00		1430.00
6/17/2014 Rehabilitation Advisor Services-Non-program			
7/22/2014 ReGenerations II Loan Program	1,100.00		1300.00
7/22/2014 Rehabilitation Advisor Services-Non-program			
8/15/2014 ReGenerations II Loan Program	1,100.00		650.00
8/15/2014 Rehabilitation Advisor Services-Non-program			
9/10/2014 Home Improvement Incentive Program	550.00		
9/10/2014 ReGenerations II Loan Program	1,100.00		390.00
9/10/2014 Rehabilitation Advisor Services-Non-program			
11/12/2014 Home Improvement Incentive Program	70.00		
11/12/2014 Home Rehabilitation Program	550.00		
11/12/2014 ReGenerations II Loan Program	620.00		620.00
11/12/2014 Rehabilitation Advisor Services-Non-program			
12/9/2014 Home Rehabilitation Program	70.00		
12/9/2014 ReGenerations II Loan Program	620.00	130.00	1170.00
12/9/2014 Rehabilitation Advisor Services			
12/9/2014 Rehabilitation Advisor Services-Non-program			
3/18/2015 ReGenerations II Loan Program	1,170.00		2925.00
3/18/2015 Rehabilitation Advisor Services-Non-program			
4/23/2015 ReGenerations II Loan Program	70.00		900.00
4/23/2015 Rehabilitation Advisor Services-Non-program			
5/15/2015 Rehabilitation Advisor Services-Non-program			2025.00
6/29/2015 Home Improvement Incentive Program	550.00		
6/29/2015 ReGenerations II Loan Program	550.00		1350.00
6/29/2015 Rehabilitation Advisor Services-Non-program			

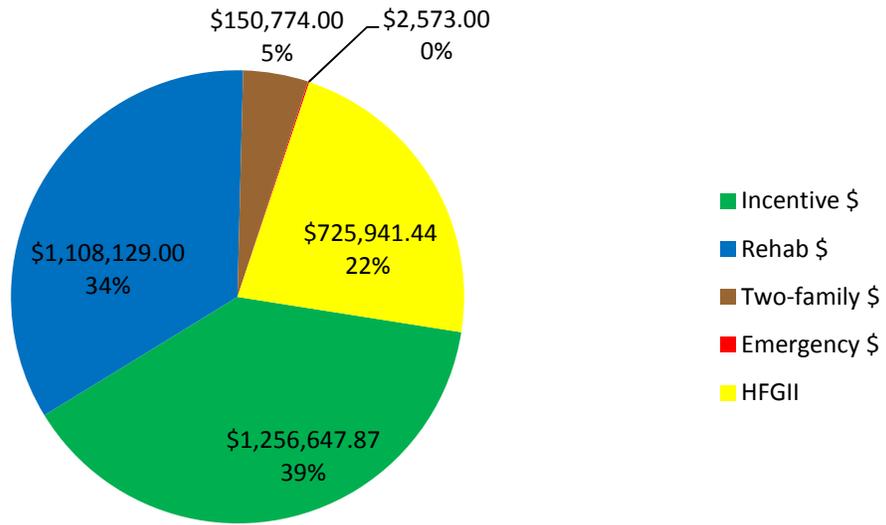
7/23/2015 ReGenerations II Loan Program			
7/31/2015 Rehabilitation Advisor Services-Non-program			3825.00
8/18/2015 ReGenerations II Loan Program	620.00		
8/18/2015 Rehabilitation Advisor Services-Non-program			1350.00
9/16/2015 Home Rehabilitation Program	550.00		
9/16/2015 Rehabilitation Advisor Services-Non-program			675.00
10/15/2015 Home Rehabilitation Program	550.00		
10/15/2015 ReGenerations II Loan Program	620.00		
10/15/2015 Rehabilitation Advisor Services-Non-program			225.00
11/9/2015 ReGenerations II Loan Program	620.00		
11/9/2015 Rehabilitation Advisor Services-Non-program			37,555.00
	70,560.00	8,970.00	1,341.00
	119,320.00	19,500.00	1,550.92
	140,370.92		

TOTAL FEES PAID TO DATE

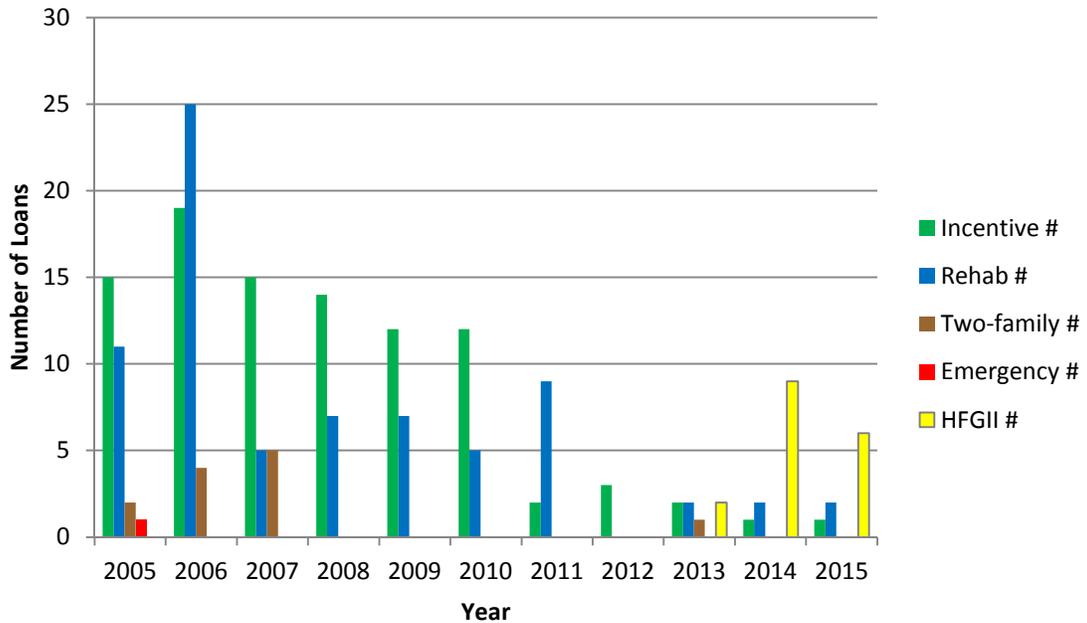
140,370.92

Loan Program Administration Fees through 9/30/15	
Loan Admin Fees paid to CEE	119,320.00
Rehabilitation Advisor Services required by Program Guidelines	19,500.00
Program Marketing	1,550.92
Loan Service Fees retained by CRF	140,370.92
	60,820.00
Total Program Admin Fees	201,190.92
*as of 1/1/07 excludes Rehab Advisor Services not required by Program Guidelines	
	10 percent of value of loans issued (other vendor proposal)
	319,723.00

Coon Rapids MAF Housing Program Distribution of Closed Loan Funds

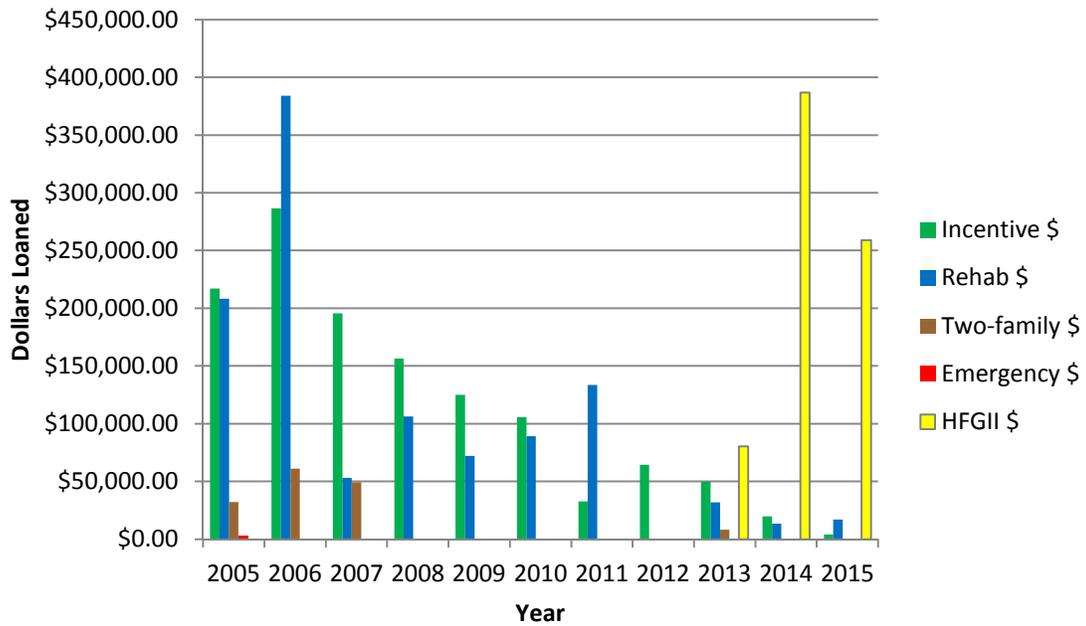


Coon Rapids MAF Housing Program Loans

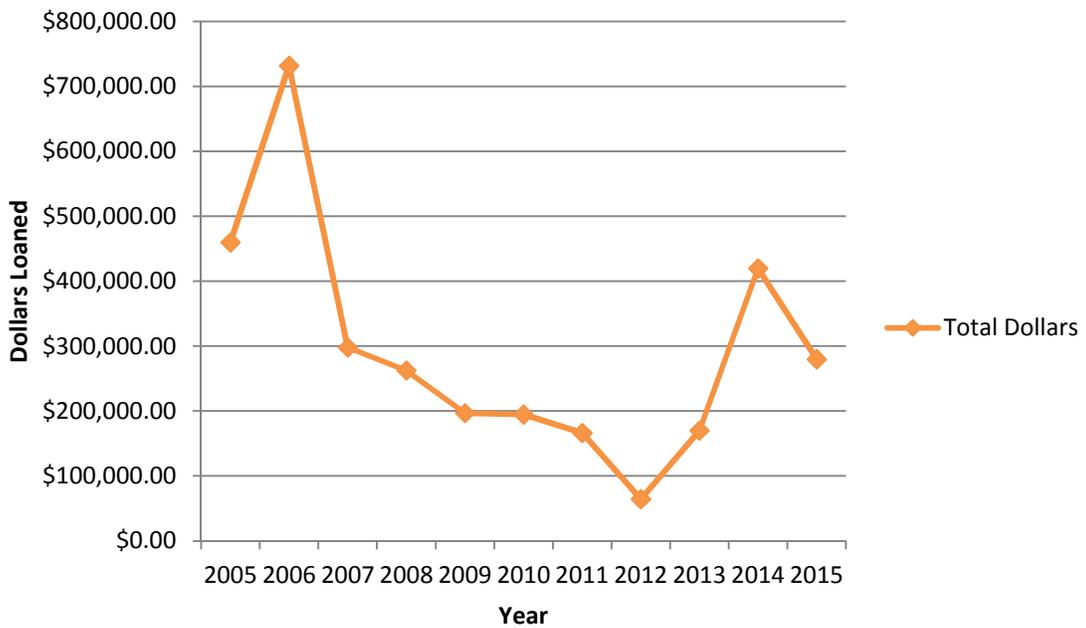


November 2015

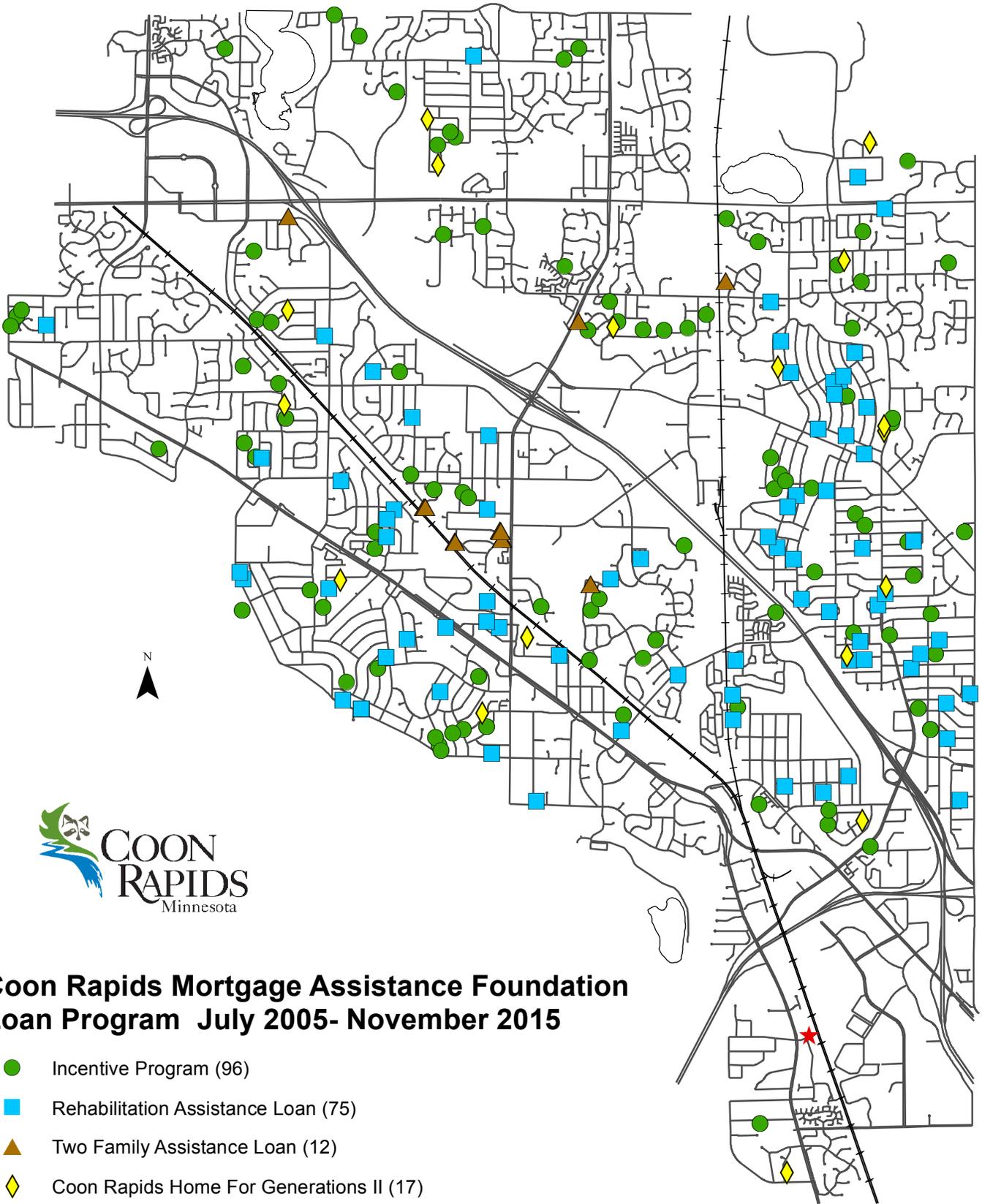
Coon Rapids MAF Housing Program Loans



Coon Rapids MAF Housing Program Loans



November 2015



**Coon Rapids Mortgage Assistance Foundation
Loan Program July 2005- November 2015**

- Incentive Program (96)
- Rehabilitation Assistance Loan (75)
- ▲ Two Family Assistance Loan (12)
- ◆ Coon Rapids Home For Generations II (17)
- ★ Emergency (1)

Total: 201



TO: Coon Rapids Mortgage Assistance Foundation
Board of Directors

FROM: Cheryl Bennett,
Housing and Zoning Coordinator

SUBJECT: ReGenerations Down Payment Assistance
Loan Program Status – Item 8

DATE: December 3, 2015

Program Status

The ReGenerations Down Payment Assistance Loan Program has been available to home buyers in Coon Rapids since April 2010. The program promotes and facilitates the repair or modernization of existing single-family houses through the use of the federally insured FHA Section 203(k) mortgage. The program provides down payment assistance in the form of a forgivable loan of up to 3.5 percent of the combined purchase price of the property plus rehab costs. The maximum down payment assistance is \$6,000. The loan is fully forgiven after ten years of principal residence occupancy by the borrower. There is no maximum purchase price on property assisted with this program, however, the maximum mortgage under the FHA program is currently \$322,000 for a single-family house in Anoka County.

As of November 25, 2015, twenty-six down payment assistance loans have been issued through the ReGenerations Down Payment Assistance Loan Program – three additional loans since reporting in December 2014. Four loans have been repaid.

Information about the use of the program, including information on the borrowers and the properties being rehabilitated can be found on a spreadsheet attached to this memo. Down payment assistance totaling \$126,686 has resulted in \$491,216 in rehabilitation or remodeling investment in these twenty-six properties. This program has assisted in returning 21 formerly vacant, foreclosed properties to owner occupancy. Two additional properties were in foreclosure at the time of sale and acquired through short sale transactions. The remaining three properties in the program were purchased through traditional sales. Fourteen households had children of school and/or pre-school age at the time of purchase. Ninety-two percent of the buyers in this program were first-time home owners. A map attached to this report shows the geographic distribution of loans throughout the City.

The Coon Rapids ReGenerations Down Payment Assistance Loan program continues its listings in industry toolboxes. In addition, the program is promoted through brochures, publications, trade shows and other forums. Program information has been distributed to Minnesota Housing, the Federal Housing Administration, Minnesota Home Ownership Center and other resource centers. The Coon Rapids program is approved for participation by Wells Fargo Home Mortgage and other lenders.

Budget

The program budget was established in 2010 at \$300,000. Twenty-six loans totaling \$126,686 have been issued to date. Four loans have been repaid, two with interest, when the borrowers refinanced to take advantage of lower principal mortgage interest rates. The principal balance of a fifth loan was reduced at closing due to changes in the closing package. Unless otherwise directed by the Board of Directors, the payoff amounts remain in the fund and are made available for lending. The maximum loan available through the program is \$6,000; the average value of the loans issued is \$4,873. Existing program funds will provide for at least thirty additional loans. At this time, not need exists to allocate additional funds to the program as it is currently structured. If changes are made to the program, it may be appropriate to consider funding levels at that time.

Action Requested

Receive report.

CB

Attachments:

CRMAF ReGenerations Down Payment Assistance Loan Activity November 2015 (City/3 pages)
CRMAF Geographic Distribution Map of ReGenerations Down Payment Assistance Loans –
November 2015 (City/1 page)

Coon Rapids Mortgage Assistance Foundation ReGenerations Down Payment Assistance Program

24-Nov-15

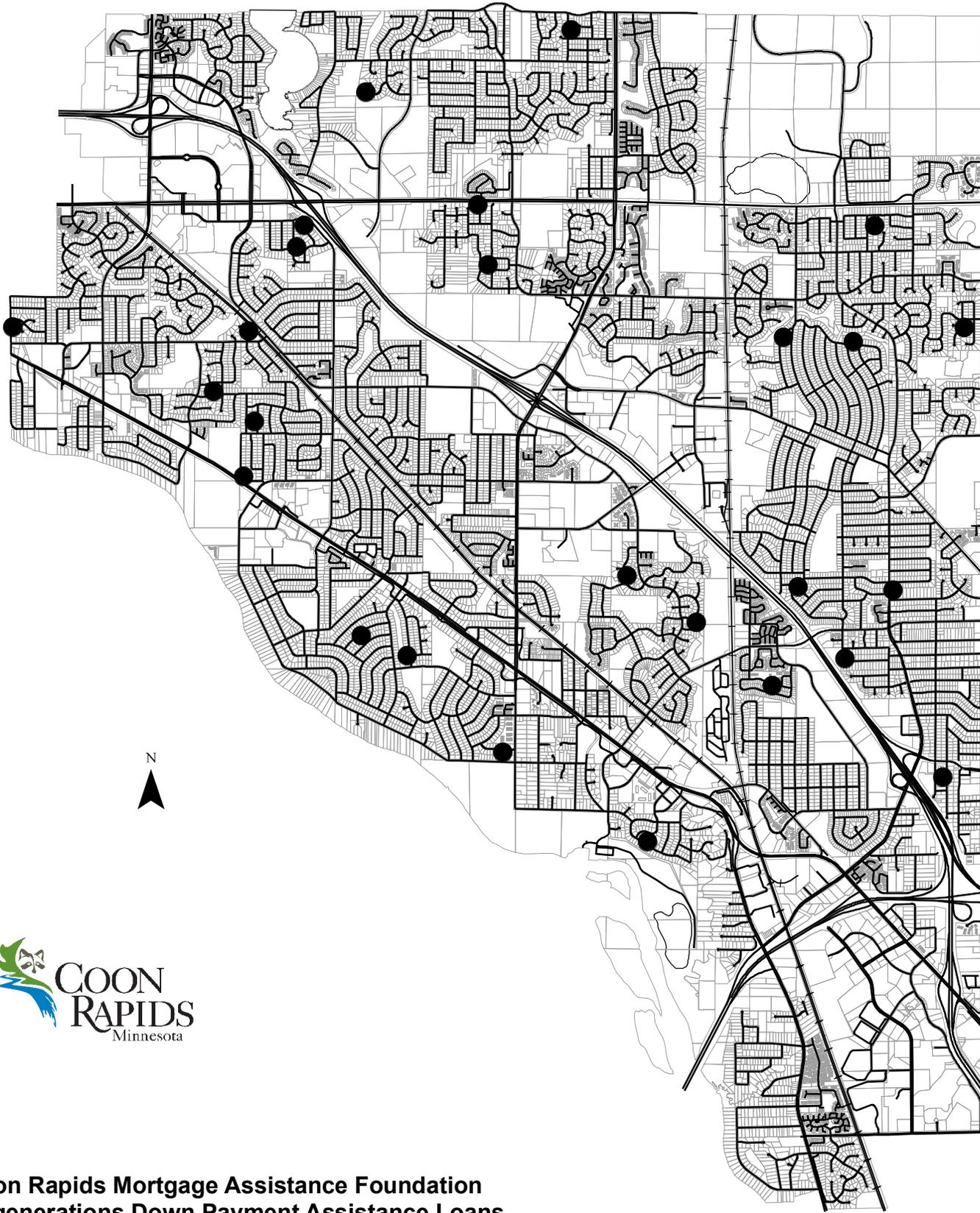
HH Status	Learned of Program	Year Built	Fore-closure	DPA	Purchase Price	Rehab Costs	Principal Mortgage	Date Submitted	Closing Date	Improvements	Residence of Origin	1st Time H/B
1 Single HH	Website	1975	Y	5,644.00	129,500.00	30,000.00	159,000.00	20-Apr-10	26-Apr-10	Kitchen remodel, bath fixtures, drywall and millwork repair, painting, windows & doors, flooring, replace HVAC, water softener and water heater	Minneapolis, multi-family rental	Y
2 Single HH, minor child	Website	1984	Y	6,000.00	168,500.00	15,866.00	184,361.00	4-May-10	15-Jun-10	Flooring, replace water heater, fencing, repair electrical, drywall and siding	New Brighton, MN	Y
3 Single HH, minor child/adult child/fiance	Realtor	1971	Y	4,247.00	110,000.00	11,340.00	120,643.00	29-Sep-10	5-Nov-10	Repair/replace drywall and millwork, siding, doors, hardware; replace furnace, bath surround, exterior painting	Coon Rapids (mobile home/short term stay hotel)	Y
4 Married HH, 2 minor children	CoonRapids Newsletter	1966	N	6,000.00	164,000.00	10,158.00	172,180.00	2-Sep-10	8-Nov-10	Bath remodel, flooring, lighting	Anoka, MN	Y
5 Married HH, minor child	Lender	1978	Y	5,084.10	135,000.00	12,299.00	145,341.00	15-Sep-10	17-Dec-10	Roof repair, painting, flooring, plumbing, drywall and millwork repair	Coon Rapids, multi-family rental	N
6 Single HH	Lender	1989	Y	4,841.00	122,000.00	19,240.00	139,361.00	13-Oct-10	20-Dec-10	Windows, flooring, plumbing, mechanical repairs, repair siding, painting	Wyoming, MN	Y
7 Married HH, 4 minor children	Website	1992	Y	6,000.00	205,100.00	20,356.00	223,205.00	1-Mar-11	8-Apr-11	Repair exterior wall; replace windows; repair deck/add footings; flooring, repair plumbing, drywall, and millwork due to improper winterization	Lino Lakes, MN (move-up single-family)	N
8 Married HH, minor child	ReGenerations Brochure	1963	Y	3,171.00	79,900.00	10,700.00	93,564.00	30-Mar-11	28-Apr-11	Drywall and electrical repair, bath remodel, replace kitchen cabinets and countertop	Golden Valley, MN	Y
9 Single HH (separated)	Lender	1994	Y	6,000.00	170,750.00	24,985.00	194,284.00	3-Jun-11	22-Jul-11	Electrical, plumbing and HVAC repairs; windows, flooring, paint, basement finish	St. Paul, MN, multi-family rental	Y
10 Single HH	Lender	1968	Y	3,510.00	79,900.00	20,367.00	100,343.00	1-Aug-11	30-Sep-11	Electrical repairs, replace HVAC, repair siding/fascia, replace doors, flooring, painting	Plymouth, Mn	Y
11 Married HH, 3 minor children	Lender	1979	Y	4,476.00	115,000.00	12,876.00	127,003.00	15-Sep-11	12-Oct-11	Flooring, wood steps, electrical and plumbing repairs, bath remodel, countertops, section of fence	Coon Rapids, multi-family rental	Y
12 Single HH	Website	1952	Y	3,453.00	80,500.00	18,150.00	100,973.00	20-Oct-11	14-Nov-11	Electrical, plumbing, flooring, total kitchen remodel, new water heater, relocate water main line	Plymouth, MN	Y
13 Single HH, minor child	Family contact	1965	Y	4,238.00	109,900.00	11,800.00	119,685.00	14-Sep-11	15-Nov-11	Flooring, drywall and millwork repair, replace garage doors/roof, electrical repairs	Coon Rapids, single-family (resides with relative)	Y
14 Single HH	Realtor/Edina Rlty	1983	N*	3,482.00	84,500.00	20,489.00	102,858.00	19-Jan-12	31-Jan-12	Kitchen remodel, drywall & ceiling repair, new cabinets, sink, flooring, upgrade electrical	Blaine, MN (SF 1A property)	Y
15 Single HH	Realtor	1954	Y	4,388.00	100,199.00	26,850.00	129,148.00	30-May-12	28-Jun-12	Electrical upgrades/repairs; plumbing repair, replace carpeting/tile, update bath, replace garage doors, replace window, appliances	Coon Rapids, multi-family rental	Y

16 Single HH	Lender, AMEC	1993	N*	4,376.00	99,900.00	25,120.85	126,296.00	3-Sep-12	27-Sep-12	Windows, patio door, flooring (carpet & vinyl), misc door & millwork, misc plumbing/gas work, garage door, gutters & downspouts, install deck, RADON mitigation	Hugo, rental	Y
17 Single HH	Lender, WF Home Mtg	1992	Y	5,051.00	122,000.00	26,745.50	146,890.00	30-Aug-12	28-Sep-12	Drywall; interior paint; replace damaged doors; carpet and vinyl flooring; kitchen countertops; plumbing fixtures and vents; repair windows; install guardrails and hand rails; repair plumbing and electrical systems; water softener, air conditioner, furnace, washer, dryer and kitchen appliances	Chaska, rental townhouse	Y
18 Single HH	Realtor/Lender	1979	Y	5,248.00	112,000.00	37,952.52	151,850.00	17-Oct-12	30-Oct-12	Roof fascia/soffit, main bath tile, kitchen tile, bsmt bath tile, hardwood floors, water heater, floor drain repair	Minneapolis, rental	Y
19 Married HH, 3 minor children	RE agent David Bichanga	1971	Y	4,437.00	105,101.00	21,683.83	130,561.00	10-Jul-12	8-Feb-13	Carpet, vinyl, drywall repair, paint interior walls, ceilings and exterior, range & hood, dishwasher lights & smoke detectors, AC, furnace, shower surround, rehang doors	Fridley, single-family rental	Y
20 Married HH, minor child	Coon Rapids Newspaper	1958	N	4,910.00	129,000.00	11,280.00	139,483.00	15-Jan-13	22-Feb-13	Carpet, wood floors, patio door, siding, electrical, water heater, carbon/smoke detectors	Coon Rapids apartment	Y
21 Single HH	Lender	1957	Y	5,127.00	135,000.00	12,675.00	145,825.00	22-Jan-13	28-Feb-13	Appliances, wall demo, furnace cleaning, flooring, countertops, dryer vent, electrical repairs, water heater venting, smoke detectors, bath fan relocation	Blaine, rental	Y
Married HH (minor children not 22 in HH)	Lender	1957	Y	5,044.00	118,500.00	25,612.00	149,191.00	5-May-14	4-Jun-14	Plumbing to code; electrical to code; kitchen cabinets, countertops, dishwasher, fixtures; interior doors & door/window millwork (proposal also included additional \$2,350 appliance package not included in DAP)	Andover, multi-family rental	Y
23 Single HH	Lender	1950	N	5,790.00	146,000.00	19,450.00	166,677.00	15-May-14	28-Aug-14	Complete conversion of garage to family room, with fireplace, and new 1/2 bath. Includes build up of floor to match main residence, walls, electrical, plumbing, HVAC to converted space.	Coon Rapids, single-family rental (p/c)	Y
24 Married HH, 3 minor children	Internet search	1959	Y	4,169.00	107,000.00	12,105.00	121,834.00	10-Oct-14	5-Dec-14	Window repairs; replace toilet, tub; electrical outlets, smoke det added; insulation; kitchen cabinets (& appliances); carpeting; ceramic tile flooring; removal of noncompliant furnace in garage	Coon Rapids, multi-family rental	Y

Add gutter to rear wall of house to address drainage issue; hardwire smoke/CO detector; vent bath fan; supply air to lower level bedroom; sheetrock repairs; miscellaneous plumbing & HVAC repairs; install hardwood flooring; tile kitchen backsplash; dishwasher

25 Married HH, 3 minor children	Lender	1976	Y	6,000.00	179,000.00	10,204.00	193,943.00	23-Apr-15	16-Jun-15	Roseville, single-family rental	Y
26 Married HH, minor child	Realtor	1977	Y	6,000.00	208,000.00	22,911.00	234,824.00	6-Oct-15	2-Nov-15	Eden Prairie, rental townhome	Y

Grand Totals (26)				122,517.10	3,209,250.00	479,110.70	3,698,123.00				
2010 Totals (6)				37,816.10	1,034,100.00	119,259.00	1,144,091.00				
2011 Totals (7)				24,848.00	635,950.00	98,878.00	735,852.00				
2012 Totals (5)				22,545.00	518,599.00	137,157.87	657,676.00				
2013 Totals (3)				14,474.00	369,101.00	45,638.83	415,869.00				
2014 Totals (2)				10,834.00	264,500.00	45,062.00	315,868.00				
2015 Totals (2)				12,000.00	387,000.00	33,115.00	428,767.00				
				Down Payment Assistance	Purchase Price	Rehab Costs	Principal Mortgage				



**Coon Rapids Mortgage Assistance Foundation
Regenerations Down Payment Assistance Loans**

- Closed April 2010 - November 2015 (26)

November 2015



TO: Coon Rapids Mortgage Assistance
Foundation Board of Directors

FROM: Cheryl Bennett,
Housing and Zoning Coordinator

SUBJECT: Consider Funding Application from the City
of Coon Rapids for the Home for
Generations II Program under Project
Funding Guidelines for Fund 82000
Item 9

DATE: December 3, 2015

Introduction

On November 18, 2015, the Coon Rapids Mortgage Assistance Foundation received a request from the City of Coon Rapids for additional funding of the Architectural Design Consultations offered through the City's Home for Generations II remodeling reinvestment program. The application seeks \$10,000 in grant funding and was made under the Foundation's Project Funding Guidelines and application process for Fund 82000.

Background

The application seeks approval of grant funds in the amount of \$10,000 for architectural design consultations required by the City's Home for Generations II (HFGII) program. The request was submitted by Kristin DeGrande, Neighborhood Coordinator for the City of Coon Rapids. A copy of the application is attached.

The request has been reviewed against the Project Funding Guidelines and found to meet the purpose and intent of those guidelines. The Mortgage Assistance Foundation has previously awarded \$22,500 in Project Funding to underwrite architectural design consultations. To date, over 100 design consultations have been completed. The Coon Rapids Housing and Redevelopment Authority covers additional costs of HFGII, including this program component, and there has been no lapse in delivery of the program.

The application requires submission of year-end financial statements of the applicant. In this case, the applicant is the City and its fiscal year 2014 has been audited. The audited financial statements are on file at the City and were not required to be duplicated here.

The Project Funding Guidelines for Fund 82000 are attached for your reference.

Budget

Investment income for Fund 82000 during the Foundation's fiscal year ending September 30, 2015, less the expenses of the Foundation, totaled \$13,714. No funding awards have been made from this balance.

Coon Rapids Mortgage Assistance Foundation
Consider Application for Funding, Item 9
December 3, 2015
Page 2

Action Requested

Staff requests the Board consider the funding request made by the City of Coon Rapids in the amount of \$10,000 for architectural consultation in conjunction with the City's Home for Generations II remodeling reinvestment program. The Coon Rapids Mortgage Assistance Foundation Project Funding Guidelines for Fund 82000 should be used to guide your discussion.

Attachments:

CRMAF Project Funding Guidelines for Fund 82000
City of Coon Rapids Home for Generations II Funding Application



FUND 82000 PROJECT FUNDING GUIDELINES

The Coon Rapids Mortgage Assistance Foundation welcomes applications for grants and loans at any time throughout the year. Eligible applicants must be current or future residents of the City of Coon Rapids requesting support for housing related projects. Projects for consideration can include, but are not limited to:

1. Housing structure preservation
2. Housing value enhancements, including architectural fee assistance
3. Housing accessibility (livability) improvements
4. Incubator or pilot projects related to housing can be considered with the goal of transferring successful programs to Fund 20000. Emphasis may be placed on programs where funds cannot easily be acquired from another source.

Proposed uses of Fund 82000 are also limited by the following:

1. Any program or proposal must be tied to or support an identified housing related need in the City of Coon Rapids as identified by the City of Coon Rapids Comprehensive Plan adopted August 2009 and funds must be used within the corporate limits of the City of Coon Rapids.
2. Grant dollars are limited to the funds available to the Foundation from the net annual earnings on its investments after all expenses of the Foundation have been deducted. The majority of funding opportunities will be deployed as loans, which will be considered on an individual project basis.

Interested applicants may contact any Foundation board member or staff to discuss their ideas, but all funding decisions are made by the full board after a staff review has determined that the applicant has met the above criteria.

December 2012
Coon Rapids Mortgage Assistance Foundation

The Coon Rapids Mortgage Assistance Foundation is a nonprofit corporation affiliated with the City of Coon Rapids, Minnesota. The Foundation was created in 1979 in association with the issuance of Housing Development Revenue Bonds that assisted development of affordable owner-occupied residential property in Coon Rapids by providing below market interest mortgage rates.



Home for Generations II

Funding Request from the Mortgage Assistance Foundation

(November 2015)

The Mortgage Assistance Foundation contributed \$5,000 in March 2013, \$7,500 in December 2013 and \$10,000 in December 2014 to subsidize the cost of the required Architectural Design Consultations to eligible applicants in the *Home for Generations II* program. All applicants must pay a \$25 co-pay to one of the participating architects and/or the one participating landscape architect for a two hour, at-home consultation. The Mortgage Assistance Foundation and the Housing and Redevelopment Authority pays the remaining balance of \$225 for each visit. Each applicant is allowed up to one architect and one landscape architect consultation through the program, although the Mortgage Assistance Program has capped their assistance at one consultation per address. To date, 143 homeowners have applied to the *Home for Generations II* program and 118 architectural and/or landscape architectural consultations have been performed. At this time, the Mortgage Assistance Foundations funds have been depleted. There is still funding available in the HRA allocation but those funds have been primarily used for applicants who seek both an architectural and a landscape architectural consultation.

Recognizing the *Home for Generations II* program is encouraging homeowners to make large, value-added improvements exceeding \$35,000 in size, the City designed this program to provide affordable architectural assistance to homeowners. It is anticipated that this modest investment will increase the chances of better, more thoughtful design for the resulting projects. These consultations will ensure all aspects of the homeowners' projects have been considered, increasing their homes' functionality, and making sure their remodeling projects will fit seamlessly with their existing homes.

Eligibility Requirements

To be eligible for the program, applicants must be a current homeowner in Coon Rapids, they must reside at the home to be remodeled as their primary residence, and they must maintain homestead status at the proposed remodeled home. Additionally, all homes must be at least 20 years old.

Eligible Improvements

In addition to having a total project cost equaling \$35,000 or higher, at least one of the following project types must be included in each applicant's scope of work:

- | | |
|---|---|
| <input type="checkbox"/> Building an addition on to their home | <input type="checkbox"/> Major kitchen remodel |
| <input type="checkbox"/> Finishing an unfinished basement | <input type="checkbox"/> Major bathroom remodel |
| <input type="checkbox"/> Finishing an unfinished attic space | <input type="checkbox"/> Major basement remodel |
| <input type="checkbox"/> Converting a garage into livable space | <input type="checkbox"/> Adding a new bathroom |
| <input type="checkbox"/> Moving/removing walls to change layout | <input type="checkbox"/> Constructing a covered front porch |

Incentive Grants

The maximum grant amount offered through this program is \$5,000, but the amount depends upon an applicant's total project amount and the type of projects completed. Higher grant amounts will be offered to those projects that increase the curb appeal of the home, therefore providing aesthetic benefit to the entire neighborhood.

If the project includes two or more eligible exterior upgrades (see below for examples), the grant would equal 10% of the total project cost (not to exceed \$5,000). If the project does not include two or more eligible exterior upgrades, or if the project includes interior improvements only, the grant would equal 5% of the total project cost (not to exceed \$2,500). Additionally, Building Permit Rebates are available to each recipient and will equal 50% of the total amount spent on permits (building, mechanical, plan review, etc) for the entire project. All funds will be available on a first come, first served basis.

Eligible Exterior Upgrades

In order to be considered for the maximum grant amount, an applicant must include two or more eligible exterior upgrades as part of their home improvement project:

- Altering the roofline on the front of the house
- Constructing columns at the front entrance
- Building a covered front porch
- Adding shakes, brick or stone on the front of the home
- Replacing and upgrading the front door and/or garage door if they face the street
- Landscaping (landscape design consultation required)
- Other elements as approved before signing the Participation Agreement

Construction Update

As mentioned earlier, 143 *Home for Generations II* applications have been submitted to the City for consideration. One hundred and eighteen of those have completed their Architectural Design Consultation and 47 have signed their Participation Agreement with the City, committing their grant and rebate funds. Of these 47 projects, projects ranged in size from \$35,000 - \$200,000+. A total of just over \$191,000 worth of grant/rebate funds have been committed so far, leveraging a total improvement value of just over \$3.3 Million.

Just over one-half (24) of the 47 recipients opted to add two or more eligible exterior upgrades which made them eligible for a larger grant amount.

These eligible exterior upgrades bring benefit not only to the homeowner and their own house, but increases curb appeal to which the entire neighborhood benefits.

Home Remodeling Tour

The City has now sponsored the two Coon Rapids Home Remodeling Tours – in 2014 and 2015. Each year, the event has taken place on a Sunday afternoon in May where six of the previous year's *Home for Generations II* recipients opened and showcased their homes to the public. A marketing piece was sent to every homeowner in Coon Rapids and up to 450 people toured each of the six homes on the

tour each year. This event has generated additional interest in the program and motivation from other property owners to invest in their own homes. This, along with continued rising home values, has generated considerable interest for the program and likewise, the architectural consultations.

Request

At this time, City staff is requesting the Mortgage Assistance Foundation consider contributing an additional \$10,000 to be used for subsidizing the cost of additional Architectural Design Consultations for eligible Coon Rapids homeowners applying to the *Home for Generations II* program.