

Whatcom County
RFP #25-43
Funding for Workforce Housing Infrastructure and Facilities Projects
EXHIBIT A
CONTRACTOR INFORMATION AND ACKNOWLEDGEMENT

The Proposer acknowledges the requirements of this RFP and funding as described.

Proposing Contractor: Kulshan Community Land Trust

Submitted by Rose Lathrop Title Executive Director
Print name

Address 1715 C St. #201 Bellingham, WA 98225 Phone 360-671-5600

Signature  Date 6/30/25

Email Rose@kulshanclt.org



June 13, 2025

ADDENDUM 1

RFP #25-43

Funding for Workforce Housing Infrastructure or Facilities Projects

ATTENTION:

This Addendum 1 consists of 2 pages, including this page.

All documented holders are hereby notified that the RFP documents for the subject RFP have been amended as hereinafter set forth. The following changes, additions, and/or deletions are hereby made a part of the RFP documents.

- The following pages contain answers to questions received by 5:00 PM, Wednesday, June 11, 2025.
- The deadline for responses to this RFP is hereby extended one (1) week. The new deadline is 2:30 PM, Tuesday, July 1, 2025.

NOTE: Acknowledgment of the receipt of this addendum is required in order for the response to be considered complete. Failure to acknowledge receipt of this addendum may become cause for rejection of the proposal response.

Please sign below and submit this page of the addendum with your proposal response:

Signed

A handwritten signature in blue ink, appearing to read "Kulshan", is written over a horizontal line.

Contractor Name

Kulshan Community Land Trust

Whatcom County RFP #25-43
Funding for Workforce Housing Infrastructure and Facilities Projects
Addendum 1 – Responses to Questions Received by 5:00 PM, Wednesday, June 11, 2025

Questions:

As indicated in the RFP, the County encourages brief answers to the questions not already contained in the RFP. Answers to questions received are as follows:

1. Q: Program guidelines identify funding may be used for “housing infrastructure, facilities, or land”; is there any additional information on allowable costs? My interpretation is that any construction/acquisition costs are eligible.

A: All allowable costs are aligned to the guiding RCW 82.14.370 as referenced in the RFP.

2. Q: The guidelines provide a paragraph on prevailing wage rate requirements.

Applicants, including any subsequent subcontractors or subrecipients, must agree to pay prevailing wages for all capital projects. Specifically, RCW 39.12.040 requires that every general contractor and subcontractor on the project, file a Statement of Intent to Pay Prevailing Wages with the Washington State Department of Labor and Industries (L&I) immediately after the contract is awarded and before work begins. In addition, RCW 39.12.120 stipulates that all general contracts must file certified payroll reports at least once per month for all prevailing wage jobs. Lastly, RCW 39.12.040 also requires that every general contractor and subcontractor on the project file an Affidavit of Wages Paid after the work has been completed. Current prevailing wages can be found on the L&I website.

Are you able to confirm that if L&I provides a determination that prevailing wage rates do not apply, for instance when funds are provided as a loan to the project and therefor not regarded as cost to the state, the prevailing wages will not be required?

A: The County will follow state law regarding the payment of prevailing wage. Should L&I make a project specific determination as to prevailing wage, the County may or may not use that determination to fulfill the County’s obligation to follow state law.

3. Q: Question 5 of exhibit B reads “Qualifications and firm names for any proposed subcontracts” – is in reference to firms that would be directly subcontracted to the funds provided by the EDI program? Or is this referencing any firms subcontracted by the project team to do the work (e.g. Architects, etc.)?

A: Subcontractors are reference to firms the EDI recipients are contracting with to complete the contracted project.

4. Q: Question 10 of exhibit B reads “Pro forma demonstrating project financial feasibility [Include private partner contingency agreement.]” – can you clarify what exactly is intended by the phrase ‘private partner contingency agreement’?

A: If private partners are investing in your project an agreement to that effect should be included with the response.

June 18, 2025

ADDENDUM 2

RFP #25-43

Funding for Workforce Housing Infrastructure or Facilities Projects

ATTENTION:

This Addendum 1 consists of 1 page, including this page.

All documented holders are hereby notified that the RFP documents for the subject RFP have been amended as hereinafter set forth. The following changes, additions, and/or deletions are hereby made a part of the RFP documents.

CORRECTIONS:

1. The page numbering in the original RFP is incorrect – there are 9 (nine) pages total, including the Invitation page. The footer beginning on the second page of the pdf of the complete RFP is hereby **CORRECTED** and should note “Page **X** of 8 – Whatcom Co. RFP #25-43”, whereas **X** represents the current page as indicated in the original RFP.
2. The Exhibit number on the header title on the final page of the RFP is hereby **CORRECTED** to be **Exhibit C**.

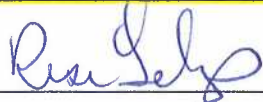
DEADLINE:

1. The deadline for responses to this RFP remains 2:30 PM, Tuesday, July 1, 2025, as extended in Addendum 1.

NOTE: Acknowledgment of the receipt of this addendum is required in order for the response to be considered complete. Failure to acknowledge receipt of this addendum may become cause for rejection of the proposal response.

Please sign below and submit this page of the addendum with your proposal response:

Signed



Contractor Name

Rose Lethrop Kulsan Community Land Trust

END OF ADDENDUM 2 – WHATCOM CO. RFP #25-43

EXHIBIT B

SCOPE OF PROJECT

1. Project Abstract

The LaFreniere Court Townhome project is an 18-unit, permanently affordable new construction project on Birchwood Ave. just west of Birchwood Elementary School. Using the Community Land Trust model, these homes will be sold to first-time homebuyers under 80% AMI and remain permanently affordable. The project consists of four buildings, each housing two 3-bedroom and two 2-bedroom townhomes, and two single-story 2-bedroom ADA accessible homes. Also onsite is City Sprouts Farm, an organic educational garden and nursery providing food production training to Western Washington University students and the public.

The project began construction in early June 2025, with owner occupancy by Fall 2026. By providing affordable homeownership opportunities for households under 80% AMI, this project will stabilize households living and working in Whatcom County. Not only will new homeownership opportunities be created, but the project will also free up rentals for new Whatcom County residents joining our workforce. The project also provides construction jobs, apprenticeship opportunities, and tax revenue.

Kulshan Community Land Trust is requesting \$350,000 in grant funding to directly reduce the purchase price of homes in this project, lowering monthly mortgage payments for buyers and preserving long-term affordability for future homeowners. This funding is critical to offset the high cost of construction and unanticipated off-site infrastructure requirements. These additional costs pose a significant challenge to maintaining affordability without compromising the quality or functionality of the homes. In the absence of grant funding, we are open to exploring a short-term loan structure; however, securing grant support is the most effective way to ensure these homes remain accessible and affordable for working families in our community.

2. Project Address:

2912 Birchwood Ave. Bellingham, WA 98225

New home addresses: 3205 Equity Place, 3206 Equity Place, 3207 Equity Place, 3208 Equity Place, 3209 Equity Place, 3210 Equity Place, 3211 Equity Place, 3212 Equity Place, 3213 Equity Place, 3216 Equity Place, 3217 Equity Place, 3218 Equity Place, 3219 Equity Place, 3220 Equity Place, 3221 Equity Place, 3222 Equity Place, 3223 Equity Place, 3225 Equity Place

Whatcom County Assessor's parcel number: 3802235625310000 (non-exempt portion),
3802235625310001 (exempt portion)

3. Project Team Details:

Name	Title and Affiliated Organization	Years' Experience in Affordable Housing
Rose Lathrop	Executive Director, KCLT	17
David Ellsworth-Keller &	Homeownership Director, KCLT	12+
Nina Rommelmann	Homeownership Coordinator, KCLT	7
Dawna Morse	Principal, Shibmor Consulting	15
Tony Freeland	Principle, Engineers Freeland & Associates	5+
Dan Welch, March, CHPC, LEED AP	Principle, Bundle Design Studio	3+
Max Wolf, ASLA	Landscape Architect Principle, Project Landworks	12+
Chris Abbey	Partner, Wellman and Zuck	20
Ali Taysi	Principal/Owner, AVT Consulting	19

Rose Lathrop became the Executive Director of Kulshan CLT and has 17 years of experience as a Project Manager for local builders and developers, has over a decade of experience in local land use policy, and is a City of Bellingham Planning Commissioner. She has a BA in Environmental Policy and Urban Planning, is a Certified Sustainable Building Advisor, and is a LEED accredited professional.

David Ellsworth-Keller has worked in community and housing development for over 12 years. As the Homeownership Program Director at Kulshan CLT, he has been working directly with homebuyers and overseeing the financial and programmatic aspects of scattered-site acquisition and new construction projects.

Nina Rommelmann joined the Kulshan CLT team in April of 2025 to support the homeownership program. She has a law degree from the University of Texas and provided legal support to real estate transactions at a Texas law firm. She worked as the Director of Programs for the Houston Community Land Trust from 2018-2021 and has worked as a CLT consultant.

See **Attachment A** for organizational chart and resumes.

4. Project experience and examples:

Kulshan CLT has over 15 years of experience developing workforce housing that serves low- and moderate-income households in Whatcom County. Our first new construction project, Matthei Place (2007), delivered 14 cottage-style homes in Bellingham's Fairhaven neighborhood. In 2015, we added 7 single-family homes on Indiana and Lafayette Streets, including 2 in partnership with Habitat for Humanity and 2 with accessory dwelling units (ADUs) providing affordable rentals to low-income tenants.

Building on this foundation, KCLT has continued to grow its development capacity. In partnership with Habitat for Humanity, we completed 2 single-family homes in Maple Falls (2018) and Sudden Valley (2022) and recently delivered 12 townhomes in Bellingham. Currently, 4 additional homes at Telegraph Townhomes are nearing completion, with sales to income-qualified buyers scheduled for July 2025.

KCLT's current pipeline includes three active developments—Telegraph Townhomes (24 homes), Birchwood LaFreniere Court (18 homes), and Thornton Village (44 homes)—demonstrating our commitment and capacity to deliver permanently affordable workforce housing at a larger scale. Our projects prioritize homeownership opportunities for households earning under 80% AMI, with many serving buyers well below that threshold

b. Experience/expertise in managing affordable housing projects:

Since 2002, Kulshan Community Land Trust (KCLT) has created and stewarded 142 permanently affordable homes, partnering with 235 low- and moderate-income households (under 80% AMI), including 88 successful resales that preserved affordability over generations. While earlier homes were often acquired on the open market—a strategy no longer viable due to escalating prices—KCLT has adapted to directly manage development projects that meet today's affordability challenges.

KCLT has successfully delivered a range of housing types, including condominiums, single-family homes, and modular homes, often in partnership with local government and nonprofit allies. Recent projects include the rehabilitation of three homes purchased from the Bellingham Housing Authority in 2020, and the development of a modular home on city-donated land in 2021.

As both a developer and a steward, KCLT manages complex financing structures that blend public and private sources, including local funding, state Housing Trust Fund, CDBG, HOME, and private philanthropy. We provide comprehensive homebuyer services, including HUD-certified financial counseling, income qualification, and assistance with mortgage financing and down payment support.

KCLT has now expanded our role to lead new construction projects, including Telegraph Townhomes, Birchwood LaFreniere Court, and Thornton Village. This demonstrates our capacity to manage site acquisition, infrastructure development, permitting, contractor oversight, and long-term stewardship. Our growing development expertise ensures that permanently affordable homeownership remains viable in a region facing severe housing cost pressures.

5. Qualifications and firm names for any proposed subcontracts:

Ali Taysi provides land use permitting and project management services in the Pacific Northwest and founded AVT Consulting in 2004. He brings nearly 17 years of local project management and hands-on permitting experience.

Dawna Morse is our project and compliance consultant. Dawna has 15 years of economic and affordable rental and for-sale development experience in the public, non-profit, and private sectors. This includes project management, financial structuring, compliance, including Section 3, and reporting. Dawna has worked on several projects of similar size and scope.

Tony Freeland and Miles McEathron at Freeland and Associates oversee our stormwater engineering. Freeland & Associates, Inc. provided civil engineering design services for the Lydia Place Heart House project Bellingham, Washington completed in 2022. The project included the development of a new 11-unit 13,500-square-foot transitional housing building with ground floor office space and childcare center. Their scope of design services included parking/sidewalk improvements, municipal utility connections, and stormwater management systems. Freeland & Associates, Inc. also provided civil engineering design services for the following projects in Bellingham: Lighthouse Mission Rebuild project, Bellingham Food Bank, Agape Home for Women and Children and Whatcom County Crisis Stabilization Center.

Dan Welch is the designer and Evergreen Coordinator for this project. He received his Master of Architecture degree from the University of British Columbia, CPHC from the Passive House Institute U.S. Dan lives and works from a net-zero energy, water, and waste home, the first residence in Bellingham that elected to include no water or sewer connections. Notably, this project was the recipient of Green Builder Media's Best Building Science award in 2015. He is also a member of the Birchwood Neighborhood Association, Bellingham Climate Action Task Force, and the Shift Zero steering committees.

Chris Abbey, of Wellman and Zuck Construction, is the project's General Contractor. For over 20 years, Chris has delivered construction projects throughout the state of Washington. From Bellingham to Seattle, his experience in the market-rate multi-family housing & affordable housing sectors provides clients a vast value engineering and capital construction cost saving experience. Throughout his career, Chris has placed a special emphasis on developing reliable teams and building strong, collaborative dynamics.

Max Wolf, founded Project Landworks, an ecologically focused landscape architecture firm, installation company and native plant nursery. Their mission is to provide low impact landscape design & construction services, while increasing ecological benefits through the use of native plants and sustainable building practices. Plants from their nursery will be provided to the project at cost, helping to increase the affordability of the project.

6. Approach Description:

The LaFreniere Court Project broke ground on June 9, 2025, with permits issued and the majority of funding secured. Kulshan Community Land Trust is requesting grant funding from the EDI Workforce Program to reduce the purchase price for buyers, ensuring long-term affordability while also supporting quality improvements that enhance the livability and sustainability of the homes.

We have assembled an experienced construction team and a dedicated project manager to keep the project on schedule and within budget. Simultaneously, our homeownership team is preparing to assist buyers with the purchase process, helping them secure financing, navigate closing, and prepare for successful homeownership. As part of our commitment to community-building, we will work closely with future homeowners to foster a supportive, engaged neighborhood at LaFreniere Court.

7. Estimated timeline with key milestones and tasks:

Construction Gantt Chart and key milestones report, **Attachment B**.

8. Status and timeline for all housing development permits and reviews:

All land use and building permits for the LaFreniere Court Project have been issued. The only deferred items are the final landscape plan and site lighting plan, which will be submitted and approved prior to project completion.

Birchwood LaFreniere Court Permit and Review Timeline

Site Control	Closing	10/28/2016	
Feasibility/Due Diligence	Site topographic survey	2/7/2023	
Feasibility/Due Diligence	Phase I Environmental Assessment	5/14/2023	
Feasibility/Due Diligence	SEPA clearance	9/11/2024	
Feasibility/Due Diligence	NEPA clearance	9/18/2023	
Feasibility/Due Diligence	Choice Limiting Actions clearance	9/18/2023	

Feasibility/Due Diligence	Neighborhood notification	6/30/2021	Density update 12/11/2023, Hearing Examiner 9/25/2024
Feasibility/Due Diligence	Inspection of first home	6/15/2026	projected
Design/Permitting	Zoning approval	11/4/2024	
Design/Permitting	Site plan approval	11/4/2024	
Design/Permitting	Building permit application submitted	9/25/2024	
Design/Permitting	Building permits issued	6/5/2025	
Design/Permitting	Submit Evergreen Project Plan	10/30/2024	
Design/Permitting	Final plans and specs completed	2/5/2025	

9. Detailed budget breakdown:

Find a detailed budget in **Attachment C**.

10. Proforma demonstrating project financial feasibility

Find a detailed Proforma in **Attachment D**.

Private partner contingency agreement

Kulshan Community Land Trust received an unsecured, committed, and fully funded pre-development loan from the Sach's Family Foundation. This loan is fully subordinated to all other financing and will be repaid with home sales revenue upon project completion. If necessary, developer fees may also be used to support repayment.

The primary construction loan is secured through the Washington State Housing Finance Commission (WSHFC) and is secured by the land. This financing structure ensures the project has sufficient resources to manage potential risks and maintain financial stability through completion. Should a formal contingency agreement be needed, we are prepared to document these terms accordingly.

EXHIBIT C

SUPPLEMENTAL QUESTIONS

1. What is the project's projected amount of NEWLY generated revenue for Whatcom County?

For example, does the project generate sales tax, property tax, personal property tax, etc.?

This project will generate new revenue for Whatcom County. Construction of the eight homes is expected to produce approximately **\$412,000 in sales tax revenue**. Once completed, the homes will collectively generate around **\$3,291 per month in property taxes**, totaling approximately **\$59,238 annually** in new ongoing property tax revenue. This is in addition to the broader economic benefits from increased local spending by new homeowners and the long-term activation of previously vacant land.

2. What will the effect of this project be on the natural environment? does the project address any issues related to public health, pollution, or quality of life?

The project will have a non-significant impact on the natural environment, as it is located within an existing urban neighborhood. Prior to construction, two severely dilapidated buildings were demolished, including the safe abatement of asbestos from the front warehouse. By replacing blighted structures with new, energy-efficient, and healthy homes, the project directly improves the quality of life for both the future homeowners and the surrounding community. The homes are designed to promote better public health through improved indoor air quality, energy efficiency, and durable building materials. Additionally, transforming a previously underutilized and deteriorated property into stable, permanently affordable housing supports neighborhood revitalization while aligning with smart growth and sustainable land use principles.

3. Does this project address any existing issues related to public safety and/or does it increase public safety in the future or address a potential future public safety issue?

Yes, this project directly addresses existing public safety concerns and contributes to long-term community safety. The site previously contained vacant, deteriorating buildings that had become a magnet for vandalism and posed risks of unauthorized use, including potential homeless encampments. Removing these unsafe structures and redeveloping the site into a stable, vibrant neighborhood of permanently affordable homes greatly enhances public safety. By activating the site with engaged homeowners and well-maintained housing, the project deters future crime and nuisance activity, while contributing to a safer, more connected community environment for residents and neighbors alike.

4. Describe specific quantifiable measures of the outcomes, other than purely jobs or housing units, that will demonstrate project success. Describe how you will measure this and explain what you expect to show as progress toward the outcome.

In alignment with the City of Bellingham's 2023–2027 Assessment of Fair Housing, this project intentionally seeks to address the significant racial and ethnic disparities in homeownership, as well as disproportionate housing needs among renters, single-female-headed households, and Native American households. A key quantifiable measure of success will be the demographic composition of homebuyers served through this project. Our goal is to increase homeownership access for Black, Indigenous, Hispanic/Latinx households, and single-female-headed households who have historically been underrepresented in homeownership. Demographic data is collected at intake and will be reported as part of project outcomes.

Beyond the number of homes built, we will track homeowner tenure as a measure of housing stability, which is directly linked to improved public health, educational attainment, and economic resilience.

Long-term outcomes will be assessed through periodic homeowner surveys designed to capture changes in health, well-being, and financial security over time. We expect to demonstrate progress toward reducing homeownership disparities, improving community stability, and contributing to broader public health and quality-of-life improvements for the households served.

5. If the project involves broadband infrastructure, describe how it will expand access to affordable and reliable internet for Whatcom County businesses.

Internet service will be wired to the property for homeowners. While this may not directly impact businesses, for those working from home, connectivity will be especially important.

6. IF A LOAN IS REQUESTED:

Kulshan Community Land Trust is primarily requesting grant funding to support both the initial affordability and the permanent affordability of these homes. A permanent subsidy in the form of a grant allows the homes to be priced lower for the initial buyers, which is critical because our resale formula is based on a percentage of the original purchase price. This means that a lower initial price results in lasting affordability for future buyers as well, ensuring that the public investment benefits multiple generations of homeowners under 80% AMI.

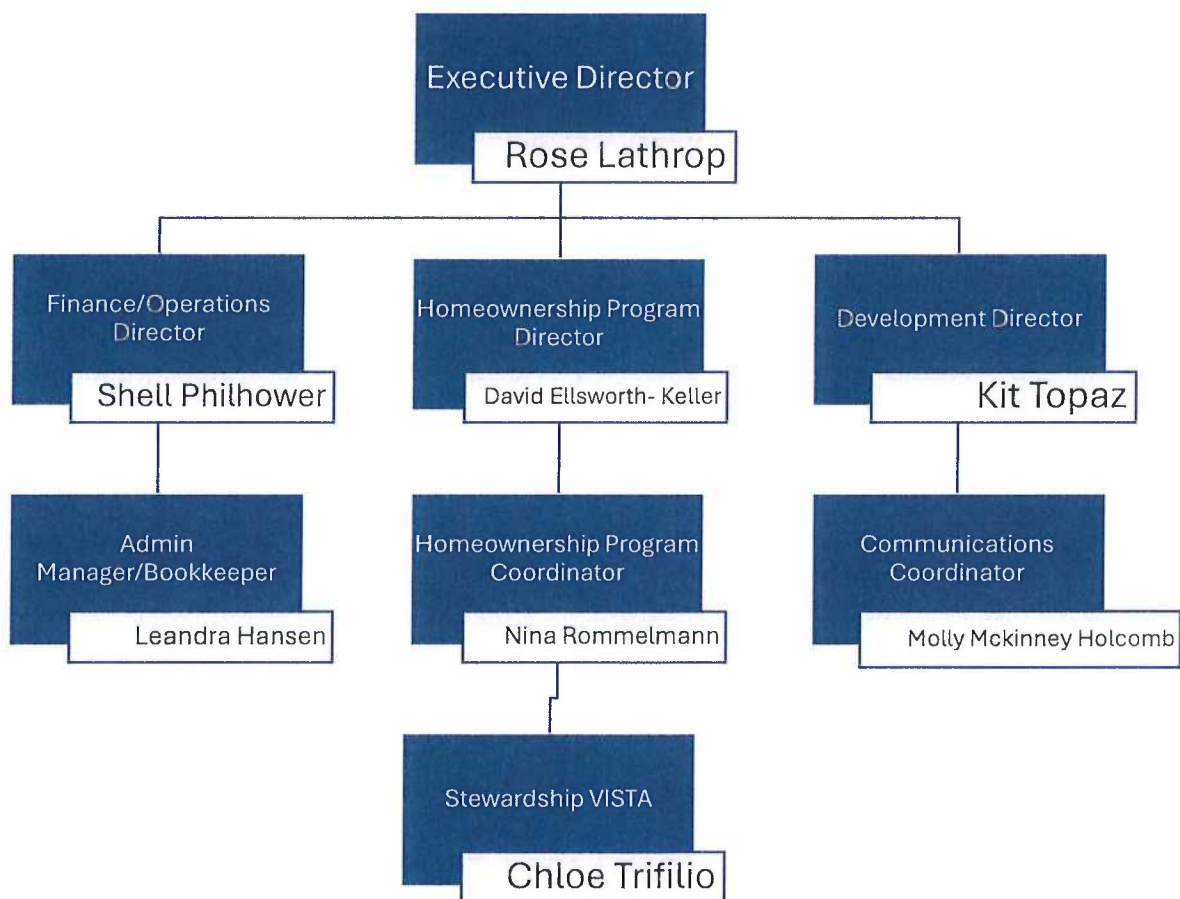
However, if a loan is the only option, we are prepared to accept a short-term loan at a 1% interest rate. This would reduce the amount we need to draw from our 2% construction loan with the Washington State Housing Finance Commission (WSHFC) and would be repaid using proceeds from the sale of the townhomes. While unforeseen cost overruns could impact repayment capacity, Kulshan CLT is prepared to defer or forego developer fees if needed to ensure that all loan obligations are fully repaid.



KULSHANCLT

**GROWING A COMMUNITY
EVERYONE CAN AFFORD**

2025 Organization Chart



ROSE LATHROP

Bellingham, WA

360.303.3382 | rose@kulshancit.org

A dynamic and results-oriented nonprofit leader with a passion for green building, smart growth, community building and empowerment. Known for my vivacious energy and unwavering dedication, I thrive on creating positive change and fostering meaningful connections within diverse communities. Committed to driving strategic initiatives that promote equity, inclusivity, and social impact.

EXPERIENCE

EXECUTIVE DIRECTOR

Kulshan Community Land Trust | Bellingham, WA

2024 – PRESENT

INTERIM EXECUTIVE DIRECTOR/ PROGRAM AND FINANCE DIRECTOR

Sustainable Connections | Bellingham, WA

2012 – 2024

Key Achievements

- Served as a highly valued Interim Executive Director for a 501(c)(3) organization, overseeing a dedicated staff of 36 members and managing a substantial budget of \$3.1 million, effectively maintaining organizational stability and guiding strategic initiatives during the transition period.
 - Facilitated a comprehensive strategic planning process involving staff, board members, and community stakeholders, resulting in the alignment of organizational goals, enhanced collaboration, and increased community engagement.
 - Promoted to Finance Director, where I modernized financial policies and procedures, spearheaded budgeting efforts, developed a comprehensive dashboard for board oversight, and successfully completed the organization's 990 filings.
 - Proficient in grant writing and adept at cultivating relationships with foundations, driving successful individual donor campaigns, and achieving a 20% increase in the organization's budget within a single year.
 - Founded the Whatcom Housing Alliance, a collective impact group of 44 organizations with the mission to create opportunities for more diverse housing choices in all neighborhoods that will contribute toward equitable, prosperous, healthy, and vibrant communities for everyone.
-

EXECUTIVE DIRECTOR

NW American Institute of Architects | Bellingham, WA
2014 – 2016

Worked with the board to support advocacy and policy development to advance the profession. Lead strategic planning and developed communication strategies. Lead the merger with Seattle AIA and collaborated with regional and national chapters. Managed membership, budget and work plans.

PROJECT MANAGER

Aiki Homes | Bellingham, WA
2005 – 2012

Project manager for the planning and design of low impact, green building developments. Prepared feasibility analyses and application for co-housing developments, and single-family residences. Organized design charrettes, neighborhood meetings, and public hearings to obtain project approvals.

EDUCATION

BACHELOR OF ARTS ENVIRONMENTAL POLICY AND URBAN PLANNING

Western Washington University
JUNE 2003

- Certified Sustainable Building Advisor
 - Leadership in Energy and Environmental Design Accredited Professional
-

SKILLS

- Microsoft Office and Google Suite
 - Financial planning and management
 - Quickbooks, Asana, Salesforce
 - Management and Human Resources
 - Exceptional communication
 - Fundraising and development
-

COMMUNITY INVOLVEMENT

AWARDS AND ACHIEVEMENTS

Living Future Conference Presenter 2019
Home Efficiency Forum Conference Presenter 2018
4 Under 40 Honoree, NW Energy Efficiency Coalition 2016

- Downtown Bellingham Partnership Board of Directors, Vice President, 2022-present
- Shift Zero Steering Committee- Founder and again 2023-present
- City of Bellingham Planning Commission 2021- present
- Master Builder's Built Green Executive Committee 2019- 2022
- NW Ecobuilding Guild Board Member 2015-2017
- Cascadia Green Building Council NW WA Collaborative Chair 2012-2016
- Sustainable Connection Board Member August 2010-2012
- Built Green of Whatcom County Board President 2007-2010

David Ellsworth-Keller

PROFESSIONAL EXPERIENCE

KULSHAN COMMUNITY LAND TRUST, Bellingham, WA

August 2020 - Present: *HomeOwnership Program Director*

ATHENS LAND TRUST, Athens, GA

August 2019 - Present: *Affordable Housing Program Operations Specialist*

- Became a HUD Certified Housing Counselor, with knowledge of fair housing law, proficiency in the provision of financial management guidance, calculating housing affordability, navigating pre- and post-purchase homeownership processes, especially financing, legalities, and delinquency and foreclosure mitigation.
- Co-developed a nascent inclusionary rental housing program based upon incentives for developers and services provided by Athens Land Trust (ALT).
- Provided stewardship guidance for ALT homeowners.
- Worked to support ALT homeowners through COVID-19 related hardships.
- Reviewed and revised Affordable Housing Program procedures and processes.

CHAMPLAIN HOUSING TRUST, Burlington, VT

May 2015 - July 2019: *HomeOwnership Sales Coordinator*

- Responsible for coordinating all aspects of Shared Equity Program transactions including resales, buyer- driven purchases and new construction properties (40-55 transactions annually, located throughout Northwestern Vermont).
- Draft and execute purchase and sale contracts and other real estate documents. \
- Provide technical assistance regarding the Shared Equity Program to all involved constituents (homebuyers, sellers, homeowners, developers, realtors, community partners, and the general public).
- Develop rehab plans for properties, alongside construction project manager.

CHAMPLAIN HOUSING TRUST, Burlington, VT

September 2010 – May 2015: *Leasing and Property Manager*

- Created and maintained operating budgets for five Housing Limited Partnerships with 29 buildings and 62 homes.
- Maintained vacancy information for 1,391 CHT apartments.
- Developed and placed advertising for available homes, including maintaining CHT's website listings for available homes.
- Maintained Site Compliance Specialist status to ensure compliance with all income and occupancy restrictions (LIHTC, HOME, and HUD); performed program certification and reporting.
- Collected and compiled data, prepared reports as needed for evaluation and resource development.
- Demonstrated knowledge of fair housing regulations (both Federal and State).

EDUCATION

MARLBORO COLLEGE, Marlboro, VT **08/2018** Master of Science in Management: Mission-Driven Organizations

NORTHERN ARIZONA UNIVERSITY, Flagstaff, AZ **12/2004** Bachelor of Science in History, Minors in Religious Studies and Asian Studies with an emphasis in Women's and Gender Studies (*magna cum laude*)

SKILLS/TRAININGS

Proficiency in Google (G Suite), Microsoft Office, and Salesforce (HomeKeeper) platforms
Fair Housing training, Diversity and Cultural Competency training, HUD certification in housing counseling

Nina C. Rommelmann

Bellingham, WA 98226 | 713-927-9729 | ninacrommelmann@gmail.com

PROFESSIONAL EXPERIENCE

Homeownership Program Coordinator, Kulshan Community Land Trust | 2025-present
Bellingham, WA (in-person)

New Programs Manager, Arnold Ventures LLC | 2021-2023

Houston, TX (in-person)

Arnold Ventures is a national philanthropy. As manager of the New Programs team, I:

- Managed \$90+ million in active philanthropic investments across three portfolios
- Oversaw project timelines, workflows, and deliverables during proposal development
- Organized and supported calls and meetings with grantees, partners, subject matter experts
- Followed up on action items after all calls and meetings, ensuring projects moved forward
- Managed Salesforce database of existing and potential grants and investments
- Drafted grant/investment proposals and co-presented proposals to the Board of Directors
- Supported development of investment strategies and co-drafted strategy memoranda
- Working with the Director on a two-person team, successfully deployed over \$50 million in new program-related investments in support of affordable housing production

Director of Programs, Houston Community Land Trust | 2018-2021

Houston, TX (hybrid)

Houston Community Land Trust is the Houston region's first community land trust. As a co-founder and director, I:

- Designed, developed and oversaw the organization's homebuyer assistance programs
- Successfully assisted 50 first-time low-income homebuyers, over 90% of whom were people of color, in the organization's first two years
- Drafted the program's policies and procedures and designed team workflows
- Customized Salesforce apps for workflow and client management
- Wrote program collateral; designed and drafted website content
- Negotiated transactional documents and conducted real estate purchases
- Managed a team of four homebuyer-facing employees
- Established strong external partnerships to secure services for homebuyers, build strong community and government relationships, and establish organizational credibility
- Gave presentations to diverse audiences on the community land trust model

Program Development Consultant, Houston Habitat for Humanity | 2023-2024

Houston, TX (remote)

As an independent consultant, I:

- Drafted an MOU outlining a new partnership between Habitat and a partner organization
- Helped Habitat's homebuyer services team shape a pathway for scaling up annual home sales, integrate new tools and templates into their workflow, and improve legal compliance in the home sales process

1

Program Development Consultant, *Homestead Community Land Trust* | 2020-2021

Seattle, WA (remote)

As an independent consultant, I:

- Facilitated a re-design of the homebuyer support team's processes, streamlining workflow to help the team meet upcoming home sales goals with a focus on increasing racial equity and inclusion in the organization's service model
- Delivered comprehensive updates to the organization's policy and procedure manuals and other program collateral
- Customized Salesforce workflows, reports and dashboards to increase efficiency and collaboration and reduce errors in program administration

Associate Attorney, Real Estate, *Baker Botts LLP* | 2017-2018

Houston, TX (in-person)

Baker Botts is a Texas-based law firm. As an associate, I provided legal support to real estate purchase, sale and financing transactions.

EDUCATION AND ADMISSIONS

Admitted to the State Bar of Texas | 2017

Juris Doctor | 2017

University of Texas School of Law, Austin, TX

Chancellor-at-Large of the Class of 2017 (awarded to the top 16 GPAs in each class in year two)

Bachelor of Arts in Interdisciplinary Studies | 2011

New York University, New York, NY

OTHER EXPERIENCE & ACTIVITIES

Continuing Education Credits

"Fundamentals of Project Management", Rice University Glasscock School, 2020

Presentations and Board Memberships

- Co-presenter, *Community Land Trusts*, American Bar Association forum, 2021
- Co-presenter, *Community Land Trusts*, Houston Bar Association presentation, 2020
- *Houston Housing Collaborative* Coordinating Team, 2020-2021
- *Houston Community Land Trust* Founding Board of Directors, 2018
- *Texas Law Fellowships* Board of Directors, 2015-2016

Attachment B

LaFreniere Court Estimated Timeline with Key Milestones and Tasks

Category	Tasks	Date Completed or Expected Complete	Notes / Status
Site Control	Purchase and Sale Agreement / Option	3/1/2016	
Site Control	Closing	10/28/2016	
Feasibility/Due Diligence	Site survey	2/7/2023	
Feasibility/Due Diligence	Phase I Environmental Assessment	5/14/2023	
Feasibility/Due Diligence	Phase 2 Environmental Assessment		Not required
Feasibility/Due Diligence	SEPA	9/11/2024	
Feasibility/Due Diligence	NEPA clearance	9/18/2023	
Feasibility/Due Diligence	Choice Limiting Actions clearance	9/18/2023	
Feasibility/Due Diligence	Neighborhood notification (if required)	9/25/2024	Hearing Examiner; 2 prior meetings 6/30/2021;12/11/2023
Feasibility/Due Diligence	Inspection of first home	6/15/2026	projected
Financing	Appraisal	4/25/2025	updated
Financing	Financial underwriting	6/30/2025	in progress - WSHFC
Financing	Application for funding WSHFC LAP	6/24/2016	
Financing	Application for funding Community Frameworks/SHOP	7/14/2020	and 7/20/2021, SHOP 2023 6/15/2023
Financing	Application for funding COB Predevelopment Loan	6/3/2022	
Financing	Application for funding WA Dept. of Commerce HTF	9/15/2023	
Financing	Application for funding City of Bellingham Construction	12/30/2023	initial submission, resubmit 2025 NOFA 1/30/2025
Financing	Application for funding Whatcom EDI	6/30/2025	
Financing	Construction cost estimate	9/19/2023	
Financing	Award date for funding source WSHFC LAP	10/4/2016	
Financing	Award date for funding source SHOP 20 & 21 & 23	7/14/2020	AND 7/20/2021, 9/19/2024
Financing	Award date for COB Predevelopment Loan	10/20/2022	
Financing	Award date for COB WA Dept. of Commerce HTF	1/18/2024	
Financing	Award date for COB Construction Loan	6/2/2025	
Financing	Award date for Whatcom EDI Funding	1/1/2026	projected
Design/Permitting	Capital finance closing	7/2/2025	projected
Design/Permitting	Zoning approval	11/4/2024	
Design/Permitting	Site plan approval	11/4/2024	
Design/Permitting	Building permit application submitted	9/25/2024	
Design/Permitting	Building permits issued	6/5/2025	
Design/Permitting	Submit Evergreen Project Plan	10/30/2024	
Design/Permitting	Final plans and specs completed	2/5/2025	
Construction	Selection of general contractor	8/15/2023	
Construction	Demolition of vacant buildings	2/17/2025	
Construction	Begin construction	6/9/2025	
Construction	First home issued Certificate of Occupancy/Equivalent	7/1/2026	projected
Construction	Last home issued Certificate of Occupancy/Equivalent	8/16/2026	projected
Deliverables	Interim Progress Report 1	3/1/2026	projected
Deliverables	Interim Progress Report 2	6/1/2026	projected
Deliverables	Qualified Buyers Under Contract	4/1/2026	projected
Deliverables	Orientation and Walk Through with Buyers	7/15/2026	projected
Deliverables	Interim Progress Report 3	8/30/2026	projected
Deliverables	Sale to 1st homebuyer	8/15/2026	projected
Deliverables	Sale to final homebuyer	10/15/2026	projected
Deliverables	Final Report Submitted	10/31/2026	projected

Attachment B Construction Schedule

ID	Description	Original Duration	Start	Finish	Predecessors	Successors	ritical
Project Name							
Milestones							
10	Project Duration	303	06/09/25	08/05/26	869FF*, 20SS*		No
20	Notice To Proceed	0	06/09/25		220FS, 180FS*	10SS*, 305SS*	Yes
30	Concrete Start	0	09/01/25		370SS*		No
40	Framing Start	0	10/22/25		410SS*		No
50	Roofing/Dry-In Start	0	12/30/25		470SS*		No
60	Drywall Start	0	03/19/26		550SS*		No
70	Flooring Start	0	06/11/26		610SS*		No
80	Paving Start	0	07/08/26		457SS*		No
90	Substantial Completion	0		07/20/26	660SF*		No
Permitting							
120	PFC Permit Review	60	09/13/24A	03/07/25			No
130	BLD Permit Design and Prep	20	07/29/24A	10/11/24A		140FS*	No
140	BLDG Permit Submitted	1	10/14/24A	10/14/24A	130FS*	150FS*	No
150	BLDG Permit 1st Round Review	60	10/14/24A	12/03/24A	140FS*	160FS*	No
160	Building Permit 2nd Round Response Submissi	10	12/04/24A	02/03/25A	150FS*	170FS*, 190FS*	No
170	BLDG Permit 2nd Round Review	15	02/04/25A	02/19/25	160FS*	180FS*	Yes
180	BLDG Permit Received	77	02/20/25	06/06/25	170FS*	20FS*	Yes
Procurement & Contracting							
190	Issue Bidding Dwgs & Specificaitons	5	03/06/25A	03/12/25	160FS*	200FS*	No
200	Solicit Bid Packages	15	03/13/25	04/02/25	190FS*	210FS*	No
210	Bid Package Review & Final Pricing Complete	5	04/03/25	04/09/25	200FS*	230FS, 220FS*	No
220	Review & Execute Prime Contract Change Ord	18	04/10/25	05/05/25	210FS*	230FS*, 20FS	No
230	Issue & Execute Initial Subcontracts	12	05/06/25	05/21/25	210FS, 220FS*	240FS*	No
240	Prepare Initial Submittal Packages (Civil, Electr	5	05/22/25	05/28/25	230FS*	250FS*, 280FS, 270FS*	No
250	A/E Initial Submittal Package Review	5	05/29/25	06/04/25	240FS*	260FS*	No
260	Material Lead Time (Storm Detention TBD)	7	06/05/25	06/13/25	250FS*	330FS	No
270	Prepare & Execute Balance of Subcontracts	82	05/29/25	09/19/25	240FS*	280FS*	No
280	Prepare Balance of Submittal Packages	20	09/22/25	10/17/25	240FS, 270FS*	290FS-5d*	No
290	A/E Submittal Review	15	10/13/25	10/31/25	280FS-5d*		No
Construction							
Site & Structure							
305	Mobilization	10	06/09/25	06/20/25	20SS*	310FS*	Yes
310	Site Prep	10	06/23/25	07/04/25	305FS*	320FS*	Yes
320	Excavation	5	07/07/25	07/11/25	310FS*, 240FS*	330FS*	Yes
330	Storm Detention Install	15	07/14/25	08/01/25	260FS, 320FS*	340FS*	Yes
340	Sanitary Sewer Install	5	08/04/25	08/08/25	330FS*	350FS*	Yes
350	Water and Power	5	08/11/25	08/15/25	340FS*	360FS*	Yes
360	Building Excavation	10	08/18/25	08/29/25	350FS*	370FS*	Yes
370	Form and Pour Foundations	12	09/01/25	09/16/25	360FS*	380FS*, 30SS*	Yes
380	Form and Pour Stem Walls	10	09/17/25	09/30/25	370FS*	390FS*	Yes
390	Utilities, Insulation, Dampproofing, and Backfill	10	10/01/25	10/14/25	380FS*	400FS*	Yes
400	SOG Prep and Pour	5	10/15/25	10/21/25	390FS*	410FS*	Yes
410	L1 Wall Framing	12	10/22/25	11/06/25	400FS*	420FS*, 40SS*	Yes
420	L2 Floor Framing	10	11/07/25	11/20/25	410FS*	430FS*	Yes
430	L2 Wall Framing	10	11/21/25	12/04/25	420FS*	440FS*	Yes
440	Roof Truss Install	10	12/05/25	12/18/25	430FS*	450FS*	Yes
450	Roof Sheathing Install	10	12/19/25	01/01/26	440FS*	460FS-3d*, 470FS*, 480FS*	Yes

Building Envelope						
460	MEP Roof Penetrations	3	12/30/25	01/01/26	450FS-3d*	470FS-5d
480	WRB and Window Install	21	01/20/26	02/17/26	470FS*	520FS-10d*, 690FS
490	Siding Install	40	02/18/26	04/14/26	480FS*	500FS*, 455FS+40
500	Exterior Paint	25	04/15/26	05/19/26	490FS*	869FS
BLDGS 1, 2, 3, and 4						
470	Roof Install	15	12/30/25	01/19/26	450FS-3d*, 460FS*	480FS*, 510FS, 500FS
510	Dryout	10	02/11/26	02/24/26	470FS, 480FS*	530FS
520	1, 2, 3, and 4 MEPF Rough In	20	02/04/26	03/03/26	480FS-10d*	530FS*, 700FS*
530	1, 2, 3, and 4 Insulation	6	03/04/26	03/11/26	520FS*, 510FS*	540FS*
540	1, 2, 3, and 4 Cover Inspection	5	03/12/26	03/18/26	530FS*	550FS*
550	1, 2, 3, and 4 Hang/Tape/Texture	20	03/19/26	04/15/26	540FS*	560FS, 555FS*, 730FS*
555	1, 2, 3, and 4 Doors & Trim (Painted)	9	04/16/26	04/28/26	550FS*	560FS*, 735FS*
560	1, 2, 3, and 4 Interior Paint	10	04/29/26	05/12/26	550FS, 555FS*	740FS*, 570FS*
570	1, 2, 3, and 4 Finish Carpentry	9	05/13/26	05/25/26	560FS*	580FS*, 750FS*
580	1, 2, 3, and 4 Casework	6	05/26/26	06/02/26	570FS*	760FS*, 600FS*
600	1, 2, 3, and 4 Countertops	6	06/03/26	06/10/26	580FS*	610FS*, 780FS*
610	1, 2, 3, and 4 Flooring	9	06/11/26	06/23/26	600FS*	790FS*, 620FS-3d*
620	1, 2, 3, and 4 MEPF Trim	9	06/19/26	07/01/26	610FS-3d*	800FS*, 630FS-2d*
630	1, 2, 3, and 4 Appliances	3	06/30/26	07/02/26	620FS-2d*	640FS*, 810FS
640	1, 2, 3, and 4 Door & Bath Hardware	5	07/03/26	07/09/26	630FS*	650FS*, 820FS
650	1, 2, 3, and 4 Contractor Punch	6	07/10/26	07/17/26	640FS*	660FS*, 830FS*
660	1, 2, 3, and 4 Final Clean	6	07/20/26	07/27/26	650FS*	670FS*, 90SF*, 840FS*
670	1, 2, 3, and 4 Owner/Arch Punch	6	07/28/26	08/04/26	660FS*	680FS*, 869FF
680	1, 2, 3, and 4 Final Touchup & Owner Acceptance	3	08/05/26	08/07/26	670FS*	
BLDGS 5 and 6						
690	Dryout	10	02/18/26	03/03/26	480FS*	700FS-5d
700	5&6 MEPF Rough In	15	03/04/26	03/24/26	520FS*, 690FS*	710FS*
710	5&6 Insulation	4	03/25/26	03/30/26	700FS*	720FS*
720	5&6 Cover Inspection	5	03/31/26	04/06/26	710FS*	730FS
730	5&6 Hang/Tape/Texture	14	04/14/26	05/01/26	550FS-2d*, 720FS*	740FS, 735FS-3d*
735	5&6 Doors & Trim (Painted)	6	04/29/26	05/06/26	730FS-3d*, 550FS*	740FS
740	5&6 Interior Paint	6	05/13/26	05/20/26	560FS*, 730FS*	750FS
750	5&6 Finish Carpentry	4	05/26/26	05/29/26	740FS, 570FS*	760FS
760	5&6 Casework	4	06/03/26	06/08/26	580FS*, 750FS*	780FS
780	5&6 Countertops	4	06/11/26	06/16/26	600FS*, 760FS*	790FS
790	5&6 Flooring	6	06/24/26	07/01/26	610FS*, 780FS*	800FS*
800	5&6 MEPF Trim	6	07/02/26	07/09/26	620FS*, 790FS*	810FS*
810	5&6 Appliances	2	07/10/26	07/13/26	630FS, 800FS*	820FS*
820	5&6 Door & Bath Hardware	3	07/14/26	07/16/26	640FS, 810FS*	830FS
830	5&6 Contractor Punch	4	07/20/26	07/23/26	650FS*, 820FS*	840FS
840	5&6 Final Clean	4	07/28/26	07/31/26	660FS*, 830FS*	860FS, 850FS*
850	5&6 Owner/Arch Punch	3	08/03/26	08/05/26	840FS*	869FF*, 860FS*
860	5&6 Final Touchup & Owner Acceptance	2	08/06/26	08/07/26	840FS, 850FS*	
Site Finishes						
455	Landscaping and site Finishes	20	06/10/26	07/07/26	490FS+40d*	457FS*
457	Site Paving	10	07/08/26	07/21/26	455FS*	80SS*
Closeout						
869	Punchlist	5	07/30/26	08/05/26	670FF, 850FF*	10FF*, 870FS-10d*
870	O&M Manuals	10	07/23/26	08/05/26	869FS-10d*	
880	As-Builts	10	07/23/26	08/05/26	869FS-10d*	

Attachment C LaFreniere Court Project Budget Detail

Date of Budget 6/25/2025

Date of Budget		6/25/2025		Affordable						
Project total	Total	Source:	Source:	Source:	Source:	Source:	Source:			
		Buyers Loan/Sale Proceeds	COB	SHOP	HTF	KCLT	Whatcom EDI			
Acquisition Costs:										
Land	\$ 575,000	\$ 575,000	\$ 575,000							
Existing Structures	\$ -	\$ -								
Liens	\$ -	\$ -								
Closing, Title & Recording Costs	\$ 5,342	\$ 5,342	\$ 5,342							
Down Payment	\$ -	\$ -								
Extension payment	\$ -	\$ -								
Other: <div></div>	\$ -	\$ -								
SUBTOTAL	\$ 580,342	\$ 580,342	\$ 580,342	\$ -	\$ -	\$ -	\$ -	\$ -		
Construction:										
Demolition	\$ 109,755	\$ 109,755	\$ 109,755							
New Building	\$ 3,013,625	\$ 3,013,625	\$ 290,349	\$ 1,089,576		\$ 1,633,700				
Rehabilitation	\$ -	\$ -								
Contractor Profit	\$ 296,274	\$ 296,274	\$ 222,395	\$ 73,879						
Contractor Overhead	\$ 707,284	\$ 707,284	\$ 268,484			\$ 438,800				
New Construction Contingency <div>10%</div>	\$ 400,000	\$ 400,000	\$ 168,703	\$ 66,297		\$ 165,000				
Rehab Contingency <div>0%</div>	\$ -	\$ -								
Accessory Building		\$ -								
Site Work / Infrastructure	\$ 1,061,392	\$ 1,061,392	\$ 552,405		\$ 158,987			\$ 350,000		
Off site Infrastructure	\$ -	\$ -								
Environmental Abatement - Building	\$ 20,722	\$ 20,722	\$ 3,222		\$ 17,500					
Environmental Abatement - Land	\$ -	\$ -								
Sales Tax	\$ 471,076	\$ 471,076	\$ 471,076							
Bond Premium	\$ 6,500	\$ 6,500	\$ 6,500							
Equipment and Furnishings	\$ 281,829	\$ 281,829	\$ 281,829							
Other: <div>contractor contingency</div>	\$ 21,132	\$ 21,132		\$ 21,132						
SUBTOTAL	\$ 6,389,589	\$ 6,389,589	\$ 2,374,718	\$ 1,250,884	\$ 176,487	\$ 2,237,500	\$ -	\$ 350,000		

Attachment C LaFreniere Court Project Budget Detail

Date of Budget

6/25/2025

Project total	Total	Affordable					
		Source:	Source:	Source:	Source:	Source:	Source:
		Buyers Loan/Sale Proceeds	COB	SHOP	HTF	KCLT	Whatcom EDI
Soft Costs:							
Buyer's Appraisal	\$ 10,900	\$ 10,900		\$ 10,900			
Market Study	\$ -	\$ -					
Architect	\$ 70,000	\$ 70,000	\$ 15,000	\$ 55,000			
Engineering	\$ 57,500	\$ 57,500		\$ 57,500			
Environmental Assessment	\$ 2,800	\$ 2,800		\$ 2,800			
Geotechnical Study	\$ 4,200	\$ 4,200		\$ 4,200			
Boundary & Topographic Survey	\$ 6,216	\$ 6,216		\$ 6,216			
Legal - Real Estate	\$ 20,000	\$ 20,000		\$ 20,000			
Developer Fee	\$ 312,000	\$ 312,000	\$ 312,000				
Project Management / Dev. Consultant Fees	\$ 55,000	\$ 55,000	\$ 55,000				
Other Consultants	\$ -	\$ -					
Soft Cost Contingency	\$ 13,000	\$ 13,000	\$ 13,000				
Other: <input type="text"/>	\$ -	\$ -					
SUBTOTAL	\$ 551,616	\$ 551,616	\$ 395,000	\$ 99,116	\$ 57,500	\$ -	\$ -
Pre-Development / Bridge Financing							
Bridge Loan Fees	\$ -	\$ -					
Bridge Loan Interest	\$ -	\$ -					
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Attachment C LaFreniere Court Project Budget Detail

Date of Budget

6/25/2025

Project total	Total	Affordable					
		Source:	Source:	Source:	Source:	Source:	Source:
		Buyers Loan/Sale Proceeds	COB	SHOP	HTF	KCLT	Whatcom EDI
Construction Financing							
Construction Loan Fees	\$ 13,500	\$ 13,500	\$ 1,000		\$ 12,500		
Construction Loan Expenses	\$ -	\$ -					
Construction Loan Legal	\$ -	\$ -					
Construction Period Interest	\$ 183,000	\$ 183,000	\$ 183,000				
Lease-up Period Interest	\$ -	\$ -					
SUBTOTAL	\$ 196,500	\$ 196,500	\$ 184,000	\$ -	\$ 12,500	\$ -	\$ -
Permanent Financing							
Permanent Loan Fees	\$ -	\$ -					
Permanent Loan Expenses - COB	\$ 18,000	\$ 18,000	\$ 18,000				
Permanent Loan Legal	\$ 1,000	\$ 1,000	\$ 1,000				
State HTF Fees	\$ -	\$ -					
Other: <input type="text"/>	\$ -	\$ -					
SUBTOTAL	\$ 19,000	\$ 19,000	\$ 19,000	\$ -	\$ -	\$ -	\$ -
Other Development Costs							
Real Estate Tax	\$ 12,000	\$ 12,000	\$ 12,000				
Insurance	\$ 30,000	\$ 30,000	\$ 30,000				
Relocation	\$ -	\$ -					
Bidding Costs	\$ -	\$ -					
Permits, Fees & Hookups	\$ 77,202	\$ 77,202		\$ 77,202			
Impact/Mitigation Fees	\$ 17,607	\$ 17,607		\$ 17,607			
Development Period Utilities	\$ 10,000	\$ 10,000	\$ 10,000				
Nonprofit Donation	\$ -	\$ -					
Accounting/Audit	\$ 9,655	\$ 9,655	\$ 9,655				
3 rd Party Certification of Final Development Cost	\$ 5,000	\$ 5,000	\$ 5,000				
Marketing/Leasing Expenses	\$ -	\$ -					
Carrying Costs at Rent Up/Lease Up Reserve	\$ -	\$ -					
SUBTOTAL	\$ 161,464	\$ 161,464	\$ 66,655	\$ 94,809	\$ -	\$ -	\$ -
Total Development Cost:	\$ 7,898,511	\$ 7,898,511	\$ 3,619,715	\$ 1,350,000	\$ 328,796	\$ 2,250,000	\$ - \$ 350,000
Total Sources:	\$ 7,898,511						

Attachment D1 LaFreniere Summary Proforma

Source Name	Source Type	Proposed Amount	Committed Amount
Commerce- HTF	State		\$2,250,000.00
Commerce CDBG/CHIP	State		\$1,350,000.00
Community Frameworks/SHOP	Federal		\$328,796.00
Whatcom County EDI	County	\$350,000.00	
WA State Housing Finance Commission	State		\$460,000.00
WA State Housing Finance Commission	State		\$2,394,715.00
Weigum Seller Financing	Private		\$115,000.00
Sachs Foundation	Private		\$650,000.00
Subtotal		\$ 350,000.00	\$ 7,548,511.00

Total Production Sources **\$ 7,898,511.00**

Development Budget	Amount	
Acquisition Costs	\$ 580,342.00	
Construction	\$ 6,389,589.00	
Soft Costs	\$ 551,616.00	
Construction Financing	\$ 196,500.00	
Other Development Costs	\$ 180,464.00	
	\$	
Subtotal	\$ 7,898,511.00	\$ -

Total Development Cost **\$ 7,898,511.00**

Attachment D: Financing Sources

LaFreneiere Court Production Funding

Source Name	Residential Source Type	Proposed Amount	Committed Amount	Public / Private	Application Date	(Projected) Award Date	Grant/ Loan	Funding Type	Interest Rate	Loan Term	Amortization Period	Repayment Structure
	State - Housing Trust Fund	\$ -	\$ 2,250,000.00	Public	10/19/2022	1/19/2023	Grant	Recoverable	0.000	25	N/A	Grant
City of Bellingham	City		\$ 1,350,000.00	Public	2/1/2025	6/2/2025	Grant	Recoverable	0.000	25	N/A	Grant
Community Frameworks/SHOP	Federal		\$ 328,796.00	Public	multiple	multiple	Loan	Forgivable	0.000	10	N/A	Forgivable Loan
EDI Funding	Sponsor	\$ 350,000.00		Private		n/a	Grant				N/A	N/A
Weigum Seller Financing	Private		\$ 115,000.00	Private		10/28/2016	Loan	Lump-Sum	0.000	REPAID	N/A	sale proceeds
WSHFC Land Acquisition Program	Washington State Housing Finance Commission		\$ 460,000.00	Public	6/24/2016	10/4/2016	Loan	Amortizing	1.000	10	annual	sale proceeds
WSHFC CLT Construction Financing	Washington State Housing Finance Commission	\$ -	\$ 2,394,715.00	Public	11/1/2023	11/15/2024	Loan	Amortizing	2.000	2	quarterly	sale proceeds
Sachs Foundation	Private		\$ 650,000.00	Private	12/10/2024	12/23/2024	Loan	Amortizing	3.000	3	monthly	sale proceeds
Subtotal		\$ 350,000.00	\$ 7,548,511.00									
Total Production Sources			\$ 7,898,511.00									

B. Homeowners' Financing (see instructions above)

Residential Source Name	Residential Source Type	Proposed Amount	Committed Amount	Public / Private	Application Date	(Projected) Award Date	Grant/ Loan	Funding Type	Interest Rate	Loan Term	Amortization Period	Repayment Structure
WSHFC or Conventional Mortgage	Mortgage	\$ 3,451,717.00	\$ -	Private								
Downpayment above closing costs	Other	\$ 125,211.00	\$ -	Private								
		\$ -	\$ -									
Subtotal		\$ 3,576,928.00	\$ -									
Total Long Term Financing			\$ 3,576,928.00									

Warning: Discrepancy between Long Term Financing and Production Sources greater than \$10. Provide an explanation below.

Financing Notes: (see instruction above) The sale revenue, realized via the buyer's mortgages plus cash downpayment, will be used to pay off the construction financing, private financing, and the WSHFC Land Acquisition Program loans above. The balance of the production funding will serve as permanent funding to keep the homes permanently affordable.

Housing Affordability and Minimum Incomes

Unit Size/# BR:

2

3

Total Average Cost Per Unit:	\$419,360	\$463,114
Permanent Subsidy Sources:		
Housing Trust Fund	\$125,000	\$125,000
City of Bellingham Funds	\$75,000	\$75,000
Community Frameworks SHOP	\$18,266	\$18,266
EDI Funding	\$15,000	\$25,000

Affordable Base Price Per Unit:	\$186,094	\$219,848
Sample Buyer's Closing Costs:	9305	10992
Sample Buyer's DPA, if any:		
HomeChoice/HouseKey	\$15,000	\$15,000
(list DPA source here)		
Sample Buyer's Cash:	\$1,861	\$2,198
Sample Buyer's Mortgage:	178537	213641

Sample Interest Rate:	8%	8%
Sample Term (years):	30	30
Sample Property Taxes:	\$155	\$183
Sample Insurance:	\$50	\$75
Estimated Monthly HOA:	\$200	\$200
Monthly Lease/Program Fee:	\$50	\$50

Total Calculated PITI Payment:	\$1,765	\$2,076
--------------------------------	---------	---------

Front End Ratio:	38%	38%
Minimum Income Necessary Home:	\$55,741	\$65,553

Household Size	AMI Per HH Size	Minimum AMI:	Minimum AMI:
1	60700	92%	108%
2	69400	80%	94%
3	78050	71%	84%
4	86700	64%	76%
5	93650	60%	70%
6	100500	55%	65%