



## **CITY OF KILLEEN LOW INCOME HOUSING TAX CREDIT (LIHTC) SUPPORT AND FUNDING ASSISTANCE POLICY**

**Policy Statement:** The purpose of this policy is to provide criteria for affordable housing developers requesting a “Resolution of Support” or “Resolution of No Objection” from the City Council to submit with their application for Competitive (9%) and Noncompetitive (4%) Housing Tax Credits (9% HTC and 4% HTC respectively) to the Texas Department of Housing and Community Affairs.

The City of Killeen is committed to the goal of improving the quality of life in the City, its neighborhoods and for its residents. As part of this commitment to a comprehensive community development and improvement program, the City supports the development of decent, safe, sanitary, and affordable housing options that provides full and equal access to all persons.

To meet the housing and development objectives of the City of Killeen, it shall be the City’s policy to analyze projects requesting support for proposed Low Income Housing Tax Credits (LIHTC). The goal of the analysis is to (a) establish whether LIHTC projects merit local support and/or funding assistance, and (b) prioritize LIHTC submissions if more than a single proposal is received during an evaluation period. The Community Development Department serves as the City’s primary staff and point of contact for all LIHTC programs.

### **Evaluation Criteria:**

The City of Killeen will use the following criteria in evaluation of projects for consideration of City support and/or funding assistance:

- Alignment with the priorities stated in the City’s Consolidated Strategic Plan;
- Alignment with the Comprehensive Plan, Future Land Use Map (FLUM), and zoning standards. (appropriate zoning must be secured prior to requesting support or funding);
- Involvement and support from local stakeholders and neighborhood organizations;
- Impact on existing affordable housing in a neighborhood;
- Quality of design and construction;
- Proposed amenities;
- Availability of adequate City infrastructure/Impact on infrastructure and proposed mitigation/construction plans if needed;
- Provision of both tax credit and market rate units;
- Level of funding assistance requested;
- Developments that contribute to the tax base of the City of Killeen;
- Demonstrated development team experience;
- Impact on elimination of blight;
- Neighborhood compatibility;

- Impact of traffic associated with the project and proposed mitigation/construction plans if needed;
- Availability of and impact on public transit service;
- Impact on area schools;
- Preservation of environmental assets and/or enhancement of landscaping;
- Impact on surrounding neighborhood(s);
- Any other factor relevant to the best interest of the City (includes consideration for Fair Housing).
- Applicant or any other member of the development team has not been or is not barred, suspended, or terminated from procurement in a state or Federal program or listed in HUD's System for Award Management (SAM)

• All housing developments with which the Applicant, Development Owner, Developer, Guarantor and/or Principal thereof participating, are in compliance with: state and federal fair housing laws, including Chapter 301, Property Code, the Texas Fair Housing Act; Title VIII of the Civil Rights Act of 1968 (42 U.S.C. Section 3601 et seq.); and the Fair Housing Amendments Act of 1988 (42 U.S.C. Section 3601 et seq.); the Civil Rights Act of 1964 (42 U.S.C. Section 2000a et seq.); the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12101 et seq.); and the Rehabilitation Act of 1973 (29 U.S.C. Section 701 et seq.).

• **Required Information:** Before a project will be evaluated by the staff, each applicant, development owner, developer, guarantor or principal requesting support and/or funding assistance must submit the City of Killeen's LIHTC Project Support and Funding Assistance application with all attachments. The application and list of required documents are available on the City's website at [www.killeentexas.gov/taxcredit](http://www.killeentexas.gov/taxcredit).

• **Annual Schedule:** The City of Killeen will establish and announce a schedule of deadlines and other dates of importance for consideration of City support and/or funding assistance for LIHTC projects.

The schedule is available on the City's website at [www.killeentexas.gov/taxcredit](http://www.killeentexas.gov/taxcredit)

**Meeting with City Staff:** No less than one meeting with the applicant, development owner, developer, guarantor or principal and relevant City staff will take place to discuss the proposed project in general, and any issues and concerns identified in the application in particular.

**Presentation to City Council:** Applicants will be requested to give a presentation to the City Council regarding their proposed project. Presentations are generally scheduled during a City Council Work Session in the month of February.

**Substantial Changes:** Should a project which receives support and/or funding assistance from the City have a substantial change including, but not limited to, the following before the start of construction, the Developer must notify the City of Killeen in writing and request a new commitment of support:

- Number of units

- Type of units
- Target population
- Amenities
- Type of construction
- Developer / sponsor / owner
- Assistance required from City
- Final site development plan

**Administration of the LIHTC Program:** The LIHTC program in the State of Texas is administered by the Texas Department of Housing & Community Affairs. The City of Killeen has no responsibility for application approval for LIHTC projects or for the administration of the LIHTC program.