



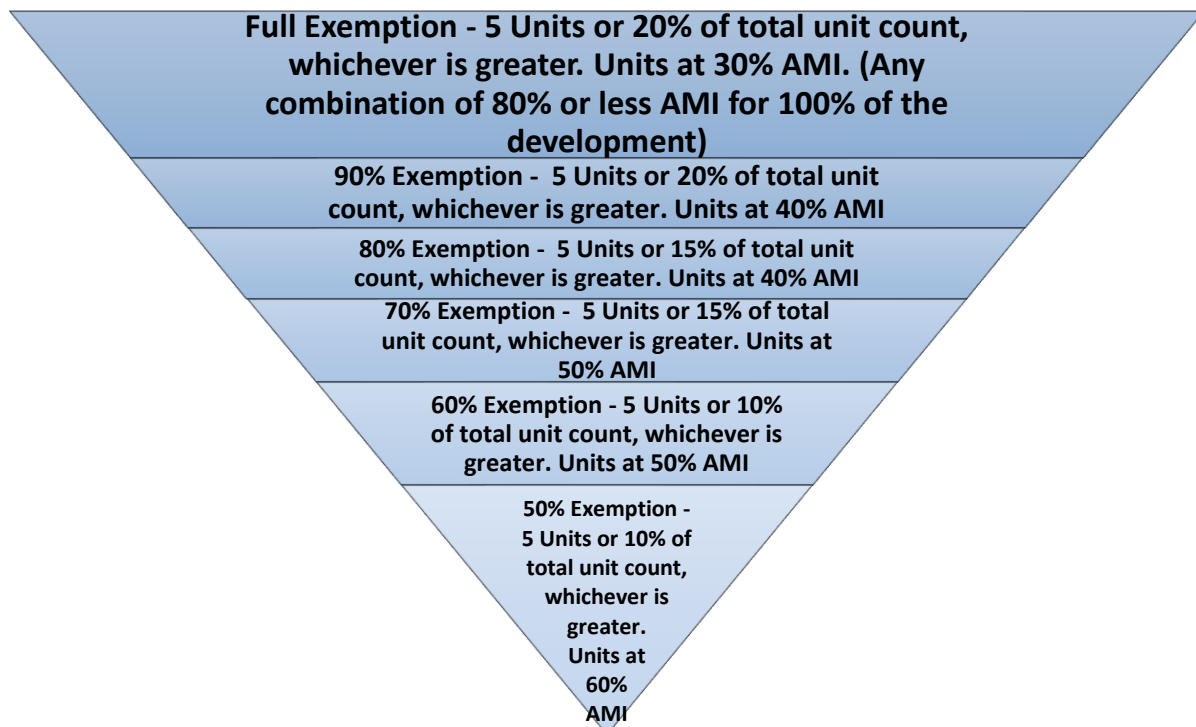
Community Partners Property Tax Exemption Program (2020)

Salem Housing Authority's mission is to assist low- and moderate-income families to achieve self-sufficiency through stable housing, economic opportunity, community investment, and coordination with social service providers.

Recently, the housing shortage in our state has put barriers in front of our mission. We have Housing Choice Voucher (HCV) holders who are unable to secure housing when their name comes up on the waiting list due to the lack of available units. Currently, our waiting list is closed with 6,000 individuals and/or families in need of affordable housing. In addition, our waiting list for our public housing units are anywhere from 2-5 years.

We now look to creative measures which will help us add affordable housing units to the market and serve our vulnerable populations which desperately need housing at an affordable rate. ORS 307.092 allows our agency to offer our tax exemptions to those properties that we are designated as “General Manager” in the partnership. This is not an ownership interest. This is not a management agreement as we typically do not 3rd party manage properties. This is an agreement to be the general manager in your property by way of contract for a period of 5 years (or more if negotiated) with option to renew. What we ask in return is that you decrease rents for a certain amount of time, on a certain number of units.

The property tax exemption can be full or prorated based on the scale below:





One of the greatest benefits of this program is its limited duration and options to renew. This allows for greater flexibility in changing market conditions as well as a decrease in one of your heaviest property expenses each year. We can negotiate terms as low as 5 years, options for renewal, clauses for property sales and options to adjust the standard based on specific property needs / goals. In addition, with our waitlist and continued need for affordable housing, you will receive a steady referral list of those who need housing at these rent levels.

In an effort to serve as many people possible, we may ask that a housing preference be issued on certain set aside percentages. I.e. homeless, homeless families, families, etc. These will be established and noted in the General Manager Agreement depending on unit size and availability.

The set-aside units should not be specific units. It is recommended that internal processes be set up to ensure the correct total of units as well as required percentages as it states in the agreement. In your request for tax exemption, we will review the process you will implement to track and monitor set asides. To ensure program compliance, Salem Housing Authority will establish an annual inspection date for which an audit of the files as well as an inspection of units will take place.

If you are ready to take the next step, please complete the request for information on the pages to follow and submit your packet in the following manner to be reviewed by our selection panel. We look forward to working with our community partners and adding more affordable housing to the city of Salem.

Sincerely,

A handwritten signature in blue ink, appearing to read "J Blakely".

Jessica Blakely
Asset Manager
Salem Housing Authority
jblakely@salemhousingOR.com



Request for Information:

Please submit the following information to the Salem Housing Authority with your request to:

Hand Deliver / Mail to:

Attn: Jessica Blakely
Salem Housing Authority
360 Church Street SE
Salem, OR 97301

Electronically submit:

jblakely@salemhousingOR.com

The following Documents should be included in your request. Incomplete packets will not be accepted.

1. Project Narrative including project name, contact information, address, property amenities, proximity to public transportation and area information
2. Photos of the property and/or property brochure
3. Desired term of program
4. Total unit count of property and tax exemption requested. This should include the number of set-asides you are willing to offer as well as the desired rent levels. (Current AMI chart attached for reference)
5. If the request is for a new development project, please enclose a project timeline.
6. If the request is for an existing property, please explain how we will get to the number of set asides required and include a timeline.
7. Current financials or proforma
8. Current and proposed rents
9. Subsidy layering and current financing (if applicable)
10. Internal protocol to manage and maintain set aside units
11. Any additional information important to the project and our selection approval

If you are unsure of any requested item and or need assistance with this packet and/or it's attachments, please reach out to Salem Housing Authority at the address and email above or call (503) 373-3808.