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Submitted to: City of Oxford, Ohio
by Adriane Gay
Date: 2/6/25

I. Cover Letter

Gay & Usher LLC
4318 Torque St
Capitol Heights, MD 20743
(202) 735-1057
abgspedconsulting@gmail.com

2/5/2025

Jessica Greene
Assistant City Manager
City of Oxford
15 S. College Ave
Oxford, OH 45056
JGreene@cityofoxford.org

Subject: Proposal Submission – Affordable Housing Development at 5234 Hester Rd

Dear Ms. Greene,

On behalf of **Gay & Usher LLC**, I am pleased to submit our proposal for the **City of Oxford's Affordable Housing Development Project** at **5234 Hester Rd**. Our firm is deeply committed to addressing housing affordability by **developing high-quality, sustainable rental housing** for individuals and families at **60-80% of the Area Median Income (AMI)**.

With a proven track record in **acquiring, developing, and managing long-term affordable housing**, Gay & Usher LLC has successfully converted properties in well-established neighborhoods into **accessible, safe, and stable rental communities**. Our experience includes managing multiple affordable housing projects, including

- **831 Brooklyn Ave** – Affordable rental housing for low-to-moderate-income families.
- **124 Woodmere SQ SW** – Providing stable housing solutions to eligible tenants.



- **4318 Torque ST** – Developed and maintained as part of our commitment to affordable housing.
- **Co-GP on Henry at Jones** – Partnering in affordable housing development to expand access.

Our team includes **highly qualified professionals**, such as **William Artis, a Licensed Real Estate Broker in NC, VA, and MD**, who brings extensive expertise in property acquisition and affordable housing market strategy. Additionally, our organization provides essential **homebuyer education, financial literacy counseling, and tenant support services**, ensuring long-term housing success for residents.

In alignment with Oxford's **Comprehensive Plan for Housing for Everyone**, our proposed development will provide **13 high-quality, energy-efficient housing units** with sustainable building materials, accessible community spaces, and substantial property management oversight. Furthermore, we are prepared to leverage **public and private funding, including ARPA funds and additional housing grants, to support infrastructure and long-term viability**.

We are excited about the opportunity to collaborate with the **City of Oxford** and contribute to its vision of **inclusive, sustainable housing**. Thank you for your time and consideration. We look forward to discussing our proposal further. Please contact me at **(202) 735-1057** or **abgspeconsulting@gmail.com** for any questions or additional information.

Sincerely,

Adriane Gay,
Chief Executive Officer
Gay & Usher LLC



II. Firm Description & Key Professionals

About Gay & Usher LLC

Gay & Usher LLC is a real estate development firm dedicated to **purchasing, building, and converting properties in well-off neighborhoods into long-term affordable housing units**. Since **2029**, we have successfully created sustainable housing solutions that bridge the affordability gap while enhancing community integration.

Key Personnel

Adriane Gay, Co-Founder & CEO

With a background in **real estate development, affordable housing policy, and community advocacy**, Adriane leads Gay & Usher LLC with a vision for **equitable housing solutions**. Her expertise includes **property acquisition, financial planning, housing policy compliance, and project management**.

William Artis – Licensed Real Estate Broker (NC, VA, MD)

William Artis brings extensive experience in **real estate brokerage, property acquisition, and affordable housing development**. As a **licensed real estate broker in North Carolina, Virginia, and Maryland**, he is critical in identifying strategic investment opportunities, navigating complex real estate transactions, and ensuring compliance with state and federal housing regulations. His expertise supports Gay & Usher LLC's mission of expanding affordable housing access while maintaining financial sustainability and regulatory adherence.

III. Experience in Affordable Housing Development

Past Projects

Gay & Usher LLC has successfully developed and manages multiple affordable housing units, ensuring long-term rental stability for residents:

- **831 Brooklyn Ave** – Currently rented out to affordable housing tenants.
- **124 Woodmere SQ SW** – Rented out to an affordable housing tenant.
- **4318 Torque ST** – Currently rented out to an affordable housing unit.
- **Co-GP on Henry at Jones** – Partnered as a **co-general partner** on an affordable housing development.



Each project demonstrates **our ability to successfully acquire, develop, and manage affordable housing units.**

References

Reference #1

Name: Ryan Adamson

Title: Loan Officer

Company: Ameris Bank

Email: Ryan.Adamson@amerisbank.com

Relation to Project: Provided financing for affordable housing projects developed by Gay & Usher LLC.

Reference #2

Name: Carrie-Ann Muhammad

Title: HVC Specialist

Company: Greater Dayton Premiere Management (Montgomery County Affordable Housing)

Email: cmuhammad@dmha.org

Relation to Project: Assisted with housing voucher programs and affordable housing compliance.

Reference #3

Name: Anita Byrd

Title: Portfolio Administrator

Company: Atlanta Housing Authority

Email: Anita.Byrd@atlantahousing.org

Relation to Project: Supported affordable housing initiatives and portfolio management.



IV. Proposed Housing Development Plan

Type of Housing & Number of Units

Gay & Usher LLC proposes constructing a **13-unit affordable housing development** on the **2.1-acre city-owned parcel at 5234 Hester Rd.**

Features:

- **Rental Housing Model** – Ensuring long-term affordability for residents.
- **Unit Mix** – 1-, 2-, and 3-bedroom units to accommodate diverse family sizes.
- **Sustainable Design** – Energy-efficient appliances, green building materials, and water conservation features.

preliminary rendering or site plan available Upon Request

V. Target Audience & Definition of Affordable Housing

- This project will serve individuals and families earning **60-80% of the Area Median Income (AMI)** as permitted by the **American Rescue Plan Act** funding.
 - The selection process will prioritize **families, essential workers, and individuals facing housing instability.**
-

VI. Property Management Plan

- Gay & Usher LLC will oversee **tenant screening, leasing, and maintenance operations.**
 - Regular inspections and **tenant support services** will be implemented.
 - **Partnerships with local housing organizations** to assist with tenant retention and financial literacy programs.
-



VII. Community Engagement & Neighborhood Concerns

- Host **community meetings** to engage residents and address concerns.
 - Implement **safety and security features** to maintain neighborhood standards.
 - Establish an **open communication channel with local stakeholders**.
-

VIII. Additional Services & Partnerships

Gay & Usher LLC integrates **resident support programs**, including

- **Financial literacy workshops**
 - **Employment assistance programs**
 - **Tenant legal advocacy partnerships**
 - **Community-building initiatives**
-

IX. Construction Funding Plan

Funding will come from a mix of:

- **Private investment and financing**
 - **Federal and state affordable housing grants**
 - **Potential \$500,000 ARPA infrastructure grant**
 - **Low-Income Housing Tax Credits (LIHTC) and housing assistance programs**
-

X. Construction Timeline

- **Pre-development & Permitting: Q3 2025**
- **Construction Start: Q1 2026**
- **Completion & Occupancy: Q2 2027**



XI. Ongoing Maintenance & Operations

- Rental income will sustain **property management and upkeep.**
 - **Reserve funds for emergency repairs and long-term maintenance.**
 - Continued **compliance with affordable housing agreements.**
-

XII. Green Building & Sustainability

Gay & Usher LLC is committed to **environmentally friendly construction**, including

- **Energy-efficient HVAC systems and appliances**
 - **Water conservation fixtures,**
 - **Recycled and sustainable building materials**
-

XIII. Public Safety Impact

- **Crime prevention through environmental design (CPTED) strategies.**
 - Secure access points, **well-lit communal areas**, and monitored entryways.
 - Partnership with **local law enforcement and community groups.**
-

XIV. Additional Information

Gay & Usher LLC is prepared to **expand its portfolio in Oxford, ensuring long-term affordability and housing stability.** We are open to collaborative funding models and **city partnerships for maximizing housing impact.**



XV. Response to Non-Scored Questions

1. Additional Assistance from the City of Oxford

- Support in **rezoning if required**.
- Assistance in **securing state and federal funding for affordable housing**.
- Utility and infrastructure development support.

2. Ground Lease vs. Property Purchase

- Gay & Usher LLC is **open to a long-term ground lease or property purchase, depending on the city's preference**. If purchasing, we will **propose a fair market value offer**.
-

XVI. Proposal Submission Details

● **Deadline: February 28, 2025, by 5:00 PM EST**

● **Submission Format:**

- **five bound hard copies + 1 electronic PDF on a Flash Drive**
- Sealed envelope labeled: **“Affordable Housing Proposal”**
- Mail/Deliver to:
City of Oxford
ATTN: Jessica Greene, Assistant City Manager
15 South College Ave, Oxford, Ohio 45056

Rosalind Sprow
124 Woodmere SQ NW
Atlanta, GA 30327

2/1/2025

Jessica Greene
Assistant City Manager
City of Oxford
15 S. College Ave
Oxford, OH 45056

Subject: Letter of Support for Gay & Usher LLC's Affordable Housing Proposal

Dear Ms. Greene,

My name is **Rosalind Sprow**, and I have been a resident of **124 Woodmere SQ affordable housing** for the past 6 years. I am writing in full support of **Gay & Usher LLC's proposal to develop additional affordable housing in Oxford.**

Before moving into my current home, I faced significant challenges finding **affordable, well-maintained rental housing** that fit within my budget. **Gay & Usher LLC changed that for me** by providing a safe, stable, and high-quality living environment. Their team is **professional, attentive, and committed to tenant well-being.**

Beyond providing housing, they also support residents by connecting us with **financial literacy programs, employment assistance, and community resources.** Their **Oxford project will create much-needed housing opportunities**, and I strongly believe they have the experience and expertise to make a **positive, lasting impact** in the community.

I wholeheartedly support **Gay & Usher LLC's** proposal and strongly urge the **City of Oxford** to select them as a partner in expanding affordable housing options.

Sincerely,



Rosalind Sprow
Resident, 124 Woodmere SQ

Ja'Niesha Derrick
831 Brooklyn Ave
Dayton, Ohio 45402

2/5/25

Jessica Greene
Assistant City Manager
City of Oxford
15 S. College Ave
Oxford, OH 45056

Subject: Letter of Support for Gay & Usher LLC's Affordable Housing Proposal

Dear Ms. Greene,

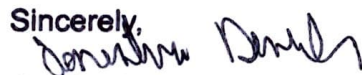
My name is **Ja'Niesha Derrick**, and I am a proud resident of the **831 Brooklyn Ave affordable housing development** managed by **Gay & Usher LLC**. I am writing this letter to express my full support for their proposal to develop new affordable housing in Oxford.

Before moving into this community, I struggled to find safe, affordable housing for my family in a well-established neighborhood. Thanks to Gay & Usher LLC's commitment to affordability and quality housing, I now have a **stable home in a thriving community**. Their property is well-maintained, management is responsive, and they go beyond just providing housing—offering tenant resources and financial literacy support.

Their **expansion into Oxford would be a game-changer**, providing more families with access to **safe, high-quality, and affordable homes** in areas with strong schools, job opportunities, and public transportation. Based on my experience, I am confident that Gay & Usher LLC will bring the same level of commitment, excellence, and community focus to this new project.

I highly encourage the **City of Oxford** to select **Gay & Usher LLC** for this development. Their work is truly **changing lives**, and I am proof of that.

Sincerely,



Ja'Niesha Derrick
Resident, 831 Brooklyn Ave

Anticipated Rent for Units:

1.
 - o **1-Bedroom Unit:** Estimated between **\$850 - \$1,050** per month
 - o **2-Bedroom Unit:** Estimated between **\$1,050 - \$1,250** per month
 - o **3-Bedroom Unit:** Estimated between **\$1,250 - \$1,450** per month

These rents are based on affordability standards aligned with 50%-60% of the Area Median Income (AMI) and may be adjusted according to final program requirements.

2. On-Site Staff:

- o Yes, there will be **on-site staff** to manage operations and resident support services.
- o Staffing will include a **property manager and maintenance personnel**, with additional supportive service staff if required.
- o The on-site staff will be available **Monday to Friday, 40 hours per week**, with emergency maintenance services available as needed.

Please let us know if you need any additional information. We appreciate the opportunity to be considered for this project.

Best regards,

Gay and Usher, LLC

Adriane Gay

On Mar 20, 2025, at 8:58 AM, Jessica Greene
<jgreene@cityofoxford.org> wrote:

Dear Gay and Usher, LLC,

Thank you for your submission to the Hester Rd. Affordable Housing RFP. As we prepare for the proposal scoring meeting, I have a few questions I'd like answered before we go into the committee meeting:

1. Can you please send a rendering of the building you are proposing?
2. What will the anticipated rent be for a 1,2, or 3 BR unit?
3. Will there be staff on-site at the location? If yes, how many hours a week?

Thanks,

Jessica Greene

Assistant City Manager

513-524-5210

<Outlook-jqxjrsl.png>





