

# City of Flint, Michigan

*Third Floor, City Hall  
1101 S. Saginaw Street  
Flint, Michigan 48502  
[www.cityofflint.com](http://www.cityofflint.com)*



## Meeting Agenda - Final

**Monday, June 27, 2022**

**5:30 PM**

**Council Chambers**

### **CITY COUNCIL**

*Allie Herkenroder, Vice President, Ward 7*

*Eric Mays, Ward 1  
Quincy Murphy, Ward 3  
Jerri Winfrey-Carter, Ward 5  
Dennis Pfeiffer, Ward 8*

*Ladel Lewis, Ward 2  
Judy Priestley, Ward 4  
Tonya Burns, Ward 6  
Eva L. Worthing, Ward 9*

*Inez M. Brown, City Clerk*

*Davina Donahue, Deputy Clerk*

**CALL TO ORDER****ROLL CALL****PLEDGE OF ALLEGIANCE****PRAYER OR BLESSING****READING OF DISORDERLY PERSONS CITY CODE SUBSECTION**

*Any person that persists in disrupting this meeting will be in violation of Flint City Code Section 31-10, Disorderly Conduct, Assault and Battery, and Disorderly Persons, and will be subject to arrest for a misdemeanor. Any person who prevents the peaceful and orderly conduct of any meeting will be given one warning. If they persist in disrupting the meeting, that individual will be subject to arrest. Violators shall be removed from meetings.*

**REQUESTS FOR CHANGES AND/OR ADDITIONS TO AGENDA**

*Council shall vote to adopt any amended agenda.*

**PRESENTATION OF MINUTES****PUBLIC HEARINGS****PUBLIC SPEAKING**

*Per the amended Rules Governing Meetings of the Council (as adopted by the City Council on Monday, June 12, 2017), three (3) minutes per speaker. Only one speaking opportunity per speaker. Numbered slips will be provided prior to the start of the meeting to those wishing to speak during this agenda item.*

**COUNCIL RESPONSE**

*Per the amended Rules Governing Meetings of the Council (as adopted by the City Council on Monday, June 12, 2017), Councilpersons may respond to any public speaker, but only one response and only when all public speakers have been heard. Individual council response is limited to two minutes and is subject to all rules of decorum and discipline.*

**PETITIONS AND UNOFFICIAL COMMUNICATIONS****COMMUNICATIONS (from Mayor and other City Officials)**

220261      Press Release/Genesee County Metropolitan Planning Commission/County-Wide Recycle Day Collection Event

Press Release received June 13, 2022, from the Genesee County Metropolitan Planning Commission, re: The next county-wide Recycle Day collection event

for hard-to-recycle items is Tuesday, June 21, 2022, from 2 until 6 p.m., at Carman-Ainsworth Middle School.

**220262** Traffic Engineering/Closure Permits

Sidewalk, Lane and Street Closure permits (5) dated May and June 2022, for requested activities/events, with noted responsibility for the placement of the required traffic control devices, and/or personnel, for the protection of traffic and event participants.

## ADDITIONAL COMMUNICATIONS

## APPOINTMENTS

### APPOINTMENTS (May be Referred from Special Affairs)

**220259** Appointment/Building Code Board of Appeals/John R. Smith

Resolution resolving that the Flint City Council approves the appointment of John R. Smith, Jr. (SOM Fire Marshal Inspector, 3601 Ogema Avenue, Flint, Michigan, 48507) to serve on the Building Code Board of Appeals for a one-year term, commencing upon resolution approval and expiring March 1, 2023, as recommended by Mayor Sheldon A. Neeley.

## RECONSIDERATION

***[NOTE: Resolutions 220190.1 (a Resolution Authorizing Approval of the 2022-23 Action Plan of the Consolidated Plan, Including Funding Recommendations for the CDBG, HOME and ESG Grants) FAILED during the June 14, 2022, Special City Council Meeting. It is presented here for Council's (re)consideration.]***

**220190.1** Amended Resolution/Approval//2022-2023 Annual Action Plan of the Consolidated Plan/U.S. Department of Housing and Urban Development (HUD)

Amended resolution resolving that City Officials to approve the funding amounts and projects and authorize entering into contracts for the agencies as listed for the City of Flint's FY2022-2023 Community Development Block Grant (CDBG) Program, in the estimated amount of \$4,005,334.00, FY2022-2023 HOME Investment Partnerships Program, in the estimated amount of \$945,793.00, and FY2022-2023 Emergency Solutions Grant (ESG) Program, in the estimated amount of \$334,935.00, and include any program income which might become available as a result of receipt of these funds. [NOTE: Resolution amended because the amounts were proportionately increased based on increased allocations to each fund.]

## RESOLUTIONS

**220242** Modern Concrete/Ready-Mix Concrete

Resolution resolving that the Division of Purchases & Supplies, upon City Council's approval, is hereby authorized to issue a purchase order and extend the services with Modern Concrete to provide ready-mix concrete, in an amount NOT-TO-EXCEED \$292,700.00, [which includes a ten (10)-percent increase over FY2021,] as requested by Transportation [Major Street Fund Supplies Acct. No. 202-449.200-752.000 = \$3,000.00; Local Street Fund Supplies Acct. No. 203-449.203-752.000 = \$5,000.00; Major Street Fund Supplies Acct. No. 202-449.201-752.000 = \$10,000.00; Local Street Fund Supplies Acct. No. 203-449.201-752.000 = \$12,000.00; Major Street Fund Supplies Acct. No. 202-449.200-752.000 = \$2,700.00; Local Street Fund Supplies Acct. No. 203-449.200-752.000 = \$200,000.00; Major Street Fund Supplies Acct. No. 202-449.211-752.000 = \$20,000.00; Local Street Fund Supplies Acct. No. 203-449.211-752.000 = \$25,000.00; and Sewer Fund Supplies Acct. No. 590-540.208-752.000 = \$15,000.00.]

**220243** Ace-Saginaw Paving Co./Asphalt Paving Materials

Resolution resolving that the Division of Purchasing & Supplies, is hereby authorized to issue a purchase order to Ace Saginaw Paving Co. for asphalt paving materials, in an amount NOT-TO-EXCEED \$1,371,500.00, as requested by DPW [Major Street Asphalt Fund Acct. No. 202-449.201-782.000 = \$95,000.00, Local Street Asphalt Fund Acct. No. 203-449.201-782.000 = \$1,150,000.00; Major Street Asphalt Fund Acct. No. 202-449.203-782.000 = \$13,500.00, Local Street Asphalt Fund Acct. No. 203-449.203-782.000 = \$12,000.00; Major Street Asphalt Fund Acct. No. 202-449.211-782.000 = \$12,000.00, Local Street Asphalt Fund Acct. No. 203-449.211-782.000 = \$9,000.00; Sewer Fund Acct. No. 590-540.208-782.000 = \$30,000.00, and Water Fund Acct. No. 591-540.202-782.000 = \$50,000.00.]

**220244** CO#1/Hurley Medical Center/Employee Occupational Services

Resolution resolving that the appropriate city officials, upon City Council's approval, are to do all things necessary to issue Change Order No. 1 to Hurley Medical Center [for occupational health services pertinent to the pre-employment health testing for City of Flint employees], as requested by Human Resources, in an amount NOT TO EXCEED \$40,000.00, and an aggregate total of \$120,000.00 [Fringe Benefit Fund Acct. No. 627-270.300-835.000.]

**220245** Contract/Lighthouse Insurance Group//Excess Workers' Compensation Insurance Coverage

Resolution resolving that the appropriate city officials, upon City Council's approval, are authorized to enter into a contract with Lighthouse Insurance Group to provide the city with excess Workers' Compensation Insurance coverage through Midwest Employers Insurance Co. at a premium cost amount NOT-TO-EXCEED \$112,427.00 for the period July 1, 2022, to June 30, 2023, as requested by Finance [Self-Insurance Fund Acct. No. 677-267.651-955.000.]

**220246** Contract/Inliner Solutions, LLC/Storm and Sewer Re-lining Services

Resolution resolving that the proper city officials, upon City Council's approval, are authorized to do all things necessary to enter into a contract with Inliner Solutions, LLC for storm and sewer re-lining services for an additional year, as requested by the Water Service Center (WSC), in an amount NOT-TO-EXCEED \$2,300,000.00 [Sewer Fund Capital Improvement Acct. No. 590-540.300-801.000.]

**220247** CO#2/Contract/Lasercom, LLC/Additional Postage Costs

Resolution resolving that the appropriate city officials, upon City Council's approval, are authorized to do all things necessary to enter into Change Order No. 2 to the contract with Lasercom, LLC to provide additional postage for the mailing of water and shut-off notices for FY2022, in the amount of \$20,000.00, for an aggregate a FY2022 total amount of \$193,590.00 under the same terms and conditions [General Fund Acct. No. 101-253.200-902.000 = \$7,000.00; Acct. No. 101-253.202-902.000 = \$6,500.00; and Acct. No. 101-253.203-902.000 = \$6,500.00.]

**220248** CO#1/Contract/EJ USA, Inc./Additional Fire Hydrants, Catch Basin Grates & Manhole Covers

Resolution resolving that the appropriate city officials, upon City Council's approval, are authorized to issue Change Order No. 1 to the contract with EJ USA, Inc. to provide additional fire hydrants, catch basin grates and manhole covers, as requested by the Water Service Center, in an amount NOT-TO-EXCEED \$28,500.00, for an aggregate total NOT-TO-EXCEED \$148,500.00 [Water Fund Acct. No. 591-540.202-752.000.]

**220250** Memorandum of Understanding (MOU)/City of Flint/Flint Fire Fighters' Union Local 352 IAFF, AFL-CIO

Resolution resolving that the Flint City Council approves the Memorandum of Agreement (MOA) between the City of Flint and the Flint Fire Fighters' Union, Local 352 IAFF, AFL-CIO, permitting the Flint Fire Chief to consider for rehire former firefighters, in accordance with the April 26, 2022, MOU. [NOTE: The City of Flint and the Flint Fire Fighters' Union are negotiating a new Collective Bargaining Agreement and entered into a MOU on April 26, 2022, to memorialize the agreement. Under the MOU, there is a vacant firefighter's position and, if a former firefighter meets the stipulated conditions, the Fire Chief his sole discretion, reconsider Letters of Application from former firefighters in accordance with the MOU guidelines. The MOU shall expire upon ratification of a new Collective Bargaining Agreement (CBA).]

**220251** Memorandum of Understanding (MOU)/City of Flint/Flint Fire Fighters' Union Local 352 IAFF, AFL-CIO/City & Classification Credit/Four Former Employees

Resolution resolving that the Flint City Council approves the Memorandum of Agreement (MOA) between the City of Flint and the Flint Fire Fighters' Union, Local 352 IAFF, AFL-CIO, on rehiring former Flint Fire Department employees Stacy Clark, Tetral Wright, Lawrence Edwards and James Fitzpatrick, and provide them

with credit for scale placement and step advancement purposes only, their previous city and classification seniority rounded down to the beginning of the last achieved step before prior employment ended, in accordance with the May 5, 2022, Memorandum of Understanding (MOU). [NOTE: The City of Flint and the Flint Fire Fighters' Union are negotiating a new Collective Bargaining Agreement and entered into a MOU on April 26, 2022, to memorialize the agreement. The city and the union have tentatively agreed to provisions governing reconsideration of former Fire Department employees for rehire.]

**220252** Resolution of Support/Donation/Wanco-Radar Speed Trailers/Consumers Energy

Resolution resolving that the Flint City Council wishes to do all things necessary to support the donation of two (2) Wanco Radar speed trailers by Consumers Energy. [NOTE: The speed trailers are valued at \$10,000.00 each, for a total donation of \$20,000.00.]

## **RESOLUTIONS (May be Referred from Special Affairs)**

**220249.1** Amendment/Sale of City-Owned Land/5518 North Saginaw Street/Donald Dover & McConnie Sanders

Amended resolution resolving that the appropriate city officials are authorized to do all things necessary to enter into and complete the sale of the property commonly known as 5518 North Saginaw Street, Flint, MI 48505, Parcel No. 47-30-352-001, and legally described as OAK KNOLL LOT 116, for a cost of \$1,000.00, and transfer the property to Donald Dover and McConnie Sanders in an AS IS condition by means of conveyance of a Quit Claim Deed. Revenue realized from the sale of this real property will be placed in Revenue Acct. No. 101-371.209-673.100, AND, resolving that the City Clerk shall, within thirty (30) days of this action, record a certified copy of this resolution with the Register of Deeds for Genesee County and forward a certified copy of said resolution to the State Treasurer. [NOTE: Resolution amended to change the sale price from \$5,000.00 to \$1,000.00.]

## **LIQUOR LICENSES**

## **INTRODUCTION AND FIRST READING OF ORDINANCES**

**220253** Amendment/Ordinance/Chapter 18 (Taxation; Funds; Purchasing)/Article I (In General)/Section 18-4.1 (Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons)

An ordinance to amend the Code of the City of Flint by amending Chapter 18, (Taxation; Funds; Purchasing); Article I, (In General); Section 18-4.1, (Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons) shall be amended by adding subsection (OO). [NOTE: The PILOT is for Mach 1 Limited Dividend Housing Association, LLC, to own and operate a housing project identified as Howard Estates. The annual service charge for the class of persons

of low and moderate income shall be equal to three (3) percent of the annual shelter rents, exclusive of charges for gas, electricity, heat or other utilities furnished to the occupants.}]

- 220254 Amendment/Ordinance/Chapter 18 (Taxation; Funds; Purchasing)/Article I (In General)/Section 18-4.1 (Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons)

An ordinance to amend the Code of the City of Flint by amending Chapter 18, (Taxation; Funds; Purchasing); Article I, (In General); Section 18-4.1, (Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons) shall be amended by adding subsection (PP). [NOTE: The PILOT is for Mach 1 Limited Dividend Housing Association, LLC, to own and operate a housing project identified as Centerview Apartments. The annual service charge for the class of persons of low and moderate income shall be equal to three (3) percent of the annual shelter rents, exclusive of charges for gas, electricity, heat or other utilities furnished to the occupants.}]

- 220255 Amendment/Ordinance/Chapter 18 (Taxation; Funds; Purchasing)/Article I (In General)/Section 18-4.1 (Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons)

An ordinance to amend the Code of the City of Flint by amending Chapter 18, (Taxation; Funds; Purchasing); Article I, (In General); Section 18-4.1, (Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons) shall be amended by adding subsection (QQ). [NOTE: The PILOT is for Mach 1 Limited Dividend Housing Association, LLC, to own and operate a housing project identified as Aldridge Place Apartments. The annual service charge for the class of persons of low and moderate income shall be equal to three (3) percent of the annual shelter rents, exclusive of charges for gas, electricity, heat or other utilities furnished to the occupants.}]

- 220256 Amendment/Ordinance/Chapter 18 (Taxation; Funds; Purchasing)/Article I (In General)/Section 18-4.1 (Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons)

An ordinance to amend the Code of the City of Flint by amending Chapter 18, (Taxation; Funds; Purchasing); Article I, (In General); Section 18-4.1, (Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons) shall be amended by adding subsection (RR). [NOTE: The PILOT is for Mach 1 Limited Dividend Housing Association, LLC, to own and operate a housing project identified as Mince Manor. The annual service charge for the class of persons of low and moderate income shall be equal to three (3) percent of the annual shelter rents, exclusive of charges for gas, electricity, heat or other utilities furnished to the occupants.}]

## **INTRODUCTION AND FIRST READING OF ORDINANCES (May be Referred from Special Affairs)**

- 220260 Amendment/Emergency Ordinance/Chapter 18 (Taxation; Funds;

Purchasing)/Article IV (Purchases)/Section 18-21.3 (Competitive Sealed Bidding -- Approval Thresholds)/Section 18-21-4(9) (Competitive Sealed Proposals -- Approval Thresholds)

An emergency ordinance to amend Chapter 18 (Taxation; Funds; Purchasing), Article IV (Purchases), of the Code of the City of Flint by amending Section 18-21.3 (Competitive Sealed Bidding – Approval Thresholds) and Section 18-21-4(9) (Competitive Sealed Proposals – Approval Thresholds).

## **SECOND READING AND ENACTMENT OF ORDINANCES**

### **ADJOURNMENT**





RESOLUTION NO.: 220190.1

PRESENTED: JUN - 8 2022

ADOPTED: \_\_\_\_\_

**Resolution Authorizing Approval of the 2022-23 Action Plan of The Consolidated Plan Including Funding Recommendations by the City of Flint for the Uses of Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) Funds from the U.S. Department of HUD for the 2022-23 Program Year**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, The City of Flint anticipates it will receive Title I Community Development Block Grant (CDBG) entitlement funds in the amount of \$4,005,344.00, HOME Investment Partnerships (HOME) entitlement funds in the amount of \$945,793.00, and Emergency Solutions Grant (ESG) in the amount of \$334,935.00 for federal fiscal year 2022-23, covering the period of July 1, 2022, through June 30, 2023, as well as any subsequent years that HUD continues to make any balances available to the City; pursuant to submission of an application to the U.S. Department of Housing and Urban Development (HUD).

**WHEREAS**, The City of Flint anticipates receipt of program income in an amount of approximately \$50,000.00 from CDBG and \$10,000.00 from HOME repayments of rehabilitation housing loans and other eligible activities.

**WHEREAS**, In order to receive this funding, the U.S. Department of Housing and Urban Development requires the City of Flint to submit an annual Action Plan of the Consolidated Plan as a component of the 5-year Consolidated Plan. This plan includes the annual Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) application.

**WHEREAS**, City Administration finalized funding recommendations for the proposed Action Plan in March 2022.

**IT IS RESOLVED**, that City Officials approve the funding amounts and projects and authorize entering into contracts for the agencies listed below for the City's FY 2022-23 Community Development Block Grant program in the estimated amount of \$4,005,334.00 FY 2022-23, HOME Investment Partnerships program in the estimated amount of \$945,793.00, and FY 2022-23 Emergency Solutions Grant program in the estimated amount of \$334,935.00, and include any program income which might become available as a result of receipt of these funds.



RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

Subrecipient/Account Name	Adjusted Amount
<b>ADMINISTRATION/PLANNING (CDBG)</b>	\$ 801,068.80
<b>Total Admin</b>	<b>\$ 801,068.80</b>
Big Brothers Big sisters – Community Based Mentoring	\$ 42,325.95
Grace Emanuel Baptist Church – Hem of His Garment	\$ 10,581.49
United Way of Gen. Co. – Youth Recreation Initiative	\$ 63,488.93
YWCA SAFE Center	\$ 47,616.70
CHEA - Post Incarcerated Adult Education	\$ 79,361.16
Tapology - Flintstone Movers	\$ 7,119.69
Flint Institute of Music – Flint Youth Theatre	\$ 10,581.49
Neighborhood Engagement HUB – Community Toolshed	\$ 84,651.90
Legal Svcs. Of Eastern MI – Fair Housing Enforcement	\$ 23,808.35
Boys and Girls Club	\$ 26,453.72
GCCard – Meals on Wheels	\$ 26,453.72
Metro Community Development, Inc. – (fiduciary) NFNAC – No Weapons Project	\$ 21,162.98
Faith Foundation Resources – Helping Young People to Employment	\$ 37,035.21
<b>Total Public Services</b>	<b>\$ 480,641.28</b>
Best Practices Consulting Services – Flint Small Business Initiative	\$ 37,035.21
Asbury CDC – Asbury Community Kitchen	\$ 26,453.72
Communities First, Inc., - Coolidge Park	\$ 36,636.46
Ferris Wheel Innovation Center – 100k Ideas	\$ 31,744.46
<b>Total Economic Development</b>	<b>\$ 131,869.85</b>
Shelter of Flint – Shelter Repairs/Upgrades	\$ 174,317.32
FISH – Buick Gallery Façade Improvements	\$ 52,907.44
CoF Parks and Recreation – Cronin Derby Downs Rehab	\$ 568,014.28
Communities First, Inc., Inc. – Community Enrichment Center Windows	\$ 95,233.39
Catholic Charities – One Stop Housing Resources Center Updates	\$ 238,083.48
<b>Total Facilities Improvements</b>	<b>\$ 1,128,555.91</b>



RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

Genesee County Habitat for Humanity- Owner-Occupied Housing Repair	\$	370,352.08
Genesee County Habitat for Humanity- Emergency Repair Program	\$	211,629.76
GCCARD Emergency Home Repair	\$	264,537.20
<b>Total Housing</b>	<b>\$</b>	<b>846,519.04</b>
MADE Institute – North Flint Neighborhood Stabilization and Improvement	\$	45,288.77
COF Blight Division – Demolition	\$	370,352.08
Communities First, Inc. – 1515 N. Saginaw	\$	95,233.39
COF Planning – CNI Vacant lot Reuse	\$	105,814.88
<b>Total Blight Activities</b>	<b>\$</b>	<b>616,689.12</b>
<b>TOTAL CDBG USES</b>	<b>\$</b>	<b>4,005,344.00</b>
<b>HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)</b>		
City of Flint- HOME Admin (10% Cap)	\$	94,579.29
Norstar Development USA, LP – Clark Commons Phase III	\$	708,865.75
Genesee County Habitat for Humanity- 322 Sylvan Ct. (CHDO)	\$	142,347.95
<b>TOTAL HOME USES</b>	<b>\$</b>	<b>945,793.00</b>
<b>EMERGENCY SOLUTIONS GRANT (ESG)</b>		
Administration (ESG)	\$	25,120.13
Shelter of Flint – Family Emergency Shelter – Shelter	\$	77,609.85
Genesee County Youth Corp – REACH - Shelter	\$	37,897.68
YWCA- SAFE House – Shelter	\$	37,897.68
My Brother's Keeper - In Safe Hand – Shelter	\$	32,483.72
<b>Total– Shelter Operations</b>	<b>\$</b>	<b>211,009.05</b>
TBD Homelessness Prevention	\$	54,939.19
<b>TOTAL Homelessness Prevention TBD</b>	<b>\$</b>	<b>54,939.19</b>
Catholic Charities – Rapid Rehousing	\$	68,986.76
<b>Total Rapid Rehousing TBD</b>	<b>\$</b>	<b>68,986.76</b>
<b>TOTAL ESG USES</b>	<b>\$</b>	<b>334,935.00</b>

**IT IS RESOLVED**, that funds in an estimated amount of up to \$50,000.00 in CDBG program income received from loan repayments and other eligible activities, shall be made available for use as part of the FY 2022-23 Community Development Block Grant program and the budget amended as received;

**FURTHER RESOLVED**, that funds in an estimated amount of up to \$10,000.00 in HOME program income received from proceeds of sale and housing loans, shall be made



RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

available for use as part of the FY 2022-23 HOME Investment Partnerships program and the budget amended as received;

**FURTHER RESOLVED**, that all sub recipient agencies shall conform to the standards and bidding procedures maintained by the City of Flint and such bid processes shall be approved as to form by the Chief Legal Officer of the City of Flint. Sub recipients may not obligate any funds, incur any costs, nor implement any physical activities until the Division of Community and Economic Development has completed the Environmental Review Record and/or received a release of funds from the U.S. Department of HUD and has issued a written notice to proceed to the subrecipient.

**FURTHER RESOLVED**, following notification that HUD has approved the 2022-23 Annual Action Plan through execution of a Grant Agreement with the City of Flint, the appropriate City Officials are authorized to do all things necessary to enter into sub-grantee agreements with the various agencies listed above.

**FURTHER RESOLVED**, upon receipt of the official award document from HUD, CDBG funds, the estimated revenues shall be increased or decreased to recognize receipt of the actual allocation amount, from the estimated amount of \$4,005,334.00, and shall be made to the Division of Community and Economic Development to fund the FY 2022-23 Community Development Block Grant program;

**FURTHER RESOLVED**, upon receipt of the official award document from HUD, HOME funds, the estimated revenues shall be increased or decreased to recognize receipt of the actual allocation amount, from the estimated amount of \$945,793.00, and shall be made to the Division of Community and Economic Development to fund the FY 2022-23 HOME Investment Partnerships program;

**FURTHER RESOLVED**, upon receipt of the official award document from HUD, ESG funds, the estimated revenues shall be increased or decreased to recognize receipt of the actual allocation amount, from the estimated amount of \$334,935.00, and shall be made to the Division of Community and Economic Development to fund the FY 2022-23 Emergency Solutions Grant program;

**FURTHER RESOLVED**, that the appropriate officials are hereby authorized to do all things necessary to set up the appropriate accounts in the 279 Fund;

Account Name	Account Number	Grant Code	Amount
ADMINISTRATION/PLANNING (CDBG)	279-737.000-522.748	FHUD-CDBG23	\$ 801,068.80
ADMINISTRATION/PLANNING (CDBG)	279-737.000-963.000	FHUD-CDBG23	\$ 801,068.80
<b>Total Admin</b>			<b>\$ 801,068.80</b>
<b>Big Brothers Big sisters – Community Based Mentoring</b>	279-737.272-522.748	FHUD-CDBG23	<b>\$ 42,325.95</b>



RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

Big Brothers Big sisters – Community Based Mentoring	279-737.272-805.105	FHUD-CDBG23	\$	42,325.95
Grace Emanuel Baptist Church – Hem of His Garment	279-737.396-522.748	FHUD-CDBG23	\$	10,581.49
Grace Emanuel Baptist Church – Hem of His Garment	279-737.396-805.101	FHUD-CDBG23	\$	10,581.49
United Way of Gen. Co. – Youth Recreation Initiative	279-737.512-522.748	FHUD-CDBG23	\$	63,488.93
United Way of Gen. Co. – Youth Recreation Initiative	279-737.512-805.105	FHUD-CDBG23	\$	63,488.93
YWCA SAFE Center	279-737.530-522.748	FHUD-CDBG23	\$	47,616.70
YWCA SAFE Center	279-737.530-805.101	FHUD-CDBG23	\$	47,616.70
CHEA - Post Incarcerated Adult Education	279-737.284-522.748	FHUD-CDBG23	\$	79,361.16
CHEA - Post Incarcerated Adult Education	279-737.284-805.109	FHUD-CDBG23	\$	79,361.16
Tapology - Flintstone Movers	279-737.514-522.748	FHUD-CDBG23	\$	7,119.69
Tapology - Flintstone Movers	279-737.514-805.105	FHUD-CDBG23	\$	7,119.69
Flint Institute of Music – Flint Youth Theatre	279-737.335-522.748	FHUD-CDBG23	\$	10,581.49
Flint Institute of Music – Flint Youth Theatre	279-737.335-805.105	FHUD-CDBG23	\$	10,581.49
Neighborhood Engagement HUB – Community Toolshed	279-737.267-522.748	FHUD-CDBG23	\$	84,651.90
Neighborhood Engagement HUB – Community Toolshed	279-737.267-805.126	FHUD-CDBG23	\$	84,651.90
Legal Svcs. Of Eastern MI – Fair Housing Enforcement	279-737.422-522.748	FHUD-CDBG23	\$	23,808.35
Legal Svcs. Of Eastern MI – Fair Housing Enforcement	279-737.422-805.111	FHUD-CDBG23	\$	23,808.35
Boys and Girls Club	279-737.535-522.748	FHUD-CDBG23	\$	26,453.72
Boys and Girls Club	279-737.535-805.105	FHUD-CDBG23	\$	26,453.72
GCCard – Meals on Wheels	279-737.366-522.748	FHUD-CDBG23	\$	26,453.72
GCCard – Meals on Wheels	279-737.366-805.101	FHUD-CDBG23	\$	26,453.72
Metro Community Development, Inc. – (fiduciary) NFNAC – No Weapons Project	279-737.442-522.748	FHUD-CDBG23	\$	21,162.98
Metro Community Development, Inc. – (fiduciary) NFNAC – No Weapons Project	279-737.442-805.101	FHUD-CDBG23	\$	21,162.98
Faith Foundation Resources – Helping Young People to Employment	279-737.315-522.748	FHUD-CDBG23	\$	37,035.21
Faith Foundation Resources – Helping Young People to Employment	279-737.315-805.101	FHUD-CDBG23	\$	37,035.21
<b>Total Public Services</b>			\$	<b>480,641.28</b>
Best Practices Consulting Services – Flint Small Business Initiative	279-737.411-522.748	FHUD-CDBG23	\$	37,035.21
Best Practices Consulting Services – Flint Small Business Initiative	279-737.411-805.429	FHUD-CDBG23	\$	37,035.21
Asbury CDC – Asbury Community Kitchen	279-737.119-522.748	FHUD-CDBG23	\$	26,453.72
Asbury CDC – Asbury Community Kitchen	279-737.119-805.427	FHUD-CDBG23	\$	26,453.72
Communities First, Inc., - Coolidge Park	279-737.276-522.748	FHUD-CDBG23	\$	36,636.46
Communities First, Inc., - Coolidge Park	279-737.276-805.331	FHUD-CDBG23	\$	36,636.46
Ferris Wheel Innovation Center – 100k Ideas	279-737.467-522.748	FHUD-CDBG23	\$	31,744.46
Ferris Wheel Innovation Center – 100k Ideas	279-737.467-805.428	FHUD-CDBG23	\$	31,744.46



RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

<b>Total Economic Development</b>			\$	131,869.85
Shelter of Flint – Shelter Repairs/Upgrades	279-737.480-522.748	FHUD-CDBG23	\$	174,317.32
Shelter of Flint – Shelter Repairs/Upgrades	279-737.480-805.054	FHUD-CDBG23	\$	174,317.32
FISH – Buick Gallery Façade Improvements	279-737.336-522.748	FHUD-CDBG23	\$	52,907.44
FISH – Buick Gallery Façade Improvements	279-737.336-805.056	FHUD-CDBG23	\$	52,907.44
CoF Parks and Recreation – Cronin Derby Downs Rehab	279-737.214-522.748	FHUD-CDBG23	\$	568,014.28
CoF Parks and Recreation – Cronin Derby Downs Rehab	279-737.214-805.057	FHUD-CDBG23	\$	568,014.28
Communities First, Inc., Inc. – Community Enrichment Center Windows	279-737.276-522.748	FHUD-CDBG23	\$	95,233.39
Communities First, Inc., Inc. – Community Enrichment Center Windows	279-737.276-805.056	FHUD-CDBG23	\$	95,233.39
Catholic Charities – One Stop Housing Resources Center Updates	279-737.498-522.748	FHUD-CDBG23	\$	238,083.48
Catholic Charities – One Stop Housing Resources Center Updates	279-737.498-805.054	FHUD-CDBG23	\$	238,083.48
<b>Total Facilities Improvements</b>			\$	1,128,555.91
Genesee County Habitat for Humanity- Owner-Occupied Housing Repair	279-737.502-522.748	FHUD-CDBG23	\$	370,352.08
Genesee County Habitat for Humanity- Owner-Occupied Housing Repair	279-737.502-805.327	FHUD-CDBG23	\$	370,352.08
Genesee County Habitat for Humanity- Emergency Repair Program	279-737.502-522.748	FHUD-CDBG23	\$	211,629.76
Genesee County Habitat for Humanity- Emergency Repair Program	279-737.502-805.327	FHUD-CDBG23	\$	211,629.76
GCCARD Emergency Home Repair	279-737.365-522.748	FHUD-CDBG23	\$	264,537.20
GCCARD Emergency Home Repair	279-737.365-805.327	FHUD-CDBG23	\$	264,537.20
<b>Total Housing</b>			\$	846,519.04
MADE Institute – North Flint Neighborhood Stabilization and Improvement	279-737.426-522.748	FHUD-CDBG23	\$	45,288.77
MADE Institute – North Flint Neighborhood Stabilization and Improvement	279-737.426-805.327	FHUD-CDBG23	\$	45,288.77
COF Blight Division - Demolition	279-737.150-522.748	FHUD-CDBG23	\$	370,352.08
COF Blight Division - Demolition	279-737.150-805.076	FHUD-CDBG23	\$	370,352.08
Communities First, Inc. – 1515 N. Saginaw	279-737.276-522.748	FHUD-CDBG23	\$	95,233.39
Communities First, Inc. – 1515 N. Saginaw	279-737.276-805.076	FHUD-CDBG23	\$	95,233.39
COF Planning – CNI Vacant lot Reuse	279-737.265-522.748	FHUD-CDBG23	\$	105,814.88
COF Planning – CNI Vacant lot Reuse	279-737.265-805.126	FHUD-CDBG23	\$	105,814.88
<b>Total Blight Activities</b>			\$	616,689.12
<b>TOTAL CDBG USES</b>			\$	4,005,344.00
<b>HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)</b>				
City of Flint- HOME Admin (10% Cap)	279-735.000-530.000	FHUD-HOME23	\$	94,579.29
City of Flint- HOME Admin (10% Cap)	279-735.000-963.000	FHUD-HOME23	\$	94,579.29
Norstar Development USA, LP – Clark Commons Phase III	279-735.447-530.000	FHUD-HOME23	\$	708,865.75
Norstar Development USA, LP – Clark Commons Phase III	279-735.447-805.276	FHUD-HOME23	\$	708,865.75



RESOLUTION NO.: \_\_\_\_\_


PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

Genesee County Habitat for Humanity- 322 Sylvan Ct. (CHDO)	279-735.271-530.000	FHUD-HOME23	\$	142,347.95
Genesee County Habitat for Humanity- 322 Sylvan Ct. (CHDO)	279-735.271-805.276	FHUD-HOME23	\$	142,347.95
<b>TOTAL HOME USES</b>			\$	<b>945,793.00</b>
<b>EMERGENCY SOLUTIONS GRANT (ESG)</b>				
Administration (ESG)	279-733.000-531.000	FHUD-ESG23	\$	25,120.13
Administration (ESG)	279-733.000-963.000	FHUD-ESG23	\$	25,120.13
Shelter of Flint – Family Emergency Shelter - Shelter	279-733.482-531.000	FHUD-ESG23	\$	77,609.85
Shelter of Flint – Family Emergency Shelter - Shelter	279-733.482-805.101	FHUD-ESG23	\$	77,609.85
Genesee County Youth Corp – REACH - Shelter	279-733.390-531.000	FHUD-ESG23	\$	37,897.68
Genesee County Youth Corp – REACH - Shelter	279-733.390-805.105	FHUD-ESG23	\$	37,897.68
YWCA- SAFE House - Shelter	279-733.530-531.000	FHUD-ESG23	\$	37,897.68
YWCA- SAFE House - Shelter	279-733.530-805.101	FHUD-ESG23	\$	37,897.68
My Brother's Keeper - In Safe Hand - Shelter	279-733.450-531.000	FHUD-ESG23	\$	32,483.72
My Brother's Keeper - In Safe Hand - Shelter	279-733.450-805.101	FHUD-ESG23	\$	32,483.72
<b>Total– Shelter Operations</b>			\$	<b>211,009.05</b>
TBD Homelessness Prevention	279-733.101-531.000	FHUD-ESG23	\$	54,939.19
TBD Homelessness Prevention	279-733.101-805.101	FHUD-ESG23	\$	54,939.19
<b>TOTAL Homelessness Prevention TBD</b>			\$	<b>54,939.19</b>
Catholic Charities – Rapid Rehousing	279-733.301-531.000	FHUD-ESG23	\$	68,986.76
Catholic Charities – Rapid Rehousing	279-733.301-805.101	FHUD-ESG23	\$	68,986.76
<b>Total Rapid Rehousing TBD</b>			\$	<b>68,986.76</b>
<b>TOTAL ESG USES</b>			\$	<b>334,935.00</b>

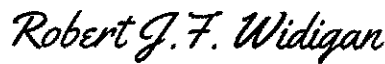
FURTHER RESOLVED, that the appropriate city officials are hereby authorized to do all things necessary to move remaining unspent and available CDBG, HOME and ESG funds to fiscal year 2023.

APPROVED AS TO FORM:

  
William Kim (May 23, 2022 17:21 EDT)


William Kim, City Attorney

APPROVED AS TO FINANCES:



Robert J.F. Widigan  
Chief Financial Officer

FOR THE CITY OF FLINT:

  
CLYDE EDWARDS (May 24, 2022 10:52 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

\_\_\_\_\_



# CITY OF FLINT

## RESOLUTION STAFF REVIEW

May 10, 2022

**AGENDA ITEM TITLE:**

1. Resolution Authorizing Approval of the 2022-23 Action Plan of The Consolidated Plan Including Funding Recommendations by the City of Flint for the Uses of Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) Funds from the U.S. Department of HUD for the 2022-23 Program Year.

**PREPARED BY**

Suzanne Wilcox, Director, Department of Planning and Development, Community and Economic Development Division

**VENDOR NAME: N/A**

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

Approval of the attached resolution authorizes submission of the 1-year Annual Action Plan, including funding recommendations for Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) Programs and Emergency Solutions Grant (ESG).

HUD has notified the City of Flint that its estimated 2022-23 allocations will be:

CDBG	\$4,005,344.00
HOME	\$945,793.00
ESG	<u>\$334,935.00</u>
	\$5,286,072.00

City Administration finalized its recommendations in March of 2022. The final proposed recommendations are included in the attached resolution.

The Division of Community and Economic Development published a notice of opportunity to comment on April 5, 2022. A 30-day public comment period was held from April 5, 2022, to May 9, 2022, and a public hearing was held on April 18, 2022 to receive citizen comments and concerns regarding the proposed Year Annual Action Plan. The city will submit its 2022-23 Annual Action Plan to HUD by May 27, 2022.

HUD regulation 24 CFR 570.302 requires the City, prior to release of grant funds, to annually submit an Action Plan describing all activities and programs to be funded with CDBG, HOME and ESG funds for the upcoming fiscal year. The Division of Community and Economic Development requires approval of the attached resolution prior to entering into contracts with the agencies. Upon submission of the Plan, HUD has 45 days to review and approve the documents, prior to entering into contracts with the proposed sub recipients.





# CITY OF FLINT

## FINANCIAL IMPLICATIONS:

With HUD approval of the proposed 1-year Action Plan, the City of Flint will receive access to an estimated \$4,005,344.00.00 in CDBG funds, \$945,793 in HOME funds, and \$334,935.00 in ESG funds to carry out housing, demolition, public services, homeless, and other eligible programs.

**BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:**

Account Name	Account Number	Grant Code	Amount
ADMINISTRATION/PLANNING (CDBG)	279-737.000-522.748	FHUD-CDBG23	757,047.40
Subrecipient/Account Name	Account Number	Grant Code	Amount
ADMINISTRATION/PLANNING (CDBG)	279-737.000-522.748	FHUD-CDBG23	801,068.80
ADMINISTRATION/PLANNING (CDBG)	279-737.000-963.000	FHUD-CDBG23	801,068.80
<b>Total Admin</b>			<b>801,068.80</b>
Big Brothers Big sisters – Community Based Mentoring	279-737.272-522.748	FHUD-CDBG23	42,325.95
Big Brothers Big sisters – Community Based Mentoring	279-737.272-805.105	FHUD-CDBG23	42,325.95
Grace Emanuel Baptist Church – Hem of His Garment	279-737.396-522.748	FHUD-CDBG23	10,581.49
Grace Emanuel Baptist Church – Hem of His Garment	279-737.396-805.101	FHUD-CDBG23	10,581.49
United Way of Gen. Co. – Youth Recreation Initiative	279-737.512-522.748	FHUD-CDBG23	63,488.93
United Way of Gen. Co. – Youth Recreation Initiative	279-737.512-805.105	FHUD-CDBG23	63,488.93
YWCA SAFE Center	279-737.530-522.748	FHUD-CDBG23	47,616.70
YWCA SAFE Center	279-737.530-805.101	FHUD-CDBG23	47,616.70
CHEA - Post Incarcerated Adult Education	279-737.284-522.748	FHUD-CDBG23	79,361.16
CHEA - Post Incarcerated Adult Education	279-737.284-805.109	FHUD-CDBG23	79,361.16
Tapology - Flintstone Movers	279-737.514-522.748	FHUD-CDBG23	7,119.69
Tapology - Flintstone Movers	279-737.514-805.105	FHUD-CDBG23	7,119.69
Flint Institute of Music – Flint Youth Theatre	279-737.335-522.748	FHUD-CDBG23	10,581.49
Flint Institute of Music – Flint Youth Theatre	279-737.335-805.105	FHUD-CDBG23	10,581.49
Neighborhood Engagement HUB – Community Toolshed	279-737.267-522.748	FHUD-CDBG23	84,651.90
Neighborhood Engagement HUB – Community Toolshed	279-737.267-805.126	FHUD-CDBG23	84,651.90
Legal Svcs. Of Eastern MI – Fair Housing Enforcement	279-737.422-522.748	FHUD-CDBG23	23,808.35
Legal Svcs. Of Eastern MI – Fair Housing Enforcement	279-737.422-805.111	FHUD-CDBG23	23,808.35
Boys and Girls Club	279-737.535-522.748	FHUD-CDBG23	26,453.72
Boys and Girls Club	279-737.535-805.105	FHUD-CDBG23	26,453.72
GCCard – Meals on Wheels	279-737.366-522.748	FHUD-CDBG23	26,453.72
GCCard – Meals on Wheels	279-737.366-805.101	FHUD-CDBG23	26,453.72
Metro Community Development, Inc. – (fiduciary) NFAC – No Weapons Project	279-737.442-522.748	FHUD-CDBG23	21,162.98
Metro Community Development, Inc. – (fiduciary) NFAC – No Weapons Project	279-737.442-805.101	FHUD-CDBG23	21,162.98
Faith Foundation Resources – Helping Young People to Employment	279-737.315-522.748	FHUD-CDBG23	37,035.21



## CITY OF FLINT

Faith Foundation Resources – Helping Young People to Employment	279-737.315-805.101	FHUD-CDBG23	37,035.21
<b>Total Public Services</b>			<b>480,641.28</b>
Best Practices Consulting Services – Flint Small Business Initiative	279-737.411-522.748	FHUD-CDBG23	37,035.21
Best Practices Consulting Services – Flint Small Business Initiative	279-737.411-805.429	FHUD-CDBG23	37,035.21
Asbury CDC – Asbury Community Kitchen	279-737.119-522.748	FHUD-CDBG23	26,453.72
Asbury CDC – Asbury Community Kitchen	279-737.119-805.427	FHUD-CDBG23	26,453.72
Communities First, Inc., - Coolidge Park	279-737.276-522.748	FHUD-CDBG23	36,636.46
Communities First, Inc., - Coolidge Park	279-737.276-805.331	FHUD-CDBG23	36,636.46
Ferris Wheel Innovation Center – 100k Ideas	279-737.467-522.748	FHUD-CDBG23	31,744.46
Ferris Wheel Innovation Center – 100k Ideas	279-737.467-805.428	FHUD-CDBG23	31,744.46
<b>Total Economic Development</b>			<b>131,869.85</b>
Shelter of Flint – Shelter Repairs/Upgrades	279-737.480-522.748	FHUD-CDBG23	174,317.32
Shelter of Flint – Shelter Repairs/Upgrades	279-737.480-805.054	FHUD-CDBG23	174,317.32
FISH – Buick Gallery Façade Improvements	279-737.336-522.748	FHUD-CDBG23	52,907.44
FISH – Buick Gallery Façade Improvements	279-737.336-805.056	FHUD-CDBG23	52,907.44
CoF Parks and Recreation – Cronin Derby Downs Rehab	279-737.214-522.748	FHUD-CDBG23	568,014.28
CoF Parks and Recreation – Cronin Derby Downs Rehab	279-737.214-805.057	FHUD-CDBG23	568,014.28
Communities First, Inc., Inc. – Community Enrichment Center Windows	279-737.276-522.748	FHUD-CDBG23	95,233.39
Communities First, Inc., Inc. – Community Enrichment Center Windows	279-737.276-805.056	FHUD-CDBG23	95,233.39
Catholic Charities – One Stop Housing Resources Center Updates	279-737.498-522.748	FHUD-CDBG23	238,083.48
Catholic Charities – One Stop Housing Resources Center Updates	279-737.498-805.054	FHUD-CDBG23	238,083.48
<b>Total Facilities Improvements</b>			<b>1,128,555.91</b>
Genesee County Habitat for Humanity- Owner-Occupied Housing Repair	279-737.502-522.748	FHUD-CDBG23	370,352.08
Genesee County Habitat for Humanity- Owner-Occupied Housing Repair	279-737.502-805.327	FHUD-CDBG23	370,352.08
Genesee County Habitat for Humanity- Emergency Repair Program	279-737.502-522.748	FHUD-CDBG23	211,629.76
Genesee County Habitat for Humanity- Emergency Repair Program	279-737.502-805.327	FHUD-CDBG23	211,629.76
GCCARD Emergency Home Repair	279-737.365-522.748	FHUD-CDBG23	264,537.20
GCCARD Emergency Home Repair	279-737.365-805.327	FHUD-CDBG23	264,537.20
<b>Total Housing</b>			<b>846,519.04</b>
MADE Institute – North Flint Neighborhood Stabilization and Improvement	279-737.426-522.748	FHUD-CDBG23	45,288.77
MADE Institute – North Flint Neighborhood Stabilization and Improvement	279-737.426-805.327	FHUD-CDBG23	45,288.77
COF Blight Division - Demolition	279-737.150-522.748	FHUD-CDBG23	370,352.08
COF Blight Division - Demolition	279-737.150-805.076	FHUD-CDBG23	370,352.08
Communities First, Inc. – 1515 N. Saginaw	279-737.276-522.748	FHUD-CDBG23	95,233.39
Communities First, Inc. – 1515 N. Saginaw	279-737.276-805.076	FHUD-CDBG23	95,233.39
COF Planning – CNI Vacant lot Reuse	279-737.265-522.748	FHUD-CDBG23	105,814.88
COF Planning – CNI Vacant lot Reuse	279-737.265-805.126	FHUD-CDBG23	105,814.88



# CITY OF FLINT

<b>Total Blight Activities</b>			616,689.12
<b>TOTAL CDBG USES</b>			4,005,344.00
<b>HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)</b>			
City of Flint- HOME Admin (10% Cap)	279-735.000-530.000	FHUD-HOME23	94,579.29
City of Flint- HOME Admin (10% Cap)	279-735.000-963.000	FHUD-HOME23	94,579.29
Norstar Development USA, LP – Clark Commons Phase III	279-735.447-530.000	FHUD-HOME23	708,865.75
Norstar Development USA, LP – Clark Commons Phase III	279-735.447-805.276	FHUD-HOME23	708,865.75
Genesee County Habitat for Humanity- 322 Sylvan Ct. (CHDO)	279-735.271-530.000	FHUD-HOME23	142,347.95
Genesee County Habitat for Humanity- 322 Sylvan Ct. (CHDO)	279-735.271-805.276	FHUD-HOME23	142,347.95
<b>TOTAL HOME USES</b>			945,793.00
<b>EMERGENCY SOLUTIONS GRANT (ESG)</b>			
Administration (ESG)	279-733.000-531.000	FHUD-ESG23	25,120.13
Administration (ESG)	279-733.000-963.000	FHUD-ESG23	25,120.13
Shelter of Flint – Family Emergency Shelter - Shelter	279-733.482-531.000	FHUD-ESG23	77,609.85
Shelter of Flint – Family Emergency Shelter - Shelter	279-733.482-805.101	FHUD-ESG23	77,609.85
Genesee County Youth Corp – REACH - Shelter	279-733.390-531.000	FHUD-ESG23	37,897.68
Genesee County Youth Corp – REACH - Shelter	279-733.390-805.105	FHUD-ESG23	37,897.68
YWCA- SAFE House - Shelter	279-733.530-531.000	FHUD-ESG23	37,897.68
YWCA- SAFE House - Shelter	279-733.530-805.101	FHUD-ESG23	37,897.68
My Brother's Keeper - In Safe Hand - Shelter	279-733.450-531.000	FHUD-ESG23	32,483.72
My Brother's Keeper - In Safe Hand - Shelter	279-733.450-805.101	FHUD-ESG23	32,483.72
<b>Total– Shelter Operations</b>			211,009.05
TBD Homelessness Prevention	279-733.101-531.000	FHUD-ESG23	54,939.19
TBD Homelessness Prevention	279-733.101-805.101	FHUD-ESG23	54,939.19
<b>TOTAL Homelessness Prevention TBD</b>			54,939.19
Catholic Charities – Rapid Rehousing	279-733.301-531.000	FHUD-ESG23	68,986.76
Catholic Charities – Rapid Rehousing	279-733.301-805.101	FHUD-ESG23	68,986.76
<b>Total Rapid Rehousing TBD</b>			68,986.76
<b>TOTAL ESG USES</b>			334,935.00

PRE-ENCUMBERED? YES  NO  REQUISITION NO:

ACCOUNTING APPROVAL: *Carissa Dotson 5/18/22, amended amounts*

FINANCE APPROVAL: *Martita Moffett-Page* Date: 05/24/2022  
Martita Moffett-Page [May 24, 2022 09:59 EDT]

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO   
 (If yes, please indicate how many years for the contract) YEARS



## CITY OF FLINT

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: *(This will depend on the term of the bid proposal)*

BUDGET YEAR 1

---

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS *(i.e., collective bargaining)*: None.

STAFF RECOMMENDATION: *(PLEASE SELECT)*:  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: Suzanne Wilcox  
*Suzanne Wilcox, Director, Planning and Development*



RESOLUTION NO.: 220242

PRESENTED: JUN 22 2022

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO MODERN CONCRETE FOR READY MIX CONCRETE**

WHEREAS, the Transportation Department awarded the bid for ready mix concrete to Modern Industries for FY2020 and FY2021 and a year's extension for FY2022. Modern Industries requested a price increase of ten percent for FY2023. The Transportation Department discussed this proposed increase with Finance and Legal, and researched price changes in the industry. The Transportation Department recommends to extend the services with Modern Industries, 3275 W Pasedena Ave, Flint, MI, for ready mix concrete for FY2023 for an amount not to exceed \$292,700.00, including a ten percent increase to the 2021 pricing.

Account Number	Account Name	Amount
<u>Sidewalks, Street Cuts, Driveways</u>		
202-449.200-752.000	Supplies	\$ 3,000.00
203-449.203-752.000	Supplies	\$5,000.00
202-449.201-752.000	Supplies	\$10,000.00
203-449.201-752.000	Supplies	\$12,000.00
202-449.200-752.000	Supplies	\$2,700.00
203-449.200-752.000	Supplies	\$200,000.00
202-449.211-752.000	Supplies	\$20,000.00
203-449.211-752.000	Supplies	\$ 25,000.00
<u>Water Service Center</u>		
590-540.208-752.000	Supplies	\$15,000
<b>FY2023 GRAND TOTAL</b>		<b>\$ 292,700.00</b>

IT IS RESOLVED, Upon City Council's approval, that the Division of Purchases and Supplies is hereby authorized to issue a purchase order and extend the services with Modern Industries to provide ready mix concrete for FY2023 (07/01/22-06/30/23) for the amount not to exceed \$292,700.00.

APPROVED AS TO FORM:

*William Kim*  
William Kim (Jun 14, 2022 14:13 EDT)  
**William Kim, City Attorney**

APPROVED AS TO FINANCE:

*Robert J.F. Widigan*  
Robert J.F. Widigan (Jun 14, 2022 13:08 EDT)  
**Robert J.F. Widigan, Chief Financial Officer**

FOR THE CITY OF FLINT:

*Clyde D. Edwards*  
CLYDE D. EDWARDS (Jun 14, 2022 14:22 EDT)  
**Clyde Edwards, City Administrator**

APPROVED BY CITY COUNCIL:

\_\_\_\_\_

APPROVED AS TO PURCHASING:

*Lauren Rowley*  
**Lauren Rowley, Purchasing Manager**



CITY OF FLINT

STAFF REVIEW FORM

TODAY'S DATE: June 13, 2022

BID/PROPOSAL#

AGENDA ITEM TITLE: Concrete

PREPARED BY Kathryn Neumann for Rodney McGaha, Provisional Director of Transportation

VENDOR NAME: Modern Concrete

BACKGROUND/SUMMARY OF PROPOSED ACTION:

Concrete is used many ways in Street Maintenance, including sidewalks, repairs of street cuts, curbs and driveways.

FINANCIAL IMPLICATIONS: There is money in the accounts listed below

BUDGETED EXPENDITURE? YES [X] NO [ ] IF NO, PLEASE EXPLAIN:

Table with 5 columns: Dept., Name of Account, Account Number, Grant Code, Amount. Rows include various account numbers and a total of \$277,700.00.

PRE-ENCUMBERED? YES [X] NO [ ] REQUISITION NO: 220005672

ACCOUNTING APPROVAL: Kathryn Neumann (Jun 13, 2022 14:51 EDT) Date:

WILL YOUR DEPARTMENT NEED A CONTRACT? YES [ ] NO [X] (If yes, please indicate how many years for the contract) YEARS

OTHER IMPLICATIONS (i.e., collective bargaining): None

STAFF RECOMMENDATION: (PLEASE SELECT): [X] APPROVED [ ] NOT APPROVED

DEPARTMENT HEAD SIGNATURE: Rodney McGaha (Jun 14, 2022 06:41 EDT) (Rodney McGaha, Provisional Director of Transportation)



CITY OF FLINT

STAFF REVIEW FORM

TODAY'S DATE: 6/14/22

BID/PROPOSAL#

AGENDA ITEM TITLE: FY 2023 CONCRETE

PREPARED BY: Cheri Priest, Sewer Department

VENDOR NAME: Modern Industries Inc.

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The Sewer Department requests a purchase order be issued to Modern Industries for the purchase of concrete on an as-needed basis. Price includes Saturday deliveries, concrete finishing tools, and any other miscellaneous concrete items that may be required, as well as 3500HE Concrete.

FINANCIAL IMPLICATIONS:

BUDGETED EXPENDITURE? YES [X] NO [ ] IF NO, PLEASE EXPLAIN:

Table with 5 columns: Dept., Name of Account, Account Number, Grant Code, Amount. Row 1: Sewer, Supplies, 590-540.208-752.000, 15,000.00. Row 2: FY22-23 GRAND TOTAL, 15,000.00.

PRE-ENCUMBERED? YES [X] NO [ ] REQUISITION NO: 23-5827

ACCOUNTING APPROVAL: Cheri Priest Date: 6-14-22



## CITY OF FLINT

---

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: *(This will depend on the term of the bid proposal)*

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS *(i.e., collective bargaining)*:

STAFF RECOMMENDATION: *(PLEASE SELECT)*:  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: \_\_\_\_\_

*(Michael J. Brown, DPW Director)*





Lauren Rowley  
City of Flint  
Purchasing Dept.

4/29/22


Lauren

This letter is to acknowledge Modern Concrete will extend our contract for Ready Mix Concrete to June 2023. There will be a 10% increase from the 2021 pricing. Thank you for your business.

Sincerely;  
Jim Vaughn  
Technical Sales Manager  
Modern Concrete



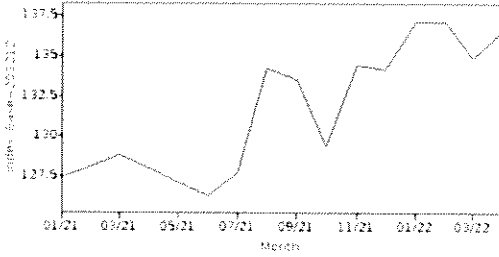
## Databases, Tables & Calculators by Subject

Change Output Options: From: 2021 ▼ To: 2022 ▼   
 include graphs  include annual averages [More Formatting Options](#) ➔

Data extracted on: June 13, 2022 (2:37:05 PM)

### PPI Commodity Data

Series Id: WPU13330101B  
 Not Seasonally Adjusted  
 Series Title: PPI Commodity data for Nonmetallic mineral products-Midwest region ready-mix concrete, not seasonally adjusted  
 Group: Nonmetallic mineral products  
 Item: Midwest region ready-mix concrete  
 Base Date: 201212



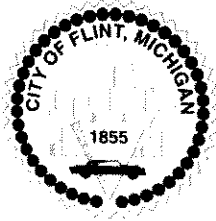
Download:  [Excel](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	127.4	128.1	128.8	128.0	127.1	126.3	127.710	134.264	133.569	129.356	134.420	134.158
2022	137.180(P)	137.166(P)	134.884(P)	136.516(P)								

P : Preliminary. All indexes are subject to monthly revisions up to four months after original publication.

U.S. BUREAU OF LABOR STATISTICS Postal Square Building 2 Massachusetts Avenue NE Washington, DC 20212-0001

Telephone: 1-202-691-5200, Telecommunications Relay Service: 7-1-1, [www.bls.gov](http://www.bls.gov) [Contact Us](#)



RESOLUTION NO.: 220243

PRESENTED: JUN 22 2022

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ACE SAGINAW PAVING COMPANY FOR ASPHALT PAVING MATERIALS**

WHEREAS, Ace Paving Saginaw, 115 S. Averill Ave. Flint, MI is the sole local vendor for asphalt paving supplies and utilized by multiple departments of the City. These materials are used to repair hazardous conditions in roadways as well as water and sewer main breaks.

WHEREAS, The Department of Public Works is requesting to enter into a contract for FY2023, with Ace Saginaw Paving Company for asphalt paving materials for the City of Flint.

The funding will come from the following accounts:

Account Number	Account Name	Amount
202-449.201-782.000	Asphalt	\$95,000.00
203-449.201-782.000		\$1,150,000.00
202-449.203-782.000		\$13,500.00
203-449.203-782.000		\$12,000.00
202-449.211-782.000		\$12,000.00
203-449.211-782.000		\$9,000.00
590-540.208-782.000		\$30,000.00
591-540.202-782.000		\$50,000.00
<b>FY23 GRAND TOTAL</b>		<b>\$1,371,500.00</b>

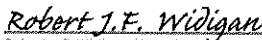
IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order to Ace Saginaw Paving, Company, Flint MI, for asphalt paving materials for FY23(07/01/22-06/30/23) in an amount not-to-exceed \$1,371,500.00.

APPROVED AS TO FORM:

  
William Kim (Jun 13, 2022 12:08 EDT)

**William Kim, Chief Legal Officer**

APPROVED AS TO FINANCE:

  
Robert J.F. Widigan (Jun 13, 2022 12:05 EDT)

**Robert J.F. Widigan, Chief Financial Officer**

FOR THE CITY OF FLINT:

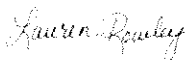
CLYDE D EDWARDS  
CLYDE D EDWARDS (Jun 13, 2022 16:13 EDT)

**Clyde Edwards, City Administrator**

APPROVED BY CITY COUNCIL:

\_\_\_\_\_

APPROVED AS TO PURCHASING:



**Lauren Rowley  
Purchasing Manager**



CITY OF FLINT

STAFF REVIEW FORM

TODAY'S DATE: June 2, 2022

BID/PROPOSAL#

AGENDA ITEM TITLE: Asphalt

PREPARED BY Kathryn Neumann for Rodney McGaha, Provisional Director of Transportation

VENDOR NAME: Ace Asphalt

BACKGROUND/SUMMARY OF PROPOSED ACTION:

Asphalt is used to repair hazardous conditions in the road, including pot holes, water and sewer main pavement breaks and to repave roads.

FINANCIAL IMPLICATIONS: There is money in the accounts listed below

BUDGETED EXPENDITURE? YES [X] NO [ ] IF NO, PLEASE EXPLAIN:

Table with 5 columns: Dept., Name of Account, Account Number, Grant Code, Amount. Rows include Streets Asphalt with various account numbers and amounts, totaling \$1,291,500.00 for FY23 GRAND TOTAL.

PRE-ENCUMBERED? YES [X] NO [ ] REQUISITION NO: 220005648

ACCOUNTING APPROVAL: [Signature] Date: \_\_\_\_\_

WILL YOUR DEPARTMENT NEED A CONTRACT? YES [ ] NO [X] (If yes, please indicate how many years for the contract) YEARS

OTHER IMPLICATIONS (i.e., collective bargaining): None

STAFF RECOMMENDATION: (PLEASE SELECT): [X] APPROVED [ ] NOT APPROVED

DEPARTMENT HEAD SIGNATURE: [Signature: Rodney McGaha] (Rodney McGaha, Provisional Director of Transportation)





# CITY OF FLINT

**WILL YOUR DEPARTMENT NEED A CONTRACT? YES NO**

*(If yes, please indicate how many years for the contract)*

**WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)**

**BUDGET YEAR 1**

**BUDGET YEAR 2**

**BUDGET YEAR 3**

**OTHER IMPLICATIONS (i.e., collective bargaining):**

**STAFF RECOMMENDATION: (PLEASE SELECT): X APPROVED  NOT APPROVED**

**DEPARTMENT HEAD SIGNATURE:**

  
Michael J. Brown, Director of Public Works



RESOLUTION NO. 220244

PRESENTED: JUN 22 2022

ADOPTED: \_\_\_\_\_

**BY THE CITY ADMINISTRATOR:**

**RESOLUTION TO HURLEY MEDICAL CENTER FOR EMPLOYEE OCCUPATIONAL SERVICES**

The City of Flint Human Resources Department utilizes Hurley Medical Center for Occupational health services pertinent to the pre-employment health testing for City of Flint Employees.

WHEREAS, Hurley Medical Center conducts covid screenings, health physicals, drug and other extensive health testing, required to gain employment with the City. With COVID 19 remaining a health issue of concern in FY22, the continuation of the administration of these occupational health services and screenings with Hurley Medical Center is necessary.

WHEREAS, City Council adopted Resolution #210544 on November 15, 2021 to approve the Purchase Order to Hurley Medical Center in the FY22 for an amount not-to-exceed \$80,000.00. Due to the ongoing COVID 19 pandemic and needed testing, The Human Resources Department is requesting additional funds needed to cover ongoing charges for these services, as well as new hire testing, in the amount of \$40,000.00.

WHEREAS, The Department of Human Resources is requesting a Purchase Order For Hurley Medical Center for FY22 (07/01/21-06/30/22) to come from the following account:

Account Number	Account Name	Amount
627-270.300-835.000	Occupational Health Services	\$ 40,000.00
	<b>FY22 GRAND TOTAL</b>	<b>\$120,000.00</b>

IT IS RESOLVED, that the appropriate City Officials are to do all things necessary to issue a Change Order to Hurley Medical Center in the amount not-to-exceed \$40,000.00 for FY22 (07/01/21-06/30/22), for an aggregate FY22 total not-to-exceed \$120,000.00.

**APPROVED AS TO FORM:**

*William Kim*  
William Kim (Jun 11, 2022 11:51 EDT)  
**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

*Robert J.F. Widigan*  
Robert J.F. Widigan (Jun 10, 2022 11:18 EDT)  
**Robert J.F. Widigan, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

*CLYDE D EDWARDS*  
CLYDE D EDWARDS (Jun 13, 2022 11:57 EDT)  
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

**APPROVED AS TO PURCHASING:**

*Lauren Rowley*  
**Lauren Rowley  
Purchasing Manager**



CITY OF FLINT

STAFF REVIEW FORM

TODAY'S DATE: 5/25/2022

BID/PROPOSAL#

AGENDA ITEM TITLE: Hurley Medical Center – Occupational Health Services

PREPARED BY Dwyana Dunlap – Human Resources

VENDOR NAME: Hurley Medical Center

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The Human Resources Department is seeking approval to add an additional amount of \$40,000 to PO # 22-4300, to cover outstanding invoices of over \$11,000.00 that are currently on hold (as of 5/23/22), and future invoices for the year ending 6/30/2022. The balance of PO #22-4300 is currently at \$394.10. The invoices are for occupational health services provided by Hurley Medical Center, which include Covid testing for new hires and current employees, and for pre-employment testing.

FINANCIAL IMPLICATIONS: None

BUDGETED EXPENDITURE? YES [X] NO [ ] IF NO, PLEASE EXPLAIN:

Table with 5 columns: Dept., Name of Account, Account Number, Grant Code, Amount. Row 1: Human Resources, Occ Health Services, 627-270.300-835.000, N/A, \$40,000.00. Row 2: (blank), (blank), (blank), (blank), (blank). Row 3: (blank), (blank), FY22 GRAND TOTAL, (blank), \$40,000.00

PRE-ENCUMBERED? YES [X] NO [ ] REQUISITION NO: 220005616

WILL YOUR DEPARTMENT NEED A CONTRACT? YES [ ] NO [X] (If yes, please indicate how many years for the contract) YEARS

OTHER IMPLICATIONS (i.e., collective bargaining): None

STAFF RECOMMENDATION: (PLEASE SELECT): [X] APPROVED [ ] NOT APPROVED

DEPARTMENT HEAD SIGNATURE: [Signature] 5/27/2022 Eddie Smith, HR/LR Director





RESOLUTION NO.: 210544  
 PRESENTED: NOV - 3 2021  
 ADOPTED: NOV 15 2021

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO HURLEY MEDICAL CENTER FOR EMPLOYEE OCCUPATIONAL SERVICES**

The City of Flint utilizes Hurley Medical Center for Occupational health services pertinent to the pre-employment health testing for City of Flint Employees.

Whereas, Hurley Medical Center conducts covid screenings, health physicals, drug and other extensive health testing, required to gain employment with the City. With COVID 19 remaining a health issue of concern in FY22, the continuation of the administration of these occupational health services and screenings with Hurley Medical Center is necessary.

Whereas, The Department of Human Resources is requesting a Purchase Order For Hurley Medical Center for FY22 (07/01/21-06/30/22) to come from the following account:

Account Number	Account Name	Amount
627-270.300-835.000	Occupational Health Services	\$ 80,000.00
	<b>FY22 GRAND TOTAL</b>	<b>\$80,000.00</b>

IT IS RESOLVED, that the Proper City Officials are to do all things necessary to issue a Purchase Order to Hurley Medical Center in the amount not-to-exceed \$80,000.00 for the FY22 (07/01/21-06/30/22).

APPROVED AS TO FORM:

*Angela Wheeler*  
Angela Wheeler; Oct 27, 2021 10:16 EDT

Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

*Robert J. Widigan*

Robert Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

*Clyde D. Edwards*  
Clyde D Edwards; Oct 27, 2021 11:03 EDT

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

*Eric Mays*

Eric Mays, President

APPROVED AS TO PURCHASING:

*Lauren Rowley*

Lauren Rowley  
 Purchasing Manager



RESOLUTION NO.: 220245

PRESENTED: JUN 2 2 2022

ADOPTED: \_\_\_\_\_

**BY THE MAYOR:**


**RESOLUTION AUTHORIZING LIGHTHOUSE INSURANCE GROUP  
TO PROVIDE THE CITY OF FLINT WITH WORKERS COMPENSATION  
EXCESS POLICY FOR THE PERIOD 7/1/2022-6/30/2023**

WHEREAS, Lighthouse Insurance Group, the City’s insurance broker solicited proposals for Excess Worker’s Compensation coverage. Lighthouse Insurance Group recommends the selection of Midwest Employers Insurance Company at the cost of \$112,427; and

WHEREAS, the Department of Finance recommends retaining Lighthouse Insurance Group to provide the City with excess workers compensation insurance coverage through Midwest Employers Insurance Company. The policy will cover the period of 7/1/2022 through 6/30/2023 at the cost of \$112,427. The policy maintains the same coverage as the prior year; and

**IT IS RESOLVED**, that the appropriate City officials are authorized to enter into a contract with Lighthouse Insurance Group to provide the City with excess workers compensation insurance coverage through Midwest Employers Insurance Company at a premium cost amount not to exceed \$112,427 for the period beginning 7/1/2022 to 6/30/2023. Funding for these services will come from account 677-267.651-955.000.

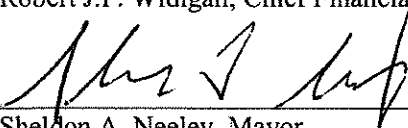
APPROVED AS TO FORM:

  
William Kim (Jun 6, 2022 15:01 EDT)  
William Kim, City Attorney

CLYDE D EDWARDS  
CLYDE D EDWARDS (Jun 8, 2022 13:18 EDT)  
Clyde Edwards, City Administrator

APPROVED AS TO FINANCE:

Robert J.F. Widigan  
Robert J.F. Widigan, Chief Financial Officer

  
Sheldon A. Neeley, Mayor

CITY COUNCIL:

\_\_\_\_\_



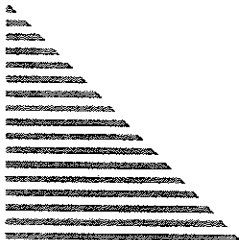
# Lighthouse

AN **ALERA GROUP** COMPANY

Excess Workers Compensation Insurance Proposal  
Prepared For

## City of Flint

EFFECTIVE 07/01/2022 TO 07/01/2023



# Lighthouse, An Alera Group Company

Our mission at the Lighthouse is the profitable and ethical delivery of innovative insurance solutions for the protection of our clients.

We are well positioned to provide excellent service for all your business and personal insurance needs including:

- Commercial Insurance
- Personal Insurance
- Employee Benefits
- Individual Insurance/Medicare
- Financial Services

Along with these business units, Lighthouse provides seminars for clients and the public on relevant issues. These are done in conjunction with several insurance companies, with which we have solid, long term relationships.

We have multiple locations throughout Michigan and sister agencies across the nation to serve your needs. Our investment in technology has allowed Lighthouse to provide exemplary response time, as well as comprehensive claims and risk management services.

We have active memberships with local Chambers of Commerce, various industry associations, and serve on Advisory Boards of several insurance companies. We also have many Industry Specific Programs tailored to give specialized coverages when they are needed.

# Named Insureds

City of Flint

## Location Schedule

Loc#	Bldg#	Address	City	State	Zip
00001	00001	1101 S Saginaw St	Flint	MI	48502
00002	00001	210 E Fifth St	Flint	MI	48502
00003	00001	310 E 5 <sup>th</sup> St	Flint	MI	48502
00004	00001	1525 ML King Ave	Flint	MI	48502
00005	00001	3402 Western Rd	Flint	MI	48502
00006	00001	702 W 12 <sup>th</sup> St	Flint	MI	48503
00007	00001	716 W Pierson	Flint	MI	48503
00008	00001	3310 E Court St	Flint	MI	48503
00009	00001	202 E Atherton Rd	Flint	MI	48504
00010	00001	4500 N Dort Hwy	Flint	MI	48506
00011	00001	G-4652 Beecher Rd	Flint	MI	48507

# Workers Compensation

## PART 1 WORKERS COMPENSATION STATE INFORMATION

State
MI

## PART 2 EMPLOYERS LIABILITY INFORMATION

Coverage	Limit
Each Accident	As Required
Disease-Policy Limit	1,000,000
Disease-Each Employee	1,000,000

## RATING INFORMATION

State	Class Code	Categories, Duties, Classifications	Proposed Exposure	Expiring Exposure
MI	5509	Street or Road Maintenance	1,031,681	991,047
MI	6806	Sewer Op or Drivers	773,760	743,285
MI	6819	Gas Main or Connections	1,031,681	991,047
MI	7520	Waterworks	1,805,440	1,734,331
MI	7539	Meter Readers	449,663	431,953
MI	7704	Firefighters	3,920,009	3,765,615
MI	7720	Police Officers	6,190,082	5,946,279
MI	8392	Garage Employee's	259,218	249,008
MI	8810	Clerical	7,242,642	6,757,382
MI	8820	Attorney	447,538	429,911
MI	9015	Janitorial / Maintenance	300,958	289,104
MI	9402	Street Cleaning	262,921	252,566
MI	9410	Municipal Employee's	1,041,103	1,000,098
MI	7580	Sewage Disposal Plant Operations	1,035,311	994,534
TOTAL PAYROLL			\$25,792,007	\$24,776,159

# Premium Summary

Coverage	Carrier	Expiring Premium	Renewal Premium
Workers Compensation	Midwest Employers Insurance Company	\$102,846.00	\$112,427.00
	Rate per \$100 of Payrol:	0.4151	0.4359

All quoted premiums are annual estimates.

*This insurance proposal is based upon your insurance history and the information that you have provided. It is your responsibility to review each item to make sure that you have all the coverages that you need, and that the limits of liability are appropriate.*

## Markets Approached

- Safety National – declined due to pricing and not able to compete
- Travelers – declined due to financial rating of the City of Flint
- Accident Fund – verbal declination, no market
- Liberty Mutual – verbal declination, no market
- Acuity – verbal declination, no market

## Payment Plans

Required Down Payment: \$112,427.00  
Minimum Premium Earned







Your insurer may be required by law to obtain consent from insureds prior to engaging in any electronic delivery of insurance policies and/or other supporting documents in connection with the policy. You have the right to:

- Select electronic delivery,
- Reject electronic delivery,
- Withdraw your consent if you decide you no longer want to receive electronic delivery of your insurance policy and/or other supporting documents in connection with your insurance policy.

**ELECTION OF ELECTRONIC INSURANCE POLICY DELIVERY OPTION**

I select the option to receive the following documents in connection with my insurance policy electronically, for myself and all those covered under the policy. I acknowledge I may no longer receive paper copies of my insurance policy, unless I advise my insurer to continue to provide paper copies in addition to electronic copies:

- Insurance Policy
- Identification Card
- Notices of Cancellation
- Notices of Nonrenewal
- Other supporting documents in connection with my insurance policy.

**REJECTION OF ELECTRONIC DELIVERY OPTION**

I reject the option to receive my insurance policy and/or other supporting documents in connection with my insurance policy electronically, for myself and all those covered under the policy. I will continue to receive paper copies of such documents.

**WITHDRAWAL OF CONSENT OF ELECTRONIC DELIVERY**

I withdraw my previous consent of electronic delivery of my insurance policy and/or other supporting documents in connection with my insurance policy, for myself and all those covered under the policy. I elect to receive paper copies of such documents in the future.

**LIGHTHOUSE INVOICE PREFERENCE**

Invoice made out to: \_\_\_\_\_

Invoice by: (Mailing Address) \_\_\_\_\_

(E-mail Address) \_\_\_\_\_

**ELECTRONIC DELIVERY DISCLOSURE**

The policyholder who elects to allow for insurance policy and/or other supporting documents in connection with the insurance policy to be sent to the electronic mail address provided should be diligent in updating the electronic mail address provided to the insurer in the event that the address should change.

This proposal is a summation of the limits, terms, coverages, and conditions all of which are superseded by the actual issued policy.

Client and Lighthouse have reviewed this Agreement to be signed by authorized individuals.

**CLIENT**

Name of Recipient to Receive Policy Documents Via Email \_\_\_\_\_ Relationship to Insured \_\_\_\_\_

Applicant/Name Insured Signature \_\_\_\_\_ Date \_\_\_\_\_

Email Address of Recipient \_\_\_\_\_

# Agreement and Acceptance

The undersigned insured acknowledges that they have read and understood the Insurance Proposal as presented by Lighthouse Group, an Alera Group Agency LLC and authorizes them to bind coverage.  
Effective Date: 00/00/00

Policy Type: Workers Compensation

PROPOSED COVERAGE HAS BEEN REJECTED/MODIFIED AS OUTLINED:

- 1.
- 2.
- 3.
- 4.

Named Insured: Named Insured

Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

RETURN TO THE ATTENTION OF: Sales Executive  
EMAIL: xxx  
MAIL: Lighthouse, An Alera Group Company  
56 Grandville Ave, Ste 300  
Grand Rapids, MI 49503

# Cyber Liability Quiz

## What is your Internet Privacy and/or Security Risk?

Take this quick quiz to determine your level of risk.

1. Are you involved in any of the following industries:
  - Education
  - Healthcare
  - Financial Services
  - Retail
2. Do you provide services to clients on your website?
3. Do you collect, receive, transmit or store personally identifiable information or personal health information? For example, Social Security numbers, driver's license numbers, email addresses, bank account numbers, credit/debit card numbers, etc.
4. Do you need to develop or update procedures to comply with privacy legislation? For example, Health Insurance Portability and Accountability Act - HIPPA, The Gramm-Leach Bliley Act or other legislation with respect to the protection of other confidential information?
5. Do your employees use laptops, cell phones, smart phones, or tablets?
6. Do you store sensitive data on your network in the cloud or even in paper files?
7. Do you manage the content of your website and/or host the infrastructure yourself instead of using a third party?
8. Do you have a Written Information Security Plan?

### Your Score:

2 or less answered yes:

Your risk level is low. Even Cyber Liability Insurance is worth considering.

3 to 4 answered yes:

Your risk level is moderate. Cyber Liability Insurance is a necessity.

5 or more answered yes:

Your risk level is high. You should seek coverage after reading Cyber Liability Insurance to determine the benefit of your company's risk.



**Lighthouse**  
AN ALLIANT GROUP COMPANY

## Life Insurance review and audit program

### for individuals and families

- Life Insurance
- Return of Premium Life Insurance
- Annuities
- Disability Income Protection
- Long-term Care
- Life Insurance Review and Audit Program
- Individual Mortgage Pay-off in Event of Death

### for business owners

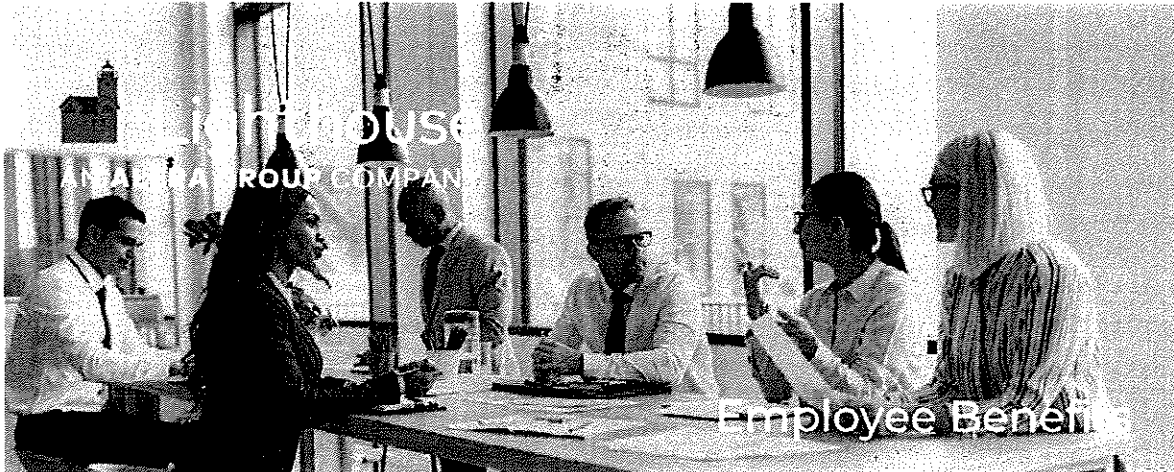
- Business Continuation Planning (Life and Disability Insurance)
- Key Person Coverage (Life and Disability Insurance)
- Credit Coverage or Life Insurance Required by Bank
- Estate Analysis - Legacy Trust
- Executive Owner Premier Audit Program
- Voluntary Products

As a client of Lighthouse, An Alliant Group Company, you are eligible to take advantage of our Life Insurance Review & Audit Program free of charge. An evaluation of your personal and business life insurance policies can provide the reassurance your plans are set to meet your needs when and how you expect them to.

With more than 100 years of combined experience, our life insurance and Executive Benefits team will provide an in-depth and objective review of the life insurance you have in place today. With direct access to more than 50 insurance carriers, we will provide only the best alternative of policy in line with your goals and budget. Life insurance coverage can change over time, therefore we recommend policies be reviewed every three years.

Since over 80 percent of life insurance policies don't live up to client expectations due to overpriced premiums and incorrect design or early termination, the preserved of tremendous value by providing peace of mind and protection for what matters most.

If you are interested in Lighthouse's life insurance services, contact your local executive to get started.



Lighthouse's personalized and innovative approach to the ever-changing world of benefits are a key for your business to keep moving forward. By leveraging our extensive network of resources, we craft the plan you and your employees desire.

#### COMPLIANCE

- ACA/ERISA/ERISA/ERISA
- FICA/ERISA/ERISA/ERISA
- Compliance/ERISA/ERISA
- Benchmarking
- SPD Review
- ERISA Audits

#### TECHNOLOGY

- Benefit Administration/ERISA/ERISA
- Managerial Management
- Self-Serve/ERISA/ERISA
- Variable Hour Tracking
- ACA Reporting/ERISA/ERISA

#### HR SUPPORT

- Employee Handbook/ERISA/ERISA
- Compliance/ERISA/ERISA/ERISA
- Mark/ERISA/ERISA
- Training/ERISA/ERISA
- On-Staff/ERISA/ERISA

#### WELLNESS

- On-Staff/ERISA/ERISA
- Consulting/ERISA/ERISA
- Employee/ERISA/ERISA/ERISA
- Wellness/ERISA/ERISA/ERISA

#### MEDICARE/INDIVIDUALS

- Medicare/ERISA/ERISA/ERISA
- ERISA/ERISA/ERISA/ERISA
- Transition to Medicare
- ERISA/ERISA/ERISA/ERISA
- ERISA/ERISA/ERISA/ERISA

#### DATA ANALYTICS

- ERISA/ERISA/ERISA/ERISA
- ERISA/ERISA/ERISA/ERISA
- ERISA/ERISA/ERISA/ERISA
- ERISA/ERISA/ERISA/ERISA
- ERISA/ERISA/ERISA/ERISA

#### EMPLOYEE COMMUNICATION

- ERISA/ERISA/ERISA/ERISA
- ERISA/ERISA/ERISA/ERISA
- ERISA/ERISA/ERISA/ERISA
- ERISA/ERISA/ERISA/ERISA

## RESOLUTION STAFF REVIEW

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**DATE:** June 6, 2022

**Agenda Item:** Excess Workers Compensation Insurance Proposal from Midwest Employers Insurance Company for the City of Flint for the period of July 1, 2022 through June 30, 2023

**Prepared By:** V. Foster, Department of Finance

**Background/Summary of Proposed Action:** The City of Flint's current Excess Workers Compensation insurance policy expires on June 30, 2022. The City is utilizing its insurance broker Lighthouse Group (formerly known as Lake Agency) to bid and negotiate an Excess Workers Compensation Insurance Policy for the City for the time period of 7/1/2022–6/30/2023.

The City's current provider, Midwest Employers Insurance Company, submitted a quote in the amount of \$112,427. Safety National Insurance Company, Travelers Insurance Company, Accident Fund, Liberty Mutual, and Acuity all declined to submit quotes.

Based on the bid results, Lighthouse is recommending the City' Midwest Employers Insurance Company, to be the provider of the excess workers compensation policy in the amount of \$112,427.

**Financial Implications:**

**Budgeted Expenditure?**    X    Yes    No    Please explain if no:

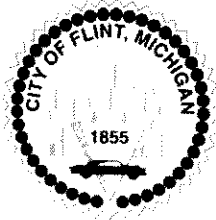
**Account No.:** 677-267.651-955.000

**Other Implications (i.e., collective bargaining):** None.

**Staff Recommendation:** It is the recommendation of the Department of Finance to retain the Lighthouse Group as the provider for the City's excess workers compensation insurance and retain Midwest Employers Casualty Company as the City of Flint's excess workers compensation carrier for a total price of \$112,427 for the period of 7/1/2022 through 6/30/2023.

**Approval:** *Jennifer Ryan*  
Jennifer Ryan (Jun 6, 2022 13:56 EDT)  
Jennifer Ryan  
Deputy Finance Director

*Robert J. F. Widigan*  
Robert J.F. Widigan  
Chief Financial Officer



RESOLUTION NO.: 220246

PRESENTED: JUN 22 2022

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO INLINER SOLUTIONS, LLC FOR STORM AND SEWER RE-LINING**

WHEREAS, on April 12, 2017 the Proper City Officials were authorized to enter into a contract with Liquiforce Services (USA), Inc., for Storm and Sewer Re-lining services as requested by Utilities/Water Service Center. Flint City Council adopted Resolution #200066 on February 17, 2020 extending this contract for (2) years, set to expire June 30, 2021; and

WHEREAS, The Department of Purchases & Supplies has received a request from the Water Service Center (DPW Department) for an additional year of Storm and Sewer re-lining services and Inliner Solutions, LLC (formerly Liquiforce Services Inc./Granite Inliner) has agreed to honor their pricing agreement for an additional year, thus extending expiration to June 30, 2023. Funding for said services will come from the following account:

Account Number	Account Name	Amount
590-540.300-801.000	Capital Improvement	2,300,00000
	<b>FY23 GRAND TOTAL</b>	<b>2,300,000.00</b>

IT IS RESOLVED, That the Proper City Officials, are authorized to do all things necessary to enter into a contract with Inliner Solutions LLC. For Storm and Sewer relining services for an additional year for the dates of 07/01/22 – 06/30/23, in an amount not to exceed \$2,300,000.00 (sewer fund) budget.

APPROVED AS TO FORM:

*William Kim*  
William Kim (Jun 14, 2022 16:52 EDT)  
William Kim, City Attorney

APPROVED AS TO FINANCE:

*Robert J. F. Widigan*  
Robert J.F. Widigan, Chief Finance Officer

FOR THE CITY OF FLINT:

*CLYDE D EDWARDS*  
CLYDE D EDWARDS (Jun 15, 2022 13:05 EDT)  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

\_\_\_\_\_

APPROVED AS TO PURCHASING:

*Lauren Rowley*  
Lauren Rowley, Purchasing Manager





CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 6/14/22

BID/PROPOSAL#

AGENDA ITEM TITLE: Sewer Relining

PREPARED BY: Cheri Priest, - Water Service Center

VENDOR NAME: Inliner Solutions, LLC.

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The Sewer Department requests a contract extension be granted to Inliner Solutions (formerly Granite Inliner, LLC) for storm and sanitary sewer relining. The vendor has agreed to hold their pricing from 2021, with no price increases. The contract extension would allow the vendor to continue work throughout the summer months, which allows more sewer lines to be lined.

FINANCIAL IMPLICATIONS: None

BUDGETED EXPENDITURE? YES X NO  IF NO, PLEASE EXPLAIN:

Table with 5 columns: Dept., Name of Account, Account Number, Grant Code, Amount. Row 1: 2496, Capital Improvement, 590-540.300-801.000, N/A, 2,300,000.00. Row 2: FY20/21 GRAND TOTAL, 2,300,000.00

PRE-ENCUMBERED? YES X NO REQUISITION NO: 23-00005829

ACCOUNTING APPROVAL: Cheri Priest Date: 6-14-22



**CITY OF FLINT**

**WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO**

*(If yes, please indicate how many years for the contract) 1 year*

**WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)**

**BUDGET YEAR 1** \$2,300,000.00

**BUDGET YEAR 2** \$2,300,000.00

**BUDGET YEAR 3** \$2,300,000.00

**OTHER IMPLICATIONS (i.e., collective bargaining):**

STAFF RECOMMENDATION: (PLEASE SELECT)  **APPROVED**  **NOT APPROVED**

DEPARTMENT HEAD SIGNATURE: \_\_\_\_\_

*(Michael J. Brown, DPW Director)*



May 20, 2022

City of Flint  
3310 E. Court St.  
Flint MI 48506

**Attn: Mr. Entrice Mitchell  
Mrs. Cheri Priest**  
**Re: Request for Contract Extension**

As previously discussed, we at Inliner Solutions LLC (formerly Granite Inliner LLC) have enjoyed the relationship that has developed with you and your staff over the past several years and are very proud of the successes achieved while working together. Due to this positive experience, we are offering to extend the term of our current Agreement (Sewer Lining Services) for up to 1 (one) additional year thus extending the expiration to June 30, 2023. We will continue to offer the same level of professionalism and quality products you have received from us in the past.

We offer to maintain our original bid prices as listed in the Agreement. We anticipate our offer will be to the City's satisfaction and look forward to continuing to work together in the future.

If you have any questions please feel free to contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to read "John Thompson", written over the word "Sincerely,".

John Thompson  
Business Development Manager  
Technical Representative



RESOLUTION NO.: 220247

PRESENTED: JUN 22 2022

ADOPTED: \_\_\_\_\_

BY THE CITY  
ADMINISTRATOR:

**RESOLUTION TO LASERCOM LLC FOR ADDITIONAL POSTAGE COSTS**

WHEREAS, the Customer Service Center (CSC) uses Lasercom for mailing services, including printing, sorting, and mailing of water bills, water shutoff notices, and property taxes.

WHEREAS, The CSC is requesting additional funds for Lasercom, which are necessary to cover additional postage costs for mailings of City water bills and shutoff notices for the term of 5/3/22 to 6/30/22.

The funds will come from the following account(s):

Account Number	Account Name	Amount
101-253.200-902.000	CUST SERVICES- TREASURY OPERATIONS	\$7,000.00
101-253.202-902.000	CUST SERVICES-WATER COLLECTION POSTAGE	\$6,500.00
101-253.203-902.000	CUST SERVICES- SEWER COLLECTION POSTAGE	\$6,500.00
	<b>FY2022 GRAND TOTAL</b>	<b>\$20,000.00</b>

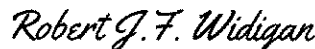
IT IS RESOLVED, that the appropriate City Officials are authorized to do all things necessary to enter into change order #2 to the contract with Lasercom LLC to provide additional postage for the mailing of City water bills and shutoff notices for FY2022 in the amount of \$20,000.00, for an aggregate FY22 (07/01/21-06/30/22) total amount of \$193,590.00 under the same terms and conditions.

APPROVED AS TO FORM:

  
William Kim (Jun 14, 2022 14:14 EDT)

William Kim, City Attorney

APPROVED AS TO FINANCE:



Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

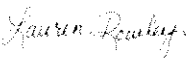
  
CLYDE D. EDWARDS (Jun 14, 2022 14:22 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

\_\_\_\_\_

APPROVED AS TO PURCHASING:



\_\_\_\_\_



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 6/2/22

BID/PROPOSAL#

AGENDA ITEM TITLE: LASERCOM

PREPARED BY: Patrice Ellison
Finance/Customer Service Center

VENDOR NAME: LASERCOM, LLC

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The purpose of this resolution is to get approval to pay additional postage to Lasercom, LLC for the mailing of water bills and shutoff notices after 5/3/2022 for the completion of fiscal year'22.

FINANCIAL IMPLICATIONS: \$20,000.00

BUDGETED EXPENDITURE? YES [ ] NO [X] IF NO, PLEASE EXPLAIN: Additionnal cost to mail utility bills for the city of Flint.

Table with 5 columns: Dept., Name of Account, Account Number, Grant Code, Amount. Rows include FIN CSC, CUSTOMER SERVICES - TREASURY OPERATIONS, CUSTOMER SERVICES - WATER COLLECTION - POSTAGE, CUSTOMER SERVICE - SEWER COLLECTION - POSTAGE, and a total for FY 2022.

PRE-ENCUMBERED? YES [ ] NO [X] REQUISITION NO: 220005649

ACCOUNTING APPROVAL: Patrice Ellison Date: 6.2.22

WILL YOUR DEPARTMENT NEED A CONTRACT? YES [ ] NO [X]



## CITY OF FLINT

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*(If yes, please indicate how many years for the contract)*

**WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: *(This will depend on the term of the bid proposal)***

**BUDGET YEAR 1**

**OTHER IMPLICATIONS (i.e., collective bargaining):** None

**STAFF RECOMMENDATION: (PLEASE SELECT):**  **APPROVED**  **NOT APPROVED**

**DEPARTMENT HEAD SIGNATURE:** Amanda Trujillo  
*(Amanda Trujillo, City of Flint Treasurer)*

220121



RESOLUTION NO.: \_\_\_\_\_

PRESENTED: 3/23/2022

MAR 28 2022

ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO LASERCOM LLC FOR ADDITIONAL POSTAGE COSTS**

WHEREAS, the Customer Service Center (CSC) uses Lasercom for mailing services, including printing, sorting, and mailing of water bills, water shutoff notices, and property taxes. The CSC is requesting additional funds for Lasercom, which are necessary to cover additional postage costs for mailings of City water and sewer bills.

Account Number	Account Name	Amount
101-253.202-902.000	CUST SERV Water Collect-POSTAGE	\$12,250.00
101-253.203-902.000	CUST SERV Sewer Collect-POSTAGE	\$12,250.00
	<b>FY2022 GRAND TOTAL</b>	<b>\$24,500.00</b>

IT IS RESOLVED, that the appropriate City Officials are authorized to do all things necessary to enter into change order #1 to the contract with Lasercom LLC to provide additional postage for the mailing of City water and sewer bills for FY2022 in the amount of \$24,500.00, for an aggregate FY22 (07/01/21-06/30/22) total amount of \$173,590.00 under the same terms and conditions.

APPROVED AS TO FORM:

*William Kim*  
William Kim (Mar 14, 2022 11:31 EDT)  
William Kim, Acting City Attorney

APPROVED AS TO FINANCE:

*Jennifer Ryan*  
Jennifer Ryan (Mar 14, 2022 11:04 EDT)  
Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

*CLYDE D EDWARDS*  
CLYDE D EDWARDS (Mar 14, 2022 12:17 EDT)  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

*Eric Mays*  
Eric Mays, City Council President

APPROVED AS TO PURCHASING:

*Lauren Rowley*  
Lauren Rowley, Purchasing Manager



RESOLUTION NO.: 210415

PRESENTED: SEP - 8 2021

ADOPTED: SEP 13 2021

PROPOSAL# 20000516

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO LASERCOM, LLC FOR PRINTING, SORTING, MAILING OF WATER BILLS/SHUT OFF NOTICES AND PROPERTY TAX BILLS**

On October 14, 2019, per Resolution 190416, City Council authorized the Proper City Officials to enter into a three-year contract with Lasercom, LLC, 2230 Elliot, Troy, MI for the printing, sorting, and mailing of water bills/shut off notices and property tax bills in the yearly amount of \$149,090.00.

WHEREAS, The Proper City Officials are requesting to proceed into the third year of the three-year contract with Lasercom LLC for the printing, sorting, mailing of water bills/shut off notices, property tax in the yearly amount of \$149,090.00, which includes up to \$110,000.00 for the unknown cost of postage as needed. The city cannot determine on a yearly basis how much postage will be spent, it depends on the number of mailings that are sent out and if there are any unexpected additional mailings. The (budgeted) amounts are as follows:

Account Number	Account Name	Amount
101-253.202-900.000	Water Collection Printing & Publishing	\$15,765.00
101-253.203-900.000	Sewer Collection Printing & Publishing	\$15,765.00
101-253.200-900.000	Treasury Operation Printing & Publication	\$7,560.00
	<b>FY 22 Total for Printing, Sorting &amp; Mailing</b>	<b>\$39,090.00</b>
101-253.200-902.000	Treasury Operation- Postage	as needed
101-253.202-902.000	Water Collection- Postage	as needed
101-253.203-902.000	Sewer Collection- Postage	as needed
	<b>FY 22 Total for Postage</b>	<b>\$110,000.00</b>
	<b>FY22 TOTAL</b>	<b>\$149,090.00</b>

IT IS RESOLVED, that the Proper City Officials are hereby authorized to enter into the third and final year of the contract with Lasercom, LLC for the printing, sorting and mailing of water bills/shut off notices and property taxes in the FY22 yearly amount of \$39,090.00 including the cost of postage not to exceed \$110,000.00 for a total amount, not to exceed \$149,090.00 for FY22 (07/01/21-06/30/22)

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler: Aug 31, 2021 10:30 EDT

Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Robert J. F. Widigan

Robert Widigan, Interim Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D EDWARDS  
CLYDE D EDWARDS: Aug 31, 2021 15:35 EDT

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Kate Fields

Kate Fields, City Council President

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley, Purchasing Manager





RESOLUTION NO.: 220248

PRESENTED: JUN 22 2022

ADOPTED: \_\_\_\_\_

PROPOSAL# 22000549

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO EJ USA, INC. FOR FIRE HYDRANTS, GRATES, AND MANHOLE COVERS**  
**CHANGE ORDER FOR FY22**

WHEREAS, Water Service Center (WSC) requires fire hydrants, grates, and manhole covers for the repair and maintenance of the City's water supply and sewage disposal system. The WSC recommended that the bid be issued to EJ USA, Inc. for FY2022 and FY2023 for the purchase of fire hydrants, grates, and manhole covers, which council approved on June 14, 2021 via Resolution #210262 for a total not-to-exceed \$120,000 for FY22.

WHEREAS, The Water Service Center (WSC) has dealt with a significant number of cars hitting fire hydrants, requiring additional purchases for replacements to exceed what they expected for the current fiscal year. WSC is requesting a Change Order in the amount of \$28,500.00 to cover the additional costs.

The funds will come from the following account(s):

Account Number	Account Name	Amount
591-540.202-752.000	Supplies	\$28,500.00
	<b>FY2022 GRAND TOTAL</b>	<b>\$148,500.00</b>

IT IS RESOLVED, that the appropriate City Officials are authorized to issue a Change Order to EJ USA, Inc. in an amount not-to-exceed \$28,500.00 for FY22 (07/01/21-06/30/22) to provide additional fire hydrants and grates for an aggregate FY22 Grand Total not-to-exceed \$148,500.00.

APPROVED AS TO FORM:

*William Kim*  
William Kim (Jun 13, 2022 12:55 EDT)

**William Kim, City Attorney**

APPROVED AS TO FINANCE:

*Robert J.F. Widigan*  
Robert J.F. Widigan (Jun 13, 2022 12:55 EDT)

**Robert J.F. Widigan, Chief Financial Officer**

FOR THE CITY OF FLINT:

*Clyde D Edwards*  
CLYDE D EDWARDS (Jun 13, 2022 16:13 EDT)

**Clyde Edwards, City Administrator**

APPROVED BY CITY COUNCIL:

\_\_\_\_\_

APPROVED AS TO PURCHASING:

*Lauren Rowley*

**Lauren Rowley, Purchasing Manager**





**CITY OF FLINT**

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**WILL YOUR DEPARTMENT NEED A CONTRACT? YES NO**

*(If yes, please indicate how many years for the contract)*

**WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)**

**BUDGET YEAR 1**

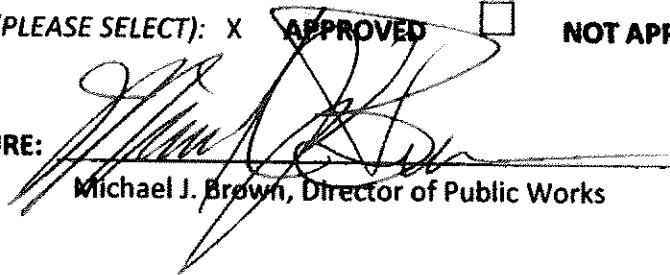
**BUDGET YEAR 2**

**BUDGET YEAR 3**

**OTHER IMPLICATIONS (i.e., collective bargaining):**

**STAFF RECOMMENDATION: (PLEASE SELECT): X **APPROVED**  **NOT APPROVED****

**DEPARTMENT HEAD SIGNATURE:**



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Michael J. Brown, Director of Public Works



# CITY OF FLINT

Department of Public Works & Utilities

Sheldon Neeley  
Mayor

Paul Simpson  
Water Distribution Supervisor

Entrice Mitchell  
Sewer Maintenance Supervisor

## MEMORANDUM

**TO:** Jennifer Ryan  
Deputy Finance Director

**FROM:** Paul Simpson   
Water Distribution Supervisor

**DATE:** May 20, 2021

**SUBJECT:** Bid Recommendation –Hydrants, Grates and Covers

Recommend that proposal #22000549 for 2 years be awarded to the lowest cumulative bidder, EJ USA, Inc.



**SEALED PROPOSALS RECEIVED IN THE DIVISION OF PURCHASES & SUPPLIES**  
**For Hydrants, Grates and Manhole Covers – (2) Years**  
**PROPOSAL# 22000549**  
 Approximate Annual Quantities – Not Guaranteed  
 Furnish as requested for the period 7/1/21 – 6/30/23

<b>Vendor</b>	<b>Description</b>	<b>Total Year 1 - FY22</b>	<b>Total Year 2 - FY23</b>
Core & Main, LP Canton, MI	Grates & Manhole Covers	<b>\$2,430.57</b>	<b>\$2,430.57</b>
	Hydrants	<b>\$3,420.27</b>	<b>\$3,420.27</b>
EJ USA, Inc. East Jordan, MI	Grates & Manhole Covers	<b>\$2,347.06</b>	<b>\$2,402.95</b>
	Hydrants	<b>\$3,293.68</b>	<b>\$3,642.89</b>

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

*Bid results posted are before evaluation team review and award recommendation.*



PROPOSAL# 22000549

RESOLUTION NO.: 210262

PRESENTED: JUN - 9 2021

ADOPTED: JUN 14 2021

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO EJ USA, INC. FOR FIRE HYDRANTS, GRATES, AND MANHOLE COVERS**

WHEREAS, Water Service Center (WSC) requires fire hydrants, grates, and manhole covers for the repair and maintenance of the City's water supply and sewage disposal system. The WSC recommends that the bid be issued to EJ USA, Inc. for FY2022 and FY2023 for the purchase of fire hydrants, grates, and manhole covers.

Account Number	Account Name	Amount
590-540.208-752.000	Supplies	\$25,000.00
591-540.202-752.000	Supplies	\$95,000.00
	<b>FY2022 GRAND TOTAL</b>	<b>\$120,000.00</b>

IT IS RESOLVED, that the appropriate City Officials are authorized to do all things necessary to enter into a contract with EJ USA, Inc. to provide fire hydrants, grates, and manhole covers for FY2022, pending budget adoption, for the amount of \$120,000.00.

APPROVED AS TO FORM:

Angela Wheeler  
Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

Shelbi Frayer  
Shelbi Frayer, Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde D. Edwards  
Clyde D. Edwards, City Administrator

APPROVED BY CITY COUNCIL: Kate Fields  
Kate Fields, City Council President

APPROVED AS TO PURCHASING:

Jennifer Ryan  
Jenn Ryan, Deputy Finance Director



PROCLAMATION NO.: 220250

PRESENTED: JUN 22 2022

ADOPTED: \_\_\_\_\_

**RESOLUTION TO APPROVE THE MEMORANDUM OF UNDERSTANDING FOR REHIRE CONSIDERATION BETWEEN THE CITY OF FLINT AND THE FLINT FIRE FIGHTERS' UNION, LOCAL 352 IAFF, AFL-CIO**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, the City Of Flint ("Employer") and Flint Fire Fighters Union, Local 352, IAFF, AFL-CIO (Union), collectively the ("Parties") are negotiating a new Collective Bargaining Agreement (CBA); and

**WHEREAS**, the Employer and the Union have tentatively agreed to provisions governing reconsideration of former Fire Department employees for rehire; and

**WHEREAS**, the Parties wish to make those provisions effective now, while the Parties continue negotiations; and

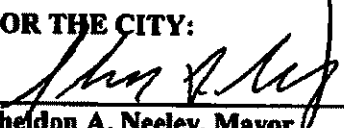
**WHEREAS**, the Parties have entered into a Memorandum of Understanding on April 26, 2022; to memorialize the agreement; and

**WHEREAS**, under the subject MOU, if there is a vacant Firefighter's position and a former firefighter meets the stipulated conditions, the Flint Fire Chief may, in its sole discretion, reconsider Letters of Application from former firefighters in accordance with the MOU guidelines; and

**WHEREAS**, this MOU shall expire upon ratification of a new CBA between the Parties; and


**WHEREAS**, the City Administrator, recommends that this Memorandum of Understanding be entered into by the Parties.

**NOW THEREFORE BE IT RESOLVED**, that the Flint City Council approves the Memorandum of Understanding between the City of Flint and the Flint Fire Fighters' Union, Local 352 IAFF, AFL-CIO permitting the Flint Fire Chief to consider for rehire former firefighters in accordance with the April 26, 2022 Memorandum of Understanding.

**FOR THE CITY:**  
  
\_\_\_\_\_  
Sheldon A. Neeley, Mayor

**FOR THE CITY COUNCIL**  
\_\_\_\_\_

**APPROVED AS TO FORM:**  
  
\_\_\_\_\_  
CLYDE D. EDWARDS (Apr 26, 2022 14:48 EDT)  
Clyde D. Edwards, City Administrator

**APPROVED AS TO FORM:**  
  
\_\_\_\_\_  
William Y. Kim (Apr 26, 2022 14:52 EDT)  
William Y. Kim, City Attorney

**MEMORANDUM OF AGREEMENT  
CITY OF FLINT and  
FLINT FIREFIGHTERS UNION, LOCAL 352 IAFF, AFL-CIO**

**Reconsideration**

This Memorandum of Agreement (MOU), made on April 20, 2022, is between the City Of Flint (Employer) and Flint Fire Fighters Union, Local 352, IAFF, AFL-CIO (Union).

**WHEREAS**, the Employer and the Union are negotiating a new Collective Bargaining Agreement (CBA); and

**WHEREAS**, the Employer and the Union have tentatively agreed to provisions governing reconsideration of former Fire Department employees for rehire; and

**WHEREAS**, the parties wish to make those provisions effective now, as the parties continue negotiations;

**NOW, THEREFORE**, the parties agree as follows:

1. If there is a vacant Firefighter position in the Fire Department, former Fire Department employees may apply for Reconsideration by submitting a letter of application to the Fire Chief. Individuals applying for Reconsideration may be required to interview.
2. For purposes of this MOU, "Applicant" means a former Fire Department employee who has applied for Reconsideration.
3. Requirements for Reconsideration.
  - a. The Applicant must have had at least three (3) years of department seniority at the time of resignation.
  - b. The Applicant may not have been terminated from employment at the City for cause. The Applicant may not have resigned pursuant to a settlement agreement.
  - c. The Applicant must have current certifications and licenses necessary for the vacant position.
  - d. The Applicant must have been employed by the Fire Department within the twenty-four (24) months immediately preceding the application for Reconsideration.
4. Requests for Reconsideration will be granted at the Fire Chief's sole discretion.
5. If Reconsideration is granted, the Applicant will be hired into the vacant position in accordance with the following:



- a. The Applicant must pass the pre-hire medical physical examination, drug screening, and background check. If the Applicant left employment with the Fire Department more than twelve (12) months prior to Reconsideration, they must provide a CPAT or complete the Fire Department's physical fitness examination prior to beginning re-employment.
  - b. For scale placement and step advancement purposes only, the Applicant will be credited their previous City and classification seniority rounded down to the beginning of the last achieved step before prior employment ended. Credited seniority will not exceed five (5) years.
  - c. An Applicant who is re-hired may use PTO as soon as it is accrued.
- 6. An Applicant who is re-hired is ineligible for future Reconsideration applications.
  - 7. This MOU expires upon ratification of a new CBA between the parties.

IN WITNESS WHEREOF, the parties executed this Memorandum of Agreement on the day and year first above written.

**City of Flint  
("Employer")**

**Flint Fire Fighters Union, Local 352,  
IAFF, AFL-CIO  
("Union")**

*Eddie Smith*  
Eddie Smith (Apr 20, 2022 09:53 EDT)

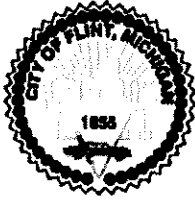
*CLYDE D. EDWARDS*  
CLYDE D. EDWARDS (Apr 20, 2022 14:54 EDT)

*Nickolas Kendrick*  
Nickolas Kendrick (Apr 26, 2022 09:52 EDT)

Approved as to form:

*William Kim*  
William Kim (Apr 20, 2022 09:54 EDT)

**William Kim, City Attorney**



RESOLUTION NO.: 220251  
PRESENTED: JUN 22 2022  
ADOPTED: \_\_\_\_\_

**RESOLUTION TO APPROVE THE MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF FLINT AND THE FLINT FIRE FIGHTERS' UNION,  
LOCAL 352 IAFF, AFL-CIO FOR CITY AND CLASSIFICATION CREDIT FOR  
FOUR FORMER EMPLOYEES**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, the City Of Flint ("Employer") and Flint Fire Fighters Union, Local 352, IAFF, AFL-CIO ("Union,") collectively the ("Parties") are negotiating a new Collective Bargaining Agreement (CBA); and

**WHEREAS**, the Employer and the Union have tentatively agreed to provisions governing reconsideration of former Fire Department employees for rehire; and

**WHEREAS**, the Employer and the Union have rehired four former Fire Department employees Stacy Clark, Tetral Wright, Lawrence Edwards and James Fitzpatrick; and

**WHEREAS**, the Employer is supportive of providing the named employees with credit, for scale placement and step advancement purposes *only* as stated in the attached MOU, their previous City and classification seniority rounded down to the beginning of the last achieved step before prior employment ended; and

**WHEREAS**, the Parties wish to make these revisions effective upon the date the agreement is fully executed and in strict accordance with the May 5, 2022 MOU guidelines; and

**WHEREAS**, this subject MOU shall expire upon ratification of a new CBA and does not affect the rights or entitlements of any person not named herein; and

**WHEREAS**, this agreement does not create nor set precedent or practice; and

**WHEREAS**, the City Administrator, recommends that this Memorandum of Understanding be entered into by the Parties.

**NOW THEREFORE BE IT RESOLVED**, that the Flint City Council approves the Memorandum of Understanding between the City of Flint and the Flint Fire Fighters' Union, Local 352 IAFF, AFL-CIO on rehiring former Flint Fire Department employees Stacy Clark, Tetral Wright, Lawrence Edwards and James Fitzpatrick, and provide them with credit, for scale placement and step advancement purposes *only*, their previous City and classification

seniority rounded down to the beginning of the last achieved step before prior employment ended, in accordance with the May 5, 2022 Memorandum of Understanding.

**FOR THE CITY:**

  
\_\_\_\_\_  
**Sheldon A. Neeley, Mayor**

**FOR THE CITY COUNCIL:**

\_\_\_\_\_

CLYDE D EDWARDS  
CLYDE D EDWARDS (May 17, 2022 10:00 EDT)  
\_\_\_\_\_  
**Clyde D. Edwards, City Administrator**

**APPROVED AS TO FORM:**  
  
William Kim (May 17, 2022 10:04 EDT)  
\_\_\_\_\_  
**William Y. Kim, City Attorney**

**MEMORANDUM OF AGREEMENT  
CITY OF FLINT and  
FLINT FIREFIGHTERS UNION, LOCAL 352 IAFF, AFL-CIO**

**City and Classification Credit for Stacy Clark, Tetral Wright,  
Lawrence Edwards, and James Fitzpatrick**

This Memorandum of Agreement (MOU), made on May 5, 2022, is between the City Of Flint (Employer) and Flint Fire Fighters Union, Local 352, IAFF, AFL-CIO (Union).

**WHEREAS**, the Employer and the Union are negotiating a new Collective Bargaining Agreement (CBA); and

**WHEREAS**, the Employer and the Union have tentatively agreed to provisions governing reconsideration of former Fire Department employees for rehire; and

**WHEREAS**, the Employer and the Union have already rehired four former Fire Department employees; and

**WHEREAS**, the Employer is willing to provide those four former Fire Department employees with credit, for scale placement and step advancement purposes *only*, their previous City and classification seniority rounded down to the beginning of the last achieved step before prior employment ended;

**NOW, THEREFORE**, the parties agree as follows:

1. The following four rehired Fire Department employees are credited, on the effective date of this MOU, and for scale placement and step advancement purposes *only*, the following City and classification seniority:

<i>Name</i>	<i>City and classification seniority for scale placement and step advancement purposes only</i>	<i>Effective Wage Rate</i>
Stacy Clark	Beginning Year 3	\$38,054.02
Tetral Wright	Beginning Year 3	\$38,054.02
Lawrence Edwards	Beginning Year 5	\$46,047.46
James Fitzpatrick	Beginning Year 5	\$46,047.46

2. This MOU is effective on the date both parties approve it. This MOU expires upon the ratification of a new CBA between the parties. This MOU does not affect the rights or entitlements of any person not specifically named in the MOU. This MOU sets no precedent or practice.

**IN WITNESS WHEREOF**, the parties executed this Memorandum of Agreement on the day and year first above written.

**City of Flint  
("Employer")**

CLYDE D EDWARDS  
CLYDE D EDWARDS (May 5, 2022 21:56 EDT)

Eddie Smith  
Eddie Smith (May 5, 2022 22:56 EDT)

**Flint Fire Fighters Union, Local 352,  
IAFF, AFL-CIO  
("Union")**

NK  
Nikolas Kendrick (May 6, 2022 07:36 EDT)

Approved as to form:

William Kim  
William Kim (May 7, 2022 07:50 EDT)  
**William Kim, City Attorney**



RESOLUTION NO.: 220252

PRESENTED: JUN 22 2022

ADOPTED: \_\_\_\_\_

BY THE CITY COUNCIL:


**RESOLUTION OF SUPPORT FOR THE DONATION OF WANCO-RADAR SPEED TRAILERS TO THE CITY OF FLINT BY CONSUMERS ENERGY**

Consumers Energy has donated two Wanco Radar-Speed Trailers to the Flint Police Department in an effort to reduce speeding. The speed trailers are valued at \$10,000 each for a total donation amount of \$20,000.

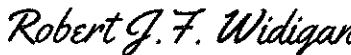
**IT IS RESOLVED** that the Flint City Council wishes to do all things necessary to support the donation of two Wanco-Radar speed trailers by Consumers Energy.

APPROVED AS TO FORM:

APPROVED AS TO FINANCE:

  
William Kim (Jun 8, 2022 11:35 EDT)

William Kim, City Attorney



Robert J.F. Widigan, Chief Financial Officer

CITY COUNCIL:

\_\_\_\_\_



## CITY OF FLINT

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### STAFF REVIEW FORM

**TODAY'S DATE:** June 6, 2022

**AGENDA ITEM TITLE:** Resolution of Support for the Donation of Wanco-Radar Speed Trailers

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Flint Police Department seeks approval to accept the donation of two Wanco-Radar Sped Trailers from Consumers Energy. The value of each trailer being donated is \$10,000 for a total donation amount of \$20,000.

The speed trailers will be placed at different locations identified as problem traffic areas. The trailers are portable and can be easily relocated throughout the City by authorized Flint Police personnel. As drivers approach, they will be notified of the actual speed they are traveling from the portable radar trailer display on the reader board. The speed radar signs are easy to deploy.

**STAFF RECOMMENDATION: (PLEASE SELECT):**  **APPROVED**  **NOT APPROVED**

**DEPARTMENTAL APPROVAL:** Terence Green  
Terence Green (Jun 7, 2022 07:49 EDT)

Terence Green, Chief of Police



# Transaction #5979

**Investment Recovery GL 5894000**

## Donations

Customer City of Flint Police Department  
 210 E Fifth St  
 Flint MI 48502  
 Tax Exempt # 38-6004611  
 Payment Terms N/A  
 Payment Number N/A  
 Project ID 379  
 2022 Donations

BP#  
 Contract #  
 Order Date 6/1/2022  
 Requester  
 IRC Team Member Martin Darnell  
 SAP Sales Doc #  
 SAP Billing Doc #

Notes

Product ID	Product Name	Asset Tag	Quantity	Unit	Unit Price	Extended Price
47647	Fleet	T99086	1	Ea	\$10,000.0000	\$10,000.00
<b>Detailed Description/MFG</b>		Wanco Radar-Speed Trailer		<b>Accounting #</b>		<b>3700375</b>
	<b>BOL</b>	<b>Lot #</b>	IRC			
47714	Fleet	T99076	1	Ea	\$10,000.0000	\$10,000.00
<b>Detailed Description/MFG</b>		Wanco Radar-Speed Trailer		<b>Accounting #</b>		<b>3700375</b>
	<b>BOL</b>	<b>Lot #</b>	IRC			

Subtotal	\$20,000.00
Adjustment	\$0.00
Discount	100%
Discount Amount	<b>\$20,000.00</b>
Taxes	0%
Tax Amount	\$0.00
Freight	\$0.00
<b>Transaction Total</b>	<b>\$0.00</b>

ALL SALES ARE AS IS. ALL SALES ARE FINAL. THERE ARE NO WARRANTY, EXCHANGES, OR REFUNDS.  
 Payment acknowledges that you have read and understand the Terms and Conditions provided with this contract.

Approver **Martin Darnell**

**6/1/2022**



## TERMS AND CONDITIONS

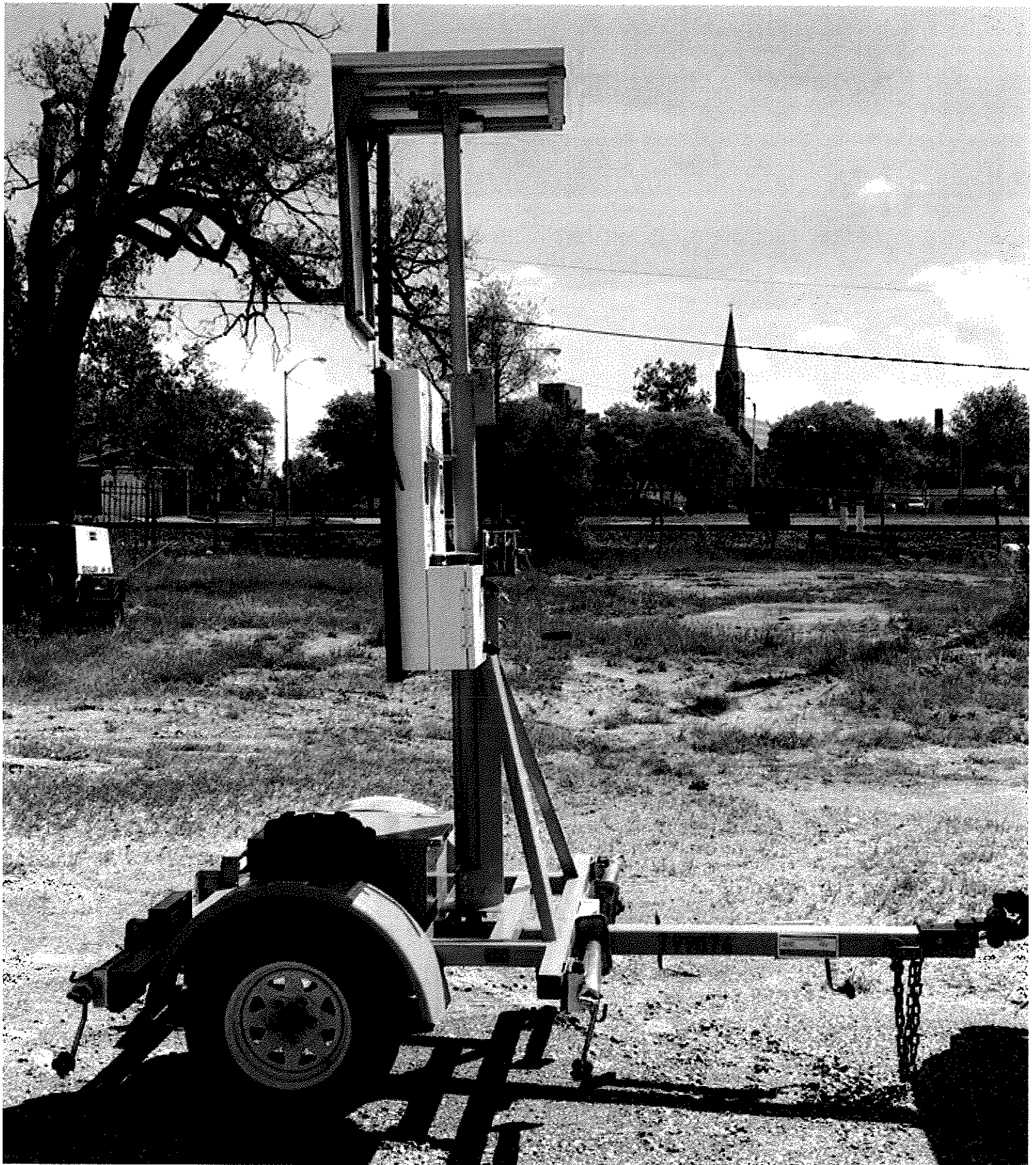
1. Definitions as used herein:
  - (a) Seller shall mean Consumers Energy Company.
  - (b) Buyer shall mean the person or entity whose offer is accepted in writing by Seller.
  - (c) Items shall mean the article(s) of property listed upon the front side hereof and for which Buyer's bid is accepted by Seller.
2. The Seller reserves the right to accept or reject any or all offers, to waive any technical defects in offers, and unless otherwise specified by Seller or Buyer, to accept this offer as to any one item or a group of items as may be in the best interest of Seller.
3. Payment shall be made in full before shipment, pickup by Buyer or commencement of dismantling or other work (whichever first occurs) for all items purchased by Buyer unless otherwise agreed in writing by the parties hereto.
4. Title to and risk of loss for the items herein sold shall pass from Seller to Buyer upon Buyer's payment of the purchase price.
5. Seller assumes no responsibility whatsoever for the use of said items or the method or manner in which said items are or may be used by Buyer or others. Buyer does hereby assume all responsibility for and shall indemnify and save Seller harmless from all claims, expenses or liability for injury to any person or persons including death or damages and also for any property damage which in any manner are connected with or arise from the use of said items or the method or manner in which said items are used.
6. Buyer shall assume all responsibility for and shall indemnify and hold Seller harmless from all claims, expenses or liability for injury to any person, including death or damages, and also for any property damage, which in any manner occur or are connected with or arise from the actions or operations of the Buyer in connection with delivery, receipt and/or removal of the items, except that the Buyer shall not be required to indemnify Seller for injury or damage caused by Seller's sole negligence.
7. Buyer agrees that in the event that all or any portion of the material purchased hereunder may be disposed of at a site where any environmental remedial action is required by any governmental agency as a result of or partially as a result of the disposal of such material at the site, and to the extent that Seller may otherwise have any responsibility with respect to such site as a result of the disposal of such material, Buyer will either perform the remedial action or pay for the share of the cost of the remedial action represented by the material from this sale so disposed of at the site.
8. SELLER HAS NOT MADE AND DOES NOT HEREBY MAKE ANY WARRANTIES OR REPRESENTATIONS, EITHER EXPRESSED OR IMPLIED, AS TO THE QUANTITY, COMPOSITION, QUALITY, CONDITION, USABILITY, MERCHANTABILITY, FITNESS FOR USE OR FITNESS FOR ANY PURPOSE OF THE ITEMS SOLD HEREIN. SAID ITEMS ARE SOLD AS IS. FURTHER, SELLER DOES NOT WARRANT OR REPRESENT THAT THE ITEMS WILL CONFORM TO ANY SAMPLES FURNISHED BY SELLER.
9. SELLER SHALL NOT BE LIABLE FOR ANY SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH THIS TRANSACTION. IN NO EVENT SHALL SELLER BE LIABLE FOR ANY DAMAGES IN EXCESS OF THE PURCHASE PRICE HEREUNDER.
10. Buyer acknowledges that the items were available for inspection, (a) at the places and times specified in the Surplus Assets Catalog, or (b) if not specified, upon a reasonable request to Seller. Seller shall not be responsible for any loss or damage to Buyer resulting (a) from Buyer's failure to inspect the items or (b) from any erroneous conclusions of Buyer resulting from any inspection of the items. Seller may have furnished, or may in the future furnish, information or data concerning particular items; however, Seller makes no warranties of any kind, either expressed or implied, as to the correctness or accuracy of such information or data previously furnished or to be furnished in the future.
11. IF THE ITEMS HEREIN SOLD INCLUDE USED MOTOR VEHICLES SUBJECT TO REGULATION PURSUANT TO 16 CFR, PART 455, THE INFORMATION YOU SEE ON THE WINDOW FORM FOR THIS VEHICLE IS PART OF THIS CONTRACT. INFORMATION ON THE WINDOW FORM OVERRIDES ANY CONTRARY PROVISIONS IN THE CONTRACT OF SALE.
12. This agreement shall be a Michigan contract and shall be interpreted in accordance with the laws of the State of Michigan. This agreement supersedes all agreements or understandings written or oral made prior to Seller acceptance of Buyer's offer and constitutes the entire agreement of the parties as to the subject matter hereof.
13. The terms of this agreement shall not be changed, superseded or supplemented, except in writing, signed by the parties hereto. This agreement shall not be assigned by the Buyer without the Seller's written consent.
14. The Buyer shall pay any and all taxes which are now or may hereafter be imposed as a result of this sale, except for any tax on net income to Seller.
15. **WARNING: HAZARDOUS CHEMICALS AND OTHER HAZARDOUS MATERIALS:**  
Buyer is warned and acknowledges that any item that Buyer purchases from Seller may bear and/or contain hazardous chemicals or other hazardous materials which may be, or may become by chemical reaction or otherwise, directly or indirectly, hazardous to life, to health or to property by reason of reactivity, corrosivity, toxicity, flammability, explosiveness or for other similar or different reasons, during use, handling, cleaning, reconditioning, disposal or at any other time after the purchased item leaves the possession and control of the Seller. Seller is discharged by Buyer from any and all liability directly or indirectly resulting from the presence of any hazardous chemicals or other hazardous materials including, but not limited to, any and all liability directly or indirectly resulting from the failure of Seller to give more specific warning with respect to individual items or from the inadequacy of any warning.
16. Force Majeure - Neither Seller nor Buyer shall be liable for its failure to perform hereunder due to any contingency beyond its reasonable control (including but not limited to acts of God, fires, floods, epidemics, wars, sabotage, accidents, labor disputes or shortages, governmental laws, ordinances, rules and regulations whether valid or invalid, and inability to obtain material, equipment or transportation) provided that this provision will not extend the time for paying for or removing the items herein sold.



SPEED  
LIMIT  
15

YOUR SPEED

DODGE



**Signature:** Clyde D. Edwards  
Clyde D. Edwards June 8, 2022 16:45 EDT

**Email:** [cedwards@cityofflint.com](mailto:cedwards@cityofflint.com)

220753

ORDINANCE NO. \_\_\_\_\_

An ordinance to amend the Code of the City of Flint by amending Chapter 18, Taxation; Funds; Purchasing; Article I, In General; Section 18-4.1, Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons.

IT IS HEREBY ORDAINED BY PEOPLE OF THE CITY OF FLINT:

Sec. 1. That the provisions of Chapter 18, Taxation; Funds; Purchasing; Article I, In General; Section 18-4.1, Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons, shall be amended by adding subsection (GG), which shall read in its entirety as follows:

(GG) THE CITY ACKNOWLEDGES THAT **MACH 1 LIMITED DIVIDEND HOUSING ASSOCIATION, LLC** (THE "OWNER") HAS OFFERED, SUBJECT TO RECEIPT OF AN AUTHORITY-AIDED OR FEDERALLY-AIDED MORTGAGE LOAN AND/OR ALLOCATION OF LOW INCOME HOUSING TAX CREDITS FROM THE MICHIGAN STATE HOUSING AND DEVELOPMENT AUTHORITY ("MSHDA"), TO OWN AND OPERATE A HOUSING PROJECT IDENTIFIED AS "**HOWARD ESTATES**" (THE "PROJECT") ON CERTAIN PROPERTY LOCATED IN THE CITY TO SERVE PERSONS AND FAMILIES OF LOW INCOME, AND THAT THE OWNER HAS OFFERED TO PAY THE CITY ON ACCOUNT OF THIS HOUSING DEVELOPMENT AN ANNUAL SERVICE CHARGE FOR PUBLIC SERVICES IN LIEU OF AD VALOREM TAXES.

THE CITY ACKNOWLEDGES THAT THE OWNER SHALL BE AFFORDED TAX BENEFITS OF PAYING A SERVICE CHARGE IN LIEU OF AD VALOREM TAXES (BUT


NOT IN LIEU OF PAYMENT OF SPECIAL ASSESSMENTS INCLUDING, BUT NOT LIMITED TO, THE STREET LIGHTING SPECIAL ASSESSMENT). THE CITY FURTHER ACKNOWLEDGES THAT THE OWNER FITS WITHIN THE CLASS AS DESCRIBED IN §18-4.3 BELOW. THE ANNUAL SERVICE CHARGE FOR THE CLASS OF PERSONS OF LOW AND MODERATE INCOME SHALL BE EQUAL TO THREE PERCENT (3%) OF THE ANNUAL SHELTER RENTS, EXCLUSIVE OF CHARGES FOR GAS, ELECTRICITY, HEAT, OR OTHER UTILITIES FURNISHED TO THE OCCUPANTS, INCLUDING THE PORTION OF RENT PAYABLE UNDER ANY GOVERNMENTAL SUBSIDY. NOTWITHSTANDING THE FOREGOING, THE ANNUAL SERVICE CHARGE SHALL NOT EXCEED AD VALOREM PROPERTY TAXES THAT WOULD BE ASSESSED OR PAID ABSENT THIS TAX EXEMPTION.

Sec. 2. This ordinance shall become effective immediately upon publication.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022 A.D.

\_\_\_\_\_  
Sheldon A. Neeley, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
William Kim, Chief Legal Officer

William Kim | Jun 15, 2022 13:02 EDT

**ORDINANCE REVIEW FORM**

FROM: Planning and Development  
Department

NO. 21- \_\_\_\_\_  
Law Office Login #

ORDINANCE NAME: (FF) PILOT ORDINANCE RESOLUTION TO GRANT A THREE (3%) PAYMENT IN LIEU OF TAXES (PILOT) TO PROJECT KNOWN AS HOWARD ESTATES, WHICH IS A MIXED INCOME DEVELOPMENT OF 96 RESIDENTIAL UNITS.

**1. ORDINANCE REVIEW - DEPARTMENT DIRECTOR**

The attached ORDINANCE is approved by the Director of the affected Department. By signing, the Director approves this ordinance to be processed for signatures and fully executed.

By: Director *Suzanne Wilcox* DATE: 6/13/22  
Suzanne Wilcox, Director, P&D

**2. ORDINANCE REVIEW-FINANCE DEPARTMENT**

The attached ORDINANCE is submitted to the Finance Department for approval. By signing, the Finance Department approves this ordinance to be processed for signatures and fully executed.

By: *Robert J. F. Widigan* DATE: 06/15/2022  
Robert J.F. Widigan, Chief Financial Officer

By: *Clyde D. Edwards* DATE: 06/16/2022  
Clyde D. Edwards (Jun 16, 2022 13:43 EDT)  
Clyde Edwards, City Administrator

Howard Estates, 801 Floral Park, tax comparison

- 1) Current taxable value: \$0.00  
 2) PILOT estimation \$28,600.00

DIFFERENCE BETWEEN PILOT AND TAXES: \$296,437.29 per year

Based on the Schedule of Rents provided by Flint Housing Commission, at 100% occupancy, given its rental rates for households at 30%, 40%, and 60% of AMI, the total annual rent potential for the 95 units is \$1,053,000

3) Estimated project ad valorem taxable value:

	Two Bedroom	Three Bedroom	Four Bedroom
Market Rent	\$850	\$1,100	\$1,200
Number of Units	34	46	15
	\$28,900	\$50,600	\$18,000

Monthly Income	\$97,500
Yearly Income	\$1,170,000
Vacancy/Loss (10%)	(\$117,000)
Potential Gross Income	\$1,053,000
Expenses	(\$99,585)
Net Operating Income	\$953,415
Cap Rate of 10%	\$9,534,150
SEV/TV	4,767,075
Potential Taxes	\$325,037



**PAYMENT IN LIEU OF TAXES (PILOT) APPLICATION**  
**CITY OF FLINT**

**APPLICANT INFORMATION**

<b>ENTITY NAME</b>	MACH 1 Limited Dividend Housing Association, LLC
<b>REPRESENTATIVES NAME</b>	Jason Borrer and Van Fox
<b>ADDRESS</b>	3820 Richfield Rd, Flint, MI 48506
<b>TELEPHONE NUMBER</b>	810-736-3134
<b>E-MAIL ADDRESS</b>	jborror@flinthc.org      vanfox@mhthousing.net

**GUARANTORS INFORMATION**

<b>ENTITY NAME</b>	Flint Housing Commission
<b>ENTITY PRINCIPAL</b>	Harold Ince, Jr, Executive Director
<b>ADDRESS</b>	3820 Richfield Rd., Flint, MI 48506
<b>TELEPHONE NUMBER</b>	810-736-3134
<b>E-MAIL ADDRESS</b>	Hince@flinthc.org

<b>ENTITY NAME</b>	MHT Housing, Inc.
<b>ENTITY PRINCIPAL</b>	T. Van Fox, President
<b>ADDRESS</b>	32500 Telegraph Rd, Suite 100, Bingham Farms, MI 48025
<b>TELEPHONE NUMBER</b>	248-833-0550
<b>E-MAIL ADDRESS</b>	vanfox@mhthousing.net

Have you submitted an application for this same project to the City of Flint previously and been denied?    No

Do you owe the city funds for delinquent taxes of utility bills?    No

Did you include the names of all officers and/or directors as it relates to this application?    Yes



## PROJECT INFORMATION

<b>PROJECT NAME</b>	Howard Estates
<b>ADDRESS OF PROJECT</b>	801 Floral Park, Flint, MI 48503 aka 1802 Lapeer Rd
<b>PARCEL ID</b>	41-17-309-032
<b>LEGAL DESCRIPTION</b>	A PARCEL OF LAND LOCATED IN THE STATE OF MI, COUNTY OF GENESEE, WITH A SITUS ADDRESS OF 1802 LAPEER RD, FLINT MI 48503-4077 (032) CURRENTLY OWNED BY CITY OF FLINT HAVING A TAX ASSESSOR NUMBER OF 41-17-309-032 AND BEING THE SAME PROPERTY MORE FULLY DESCRIBED AS FLORAL PARK PLAT, LOTS 97 THRU 103 INCL; ALSO LOTS 107 THRU 119 INCL, ALSO PART OF LOT 111 DESC AS: BEG AT A PT ON SLY LINE OF LAPEER RD, 67.4 FT N 82 DEG 15 MIN 10 SEC W FROM HWY COR OF LOT 104 OF SD PLAT; TH N 8 DEG 15 MIN 10 SEC W ALG SD SLY LINE TO A PT 226.86 FT FROM HWY COR OF LOT 106 OF SD PLAT, TH N 77 DEG 00 MIN 40 SEC W ALG SD SLY LINE 145.94 FT, TH N 48 DEG 43 MIN 40 SEC W, 272.70 FT; TH N 60 DEG 33 MIN 30 SEC W, 82.70 FT; TH S 46 DEG 24 MIN 30 SEC W ALG SD SLY LINE, 207.44 FT; TH S 30 DEG 52 MIN 50 SEC E, 508.73 FT; TH N 60 DEG 18 MIN E, 85 FT; TH S 30 DEG 51 MIN 50 SEC E, 80 FT TO HWY COR OF SD LOT 97, TH N 60 DEG 18 MIN E, 429.5 FT TO HWY COR OF SD LOT 101, TH N 0 DEG 22 MIN 30 SEC E ALG HWY LINE OF SD LOT 108, 11.15 FT TO DATED 0 AND RECORDED.
<b>NAME OF OWNERSHIP ENTITY</b>	Flint Housing Commission

## DEVELOPMENT TEAM

<b>APPLICANT PRIMARY POINT OF CONTACT</b>	Jason Borrer
<b>ARCHITECTURAL FIRM</b>	Jeffrey Graham, KEM_TEC, 586-772-2222
<b>CONSTRUCTION PROJECT MANAGER</b>	Tony Martin, MHT Construction Management, 248-833-0550
<b>GENERAL CONTRACTOR FOR PROJECT</b>	MHT Construction Management, 248-833-0550

<b>Number of Years</b>	40 years	<b>Beginning Year</b>	2024
<b>Percent of PILOT</b>	3%	<b>Ending Year</b>	2064

**Applicant or applicant's representatives must execute the following statement and provide it as a part of the application.**

**The person's completing this application hereby declares that:**

- 1. They will not violate any of the laws of the State of Michigan or the United States of America or any ordinance of the City of Flint.**
- 2. Should any of the information provided in this application or any attachment thereto change in the term of the license or any renewal thereof, they will notify the City in writing within thirty (30) days of such change.**
- 3. They have contacted MSHDA to ensure eligibility.**

Date 3/7/2022

Harold S. Ince Jr. (FHC)

T. Van Fox (MHT)

Authorized Applicant Representative (PRINT)

Authorized Applicant Representative (SIGN)

### PILOT APPLICATION CHECKLIST

<b>CHECK ALL THAT HAVE BEEN INCLUDED WITH THIS APPLICATION; IF NOT INCLUDED, PLEASE PROVIDE A BRIEF DESCRIPTION OF WHY.</b>	
Legal description of project real property	Ex. 4
Complete list of the owner/ownership interest in the project	Ex. 1
Background information of applicant/guarantors, including development experience, if any, and all relevant information pertaining to the PILOT project	Ex. 1
Site Plan	Ex. 2
Detailed narrative describing the PILOT that details the following: <ul style="list-style-type: none"> <li>a) Intended usage/target market</li> <li>b) Economic impact</li> <li>c) Environmental impact including any measures taken to mitigate negative impacts</li> <li>d) Impact on City infrastructure, including transportation and utilities</li> <li>e) Impact on City services, such as police, fire, EMS, code enforcement</li> <li>f) Square footage of the building and land to be renovated</li> <li>g) Architectural renderings, including number and types of units</li> <li>h) Any other information needed to fully explain the project</li> </ul>	Ex. 2
Will the project be located in an existing facility? <ul style="list-style-type: none"> <li>a) If an existing facility, when was it constructed?</li> </ul>	Yes 1969
If new construction, please complete the following: <ul style="list-style-type: none"> <li>a) Estimated date of commencement of construction of the project covered in this application</li> <li>b) Description of project to be constructed including size, type, quality of construction</li> <li>c) Approximate date of commencement of this project's operation</li> </ul>	Not New Construction
Describe the marketing plan for the project, identifying the intended market. <ul style="list-style-type: none"> <li>a) List the types of lessees anticipated</li> <li>b) How long is full occupancy expected to take?</li> <li>c) Who will serve as the manager of this project?</li> </ul>	Ex. 3
Provide Housing Market Data to show demand. If a Market Study was completed, provide a copy of this.	Ex. 8
Briefly describe the ownership and tax information for this project. Include in this section the following: <ul style="list-style-type: none"> <li>a) State the location of the proposed project by street address and legal description</li> <li>b) Name the property owner at the time of the application submittal</li> <li>c) If the applicant does not presently own the property, attach a valid option to purchase the property</li> <li>d) Describe any and all existing financing, options, and liens on the property</li> </ul>	Ex. 4

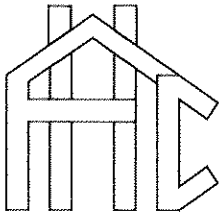
<p>e) State the tax parcel number for all property involved with the Project and the current assessed value of the property</p> <p>f) Are any assessments presently under appeal? If yes, discuss status.</p> <p>g) Will the project result in a subdivision of any present tax parcel?</p>	
<p>Provide a detailed development pro forma outlining proposed hard, soft, and financing costs associated with proposed development. Proforma MUST identify all sources of financing and terms including applicant equity, construction and permanent financing, and any government assistance. Proposals will contain detailed breakdowns.</p>	Ex. 5
<p>Provide a detailed operating pro forma that will include all anticipated Major Revenues and Expenses for the full term of the requested PILOT.</p>	Ex. 6
<p>Are changes proposed to the public space around the Project (ie: sidewalks, lighting, landscaping)?</p>	Ex. 2
<p>State the proposed time schedule for the project including anticipated dates and the following:</p> <p>a) Closing the loan or contributing financing availability</p> <p>b) First expenditure of funds with regard to the project</p> <p>c) Anticipated date construction will begin</p> <p>d) Anticipated completion date</p>	Ex. 9
<p>Development team:</p> <p>a) Applicant primary point of contact</p> <p>b) Architect and engineers</p> <p>c) Construction Project Manager</p> <p>d) General Contractor for project</p> <p>e) Other professionals</p>	Application
<p>Please describe any potential conflicts of interest that the applicant or any guarantor may have with any City Personnel or City Council members</p>	Ex. 10
<p>Include a copy of the completed MSHDA application for Low Income Housing Tax Credits within thirty (30) days of submittal to MSHDA</p>	Ex. 12
<p>Bonus Points:</p> <p>a) Identify Target Area from Master Plan and/or Consolidated Plan</p> <p>b) Neighborhood outreach with fill list of outreach provided</p> <p>c) Document the target level of energy efficiency standard for the project</p> <p>d) Identify and report on the external amenities (ie: Walk Score, transit, schools, etc.)</p>	Ex. 11

## PILOT Scoring Matrix

<b>Point Scoring: N/A, 0, 1, 2, or 3. N/A= not applicable, 0= No answer provided or info omitted, 1= poor or below expectation, 2= average or meets minimum standard 3= exceeds minimum standards</b>		
<b>General Points</b>	<b>Points Possible</b>	<b>Points Scored</b>
Application is complete with all attachments submitted.	3	
Project Team has prior successful affordable housing experience	3	1 project/1year 2 projects/5 years 3/projects 10 years
Project is considered Mixed Income (both Market and Affordable Units)	3	20%, 30%, 40%
Project incorporates a mix of units (studio, 1-, 2-, 3-bedrooms) *definitions in app	3	25%, 50%, 75%
Quality of Site Improvements, Place Making	3	
<b>Bonus points (one point per documented line item)</b>		
<b>Priority</b>	<b>Points Possible</b>	<b>Points Scored</b>
Project is in Local Target Area as outlined in the Consolidated Plan/Master Plan	1	
Neighborhood/Block Club Engagement (Include full list of outreach)	1	
Energy Efficiency Standard Incorporated	1/level (max of 3)	
External Amenities (Walkability, proximity to transit, etc.)	70-89- 1 pt. 90 or above- 2 pts.	
General Points Possible/Received	15	
Bonus Points Possible/Received	7	
Total Points for Evaluation	22	

<b>Interpretation</b>	<b>Total Score</b>	<b>Total Points</b>
Poor	< 8	
Acceptable	8-15	
Excellent	16-22	

<b>Disqualifying factors (Mark any present and return to agency if existing)</b>	
Less than 51% of the property is Affordable Units	
Applicant does not own, nor do they have consent from owner to proceed	
Construction has begun prior to application for PILOT	
Applicant is not an eligible entity as outlined in Application Eligibility	
Not in Good Standing with the City of Flint on other properties	



FLINT HOUSING COMMISSION



## PILOT Request Background Narrative

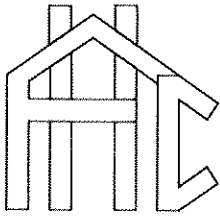
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The Flint Housing Commission (FHC) is a Michigan public body corporate organized as a housing agency and operating under the Michigan Housing Facilities Act, MCL 125.653 et seq. FHC mission is to provide quality affordable housing for low- to moderate-income families, and to make affordable housing in Flint a “housing of choice.” FHC is currently comprised of approximately 1,144 units of public housing. FHC also administers approximately 900 Housing Choice Vouchers (HCV) through the Section 8 Program. FHC intends to complete Rental Assistance Demonstration (RAD) conversions of the Public Housing properties. Each property will execute a 20-year Housing Assistance Payment (HAP) contract with HUD. At the time of conversion, each property is expected to receive substantial renovations utilizing LIHTC and other funding resources to finance the project conversion plans. To assist with these RAD conversions, FHC has hired MHT Housing, Inc. (MHT) to provide additional technical assistance based on their extensive background in affordable housing.

MHT is a non-profit affordable housing developer in Michigan with over 30 years of experience. MHT owns over 6,500 units of housing and has experience in all types of multi-family housing development. MHT specializes in building attractive units while respecting the tenants and neighbors surrounding the housing communities. MHT is partnering with FHC to rehabilitate the Howard Estates property and care for the property for the long term.

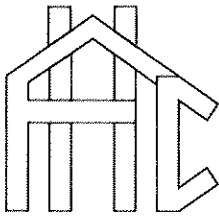
FHC and MHT are working in partnership to complete project planning, securing financial commitments, providing guarantees, construction oversight, property management and compliance. FHC and MHT will satisfy requirements of investors, the Michigan State Housing Development Authority (MSHDA) and the Department of Housing and Urban Development (HUD) using LIHTC and RAD to preserve a critical affordable housing community in the City of Flint.

MHT Management, LLC will be the property manager on behalf of FHC. MHT Management is well established and has been staffed with a group of high caliber real estate industry professionals, with a vast majority of their tenure being in affordable housing. MHT Management currently manages over 9,500 units throughout Michigan and Indiana.



## FLINT HOUSING COMMISSION

Howard Estates, located at 801 Floral Park, aka 1802 Lapeer Rd, is a 96-unit townhome community built in 1969. The entity created to own the property is MACH 1 Limited Dividend Housing Association, LLC and will be jointly managed by FHC and MHT.



FLINT HOUSING COMMISSION



## Proposed Project Narrative

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### Background

The Flint Housing Commission (FHC) and MHT Housing, Inc. (MHT) intend to submit an application for Low-Income Housing Tax Credits (LIHTC) and Tax Exempt Bond Financing from the Michigan State Housing Development Authority (MSHDA) in order to reposition the financing and leverage debt to perform around \$8.0 million in rehabilitation at Howard Estates located at 1802 Lapeer Rd, Flint Michigan 48503. The repositioning of the property will include converting the US Department of Housing and Urban Development (HUD) subsidy to the property from the Public Housing Section 9 program to the Housing Choice Voucher (HCV) Section 8 program. The change will allow FHC to stabilize income for the property by signing a 20-year Housing Assistance Payment (HAP) contract and mandatory 20-year renewal with HUD. **This transaction is only feasible if the City of Flint is willing to reissue a Payment in Lieu of Taxes (PILOT) agreement to continue for the term of the new (40 year) MSHDA and HUD financing.**

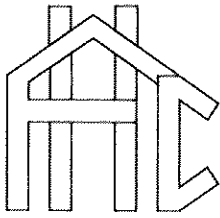
### Intended Usage / Target Market

Howard Estates is a townhome community with 96 apartments. Completing the RAD conversion will allow FHC to preserve affordable housing. 95 apartments will continue to serve the low- and very low income community with one unit available as a resource center for the residents. The property will provide housing for residents who are at or below the 60% Area Median Income (AMI). Similar to the existing Public Housing program, residents will only pay 30% of their income towards rent and the property will receive subsidies through vouchers on each apartment. Through the RAD program, all residents living at Howard Estates will retain a right to remain at the property if they remain in good standing (comply with lease). No family will be forced to move as a result of the conversion from public housing to Section 8. In addition, FHC will request from HUD a tenant protection voucher (TPV) to provide a voucher for those families who seek to leave the property as a result of the changes.

### Economic Impact

Flint Housing Commission currently has a PILOT of 10% on rental income minus utility expenses at Howard Estates. In the current PILOT, HUD subsidy is not included as rental income to the





## FLINT HOUSING COMMISSION

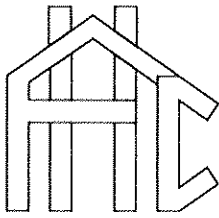
property. Based on this formula, FHC has paid **\$0.00** in fiscal year 2019 and **\$0.00** in fiscal year 2020. The requested PILOT is for 3% of rental income minus utility expenses. In the new requested PILOT, ALL tenant paid rent and HUD (Section 8) subsidy will be considered rental income and will result in a net increase in tax paid by the property. The estimated PILOT payment to be paid, after conversion and renovations is projected at approximately **\$28,000** in the first year and will continue to increase as shown in the projections provided.

### Environmental Impact

Howard Estates will receive significant upgrades immediately after closing. The renovations will have several beneficial environmental impacts to the property and the residents. Inside the apartments, residents will receive clean new living spaces where floors have been restored or replaced throughout and walls have fresh paint. This will have a tremendous impact to remove dust, mold, or other allergens which may not be addressed when families occupy a dwelling for long periods of time. In addition, every apartment will receive central air conditioning which is not present at this time. This will also help with the overall indoor air-quality for residents. The property will receive numerous energy efficient upgrades which are designed to improve the quality of living and reduce operating expenses. Upgrades will include low-flow water fixtures, high efficiency furnaces, water heaters and LED interior and exterior lighting throughout. There are no asbestos containing materials (ACM) present based on testing performed. ACM will be addressed responsibly if discovered.

### Impact on City Infrastructure

FHC and MHT have established energy efficient upgrades as a major goal to be accomplished. Upgrades will be performed to reduce demand on the electrical, natural gas and water systems. The property will see significant reductions in water usage through the use of low-flow (0.8 gallon per flush) toilets and other fixtures. Natural gas will see minor reductions from the use of high efficiency furnaces and water heaters. Natural gas is used for heating which will also be reduced through the addition of insulation at or above code requirements, new windows and house-wrap under new vinyl siding. Electric usage is expected to remain net neutral after the renovations. While LED and other upgrades will reduce usage, the addition of central air conditioning will negate projected savings. FHC and MHT also will be seeking to add additional parking which has been identified as a significant need by the residents and staff. FHC has submitted a request to the City to lease the vacant land immediately adjacent to the Howard Estates site to add the much needed additional parking.



## FLINT HOUSING COMMISSION

### Impact on City Services

New LED site lighting will improve the safety and security for the residents. This, along with well-lit signage, will also improve the ability for police, fire and EMS to respond. Improved parking and sidewalks will provide for safe ingress and egress to the property for all visitors. All work requiring a permit will be properly inspected. This will require the Building and Safety Division to have the necessary staff to support the work. In the long-term, there should be fewer call or complaints about blight or other code violations requiring unplanned enforcement actions. FHC has also communicated with the City of Flint Fire Department about adding a hydrant to improve fire response capabilities at the property. FHC will be working in conjunction with the Fire Department to add this hydrant.

### Square Footage of the Buildings and Land

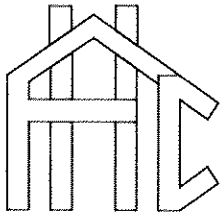
Howard Estates was built in 1968 and has been owned and operated by the Flint Housing Commission since it was first occupied. The total land area is 329,450 SF or 7.56 acres. The FHC has submitted a request to the City of Flint to lease the vacant lot neighboring Howard Estates, parcel 41-17-351-017. This land is to the south along the railroad tracks and has a basketball court present which the residents have been utilizing for several years. FHC and MHT would like to add additional parking for the residents on this parcel. The address for Howard Estates is 1802 Lapeer Road and the management office is located at 801 Floral Park. The management office is a 3,346 square foot single story slab on grade building which includes a community room, laundry facilities, and a maintenance garage. There are 96 apartments in the property totaling 108,850 SF of gross building area. There are 34 two-bedroom/one-bathroom 1,025 SF apartments, 46 three-bedroom/one-bathroom 1,150 SF apartments and 16 four-bedroom/two-bathroom 1,250 SF apartments. There are 16 residential buildings – each containing six (6) or eight (8) apartments. Each building is a 2-story wood framed construction on a poured wall basement foundation.

### Architectural Renderings

See attachments

### Other Information

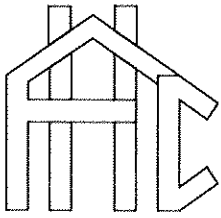
Each apartment has a basement with laundry connections. There are also community laundry facilities in the community building. The adjacent parcel has a basketball court and open areas for recreation. There is public transportation at the property edge with established employment centers to the east. There is easy access to the freeway for those with personal transportation. The property



## FLINT HOUSING COMMISSION

sits in an established residential setting. There are single-family homes to the south and west, a church to the north and a food pantry to the east. To the southeast is an active senior center.





FLINT HOUSING COMMISSION



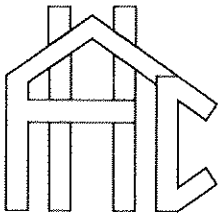
## Marketing

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MHT Management, LLC will be the property manager for the Howard Estates property upon conversion. A list of experience for MHT Management, LLC is found with the background narrative as exhibit 1. MHT Management, LLC is very familiar with managing affordable housing properties including Shiloh Commons in Flint.

Howard Estates will be targeted towards families at or below 60% Area Median Income (AMI). All units at Howard Estates will have rental assistance which will allow all apartments to provide affordable housing. The section 8 Project Based Rental Assistance will be linked to the apartments at this housing community and will assist residents in paying rent. With this Section 8 program, residents will typically only pay 30% of their income and the subsidy will cover the rest of the rent. This will help ensure those Flint families most in need are able to have a nice place to call "Home."

Since Howard Estates is an occupied housing community now, and as part of the RAD program with HUD, all residents will have the right to return to a unit in the community once the construction is complete full occupancy should be achieved shortly after construction. A few units will remain vacant until construction is complete to ensure a place for residents to stay while their unit is under construction.



FLINT HOUSING COMMISSION



## Ownership and Tax Information- Howard Estates

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Howard Estates is located at 1802 Lapeer Rd, Flint, MI 48503. That parcel identification number is 41-17-309-032.

### Legal Description:

*Lots 97 through 103 including, also Lots 107 through 110 including, Also part of Lot 111, Floral Park Plat, described as: Beginning at a Point on the southerly line of Lapeer Road, 63.4 feet north 82°15'10" west, from the northwesterly corner of Lot 104 of said Plat; Thence north 08°15'10" west, along said southerly line to a Point 236.86 feet from the northeasterly corner of lot 106 of said Plat; thence north 77°00'40" west along said southerly line 145.94 Feet; thence north 68°43'40" west 272.70 feet; thence north 60°33'30" West 82.70 feet; thence south 46°24'50" east 508.72 feet; thence North 60°18' east 45 feet; thence south 30°52'50" east 80 feet to the Northwesterly corner of said Lot 97; thence north 60°18' east 429.5 Feet to the northeasterly corner of said lot 103; thence north 00°22'30" east along the westerly line of said Lot 108, 11.15 feet to The northwesterly corner of said lot; thence north 77°17'30" West 66.4 feet; thence northerly 203.15 feet to the point of beginning.*

The property is currently owned by the Flint Housing Commission (FHC)\*. Once all funding has been secured, the property will be transferred to MACH 1 Apartments Limited Dividend Housing Association, LLC, where the Managing Member will be controlled by FHC and MHT.

There is a Declaration of Trust and Restrictive Covenant recorded on the property requiring it to be used for affordable housing and requiring HUD approval to change funding programs. No liens exist on this site.

The current assessed value is \$0 since the property is owned by a public entity and as such, there are not any assessments under appeal.

\*City records show Howard Estates is owned by the City of Flint. This is due to a legal description error on the deed. This is in the process of being corrected with the City of Flint - Legal Department.



## FLINT HOUSING COMMISSION

Harold Ince, Jr.  
Executive Director  
3820 Richfield Road  
Flint, Michigan 48506  
Phone (810) 736-3050  
(810) 736-0158

*Board of Commissioners.*  
President Geraldine Redmond, Resident Commissioner  
Vice President Philip Schmitter  
Commissioner Chia Morgan  
Commissioner De Waun Robinson

March 7, 2022

Department of Planning and Development  
City of Flint  
1101 S. Saginaw St.  
Flint, MI 48502  
Attn: Suzanne Wilcox

RE: PILOT Application Option to Purchase Real Property

This letter is to inform you that the Flint Housing Commission intends to execute an Option to Ground Lease and Acquire Improvements like the attached draft for the purposes of Low-Income Housing Tax Credit (LIHTC) redevelopment with an entity, MACH 1 Limited Dividend Housing Association, LLC., established by the Flint Housing Commission.

Sincerely,

Harold S. Ince, Jr.  
Executive Director



## OPTION TO GROUND LEASE AND ACQUIRE IMPROVEMENTS

This option to ground lease and acquire improvements agreement (the "Option") is made this \_\_\_\_ day of \_\_\_\_\_, 2022 (the "Effective Date"), between the **FLINT HOUSING COMMISSION**, a Michigan public body corporate (the "Ground Lessor" or "Optionor") and **MACH 1 LIMITED DIVIDEND HOUSING ASSOCIATION, LLC**, a Michigan limited liability company (the "Optionee"). The Optionor and Optionee are at times collectively referred to hereinafter as the "Parties" or individually as the "Party."

### RECITALS

- A. WHEREAS, Optionor is the owner of those certain four parcels of land located in the City of Flint, County of Genesee, State of Michigan (collectively, the "Parcels") and the improvements thereon, commonly known as Mince Manor, Aldridge Place, Centerview and Howard Estates, respectively (collectively, the "Improvements").
- B. WHEREAS, Optionor and MHT Housing, Inc., an affiliate of Optionee, entered into or will enter into that certain Business Term Sheet governing plans for redevelopment of the Improvements (the "**Business Term Sheet**").
- C. WHEREAS, Optionor desires to provide Optionee with an Option to ground lease the Parcels, and an Option to acquire the Improvements, which are more particularly described in Exhibit A attached hereto and incorporated herein.
- D. WHEREAS, Optionee desires to enter into this Option to lease the Parcels and acquire the Improvements from Optionor for the redevelopment and operation of four multi-family rental developments located therein (together, the "Project"), which contain \_\_\_\_\_ (\_\_\_\_\_) rental units, [all] of which will receive Section 8 rental assistance pursuant to the Rental Assistance Demonstration ("RAD") program.
- E. WHEREAS, this Option is being provided to Optionee in order to provide evidence of site control sufficient to satisfy the Michigan State Housing Development Authority's Low Income Housing Tax Credit ("LIHTC") Qualified Allocation Plan requirements in anticipation of Optionee's upcoming LIHTC application.

NOW THEREFORE, in consideration of the sum of One Hundred and 00/100 (\$100.00) Dollars, to be paid by Optionee to Optionor, which payment Optionee shall provide upon its execution of this Option, Optionor hereby grants to Optionee the right and option to lease said Parcel and acquire said Improvements, for the term and in accordance with the covenants and conditions set forth herein, as follows:

- 1. Period: This Option may be exercised at any time within the twelve (12) month period following the Effective Date of the Option (the "Option Period").
- 2. Ground Lease Terms: The Option shall be subject to the terms, covenants



and provisions of the ground lease ultimately entered into between the Parties (the "Ground Lease"). The term of the Ground Lease will be agreed to by the Parties, but in no event shall it be less than 50 years. The rent for the Ground Lease is subject to negotiation.

3. Limited Warranty Deed Terms: The Option shall be subject to the terms, covenants and provisions of the limited warranty deed conveying the Improvements to the Optionee (the "Deed"). The acquisition cost for the Improvements is \$ \_\_\_\_\_. Upon termination of the Ground Lease, all of Optionee's right to title and interest in the Improvements shall revert to Optionor.
4. HUD and Other Approvals: The Option, Ground Lease and Deed shall be subject to any and all applicable United States Department of Housing and Urban Development ("HUD") approvals required for disposition of the property and development of the Project, as well as any approvals required from Optionor's Board of Commissioners.
5. Conflict of Interest: The Optionee has no conflict of interest, and shall inform Optionor of any subsequent potential conflict of interest that would cause Optionee to violate its obligations under applicable regulations, including 2 CFR Part 200.
6. Assignment or Transfer. This Option may not be sold, assigned or transferred by Optionee without the approval or consent of Optionor, which approval or consent shall be granted or denied in Optionor's sole discretion.
7. Extension of Term. In the event that Optionee fails to exercise this Option within the Option Period, Optionee may, upon written notice to Optionor no later than fifteen (15) days prior to the expiration of the Option Period, request an extension of the Option Period, for the period of six (6) months (the "Extended Option Period"), which extension Optionor shall be granted or denied in Optionor's sole discretion. Such extension request shall be accompanied with an additional Ten 00/100 Dollar (\$10.00) payment.
8. Termination of Rights. In the event that Optionee fails to exercise this Option during either of the Option Period or Extended Option Period, all rights and privileges granted hereunder shall be deemed completely surrendered, this Option terminated, and Optionor shall retain all money paid for the Option, and no additional money shall be payable by either Party to the other.
9. Access. Optionor shall permit Optionee, during the Option Period, free ingress and egress to the Parcel and Improvements for the sole purpose of conducting any survey, inspection, and other activities of a similar nature as Optionee may deem necessary, at the sole cost of Optionee. Further, following any access, inspection or testing, Optionee shall make every

effort to restore the Parcel to the condition it was immediately prior to the access and in all instances shall address or eliminate any health and safety hazards caused as a result of the access.

10. Indemnification. Optionee hereby shall indemnify and hold harmless Optionor, and its elected or appointed officials, directors, officers, agents or employees, successors and assigns, against any claim of liability or loss from personal injury or property damage resulting from or arising out of the access, use, and entry upon the Parcel or Improvements by the Optionee, its employees, affiliates, servants, contractors or agents, excepting, however, such claims or damages as may be due to or caused by the gross negligence or omissions of Optionor, or its elected or appointed officials, directors, officers, agents or employees, successors and assigns.
11. Insurance. In addition, before Optionee, its employees, affiliates, servants, contractors or agents enters onto the property for the purposes stated in this Section 8, Optionee shall deliver to Optionor a certificate of insurance naming Optionor as additional insured under a commercial general liability policy of insurance maintained by Optionee, which policy shall include contractual indemnity coverage.
12. Notice. Notice of the exercise of this Option shall be given by Optionee to Optionor in writing by certified mail, return receipt requested to the address provided in the Business Term Sheet. Notice shall be deemed effective on the date it is posted. On the date of such notice, the Parties agree that the mutually acceptable finalized version of the Ground Lease shall take effect and said Deed may be recorded.

**[SIGNATURE PAGE FOLLOWS]**

IN WITNESS WHEREOF, the parties have executed this Option as of the Effective Date.

**OPTIONOR:**

**FLINT HOUSING COMMISSION**, a Michigan public body corporate

By: \_\_\_\_\_  
Name: Harold. S. Ince, Jr.  
Its: Executive Director

**OPTIONEE:**

**MACH 1 Limited Dividend Housing Association, LLC**, a Michigan limited liability company

By: \_\_\_\_\_  
Its: Manager

By: \_\_\_\_\_  
Its: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

**EXHIBIT A**

**LEGAL DESCRIPTION**

*[to be confirmed]*

**Aldridge Place**

5838 Edgar Holt Dr., Flint, MI 48505  
47-30-301-003

*Land situation in the City of Flint, County of Genesee, State of Michigan, described as:  
Beginning at the intersection of the North line of Mott Avenue and the West line of Selby Street  
from said point of beginning, North 89°06' West, 744.50 feet along a line, said line also being  
the Northerly right-of-way line of Mott Avenue (60 feet wide) (not developed); thence North  
01°04'17" East, 834.40 feet; thence South 89°06' East, 744.50 feet to the Westerly right-of-way  
line of said Selby Street; thence continuing along said right-of-way line, South 01°04'17" West,  
834.40 feet to the point of beginning.*

**Centerview Apartments**

2001 N. Center Rd, Flint, MI 48506  
41-04-478-019

*The North 400 feet of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 4,  
Township 7 North, Range 7 East, City of Flint, Genesee County Records.*

**Howard Estates**

1802 Lapeer Rd., Flint, MI 48503  
41-17-309-032

*Lots 97 through 103 including, also Lots 107 through 110 including, Also part of Lot 111, Floral  
Park Plat, described as: Beginning at a Point on the southerly line of Lapeer Road, 63.4 feet north  
82°15'10" west, from the northwesterly corner of Lot 104 of said Plat; Thence north 08°15'10"  
west, along said southerly line to a Point 236.86 feet from the northeasterly corner of lot 106 of  
said Plat; thence north 77°00'40" west along said southerly line 145.94Feet; thence north  
68°43'40" west 272.70 feet; thence north 60°33'30"West 82.70 feet; thence south 46°24'50" east  
508.72 feet; thence North 60°18' east 45 feet; thence south 30°52'50" east 80 feet to the  
Northwesterly corner of said Lot 97; thence north 60°18' east 429.5Feet to the northeasterly  
corner of said lot 103; thence north00°22'30" east along the westerly line of said Lot 108, 11.15  
feet to The northwesterly corner of said lot; thence north 77°17'30" West 66.4 feet; thence  
northerly 203.15 feet to the point of beginning.*

**Mince Manor** (Please note, parcel ID subject to change as a result of a land combination.  
The proposed legal description included with the land combination request is reflected  
below.)

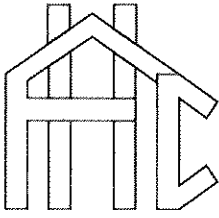
3800 Richfield Rd., Flint, MI 48506

47-33-476-095

*THE EAST 245.20 FEET OF THE WEST 815.90 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN, EXCEPTING THEREFROM THE PART DESCRIBED AS: THE EAST 213.20 FEET OF THE WEST 815.00 FEET OF THE NORTH 250 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 , ALSO EXCEPTING THE NORTHERLY 50 FEET OF THE WESTERLY 32 FEET, SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN.*

*ALSO*

*THE EAST 62.5 FEET OF THE WEST 570.70 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, EXCEPT THE NORTHERLY 340.00 FEET.*



FLINT HOUSING COMMISSION



## Development Pro Forma- Howard Estates

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Attached is the projected redevelopment proforma for Howard Estates along with a trade payment breakdown detailing the scope of the proposed renovation. The proforma uses standard formulas and assumptions by MSHDA as part of their LIHTC direct lending programs.

This preservation transaction incorporates a number of funding sources. A description of the permanent sources includes the following:

- First Mortgage loan provided by MSHDA of \$7,935,678. This anticipated loan included tax-exempt bonds at an interest rate of 4.10% with a 40-year term.
- A seller note from the proceeds of the land lease will also be included in the sources of this rehabilitation in the amount of \$4,616,455.
- LIHTC equity in the amount of \$8,523,902 based on \$0.91/LIHTC is also anticipated.
- Income from operations during the construction period of \$532,846 will be a source of funding to complete the project.
- Finally, deferred developer fee of \$510,000 will round out the sources of funds for the Howard Estates project.

## Howard Estates

2/10/2022

Permanent Financing- MSHDA Tax-Exempt Bond Financing - Monthly Debt Service 4.10% for 40 years  
 Construction Financing - MSHDA Tax-Exempt Bond Financing - 4.10%, interest only

## Uses

Acquisition		
	Land	\$ 165,000
	Buildings	\$ 7,335,000
	Subtotal	\$ 7,500,000
Construction		
	Structures and on-site improvements	\$ 6,964,999
	General Requirements, Overhead, Builder Profit	\$ 1,017,391
	Permits, Bond Premium, Tap Fees, Cost Certification	\$ 158,889
	Construction Contingency (10% of est. Const Costs)	\$ 814,128
	Subtotal	\$ 8,955,407
Professional Fees		
	Architect, Engineer, Legal, and other Professional Fees	\$ 223,000
	Subtotal	\$ 223,000
Financing Costs		
	Construction Financing	\$ 562,846
	Permanent Financing	\$ 230,036
	Investor and LIHTC related costs	\$ 3,004,114
	Subtotal	\$ 3,796,996
Project Reserves		
	Tax & Insurance and other project reserves	\$ 1,643,478
	Subtotal	\$ 1,643,478
	Total Development Costs	\$ 22,118,881

## Sources

MSHDA Permanent Mortgage	\$	7,935,678
LIHTC Equity	\$	8,523,902
Income from Operations	\$	532,846
Seller Note	\$	4,616,455
Deferred Developer Fee	\$	510,000
Total Permanent Sources	\$	22,118,881
MSHDA Construction Loan	\$	11,501,818

All numbers are preliminary and are subject to change based on lender and investor requirements

## CONSTRUCTION COST TRADE PAYMENT BREAKDOWN



Date:	02/10/22
Development No:	
Project Name:	Howard Estates Townhouses
City / County:	Flint / Genesee
Mortgagor:	MACH 1 LDHA, LLC
Contractor:	MHT Construction Management, LLC

Structures			
Line	AIA/CSI #	Trade Item	Cost
1	020000	Architectural Environmental Mitigation	\$ -
2	030000	Building Concrete	\$ -
3	040000	Masonry	\$ 44,258
4	050000	Metals	\$ 61,600
5	061000	Rough Carpentry	\$ 62,450
6	062000	Finish Carpentry	\$ 250,000
7	072000	Insulation	\$ 100,000
8	073000	Roofing	\$ 568,581
9	074000	Siding	\$ 423,142
10	079000	Caulking and Exterior Sealants	\$ 160,000
11	081000	Doors / Hardware	\$ 348,860
12	085000	Windows	\$ 576,000
13	088000	Glazing	\$ -
14	092000	Gypsum Board	\$ 23,000
15	093000	Tiling	\$ -
16	095000	Acoustical Ceilings	\$ -
17	096500	Resilient Flooring	\$ 527,809
18	098800	Carpeting	\$ 303,500
19	099000	Painting	\$ 343,192
20	100000	Specialties	\$ 537,600
21	110000	Special Equipment	\$ 16,400
22	113000	Appliances	\$ 224,888
23	122000	Window Treatments	\$ 45,000
24	123000	Cabinets and Casework	\$ 111,750
25	130000	Special Construction	\$ -
26	142000	Elevators	\$ -
27	210000	Fire Protection	\$ 50,000
28	220000	Plumbing / Domestic Hot Water	\$ 115,866
29	230000	HVAC	\$ 921,203
30	280000	Electrical	\$ 463,900
31	282000	Low Voltage Electrical	\$ 21,000
32	280000	Electronic Safety and Security	\$ -
<b>Total Structures</b>			<b>\$ 6,299,999</b>

Site Work			
Line	AIA/CSI #	Trade Item	Cost
33	020000	Site Environmental Mitigation	\$ -
34	310000	Earth Work	\$ -
35	321000	Roads / Walks	\$ 465,270
36	323000	Site Improvements	\$ 175,730
37	328000	Site Irrigation	\$ -
38	329000	Landscaping	\$ 24,000
39	330000	Site Utilities	\$ -
<b>Total Site Work</b>			<b>\$ 665,000</b>

Misc. Structures and Sitework			
40		Community Building	
41		Accessory Buildings	
42		Off-Site Improvements	
43		Temporary Site Security	
<b>Total Misc. Structures and Sitework</b>			<b>\$ -</b>

<b>Total Structures, Sitework and Misc. Structures and Sitework</b>			<b>\$ 6,964,999</b>
---------------------------------------------------------------------	--	--	---------------------

44		General Requirements @ 6%	\$ 417,900
45		Builder's Overhead @ 2%	\$ 147,658
46		Builder's Profit @ 8%	\$ 451,833
47		Building Permits	\$ 75,000
48		Bond Premium	\$ 77,389
49		Tap Fees	\$ -
50		Cost Certification Expense	\$ 6,500
<b>Total Construction</b>			<b>\$ 8,141,279</b>

Comments:

MHT Construction, LLC

MACH 1 Limited Dividend Housing Association, LLC

Michigan State Housing Development Authority

Contractor (please print)

Sponsor / Mortgagor (please print)

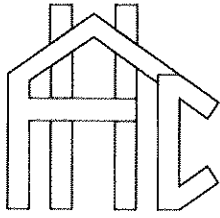
MSHDA Representative (please print)

Signature

Signature

Signature





FLINT HOUSING COMMISSION



## Projected Operating Pro Forma- Howard Estates

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Attached is the projected operating proforma for Howard Estates along with the cash flow projections using the standard formulas and inflation factors used by MSHDA as part of their LIHTC direct lending programs. Operating projections are based on previous expenses and expenses at comparable units and the income is based on the RAD rents published by HUD for this specific project.

Development MACH 1 - Howard  
 Financing Tax Exempt  
 MSHDA No.  
 Step Application  
 Date  
 Type Acquisition/Rehab

**Mortgage Assumptions:**  
 Debt Coverage Ratio 1.24  
 Mortgage Interest Rate 4.100%  
 Pay Rate 4.100%  
 Mortgage Term 40 years  
 Income from Operations Yes  
 PBV and/or Existing Section 8 Assistance

**Instructions**

**Total Development Income Potential**

	Per Unit	Total
Annual Rental Income	12,328	1,171,152
Annual Non-Rental Income	0	0
<b>Total Project Revenue</b>	<b>12,328</b>	<b>1,171,152</b>

**Total Development Expenses**

Vacancy Loss	5.00% of annual rent potential	616	58,558
Management Fee	562 per unit per year	562	53,390
Administration		1,330	126,350
Project-paid Fuel		95	9,025
Common Electricity		563	53,485
Water and Sewer		1,018	96,710
Operating and Maintenance		1,683	159,885
Real Estate Taxes		0	
Payment in Lieu of Taxes (PILOT)	3.00% Applied to: All Units	301	28,601
Insurance		571	54,245
Replacement Reserve	300 per unit per year	300	28,500
Other: Permit and inspection fees		16	1,520
Other:		0	

Initial Inflation Factor	Beginning in Year	Future Inflation Factor
1.0%	6	2.0%
1.0%	6	2.0%
Future Vacancy		
	6	8.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	6	3.0%
4.0%	6	3.0%
5.0%	6	5.0%
3.0%	1	3.0%
5.0%	1	5.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	1	3.0%

	% of Revenue		
<b>Total Expenses</b>	<b>57.23%</b>	<b>7,055</b>	<b>670,269</b>
Base Net Operating Income		5,272	500,883
Part A Mortgage Payment	34.49%	4,252	403,938
<b>Part A Mortgage</b>		<b>83,533</b>	<b>7,935,678</b>
Non MSHDA Financing Mortgage Payment		0	
<b>Non MSHDA Financing Type:</b>		<b>0</b>	
Base Project Cash Flow (excludes ODR)	8.28%	1,020	96,945

Override

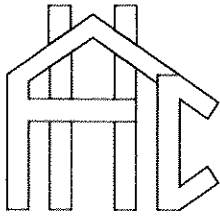
**Cash Flow Projections**

Development MACH 1 - Howard  
 Financing Tax Exempt  
 MSHDA No. 0  
 Step Application  
 Date 01/00/1900  
 Type Acquisition/Rehab

	1	2	3	4	5	6	7	8	9	10
<b>Income</b>										
Annual Rental Income	1,171,152	1,182,864	1,194,692	1,206,639	1,218,705	1,243,080	1,267,941	1,293,300	1,319,166	1,345,549
Annual Non-Rental Income	0	0	0	0	0	0	0	0	0	0
<b>Total Project Revenue</b>	<b>1,171,152</b>	<b>1,182,864</b>	<b>1,194,692</b>	<b>1,206,639</b>	<b>1,218,705</b>	<b>1,243,080</b>	<b>1,267,941</b>	<b>1,293,300</b>	<b>1,319,166</b>	<b>1,345,549</b>
<b>Expenses</b>										
Vacancy Loss	58,558	59,143	59,735	60,332	60,935	99,446	101,433	103,464	105,533	107,644
Management Fee	53,390	54,992	56,641	58,341	60,091	61,894	63,750	65,663	67,633	69,662
Administration	126,350	130,141	134,045	138,066	142,208	146,474	150,869	155,395	160,056	164,868
Project-paid Fuel	9,026	9,296	9,575	9,862	10,158	10,462	10,776	11,100	11,433	11,776
Common Electricity	53,465	55,624	57,849	60,133	62,570	64,447	66,380	68,372	70,423	72,536
Water and Sewer	96,710	101,546	106,623	111,954	117,552	123,429	129,601	136,081	142,865	150,029
Operating and Maintenance	159,885	164,692	169,622	174,711	179,952	185,351	190,911	196,638	202,538	208,614
Real Estate Taxes	0	0	0	0	0	0	0	0	0	0
Payment in Lieu of Taxes (PILOT)	28,601	28,718	28,827	28,930	29,025	28,792	29,229	29,667	30,107	30,549
Insurance	54,245	55,872	57,549	59,275	61,053	62,885	64,771	66,715	68,716	70,777
Replacement Reserve	28,500	29,355	30,236	31,143	32,077	33,039	34,030	35,051	36,103	37,186
Other: Permit and inspection fees	1,520	1,566	1,613	1,661	1,711	1,762	1,815	1,869	1,925	1,983
Other:	0	0	0	0	0	0	0	0	0	0
<b>Subtotal: Operating Expenses</b>	<b>670,269</b>	<b>690,933</b>	<b>712,314</b>	<b>734,437</b>	<b>757,331</b>	<b>817,549</b>	<b>843,132</b>	<b>869,576</b>	<b>896,911</b>	<b>925,171</b>
Debt Service	403,938	403,938	403,938	403,938	403,938	403,938	403,938	403,938	403,938	403,938
Debt Service Part A	0	0	0	0	0	0	0	0	0	0
Debt Service Conventional/Other Financing	0	0	0	0	0	0	0	0	0	0
<b>Total Expenses</b>	<b>1,074,207</b>	<b>1,094,871</b>	<b>1,116,252</b>	<b>1,138,375</b>	<b>1,161,269</b>	<b>1,221,487</b>	<b>1,247,070</b>	<b>1,273,514</b>	<b>1,300,850</b>	<b>1,329,109</b>
<b>Cash Flow(Deficit)</b>	<b>96,945</b>	<b>87,992</b>	<b>78,441</b>	<b>68,264</b>	<b>57,436</b>	<b>21,593</b>	<b>20,871</b>	<b>19,786</b>	<b>18,316</b>	<b>16,440</b>
Cash Flow Per Unit	1,020	926	826	719	605	227	220	208	193	173
Debt Coverage Ratio on Part A Loan	1.24	1.22	1.19	1.17	1.14	1.05	1.05	1.05	1.05	1.04
Debt Coverage Ratio on Conventional/Other Financing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Interest: Rate on Reserves</b>	<b>3%</b>									
<b>Operating Deficit Reserve (ODR) Analysis</b>										
Maintained Debt Coverage Ratio (Hard Debt)	1.00									
Maintained Operating Reserve (No Hard Debt)	250									
Initial Balance	48,698	50,159	51,664	53,214	54,810	56,454	58,148	59,892	61,689	63,540
Total Annual Draw to achieve 1.0 DCR	0	0	0	0	0	0	0	0	0	0
Total Annual Deposit to achieve Maintained DCR	0	0	0	0	0	0	0	0	0	0
Total 1.0 DCR and Maintained DCR	0	0	0	0	0	0	0	0	0	0
Interest	1,461	1,505	1,550	1,596	1,644	1,694	1,744	1,797	1,851	1,906
Ending Balance at Maintained DCR	50,159	51,664	53,214	54,810	56,454	58,148	59,892	61,689	63,540	65,446
Maintained Cash Flow Per Unit	1,020	926	826	719	605	227	220	208	193	173
Maintained Debt Coverage Ratio on Part A Loan	1.24	1.22	1.19	1.17	1.14	1.05	1.05	1.05	1.05	1.04
Maintained Debt Coverage Ratio on Conventional/Other Standard ODR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Non-standard ODR	0	43,698								
<b>Operating Assurance Reserve Analysis</b>										
Required in Year:	1									
Initial Balance	358,059	368,811	379,675	391,272	403,010	415,100	427,553	440,380	453,591	467,199
Interest Income	96,945	11,064	11,396	11,738	12,090	12,453	12,827	13,211	13,608	14,016
Ending Balance	368,811	379,675	391,272	403,010	415,100	427,553	440,380	453,591	467,199	481,215
<b>Deferred Developer Fee Analysis</b>										
Initial Balance	510,000	413,055	325,063	245,622	178,358	120,922	99,329	78,457	58,671	40,355
Dev Fee Paid	96,945	87,992	78,441	68,264	57,436	21,593	20,871	19,786	18,316	16,440
Ending Balance	413,055	325,063	245,622	178,358	120,922	99,329	78,457	58,671	40,355	23,915
<b>Mortgage Resource Fund Loan</b>										
Interest Rate on Subordinated Financing	3%									
Principal Amount of all MSHDA Soft Funds	0									
Current Yr Int	0	0	0	0	0	0	0	0	0	0
Accrued Int	0	0	0	0	0	0	0	0	0	0
Subtotal	0	0	0	0	0	0	0	0	0	0
Annual Payment Due	0	0	0	0	0	0	0	0	0	0
Year End Balance	0	0	0	0	0	0	0	0	0	0

Average Cash Flow as % of Net Income





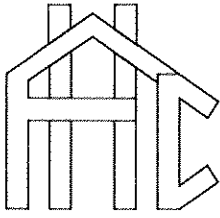
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## Schedule of Rents and Income Limits- Howard Estates

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The proposed project includes all units restricted to families with incomes at 60% AMI. All units will be covered with a Section 8 Project Based Voucher based on the RAD program requirements. Residents will be limited on their portion of rent to 30% of their income minus a utility allowance.





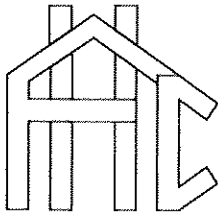
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## Project Timeline- Howard Estates

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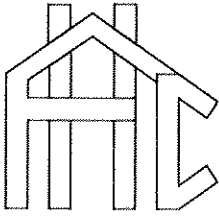
FHC and MHT anticipate submitting an application for funding to MSHDA in March. Closing is expected in late 2022 and construction will begin immediately after closing on the transaction. Howard Estates is to then be expected to be complete in early 2024. Attached is a full proposed timeline of the project.



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<b>Project Stage</b>	<b>Estimated/Actual Date</b>
<b>PRE-DEVELOPMENT</b>	
Ownership Entity Formation	7/23/2021
Zoning Approval	4/1/2022
Site Plan Approval	4/1/2022
Site Control Established	3/15/2022
Tax Abatement Approval	4/1/2022
<b>FINANCING COMMITMENT/APPROVALS</b>	
Construction Financing	8/1/2022
Permanent Financing	8/1/2022
Secondary Financing	N/A
Grant/Subsidy Financing	N/A
Equity Financing	11/19/2021
<b>CLOSING AND DISBURSEMENTS</b>	
Initial Subsidy Layering Review	9/1/2022
Acquisition of Land/Building(s)*	10/1/2022
Construction Financing Disbursement	10/1/2022
Permanent Financing Disbursement	2/1/2024
Secondary Financing Disbursement	N/A
Grant/Subsidy Financing Disbursement	N/A
Initial Equity Disbursement	10/1/2022
<b>CONSTRUCTION/REHABILITATION</b>	
Building Permit Issued	9/15/2022
Final Plans and Specifications	9/1/2022
Construction Start	10/1/2022
50% Completion	6/1/2023
Construction Completion	1/1/2024
<b>POST-CONSTRUCTION</b>	
Temporary/Final Certificates of Occupancy Issued	12/1/2023
Placed in Service Date*	12/1/2023
Begin Lease-Up	10/1/2022
Substantial Rent-Up	3/1/2024
Completion of Cost Certification by CPA	4/1/2024
Final Subsidy Layering Review	5/1/2024
8609 Request Submitted	5/1/2024





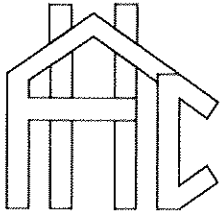
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## Potential Conflicts of Interest- Howard Estates

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There are no known potential conflicts of interest with any individual related to the applicant or the guarantor with any City of Flint Personnel or Members to Flint's City Council.



FLINT HOUSING COMMISSION



## Potenital Bonus Points Narrative

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The quantitative and qualitative impact of this transaction will be huge for the residents, the surrounding neighborhood, and the City of Flint.

### **Preservation and Rehabilitation and Energy Efficiency Improvement**

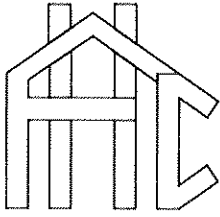
Low-Income Housing Tax Credits (LIHTC), Tax Exempt Bond Financing from the Michigan State Housing Development Authority (MSHDA) will be used to perform a significant rehabilitation of the property. Hard construction costs are expected to exceed \$8,000,000. The proposed rehabilitation will focus on improving energy efficiency and replacing major physical components that are about to exhaust their useful life. Specifically, the transaction will result in the repair and/or replacement of certain building systems including HVAC, parking lot, site signage, landscaping, common area LED lighting and flooring, and in-unit upgrades of Energy Star appliances, bathroom cabinets, sinks, faucets, countertops, flooring, LED lighting, Energy Star windows and entry doors. Further, the development will upgrade community space, playground equipment and other amenities for the residents. The rehabilitation is expected to comply with Enterprise Green Community Standards for moderate rehab.

### **Transitioning to NEW Federal Funding Subsidy Model**

A most unique and both qualitatively and quantitatively impactful characteristic of this transaction will be the transition of federal funding to Section 8 Project Based Vouchers. The transfer to this Section 8 budget authority changes how the property receives future funding increases and thereby ensures that property is able to maintain and reserve funds needed for the long financial stability of the development.

### **Increased PILOT Payment for the City of Flint**

It is important to note that because of the transition from the public housing platform to an LIHTC property with Section 8 Project Based Vouchers the resulting tax revenue to the City of Flint is expected to increase from \$0 paid in 2020 to an estimated new amount of over \$28,000 for the first year post-rehabilitation. That annual tax revenue is projected to steadily increase as shown in the attached materials.



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### **External Amenities**

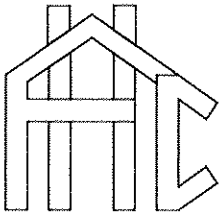
There is public transportation at the property edge with easy access to downtown to the west and shopping to the east. While the property sits adjacent to single-family homes, to the east is a church, Eastern Michigan Food Bank, an active senior center and numerous established local businesses offering stable employment. Howard Estates is located in a Traditional Neighborhood in a Full Choice Area. The WalkScore at this location is 27.

### **Jobs Created**

Based on projects of similar size and scope, it is estimated that 75 temporary construction related jobs will be generated and two full time positions will be preserved. The funding sources also require Section 3 requirements to promote the hiring and training of low-income individuals. Both FHC and MHT have successfully implemented numerous effective Section 3 programs resulting in the creation of real jobs. It is anticipated that residents living at Howard Estates and other FHC properties will be employed by the jobs created.

### **FHC's Outreach Commitment to the Community**

FHC and MHT have worked directly with the residents to discuss the rehab, their needs, and addressing any of the resident's concerns. Overall, the residents are very excited and hopeful for the changes as it will make a great impact and improvement in their lives and living space. FHC and MHT have also reached out directly to 7<sup>th</sup> Ward Councilperson, Allie Herkenroder, and participated in a Town Hall gathering to share the plans with others in the 7<sup>th</sup> ward.



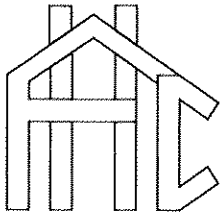
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## MSHDA Application for LIHTC- Howard Estates

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The Application for Low Income Housing Tax Credits will be submitted to MSHDA as part of Flint Housing Commission and MHT's submission for MSHDA direct lending. FHC and MHT are in the process of preparing the application and will share within 30 days of submitting to MSHDA.



FLINT HOUSING COMMISSION



## Howard Estates PILOT Request

### Table of Contents

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1. Background Narrative about the Applicant
2. Proposed Project Narrative
3. Marketing Plan
4. Ownership and Tax Information
5. Development Pro Forma and Trade Payment Breakdown
6. Operating Pro Forma
7. Schedule of Rents and Income Limits
8. Status of the Market Study
9. Project Timeline
10. Conflict of Interests – Not Applicable
11. Potential Bonus Points Narrative
12. MSHDA LIHTC Application

220254

ORDINANCE NO. \_\_\_\_\_

An ordinance to amend the Code of the City of Flint by amending Chapter 18, Taxation; Funds; Purchasing; Article I, In General; Section 18-4.1, Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons.

IT IS HEREBY ORDAINED BY PEOPLE OF THE CITY OF FLINT:

Sec. 1. That the provisions of Chapter 18, Taxation; Funds; Purchasing; Article I, In General; Section 18-4.1, Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons, shall be amended by adding subsection (GG), which shall read in its entirety as follows:

(GG) THE CITY ACKNOWLEDGES THAT **MACH 1 LIMITED DIVIDEND HOUSING ASSOCIATION, LLC** (THE "OWNER") HAS OFFERED, SUBJECT TO RECEIPT OF AN AUTHORITY-AIDED OR FEDERALLY-AIDED MORTGAGE LOAN AND/OR ALLOCATION OF LOW INCOME HOUSING TAX CREDITS FROM THE MICHIGAN STATE HOUSING AND DEVELOPMENT AUTHORITY ("MSHDA"), TO OWN AND OPERATE A HOUSING PROJECT IDENTIFIED AS "**CENTERVIEW APARTMENTS**" (THE "PROJECT") ON CERTAIN PROPERTY LOCATED IN THE CITY TO SERVE PERSONS AND FAMILIES OF LOW INCOME, AND THAT THE OWNER HAS OFFERED TO PAY THE CITY ON ACCOUNT OF THIS HOUSING DEVELOPMENT AN ANNUAL SERVICE CHARGE FOR PUBLIC SERVICES IN LIEU OF AD VALOREM TAXES.

THE CITY ACKNOWLEDGES THAT THE OWNER SHALL BE AFFORDED TAX BENEFITS OF PAYING A SERVICE CHARGE IN LIEU OF AD VALOREM TAXES (BUT

NOT IN LIEU OF PAYMENT OF SPECIAL ASSESSMENTS INCLUDING, BUT NOT LIMITED TO, THE STREET LIGHTING SPECIAL ASSESSMENT). THE CITY FURTHER ACKNOWLEDGES THAT THE OWNER FITS WITHIN THE CLASS AS DESCRIBED IN §18-4.3 BELOW. THE ANNUAL SERVICE CHARGE FOR THE CLASS OF PERSONS OF LOW AND MODERATE INCOME SHALL BE EQUAL TO THREE PERCENT (3%) OF THE ANNUAL SHELTER RENTS, EXCLUSIVE OF CHARGES FOR GAS, ELECTRICITY, HEAT, OR OTHER UTILITIES FURNISHED TO THE OCCUPANTS, INCLUDING THE PORTION OF RENT PAYABLE UNDER ANY GOVERNMENTAL SUBSIDY. NOTWITHSTANDING THE FOREGOING, THE ANNUAL SERVICE CHARGE SHALL NOT EXCEED AD VALOREM PROPERTY TAXES THAT WOULD BE ASSESSED OR PAID ABSENT THIS TAX EXEMPTION.

Sec. 2. This ordinance shall become effective immediately upon publication.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022 A.D.

\_\_\_\_\_  
Sheldon A. Neeley, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
William Kim, Chief Legal Officer

William Kim | Jun 15, 2022 13:02 EDT

**ORDINANCE REVIEW FORM**

FROM: Planning and Development  
Department

NO. 21- \_\_\_\_\_  
Law Office Login #

ORDINANCE NAME: (FF) PILOT ORDINANCE RESOLUTION TO GRANT A THREE (3%) PAYMENT IN LIEU OF TAXES (PILOT) TO PROJECT KNOWN AS CENTERVIEW APARTMENTS, WHICH IS A MIXED INCOME DEVELOPMENT OF 90 RESIDENTIAL UNITS.

**1. ORDINANCE REVIEW - DEPARTMENT DIRECTOR**

The attached ORDINANCE is approved by the Director of the affected Department. By signing, the Director approves this ordinance to be processed for signatures and fully executed.

By: Director *Suzanne Wilcox* DATE: 6/13/22  
Suzanne Wilcox, Director, P&D

**2. ORDINANCE REVIEW-FINANCE DEPARTMENT**

The attached ORDINANCE is submitted to the Finance Department for approval. By signing, the Finance Department approves this ordinance to be processed for signatures and fully executed.

By: *Robert J. F. Widigan* DATE: 06/15/2022  
Robert J.F. Widigan, Chief Financial Officer

By: *Clyde D. Edwards* DATE: 06/16/2022  
Clyde D. Edwards | Jun 16, 2022 13:44 EDT |  
Clyde Edwards, City Administrator

Centerview Apartments, 2001 N Center Rd tax comparisons

- 1) Current taxable value: \$0.00  
 2) PILOT estimation \$19,000.00
- DIFFERENCE BETWEEN PILOT AND TAXES: \$196,315.92 per year**

Based on the Schedule of Rents provided by Flint Housing Commission, at 100% occupancy, given its rental rates for households at 30%, 40%, and 60% of AMI, the total annual rent potential for the 93 units is \$731,160

3) Estimated project ad valorem taxable value:

Market Rent	One Bedroom	Two Bedroom
	\$750	\$950
Number of Units	89	1
	\$66,750	\$950

Monthly Income	\$67,700
Yearly Income	\$812,400
Vacancy/Loss (10%)	(\$81,240)
Potential Gross Income	<u>\$731,160</u>
Expenses	<u>(\$99,585)</u>
Net Operating Income	<u>\$631,575</u>
Cap Rate of 10%	\$6,315,750
SEV/TV	<u>3,157,875</u>
Potential Taxes	<u>\$215,316</u>





**PAYMENT IN LIEU OF TAXES (PILOT) APPLICATION**  
**CITY OF FLINT**

**APPLICANT INFORMATION**

<b>ENTITY NAME</b>	MACH 1 Limited Dividend Housing Association, LLC
<b>REPRESENTATIVES NAME</b>	Jason Borrer and Van Fox
<b>ADDRESS</b>	3820 Richfield Rd, Flint, MI 48506
<b>TELEPHONE NUMBER</b>	810-736-3134
<b>E-MAIL ADDRESS</b>	jborror@flinthc.org      vanfox@mhthousing.net

**GUARANTORS INFORMATION**

<b>ENTITY NAME</b>	Flint Housing Commission
<b>ENTITY PRINCIPAL</b>	Harold Ince, Jr, Executive Director
<b>ADDRESS</b>	3820 Richfield Rd., Flint, MI 48506
<b>TELEPHONE NUMBER</b>	810-736-3134
<b>E-MAIL ADDRESS</b>	Hince@flinthc.org

<b>ENTITY NAME</b>	MHT Housing, Inc.
<b>ENTITY PRINCIPAL</b>	T. Van Fox, President
<b>ADDRESS</b>	32500 Telegraph Rd, Suite 100, Bingham Farms, MI 48025
<b>TELEPHONE NUMBER</b>	248-833-0550
<b>E-MAIL ADDRESS</b>	vanfox@mhthousing.net

Have you submitted an application for this same project to the City of Flint previously and been denied?    No

Do you owe the city funds for delinquent taxes of utility bills?    No

Did you include the names of all officers and/or directors as it relates to this application?    Yes

## **PROJECT INFORMATION**

<b>PROJECT NAME</b>	Centerview Apartments
<b>ADDRESS OF PROJECT</b>	2001 N. Center Rd., Flint, MI 48506
<b>PARCEL ID</b>	41-04-478-019
<b>LEGAL DESCRIPTION</b>	The North 400 feet of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 4, Township 7 North, Range 7 East, City of Flint, Genesee County Records.
<b>NAME OF OWNERSHIP ENTITY</b>	Flint Housing Commission

## **DEVELOPMENT TEAM**

<b>APPLICANT PRIMARY POINT OF CONTACT</b>	Jason Borrer
<b>ARCHITECTURAL FIRM</b>	Jeffrey Graham, KEM_TEC, 586-772-2222
<b>CONSTRUCTION PROJECT MANAGER</b>	Tony Martin, MHT Construction Management, 248-833-0550
<b>GENERAL CONTRACTOR FOR PROJECT</b>	MHT Construction Management, 248-833-0550

<b>Number of Years</b>	40 years	<b>Beginning Year</b>	2024
<b>Percent of PILOT</b>	3%	<b>Ending Year</b>	2064

**Applicant or applicant's representatives must execute the following statement and provide it as a part of the application.**

**The person's completing this application hereby declares that:**

- 1. They will not violate any of the laws of the State of Michigan or the United States of America or any ordinance of the City of Flint.**
- 2. Should any of the information provided in this application or any attachment thereto change in the term of the license or any renewal thereof, they will notify the City in writing within thirty (30) days of such change.**
- 3. They have contacted MSHDA to ensure eligibility.**

Date 3/7/2022

Harold S. Ince Jr. (FHC)

T. Van Fox (MHT)

Authorized Applicant Representative (PRINT)

Authorized Applicant Representative (SIGN)

**PILOT APPLICATION CHECKLIST**

<b>CHECK ALL THAT HAVE BEEN INCLUDED WITH THIS APPLICATION; IF NOT INCLUDED, PLEASE PROVIDE A BRIEF DESCRIPTION OF WHY.</b>	
Legal description of project real property	Ex. 4
Complete list of the owner/ownership interest in the project	Ex. 1
Background information of applicant/guarantors, including development experience, if any, and all relevant information pertaining to the PILOT project	Ex. 1
Site Plan	Ex. 2
Detailed narrative describing the PILOT that details the following: a) Intended usage/target market b) Economic impact c) Environmental impact including any measures taken to mitigate negative impacts d) Impact on City infrastructure, including transportation and utilities e) Impact on City services, such as police, fire, EMS, code enforcement f) Square footage of the building and land to be renovated g) Architectural renderings, including number and types of units h) Any other information needed to fully explain the project	Ex. 2
Will the project be located in an existing facility? a) If an existing facility, when was it constructed?	Yes 1969
If new construction, please complete the following: a) Estimated date of commencement of construction of the project covered in this application b) Description of project to be constructed including size, type, quality of construction c) Approximate date of commencement of this project's operation	Not New Construction
Describe the marketing plan for the project, identifying the intended market. a) List the types of lessees anticipated b) How long is full occupancy expected to take? c) Who will serve as the manager of this project?	Ex. 3
Provide Housing Market Data to show demand. If a Market Study was completed, provide a copy of this.	Ex. 8
Briefly describe the ownership and tax information for this project. Include in this section the following: a) State the location of the proposed project by street address and legal description b) Name the property owner at the time of the application submittal c) If the applicant does not presently own the property, attach a valid option to purchase the property d) Describe any and all existing financing, options, and liens on the property	Ex. 4

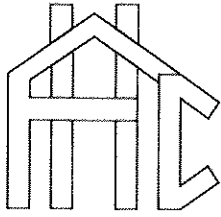
<p>e) State the tax parcel number for all property involved with the Project and the current assessed value of the property</p> <p>f) Are any assessments presently under appeal? If yes, discuss status.</p> <p>g) Will the project result in a subdivision of any present tax parcel?</p>	
<p>Provide a detailed development prop forma outlining proposed hard, soft, and financing costs associated with proposed development. Proforma MUST identify all sources of financing and terms including applicant equity, construction and permanent financing, and any government assistance. Proposals will contain detailed breakdowns.</p>	Ex. 5
<p>Provide a detailed operating pro forma that will include all anticipated Major Revenues and Expenses for the full term of the requested PILOT.</p>	Ex. 6
<p>Are changes proposed to the public space around the Project (ie: sidewalks, lighting, landscaping)?</p>	Ex. 2
<p>State the proposed time schedule for the project including anticipated dates and the following:</p> <p>a) Closing the loan or contributing financing availability</p> <p>b) First expenditure of funds with regard to the project</p> <p>c) Anticipated date construction will begin</p> <p>d) Anticipated completion date</p>	Ex. 9
<p>Development team:</p> <p>a) Applicant primary point of contact</p> <p>b) Architect and engineers</p> <p>c) Construction Project Manager</p> <p>d) General Contractor for project</p> <p>e) Other professionals</p>	Application
<p>Please describe any potential conflicts of interest that the applicant or any guarantor may have with any City Personnel or City Council members</p>	Ex. 10
<p>Include a copy of the completed MSHDA application for Low Income Housing Tax Credits within thirty (30) days of submittal to MSHDA</p>	Ex. 12
<p>Bonus Points:</p> <p>a) Identify Target Area from Master Plan and/or Consolidated Plan</p> <p>b) Neighborhood outreach with fill list of outreach provided</p> <p>c) Document the target level of energy efficiency standard for the project</p> <p>d) Identify and report on the external amenities (ie: Walk Score, transit, schools, etc.)</p>	Ex. 11

## PILOT Scoring Matrix

<b>Point Scoring: N/A, 0, 1, 2, or 3. N/A= not applicable, 0= No answer provided or info omitted, 1= poor or below expectation, 2= average or meets minimum standard 3= exceeds minimum standards</b>		
<b>General Points</b>	<b>Points Possible</b>	<b>Points Scored</b>
Application is complete with all attachments submitted.	3	
Project Team has prior successful affordable housing experience	3	1 project/1year 2 projects/5 years 3/projects 10 years
Project is considered Mixed Income (both Market and Affordable Units)	3	20%, 30%, 40%
Project incorporates a mix of units (studio, 1-, 2-, 3-bedrooms) *definitions in app	3	25%, 50%, 75%
Quality of Site Improvements, Place Making	3	
<b>Bonus points (one point per documented line item)</b>		
<b>Priority</b>	<b>Points Possible</b>	<b>Points Scored</b>
Project is in Local Target Area as outlined in the Consolidated Plan/Master Plan	1	
Neighborhood/Block Club Engagement (Include full list of outreach)	1	
Energy Efficiency Standard Incorporated	1/level (max of 3)	
External Amenities (Walkability, proximity to transit, etc.)	70-89- 1 pt. 90 or above- 2 pts.	
General Points Possible/Received	15	
Bonus Points Possible/Received	7	
<b>Total Points for Evaluation</b>	<b>22</b>	

<b>Interpretation</b>	<b>Total Score</b>	<b>Total Points</b>
Poor	< 8	
Acceptable	8-15	
Excellent	16-22	

<b>Disqualifying factors (Mark any present and return to agency if existing)</b>	
Less than 51% of the property is Affordable Units	
Applicant does not own, nor do they have consent from owner to proceed	
Construction has begun prior to application for PILOT	
Applicant is not an eligible entity as outlined in Application Eligibility	
Not in Good Standing with the City of Flint on other properties	



FLINT HOUSING COMMISSION



## PILOT Request Background Narrative

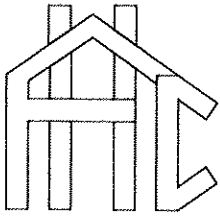
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The Flint Housing Commission (FHC) is a Michigan public body corporate organized as a housing agency and operating under the Michigan Housing Facilities Act, MCL 125.653 et seq. FHC mission is to provide quality affordable housing for low- to moderate-income families, and to make affordable housing in Flint a “housing of choice.” FHC is currently comprised of approximately 1,144 units of public housing. FHC also administers approximately 900 Housing Choice Vouchers (HCV) through the Section 8 Program. FHC intends to complete Rental Assistance Demonstration (RAD) conversions of the Public Housing properties. Each property will execute a 20-year Housing Assistance Payment (HAP) contract with HUD. At the time of conversion, each property is expected to receive substantial renovations utilizing LIHTC and other funding resources to finance the project conversion plans. To assist with these RAD conversions, FHC has hired MHT Housing, Inc. (MHT) to provide additional technical assistance based on their extensive background in affordable housing.

MHT is a non-profit affordable housing developer in Michigan with over 30 years of experience. MHT owns over 6,500 units of housing and has experience in all types of multi-family housing development. MHT specializes in building attractive units while respecting the tenants and neighbors surrounding the housing communities. MHT is partnering with FHC to rehabilitate the Centerview Apartments property and care for the property for the long term.

FHC and MHT are working in partnership to complete project planning, securing financial commitments, providing guarantees, construction oversight, property management and compliance. FHC and MHT will satisfy requirements of investors, the Michigan State Housing Development Authority (MSHDA) and the Department of Housing and Urban Development (HUD) using LIHTC and RAD to preserve a critical affordable housing community in the City of Flint.

MHT Management, LLC will be the property manager on behalf of FHC. MHT Management is well established and has been staffed with a group of high caliber real estate industry professionals, with a vast majority of their tenure being in affordable housing. MHT Management currently manages over 9,500 units throughout Michigan and Indiana.



FLINT HOUSING COMMISSION



Centerview Apartments, located at 2001 N. Center Rd., is a 90-unit apartment community built in 1969. The entity created to own the property is MACH 1 Limited Dividend Housing Association, LLC and will be jointly managed by FHC and MHT.



**General Partner/Member Experience  
This page must be included in Exhibit 12a**

<b>General Partner/Member Name:</b>	MHT Housing, Inc.
<b>Is the General Partner/Member shown in Section C.1 of the LIHTC Program Application?</b>	yes
<b>If you answered "No," please explain the relationship between the owner shown here to the owner in the application:</b>	

Complete the chart below including ALL affordable developments the GP/Member has experience in owning and developing. Failure to fully complete this chart or clearly define the relationship between the entity(ies) shown above to the information presented in the LIHTC Program Application may result in a loss of points when applying to LIHTC.

Name and Project Number of Project Owned	City and State	Number of Units	Construction type	Date of Ownership (mm/dd/yy)		Date Project Last Placed in Service	Type of Financing as defined by Tier 1 in Scoring Criteria Section D, #1	LIHTC Project?	8609 issue date (mm/dd/yy)	Has the project materially defaulted on any obligation?*	Did the Project have any uncorrected 8823s that have been outstanding longer than 6 months?*	Included in Point Total for Owner/EP Experience Points?
				Begin	End							
Example: ABC Apts A12345	Lansing, MI	23	Acq./Rehab	3/1/2001	10/14/2008	5/1/2003	HUD 221 (9)(4)	Yes	5/5/2004	No	No	2/3
9100 on Grand	Detroit, MI	36	New Construction	11/25/2018		4/8/2019	LIHTC	Yes	9/14/2020	No	No	1
Adams Senior Village II	Westland, MI	120	Acq./Rehab	11/1/2003		2/24/2016	LIHTC/HUD 223F	Yes	7/23/2018	No	No	1/2
Ambrose Ridge II	Plainfield Twp, MI	84	Acq./Rehab	6/15/1996		1/31/2018	LIHTC/MSHDA	Yes	8/12/2020	No	No	1/2
Apple Ridge II	Kalamazoo, MI	56	Acquisition	1/8/2010		2/24/2005, Rehab in Progress	LIHTC/HUD 223F	Yes	Pending	No	No	2/3
Aspen Hills II	Garfield Township, MI	70	Acq./Rehab	8/6/2002		8/29/2019	LIHTC/HUD 223F	Yes	9/10/2020	No	No	1/2
Benjamin Manor	Highland Park, MI	81	Acq./Rehab	1/31/2012		NA	NSP/MSHDA	No	NA	No	No	No
Brentwood II	Belding, MI	48	Acq./Rehab	7/11/2003	6/17/2019	12/30/2003	LIHTC/CONV	Yes	10/11/2004	No	No	No
Calumet II	Detroit, MI	104	Acq./Rehab	12/30/1991		12/27/2007	LIHTC/MSHDA	Yes	10/8/2009	No	No	2/3
Cambiot Hills II	Lansing, MI	102	Acq./Rehab	6/20/2003		10/23/2019	CONV/LIHTC	Yes	Pending	No	No	2/3
Cass Apartments aka Arthur Artistei	Detroit, MI	41	Adaptive Re-use	11/1/2012		11/22/2013	LIHTC/MSHDA	Yes	3/8/2016	No	No	2/3
Centerline Park Towers II	Center Line, MI	300	Acq./Rehab	4/21/2005		1/1/2006, Rehab in Process	221D4/LIHTC	Yes	10/10/2006	No	No	2/3
Center Ridge Arms	Essexville, MI	100	Acq./Rehab	3/30/2021		Rehab in Process	LIHTC/MSHDA	Yes	Pending	No	No	No
Chase Run III	Mt. Pleasant, MI	160	Acq./Rehab	7/12/1997		12/31/2017	CONV/LIHTC/MSHDA	Yes	Pending	No	No	2/3
Clay Apartments	Detroit, MI	42	New Construction	3/12/2019		9/25/2020	CONV	Yes	Pending	No	No	No
Colonial Meadows II	Pontiac, MI	82	Acquisition	6/1/2011		12/31/2020	MSHDA	Yes	Pending	No	No	No
Dauner Haus II	Fenton, MI	41	New Construction	12/21/1995		2/26/1997	LIHTC/CONV	Yes	3/9/1998	No	No	No
Dauner Haus III	Fenton, MI	151	Acq./Rehab	6/27/1995		9/30/2008	LIHTC/CONV	Yes	10/8/2009	No	No	2/3

\* A material default on any obligation includes, but is not limited to the following: project foreclosure, filing a bankruptcy petition, or providing a deed in lieu of foreclosure. If answered yes, the project cannot be counted towards the general partner/member experience total. However, explanation can be provided on tab C of this workbook.

\*\* If the project has any uncorrected 8823s that have been outstanding longer than 6 months, then that project cannot be counted towards the general partner/member experience total. However, explanation can be provided on tab C of this workbook.

Name and Project Number of Project Owned	City and State	Number of Units	Construction type	Date of Ownership (mm/dd/yy)		Date Project Last Placed in Service	Type of Financing as defined by Tier 1 in Scoring Criteria Section D, #1	LIHTC Project?	8609 issue date (mm/dd/yy)	Has the project materially defaulted on any obligations?*	Does the Project have any uncorrected 8823s that have been outstanding longer than 6 months? **	Included in Point Total for Owner/GP Experience Points?
				Begin	End							
Example: ABC Apts A12345	Lansing, MI	23	Acq./Rehab	3/1/2001	10/14/2008	5/1/2003	HUD 221 (D)(4)	Yes	5/5/2004	No	No	2/3
Dearborn Town Center Senior	Dearborn, MI	77	New Construction	12/8/2017		12/5/2018	LIHTC	Yes	8/12/2020	No	No	1
Delhi Stratford Place	Holt, MI	96	Acquisition	12/28/2010		1/13/2006	MSHDA/LIHTC	Yes	12/9/2010	No	No	2/3
Dickerson Manor	Detroit, MI	66	New Construction	9/1/2010		11/9/2011	CONV/LIHTC	Yes	3/1/2013	No	No	2/3
Gabrielle	Highland Park, MI	336	Acq./Rehab	6/24/1994		12/1/1994	MSHDA/LIHTC	Yes	12/27/1994	No	No	No
Glendale Buena Vista	Highland Park, MI	93	Acq./Rehab	12/31/1991		12/30/1991	MSHDA/RAP/LIHTC	Yes	12/29/1993	No	No	No
Harbor Pointe	Benton Twp, MI	84	New Construction	8/28/1998	2/5/2018	1/1/2000	LIHTC	Yes	2/12/2001	No	No	No
Harbor Pointe II	Benton Twp, MI	72	New Construction	8/25/2001	2/5/2018	1/1/2003	CONV/LIHTC	Yes	9/15/2003	No	No	No
Highland Manor	Highland Park, MI	48	New Construction	9/10/2009		3/16/2010	LIHTC/221 D4	Yes	1/30/2012	No	No	2/3
Hope Senior	Oxford, MI	50	New Construction	3/15/1993		12/17/1993	TAXABLE BOND/MSHDA/LIHTC	Yes	12/29/1993	No	No	No
Jefferson Meadows	Detroit, MI	83	Acquisition	11/1/2011		NA	MSHDA HOME//LIHTC	Yes	NA	No	No	No
Jefferson Square II	Detroit, MI	180	Acq./Rehab	12/30/1991		12/17/2007	HUD/221 D4	Yes	10/26/2009	No	No	2/3
Jennings Senior Living	Detroit, MI	46	Adaptive Re-use	7/10/2014		8/28/2015	LIHTC/HOME	Yes	2/27/2017	No	No	2/3
Maplewood Manor	Bay City, MI	158	Acq./Rehab	2/27/2015		12/30/2015	LIHTC/ HUD 221D4	Yes	11/9/2017	No	No	2/3
McDonald Square II	Detroit, MI	180	Acq./Rehab	12/30/1991		9/26/2007	MSHDA/LIHTC	Yes	3/18/2009	No	No	2/3
Mill Pond Manor II	Brighton, MI	58	Acq./Rehab	3/22/2013		6/1/2015	LIHTC/ HUD 221D4	Yes	5/7/2018	No	No	1/2/4
Milwaukee Junction	Detroit, MI	25	New Construction	5/7/2020		NA, Under Construction	CONV	Yes	Pending	No	No	No
Newman Court Apartments	Pontiac, MI	172	Acq./Rehab	11/8/2017		10/25/2018	LIHTC/ HUD 223F/ BOND	Yes	6/18/2020	No	No	1
Oakwood Manor	Eastpointe, MI	44	New Construction	6/27/2012		7/1/2013	NSP/HOME	No	NA	No	No	2
Pablo Davis II	Detroit, MI	75	Acq./Rehab	11/28/2018		12/31/2019	CONV/LIHTC	Yes	Pending	No	No	No
Palmer Court Townhomes	Detroit, MI	173	Acq./Rehab	10/20/2010		10/13/2011	MSHDA/LIHTC	Yes	12/6/2012	No	No	2/3
Parkview Place II	Detroit, MI	199	Acq./Rehab	5/1/2002		12/31/2020	LIHTC/Pass Thru	Yes	Pending	No	No	2/3
Prince Hall Place	Detroit, MI	156	Acq./Rehab	11/1/2009		1992	CONV/MSHDA	Yes	7/1/2013	No	No	No
Renaissance	Pontiac, MI	56	Acq./Rehab	10/10/2017		NA	LIHTC/ HUD	Yes	NA	No	No	No
Ridgewood Vista	Jackson, MI	150	Acq./Rehab	6/27/1993		9/23/2008	LIHTC/MSHDA	Yes	10/20/2009	No	No	2/3
River Terrace	Benton Harbor, MI	270	Acq./Rehab	6/23/2006		1/1/2007	LIHTC/MSHDA	Yes	3/11/2008	No	No	2/3
Royal Oak Tower	Ferdale, MI	200	Acq./Rehab	6/15/2003	12/27/2019	12/30/2003	MSHDA/LIHTC/Pass Thru	Yes	12/29/2004	No	No	No
Sacred Heart	St. Francis, WI	68	Adaptive Re-use	10/1/2011		12/7/2011	LIHTC/WHEDA	Yes	11/10/2012	No	No	2/3
Shiloh Commons II	Flint, MI	125	Acq./Rehab	3/19/2020		12/31/2020	LIHTC/MSHDA	Yes	Pending	No	No	No
Silver Creek II	Fiat Rock, MI	111	Acq./Rehab	1/12/1997		12/31/2017	CONV/LIHTC/MSHDA	Yes	Pending	No	No	2/3
South Hill II	Millford, MI	120	Acq./Rehab	8/10/2007		10/11/2007	MSHDA/LIHTC	Yes	1/28/2009	No	No	2/3
Tri City Village	Waterford, MI	56	Acq./Rehab	4/19/2006		4/19/2006	HUD 221D4/LIHTC	Yes	6/28/2007	No	No	2/3
University Club	Detroit, MI	120	Acq./Rehab	1/1/2010		NA	MSHDA/HOME	No	NA	No	No	No
Uptown Towers	Portland, OR	71	Acq./Rehab	1/20/2011		2/1/2011	LIHTC/CONV	Yes	3/15/2012	No	No	2/3
Van Dyke Center II	Detroit, MI	200	Acq./Rehab	8/16/2007		11/8/2007	MSHDA/LIHTC	Yes	3/13/2009	No	No	2/3
Village at Bloomfield	Pontiac, MI	150	New Construction	11/24/2020		NA, Under Construction	Tax Exempt Bond/HOME/MR	No	Pending	No	No	No
Village of Royal Oak	Royal Oak, MI	147	New Construction	2/1/2010		10/24/2011	LIHTC/MSHDA	Yes	9/17/2012	No	No	2/3

Name and Project Number of Project Owned	City and State	Number of Units	Construction type	Date of Ownership (mm/dd/yy)		Date Project Last Placed in Service	Type of Financing as defined by Tier 1 in Scoring Criteria section D, #1	LIHTC Project?	8609 issue date (mm/dd/yy)	Has the project materially defaulted on any obligation?*	Does the Project have any uncorrected 862's that have been outstanding longer than 6 months?***	Included in Point Total for Owner/ GP Experience Points?
				Begin	End							
Example: ABC Apts A12345	Lansing, MI	23	Acq./Rehab	3/1/2001	10/14/2008	5/1/2003	HUD 221 (b)(4)	Yes	5/5/2004	No	No	2/3
Village East	Springfield, OR	42	Acq./Rehab	12/19/2014		1/1/2015	LIHTC/CONV	Yes	2/12/2016	No	No	2/3
Village Park	Detroit, MI	57	Acq./Rehab	2/1/2012		2/1/2012	NSP/HOME/MSHDA	Yes	NA	No	No	2/3
Vista Villa	Saginaw, MI	100	Acq./Rehab	6/14/1993		6/1/1994	MSHDA/LIHTC	Yes	12/27/1994	No	No	No
Walnut Grove II	Grand Rapids, MI	80	Acq./Rehab	6/20/2003		12/12/2018	CONV/LIHTC	Yes	Pending	No	No	2/3
Westchester Towers	Wayne, MI	223	Acq./Rehab	5/17/2001	5/31/2018	1/4/2002	LIHTC/HUD 223F	Yes	11/26/2002	No	No	No
Wildwood	Westland, MI	229	Acq./Rehab	4/28/2011		12/1/2011	LIHTC/221D4	Yes	9/12/2013	No	No	2/3

**Management Experience**  
This page must be included as Exhibit 12b

<b>Management Entity:</b>	MHT Management, LLC
Is the management entity identified above the same as shown in Section C.4 of the LIHTC Program Application?	
Yes	
If you answered "No," please explain the relationship between the management entity shown here and the management entity in the application:	

Complete the chart below. Failure to fully complete this chart or clearly define the relationship between the management entity identified here and in the LIHTC Program Application may result in a loss of points when applying for LIHTC.

Name of Project Managed	City and State	Number of Units	Date of Management (mm/dd/yy)*		Type of Financing	LIHTC Project? **	Does the Project have any uncorrected 8823s that have been outstanding longer than 6 months?***	Included in Point Total for Management Experience Points?
			Begin	End				
Example: XYZ Project 9100 on Grand	Ann Arbor, MI	33	4/5/2002	5/3/2009	LIHTC	Yes	No	Yes
Adams Senior Village II	Detroit, MI	36	4/8/2019		LIHTC	Yes	No	No
Ambrose Ridge II	Westland, MI	120	7/31/2007		HUD 223(F)	Yes	No	Yes
Apple Ridge II	Grand Rapids, MI	84	10/1/2017		LIHTC	Yes	No	Yes
Arthur Antisdel (a.k.a. Cass Community)	Kalamazoo, MI	56	11/1/2008		CONV	Yes	No	Yes
Aspen Hills II	Detroit, MI	41	11/1/2013		PBV	Yes	No	Yes
Benjamin Manor	Traverse City, MI	70	10/1/2017		LIHTC/HUD 223F	Yes	No	Yes
Brentwood II	Highland Park, MI	81	8/1/2009		NSP/MISHDA	Yes	No	Yes
Calumet II	Belding, MI	48	10/1/2017	6/17/2019	CONV/LIHTC	Yes	No	No
Camelot Hills II	Lansing, MI	102	3/1/2008		MISHDA	Yes	No	Yes
Centerline Park Towers II	Center Line, MI	300	4/1/2007		CONV	Yes	No	Yes
Center Ridge Arms	Essexville, MI	100	3/30/2021		HUD221(D)4	Yes	No	Yes
Chase Run III	Mt. Pleasant, MI	160	1/1/2005		MISHDA	Yes	No	No
Clay Apartments	Detroit, MI	42	3/22/2019		CONV	Yes	No	Yes
Colonial Meadows	Pontiac, MI	83	6/1/2011		MISHDA	Yes	No	No
Dauner Haus III	Fenton, MI	151	2/1/2010		MISHDA	Yes	No	Yes
Dauner Haus II	Fenton, MI	41	2/1/2010		CONV	Yes	No	Yes
Dearborn Town Center Senior	Dearborn, MI	77	12/5/2018		CONV	Yes	No	No
Delhi Stratford Place	Holt, MI	96	6/1/2010		MISHDA	Yes	No	Yes
Dickerson Manor	Detroit, MI	66	9/1/2010		CONV	Yes	No	Yes
Gabrielle	Highland Park, MI	336	2/1/2010		MISHDA	Yes	No	Yes
Glendale Buena Vista	Highland Park, MI	93	2/1/2010		MISHDA	Yes	No	Yes

\* Must be the date rent-up began if managing the property at that time, otherwise the date the company started managing the project, not the date of the start of construction.

\*\* Points will only be given to management of LIHTC projects

••• If the project has any uncorrected 8823s that have been outstanding longer than 6 months, then that project cannot be counted towards the management experience total. However, explanation can be provided on tab C of this workbook.

Name of Project Managed	City and State	Number of Units	Date of Management (mm/dd/yy)*		Type of Financing	LIHTC Project? **	Does the Project have any uncorrected 8823s that have been outstanding longer than 6 months? ***	Included in Point Total for Management Experience Points?
			Begin	End				
Example: XYZ Project	Ann Arbor, MI	33	4/5/2002	5/3/2009	LIHTC	Yes	No	Yes
Harbor Pointe	Benton Harbor, MI	84	4/1/2017	2/6/2018	LIHTC	Yes	No	No
Harbor Pointe II	Benton Harbor, MI	72	4/1/2017	2/6/2018	CONV/LIHTC	Yes	No	No
Highland Manor	Highland Park, MI	48	11/1/2010		HUD 223(F)	Yes	No	Yes
Hope Senior	Oxford, MI	50	2/1/2010		MSHDA/HOME	Yes	No	Yes
Jefferson Meadows	Detroit, MI	83	11/1/2011		MSHDA	Yes	No	Yes
Jefferson Square II	Detroit, MI	180	10/1/2007		HUD 221(D)4	Yes	No	Yes
Jennings Senior Living	Detroit, MI	46	8/28/2015		CONV	Yes	No	Yes
McDonald Square II	Detroit, MI	180	2/1/2010		MSHDA	Yes	No	Yes
Mill Pond Manor II	Brighton, MI	58	1/1/2013		HUD 221(D)4	Yes	No	Yes
Milwaukee Junction	Detroit, MI	25	Under Construction		CONV	Yes	No	No
Newman Court II	Pontiac, MI	172	6/1/2016		HUD	Yes	No	Yes
Oakwood Manor	Eastpointe, MI	44	7/1/2013		NSP/HOME	No	No	No
Pablo Davis II	Detroit, MI	75	2/1/2014		CONV	Yes	No	Yes
Palmer Court Townhomes	Detroit, MI	173	5/1/2009		MSHDA	Yes	No	Yes
Parview Place II	Detroit, MI	199	12/1/2004		PASS THRU	Yes	No	Yes
Prince Hall Place	Detroit, MI	156	10/30/2008		MSHDA	Yes	No	Yes
Renaissance	Pontiac, MI	56	1/1/2016		CONV	Yes	No	Yes
Ridgewood Vista	Jackson, MI	150	2/1/2010		MSHDA	Yes	No	Yes
River Terrace	Benton Harbor, MI	270	2/1/2010		MSHDA	Yes	No	Yes
Royal Oak Tower	Ferdale, MI	200	2/1/2010	12/27/2019	MSHDA/ SEC 236	Yes	No	No
Shioh Commons II	Flint, MI	125	2/1/2018		MSHDA	Yes	No	Yes
Silver Creek II	Flat Rock, MI	111	11/1/2003		MSHDA	Yes	No	Yes
South Hill	Midford, MI	120	2/1/2010		MSHDA	Yes	No	Yes
University Club	Detroit, MI	120	1/1/2010		MSHDA	No	No	No
Van Dyke Center II	Detroit, MI	200	2/1/2010		MSHDA	Yes	No	Yes
Village Park	Detroit, MI	56	10/1/2010		MSHDA	Yes	No	Yes
Village of Royal Oak	Royal Oak, MI	147	2/15/2011		MSHDA	Yes	No	Yes
Vista Villa	Saginaw, MI	100	1/2/2009		MSHDA	Yes	No	Yes
Walnut Grove II	Grand Rapids, MI	80	4/1/2017		CONV/LIHTC	Yes	No	Yes
Westchester Towers	Wayne, MI	223	10/1/2004	5/31/2018	HUD 223(F)	Yes	No	No
Wildwood Apartments	Westland, MI	229	4/28/2011		HUD 221(D)4	Yes	No	Yes

**General Partner/Member & Management Entity - Explanation Page**  
**This page must be included as part of Exhibits 12a and 12b**

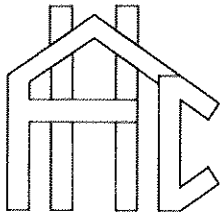
If you answered yes for any project under the column titled "Has the project materially defaulted on any obligation?" from tab A of this workbook, please provide written explanation.

Project Name	Explanation
NA	

If you answered yes for any project under the column titled "Does the project have any uncorrected 8823s that have been outstanding longer than 6 months?" from tab A or B of this workbook, please provide written explanation.

- General Partner/Member       Management Entity

Project Name	Explanation
NA	



FLINT HOUSING COMMISSION



## PILOT Proposed Project Narrative

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### Background

The Flint Housing Commission (FHC) and MHT Housing, Inc. (MHT) intend to submit an application for Low-Income Housing Tax Credits (LIHTC) and Tax-Exempt Bond Financing from the Michigan State Housing Development Authority (MSHDA) in order to reposition the financing and leverage debt to perform \$5.5 million in rehabilitation at Centerview Apartments located at 2001 N. Center Rd., Flint Michigan 48506. The repositioning of the property will include converting the US Department of Housing and Urban Development (HUD) subsidy to the property from the Public Housing Section 9 program to the Housing Choice Voucher (HCV) Section 8 program. The change will allow FHC to stabilize income for the property by signing a 20-year Housing Assistance Payment (HAP) contract and mandatory 20-year renewal with HUD. **This transaction is only feasible if the City of Flint is willing to reissue a Payment in Lieu of Taxes (PILOT) agreement to continue for the term of the new (40 year) MSHDA and HUD financing.**

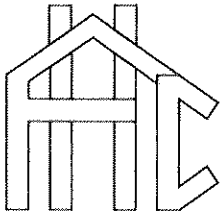
### Intended Usage / Target Market

Centerview Apartments is a 3-story 90 unit apartment building with two (2) elevators. Completing the RAD conversion will allow FHC to preserve affordable housing. All 90 apartments will continue to serve the low- and very low income community. The property will provide housing for residents who are at or below the 60% Area Median Income (AMI). Similar to the existing Public Housing program, residents will only pay 30% of their income towards rent and the property will receive subsidies through vouchers on each apartment.

### Economic Impact

Flint Housing Commission currently has a PILOT of 10% on rental income minus utility expenses at Howard Estates. In the current PILOT, HUD subsidy is not included as rental income to the property. Based on this formula, FHC has paid **\$4,037** in fiscal year 2019 and **\$4,222** in fiscal year 2020. The requested PILOT is for 3% of rental income minus utility expenses. In the new requested PILOT, ALL tenant paid rent and HUD (Section 8) subsidy will be considered rental income and will result in a net increase in tax paid by the property. The PILOT to be paid in the first year after conversion and renovations, is projected around **\$19,000** and will continue to increase as shown in the projections provided.





## FLINT HOUSING COMMISSION

### Environmental Impact

Centerview Apartments will receive significant upgrades immediately after closing. The renovations will have several beneficial environmental impacts to the property and the residents. Inside the apartments, residents will receive clean new living spaces where floors have been restored or replaced throughout and walls have fresh paint. This will have a tremendous impact to remove dust, mold, or other allergens which may not be addressed when families occupy a dwelling for long periods of time. The building will receive new make-up air (MUA) rooftop units which are currently not in operation. This will help improve comfort as well as the overall indoor air-quality for residents. The property will receive numerous energy efficient upgrades which are designed to improve the quality of living and reduce operating expenses. Upgrades will include low-flow water fixtures and LED interior and exterior lighting throughout. Through the course of construction, any lead-based paint or asbestos containing materials (ACM) discovered in the construction process will be responsibly addressed. There is a green roof on some of the building which will be maintained. The building will be rehabilitated to Enterprise Green Standards for Moderate Rehab.

### Impact on City Infrastructure

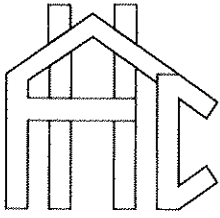
FHC and MHT have established energy efficient upgrades as a major goal to be accomplished. Upgrades will be performed to reduce demand on the electrical, natural gas and water systems. The property will see significant reductions in water usage through the use of low-flow (0.8 gallon per flush) toilets and other fixtures. The property has recently received boiler upgrades so there is not expected to be significant reductions in natural gas usage. There are expected to be minor reductions to electric usage after new LED interior and exterior lighting upgrades are completed. No other changes are expected to have an impact on the City infrastructure.

### Impact on City Services

New LED site lighting will improve the safety and security for the residents. This will also improve the ability for police, fire and EMS to respond. Sidewalk and parking lot repairs have recently been completed to provide for safe ingress and egress to the property for all visitors. All work requiring a permit will be properly inspected.

### Square Footage of the Buildings and Land

Centerview Apartments was built in 1968 and has been owned and operated by the Flint Housing Commission since it was first occupied. The total land area is 112,820 SF or 2.59 acres. The parcel Identification number for Centerview Apartments is 41-04-478-019. The address for Centerview



## FLINT HOUSING COMMISSION

Apartment is 2001 N. Center Road, Flint, MI 48506. The center of the building has a basement which contains mechanical building systems and there are 3 wings to the building which are on slab foundations. There are 90 apartments on 3-stories in the property totaling 58,161 SF of gross building area. There are 89 one-bedroom 504 SF apartments and 1 two-bedroom 735 SF apartment. There are several common areas including a community room, a fitness/game room and laundry facilities on each floor.

### Architectural Renderings

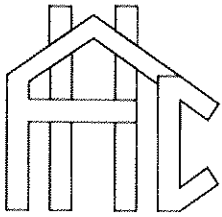
See attachment

Centerview has 89 one-bedroom units at 504 square feet each and 1 two bedroom unit at 735 square feet. All apartments are in one 3-story building with 2 elevators.

### Other Information

Each apartment has heating and cooling controlled by individual thermostats. There are community laundry facilities on each floor. There are two elevators, including a sizable freight elevator to assist with moving larger items. There is a green roof which adds an environmentally friendly and aesthetically pleasing feature. Residents have a patio off the community room which has afternoon and evening shade and is enjoyed by many. Residents generally have a small garden on the property to allow for an added outdoor activity. There is public transportation at the property edge with sizable established employment centers to the south and east. There is easy access to the freeway for those with personal transportation and an abundance of shopping and dining options. There is a Rite Aid across the street for quick and easy access to conveniences. The property sits on the border of residential and commercial properties. There are single-family homes to the north, east and west, beside two churches to the immediate north and west. The commercial businesses are to the south.





FLINT HOUSING COMMISSION



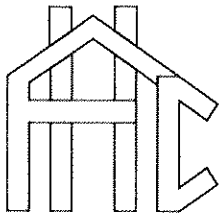
## Marketing

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MHT Management, LLC will be the property manager for the Centerview Apartments property upon conversion. A list of experience for MHT Management, LLC is found with the background narrative as exhibit 1. MHT Management, LLC is very familiar with managing affordable housing properties including Shiloh Commons in Flint.

Centerview Apartments will be targeted towards families or individuals at or below 60% Area Median Income (AMI). All apartments at Centerview Apartments will have rental assistance which will allow all apartments to provide affordable housing. The section 8 Project Based Rental Assistance will be linked to the apartments at this housing community and will assist residents in paying rent. With this Section 8 program, residents will typically only pay 30% of their income and the subsidy will cover the rest of the rent. This will help ensure those Flint families most in need are able to have a nice place to call "Home."

Since Centerview Apartments is an occupied housing community now, and as part of the RAD program with HUD, all residents will have the right to return to a unit in the community once the construction is complete full occupancy should be achieved shortly after construction. A few units will remain vacant until construction is complete to ensure a place for residents to stay while their unit is under construction.



FLINT HOUSING COMMISSION



## Ownership and Tax Information

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Centerview Apartments is located at 2001 N Center Rd, Flint, MI 48506. That parcel identification number is 41-04-478-019.

Legal Description:

*The North 400 feet of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 4, Township 7 North, Range 7 East, City of Flint, Genesee County Records.*

The property is currently owned by the Flint Housing Commission (FHC). Once all funding has been secured, the property will be transferred to MACH I Limited Dividend Housing Association, LLC.

There is a Declaration of Trust and Restrictive Covenant recorded on the property requiring it to be used for affordable housing and requiring HUD approval to change funding programs. No liens exist on this site.

The current assessed value is \$0 since the property is owned by a public entity and as such, there are not any assessments under appeal.



## FLINT HOUSING COMMISSION

Harold Ince, Jr.  
Executive Director  
1820 Richfield Road  
Flint, Michigan 48506  
Phone: (810) 736-3050  
(810) 736-0158

*Board of Commissioners.*  
President Geraldine Redmond, Resident Commissioner  
Vice President Philip Schmitter  
Commissioner Chua Morgan  
Commissioner De Waun Robinson

March 7, 2022

Department of Planning and Development  
City of Flint  
1101 S. Saginaw St.  
Flint, MI 48502  
Attn: Suzanne Wilcox

RE: PILOT Application Option to Purchase Real Property

This letter is to inform you that the Flint Housing Commission intends to execute an Option to Ground Lease and Acquire Improvements like the attached draft for the purposes of Low-Income Housing Tax Credit (LIHTC) redevelopment with an entity, MACH 1 Limited Dividend Housing Association, LLC., established by the Flint Housing Commission.

Sincerely,

Harold S. Ince, Jr.  
Executive Director



## OPTION TO GROUND LEASE AND ACQUIRE IMPROVEMENTS

This option to ground lease and acquire improvements agreement (the "Option") is made this \_\_\_\_ day of \_\_\_\_\_, 2022 (the "Effective Date"), between the **FLINT HOUSING COMMISSION**, a Michigan public body corporate (the "Ground Lessor" or "Optionor") and **MACH 1 LIMITED DIVIDEND HOUSING ASSOCIATION, LLC**, a Michigan limited liability company (the "Optionee"). The Optionor and Optionee are at times collectively referred to hereinafter as the "Parties" or individually as the "Party."

### RECITALS

- A. WHEREAS, Optionor is the owner of those certain four parcels of land located in the City of Flint, County of Genesee, State of Michigan (collectively, the "Parcels") and the improvements thereon, commonly known as Mince Manor, Aldridge Place, Centerview and Howard Estates, respectively (collectively, the "Improvements").
- B. WHEREAS, Optionor and MHT Housing, Inc., an affiliate of Optionee, entered into or will enter into that certain Business Term Sheet governing plans for redevelopment of the Improvements (the "**Business Term Sheet**").
- C. WHEREAS, Optionor desires to provide Optionee with an Option to ground lease the Parcels, and an Option to acquire the Improvements, which are more particularly described in Exhibit A attached hereto and incorporated herein.
- D. WHEREAS, Optionee desires to enter into this Option to lease the Parcels and acquire the Improvements from Optionor for the redevelopment and operation of four multi-family rental developments located therein (together, the "Project"), which contain \_\_\_\_\_ (\_\_\_\_\_) rental units, [all] of which will receive Section 8 rental assistance pursuant to the Rental Assistance Demonstration ("RAD") program.
- E. WHEREAS, this Option is being provided to Optionee in order to provide evidence of site control sufficient to satisfy the Michigan State Housing Development Authority's Low Income Housing Tax Credit ("LIHTC") Qualified Allocation Plan requirements in anticipation of Optionee's upcoming LIHTC application.

NOW THEREFORE, in consideration of the sum of One Hundred and 00/100 (\$100.00) Dollars, to be paid by Optionee to Optionor, which payment Optionee shall provide upon its execution of this Option, Optionor hereby grants to Optionee the right and option to lease said Parcel and acquire said Improvements, for the term and in accordance with the covenants and conditions set forth herein, as follows:

- 1. Period: This Option may be exercised at any time within the twelve (12) month period following the Effective Date of the Option (the "Option Period").
- 2. Ground Lease Terms: The Option shall be subject to the terms, covenants

and provisions of the ground lease ultimately entered into between the Parties (the "Ground Lease"). The term of the Ground Lease will be agreed to by the Parties, but in no event shall it be less than 50 years. The rent for the Ground Lease is subject to negotiation.

3. Limited Warranty Deed Terms: The Option shall be subject to the terms, covenants and provisions of the limited warranty deed conveying the Improvements to the Optionee (the "Deed"). The acquisition cost for the Improvements is \$ \_\_\_\_\_. Upon termination of the Ground Lease, all of Optionee's right to title and interest in the Improvements shall revert to Optionor.
4. HUD and Other Approvals: The Option, Ground Lease and Deed shall be subject to any and all applicable United States Department of Housing and Urban Development ("HUD") approvals required for disposition of the property and development of the Project, as well as any approvals required from Optionor's Board of Commissioners.
5. Conflict of Interest: The Optionee has no conflict of interest, and shall inform Optionor of any subsequent potential conflict of interest that would cause Optionee to violate its obligations under applicable regulations, including 2 CFR Part 200.
6. Assignment or Transfer. This Option may not be sold, assigned or transferred by Optionee without the approval or consent of Optionor, which approval or consent shall be granted or denied in Optionor's sole discretion.
7. Extension of Term. In the event that Optionee fails to exercise this Option within the Option Period, Optionee may, upon written notice to Optionor no later than fifteen (15) days prior to the expiration of the Option Period, request an extension of the Option Period, for the period of six (6) months (the "Extended Option Period"), which extension Optionor shall be granted or denied in Optionor's sole discretion. Such extension request shall be accompanied with an additional Ten 00/100 Dollar (\$10.00) payment.
8. Termination of Rights. In the event that Optionee fails to exercise this Option during either of the Option Period or Extended Option Period, all rights and privileges granted hereunder shall be deemed completely surrendered, this Option terminated, and Optionor shall retain all money paid for the Option, and no additional money shall be payable by either Party to the other.
9. Access. Optionor shall permit Optionee, during the Option Period, free ingress and egress to the Parcel and Improvements for the sole purpose of conducting any survey, inspection, and other activities of a similar nature as Optionee may deem necessary, at the sole cost of Optionee. Further, following any access, inspection or testing, Optionee shall make every



effort to restore the Parcel to the condition it was immediately prior to the access and in all instances shall address or eliminate any health and safety hazards caused as a result of the access.

10. Indemnification. Optionee hereby shall indemnify and hold harmless Optionor, and its elected or appointed officials, directors, officers, agents or employees, successors and assigns, against any claim of liability or loss from personal injury or property damage resulting from or arising out of the access, use, and entry upon the Parcel or Improvements by the Optionee, its employees, affiliates, servants, contractors or agents, excepting, however, such claims or damages as may be due to or caused by the gross negligence or omissions of Optionor, or its elected or appointed officials, directors, officers, agents or employees, successors and assigns.
11. Insurance. In addition, before Optionee, its employees, affiliates, servants, contractors or agents enters onto the property for the purposes stated in this Section 8, Optionee shall deliver to Optionor a certificate of insurance naming Optionor as additional insured under a commercial general liability policy of insurance maintained by Optionee, which policy shall include contractual indemnity coverage.
12. Notice. Notice of the exercise of this Option shall be given by Optionee to Optionor in writing by certified mail, return receipt requested to the address provided in the Business Term Sheet. Notice shall be deemed effective on the date it is posted. On the date of such notice, the Parties agree that the mutually acceptable finalized version of the Ground Lease shall take effect and said Deed may be recorded.

**[SIGNATURE PAGE FOLLOWS]**

IN WITNESS WHEREOF, the parties have executed this Option as of the Effective Date.

**OPTIONOR:**

**FLINT HOUSING COMMISSION**, a Michigan public body corporate

By: \_\_\_\_\_  
Name: Harold. S. Ince, Jr.  
Its: Executive Director

**OPTIONEE:**

**MACH 1 Limited Dividend Housing Association, LLC**, a Michigan limited liability company

By: \_\_\_\_\_  
Its: Manager

By: \_\_\_\_\_  
Its: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

## EXHIBIT A

### LEGAL DESCRIPTION

*[to be confirmed]*

#### Aldridge Place

5838 Edgar Holt Dr., Flint, MI 48505  
47-30-301-003

*Land situation in the City of Flint, County of Genesee, State of Michigan, described as: Beginning at the intersection of the North line of Mott Avenue and the West line of Selby Street from said point of beginning, North 89°06' West, 744.50 feet along a line, said line also being the Northerly right-of-way line of Mott Avenue (60 feet wide) (not developed); thence North 01°04'17" East, 834.40 feet; thence South 89°06' East, 744.50 feet to the Westerly right-of-way line of said Selby Street; thence continuing along said right-of-way line, South 01°04'17" West, 834.40 feet to the point of beginning.*

#### Centerview Apartments

2001 N. Center Rd, Flint, MI 48506  
41-04-478-019

*The North 400 feet of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 4, Township 7 North, Range 7 East, City of Flint, Genesee County Records.*

#### Howard Estates

1802 Lapeer Rd., Flint, MI 48503  
41-17-309-032

*Lots 97 through 103 including, also Lots 107 through 110 including, Also part of Lot 111, Floral Park Plat, described as: Beginning at a Point on the southerly line of Lapeer Road, 63.4 feet north 82°15'10" west, from the northwesterly corner of Lot 104 of said Plat; Thence north 08°15'10" west, along said southerly line to a Point 236.86 feet from the northeasterly corner of lot 106 of said Plat; thence north 77°00'40" west along said southerly line 145.94 Feet; thence north 68°43'40" west 272.70 feet; thence north 60°33'30" West 82.70 feet; thence south 46°24'50" east 508.72 feet; thence North 60°18' east 45 feet; thence south 30°52'50" east 80 feet to the Northwesterly corner of said Lot 97; thence north 60°18' east 429.5 Feet to the northeasterly corner of said lot 103; thence north 00°22'30" east along the westerly line of said Lot 108, 11.15 feet to The northwesterly corner of said lot; thence north 77°17'30" West 66.4 feet; thence northerly 203.15 feet to the point of beginning.*

**Mince Manor** (Please note, parcel ID subject to change as a result of a land combination. The proposed legal description included with the land combination request is reflected below.)

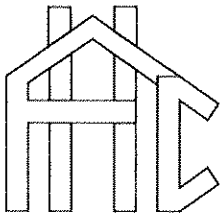
3800 Richfield Rd., Flint, MI 48506

47-33-476-095

*THE EAST 245.20 FEET OF THE WEST 815.90 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN, EXCEPTING THEREFROM THE PART DESCRIBED AS: THE EAST 213.20 FEET OF THE WEST 815.00 FEET OF THE NORTH 250 FEET OF THE SOUTHEAST 1 /4 OF THE SOUTHEAST 1 /4 , ALSO EXCEPTING THE NORTHERLY 50 FEET OF THE WESTERLY 32 FEET, SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN.*

*ALSO*

*THE EAST 62.5 FEET OF THE WEST 570.70 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, EXCEPT THE NORTHERLY 340.00 FEET.*



FLINT HOUSING COMMISSION



## Development Pro Forma

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Attached is the projected redevelopment proforma for Centerview along with a trade payment breakdown detailing the scope of the proposed renovation. The proforma uses standard formulas and assumptions by MSHDA as part of their LIHTC direct lending programs.

This preservation transaction incorporates a number of funding sources. A description of the permanent sources includes the following:

- First Mortgage loan provided by MSHDA of \$1,229,195. This anticipated loan included tax-exempt bonds at an interest rate of 4.10% with a 40-year term.
- A seller note from the proceeds of the land lease will also be included in the sources of this rehabilitation in the amount of \$3,500,000.
- LIHTC equity in the amount of \$5,301,635 based on \$0.91/LIHTC is also anticipated.
- Income from Operations during the construction period will contribute \$164,338.
- A Developer Note of \$2,372,028 will be incorporated as well.
- Finally, deferred developer fee of \$1,000,000 will round out the sources for this transaction.

Centerview Apartments

2/10/2022

Permanent Financing- MSHDA Tax-Exempt Bond Financing - Monthly Debt Service 4.10% for 40 years  
 Construction Financing - MSHDA Tax-Exempt Bond Financing - 4.10%, interest only

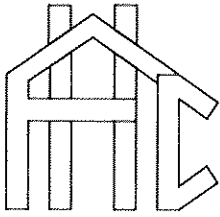
Uses

Acquisition		
	Land	\$ 73,000
	Buildings	\$ 3,427,000
	Subtotal	\$ 3,500,000
Construction		
	Structures and on-site improvements	\$ 4,750,000
	General Requirements, Overhead, Builder Profit	\$ 693,842
	Permits, Bond Premium, Tap Fees, Cost Certification	\$ 146,142
	Construction Contingency (10% of est. Const Costs)	\$ 558,998
	Subtotal	\$ 6,148,982
Professional Fees		
	Architect, Engineer, Legal, and other Professional Fees	\$ 223,000
	Subtotal	\$ 223,000
Financing Costs		
	Construction Financing	\$ 400,486
	Permanent Financing	\$ 141,099
	Investor and LIHTC related costs	\$ 2,047,299
	Subtotal	\$ 2,588,884
Project Reserves		
	Tax & Insurance and other project reserves	\$ 1,106,330
	Subtotal	\$ 1,106,330
	<b>Total Development Costs</b>	<b>\$ 13,567,196</b>

Sources

MSHDA Permanent Mortgage	\$	1,229,195
LIHTC Equity	\$	5,301,635
Income from Operations	\$	164,338
Seller Note	\$	3,500,000
Developer Note	\$	2,372,028
Deferred Developer Fee	\$	1,000,000
<b>Total Permanent Sources</b>	<b>\$</b>	<b>13,567,196</b>
<b>MSHDA Construction Loan</b>	<b>\$</b>	<b>7,054,942</b>

All numbers are preliminary and are subject to change based on lender and investor requirements.



FLINT HOUSING COMMISSION



## Projected Operating Pro Forma

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Attached is the projected operating proforma for Centerview along with the cash flow projections using the standard formulas and inflation factors used by MSHDA as part of their LIHTC direct lending programs. Operating projections are based on previous expenses and expenses at comparable units. The income is based on the RAD rents published by HUD for this specific project.

Development MACH 1 - Centerview  
 Financing Tax Exempt  
 MSHDA No.  
 Step Application  
 Date  
 Type Acquisition/Rehab

**Mortgage Assumptions:**  
 Debt Coverage Ratio 3.45  
 Mortgage Interest Rate 4.100%  
 Pay Rate 4.100%  
 Mortgage Term 40 years  
 Income from Operations Yes  
 PBV and/or Existing Section 8 Assistance

**Instructions**

**Total Development Income Potential**

	Per Unit	Total
Annual Rental Income	9,209	828,816
Annual Non-Rental Income	0	0
<b>Total Project Revenue</b>	<b>9,209</b>	<b>828,816</b>

**Total Development Expenses**

Vacancy Loss	5.00% of annual rent potential	460	41,441
Management Fee	562 per unit per year	562	50,580
Administration		1,330	119,700
Project-paid Fuel		95	8,550
Common Electricity		563	50,670
Water and Sewer		1,018	91,620
Operating and Maintenance		1,683	151,470
Real Estate Taxes		0	
Payment in Lieu of Taxes (PILOT)	3.00% Applied to: All Units	212	19,096
Insurance		571	51,390
Replacement Reserve	300 per unit per year	300	27,000
Other: Permit and inspection fees		16	1,440
Other:		0	

Initial Inflation Factor	Beginning in Year	Future Inflation Factor
1.0%	6	2.0%
1.0%	6	2.0%
Future Vacancy		
	6	8.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	6	3.0%
4.0%	6	3.0%
5.0%	6	5.0%
3.0%	1	3.0%
5.0%	1	5.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	1	3.0%

	% of Revenue		
<b>Total Expenses</b>	<b>73.96%</b>	<b>6,811</b>	<b>612,957</b>
Base Net Operating Income		2,398	215,859
Part A Mortgage Payment	7.55%	695	62,568
<b>Part A Mortgage</b>		<b>13,658</b>	<b>1,229,195</b>
Non MSHDA Financing Mortgage Payment		0	
<b>Non MSHDA Financing Type:</b>		<b>0</b>	
Base Project Cash Flow (excludes ODR)	18.50%	1,703	153,291

Override



**Cash Flow Projections**

Development MACH 1 - Centerville  
 Financing Tax Exempt  
 MSHDA No. 0  
 Step Application  
 Date 01/00/1900  
 Type Acquisition/Rehab

	1	2	3	4	5	6	7	8	9	10
<b>Income</b>										
Annual Rental Income	828,816	837,104	845,475	853,930	862,469	879,719	897,313	915,259	933,564	952,236
Annual Non-Rental Income	0	0	0	0	0	0	0	0	0	0
<b>Total Project Revenue</b>	<b>828,816</b>	<b>837,104</b>	<b>845,475</b>	<b>853,930</b>	<b>862,469</b>	<b>879,719</b>	<b>897,313</b>	<b>915,259</b>	<b>933,564</b>	<b>952,236</b>
<b>Expenses</b>										
Vacancy Loss	41,441	41,855	42,274	42,696	43,123	43,556	43,992	44,431	44,875	45,326
Management Fee	50,580	52,097	53,660	55,270	56,928	58,636	60,395	62,207	64,073	65,985
Administration	119,700	123,291	126,990	130,799	134,723	138,765	142,928	147,216	151,632	156,181
Project-paid Fuel	8,550	8,807	9,071	9,343	9,623	9,912	10,209	10,515	10,831	11,156
Common Electricity	50,670	52,697	54,805	56,997	59,277	61,645	64,099	66,647	69,289	72,026
Water and Sewer	81,620	86,201	90,911	95,752	100,725	105,933	111,369	117,036	122,928	129,058
Operating and Maintenance	151,470	156,014	160,695	165,515	170,481	175,595	180,963	186,589	192,378	198,334
Real Estate Taxes	0	0	0	0	0	0	0	0	0	0
Payment in Lieu of Taxes (PILOT)	19,096	19,126	19,149	19,165	19,172	19,172	19,172	19,172	19,172	19,172
Insurance	51,390	52,932	54,520	56,155	57,840	59,575	61,362	63,203	65,099	67,052
Replacement Reserve	27,000	27,810	28,644	29,504	30,389	31,300	32,239	33,207	34,203	35,229
Other, Permit and inspection fees	1,440	1,483	1,528	1,574	1,621	1,669	1,719	1,771	1,824	1,879
Other	0	0	0	0	0	0	0	0	0	0
<b>Subtotal: Operating Expenses</b>	<b>612,957</b>	<b>632,313</b>	<b>652,346</b>	<b>673,080</b>	<b>694,542</b>	<b>716,462</b>	<b>738,858</b>	<b>761,755</b>	<b>785,166</b>	<b>809,086</b>
<b>Debt Service</b>										
Debt Service Part A	62,568	62,568	62,568	62,568	62,568	62,568	62,568	62,568	62,568	62,568
Debt Service Conventional/Other Financing	0	0	0	0	0	0	0	0	0	0
<b>Total Expenses</b>	<b>675,525</b>	<b>694,881</b>	<b>714,914</b>	<b>735,648</b>	<b>757,110</b>	<b>779,030</b>	<b>801,426</b>	<b>824,323</b>	<b>847,734</b>	<b>871,654</b>
<b>Cash Flow/(Deficit)</b>	<b>153,291</b>	<b>142,223</b>	<b>130,561</b>	<b>118,282</b>	<b>105,359</b>	<b>92,689</b>	<b>79,455</b>	<b>65,535</b>	<b>51,830</b>	<b>37,182</b>
<b>Cash Flow Per Unit</b>	<b>1,703</b>	<b>1,580</b>	<b>1,451</b>	<b>1,314</b>	<b>1,171</b>	<b>1,024</b>	<b>873</b>	<b>719</b>	<b>561</b>	<b>400</b>
<b>Debt Coverage Ratio on Part A Loan</b>	<b>3.45</b>	<b>3.27</b>	<b>3.09</b>	<b>2.89</b>	<b>2.68</b>	<b>2.46</b>	<b>2.24</b>	<b>2.02</b>	<b>1.80</b>	<b>1.58</b>
<b>Debt Coverage Ratio on Conventional/Other Financing</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

Average Cash Flow as % of Net Income

Interest Rate on Reserves	3%
<b>Operating Deficit Reserve (ODR) Analysis</b>	
Maintained Debt Coverage Ratio (Hard Debt)	1.00
Maintained Operating Reserve (No Hard Debt)	250
Initial Balance	95,592
Total Annual Draw to achieve 1.0 DCR	0
Total Annual Deposit to achieve Maintained DCR	0
Total 1.0 DCR and Maintained DCR	0
Interest	2,888
Ending Balance at Maintained DCR	98,460
Maintained Cash Flow Per Unit	1,703
Maintained Debt Coverage Ratio on Part A Loan	3.45
Maintained Debt Coverage Ratio on Conventional/Other Standard ODR	N/A
Non-standard ODR	95,592

	1	2	3	4	5	6	7	8	9	10
<b>Operating Assurance Reserve Analysis</b>										
Required in Year	1									
Initial Balance	225,175									
Interest Income	6,958	7,167	7,382	7,603	7,831	8,066	8,308	8,557	8,814	9,078
Ending Balance	231,930	238,888	246,055	253,436	261,039	268,871	276,937	285,245	293,802	302,616

<b>Deferred Developer Fee Analysis</b>	
Initial Balance	1,000,000
Dev Fee Paid	153,291
Ending Balance	846,709
Repaid in yr	0

<b>Mortgage Resource Fund Loan</b>	
Interest Rate on Subordinate Financing	3%
Principal Amount of all MSHDA Soft Funds	0
Current Yr Int	0
Accrued Int	0
Subtotal	0
Annual Payment Due	0
Year End Balance	0

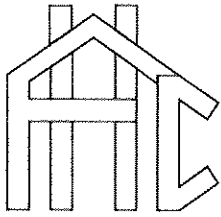
<b>Initial Deposit</b>	<b>95,592</b>
<b>Initial Balance</b>	<b>225,175</b>
<b>% of Cash Flow</b>	<b>50%</b>

<b>Initial Balance</b>	<b>225,175</b>
<b>Interest Income</b>	<b>6,958</b>
<b>Ending Balance</b>	<b>231,930</b>

<b>Initial Balance</b>	<b>1,000,000</b>
<b>Dev Fee Paid</b>	<b>153,291</b>
<b>Ending Balance</b>	<b>846,709</b>
<b>Repaid in yr</b>	<b>0</b>

<b>Initial Balance</b>	<b>0</b>
<b>% of Cash Flow</b>	<b>50%</b>





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## Schedule of Rents and Income Limits

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The proposed project includes all units restricted to families with incomes at 60% AMI. All units will be covered with a Section 8 Project Based Rental Assistance based on the RAD program requirements. Residents will be limited on their portion of rent to 30% of their income minus a utility allowance.

Development MACH 1 - Centerview  
 Financing Tax Exempt  
 MSHDA No. 0  
 Step Application  
 Date #####  
 Type Acquisition/Retab

**INSTRUCTIONS**

Income Limits for	Genesee County (Effective April 1, 2021)				
	1 Person	2 Person	3 Person	4 Person	5 Person
30% of area median	13,800	15,750	17,730	19,680	21,270
40% of area median	18,400	21,000	23,640	26,240	28,360
50% of area median	23,000	26,250	29,550	32,800	35,450
60% of area median	27,600	31,500	35,460	39,360	42,540

**Rental Income**

Unit	No. of Units	Unit Type	Bedrooms	Baths	Net Sq. Ft.	Contract Rent	Utilities	Total Housing Expense	Gross Rent	Current Section 8 Contract Rent	% of Gross Rent	% of Total Units	Gross Square Feet	% of Total Square Feet	IC Units Square Feet	Unit Type	Max Allowed Housing Expense
60% Area Median Income Units																	
60% Yes Family	89	Apartment	1	1.0	504	765	0	765	817,020		98.6%	98.9%	44,856	98.4%	44,856		738
B	1	Apartment	2	1.0	735	983	0	983	11,796		1.4%	1.1%	735	1.6%	735		886
Mgrs									828,816	0	100.0%	100.0%	45,591	100.0%	45,591		
Total Revenue Units	90								0	0	0.0%	0.0%	0	0.0%	0		
Manager Units	0																
Income Average	60.00%																
Set Aside	100.00%																

Gross Rent Potential	828,816
Average Monthly Rent	767
Gross Square Footage	45,591

HOME Units SF/Total Units SF 0.0%  
 # HOME Units/# Total Units 0.0%

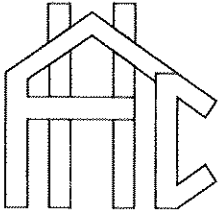
Utility Allowances  
 Owner-Paid Owner-Paid Owner-Paid Owner-Paid  
 Electricity A/C Gas Water Sewer Other

Utility Allowances	Owner-Paid	Owner-Paid	Owner-Paid	Owner-Paid	Other	Total
Electricity	0	0	0	0	0	0
A/C	0	0	0	0	0	0
Gas	0	0	0	0	0	0
Water	0	0	0	0	0	0
Sewer	0	0	0	0	0	0
Other	0	0	0	0	0	0

Annual Non-Rental Income  
 Misc. and Interest  
 Laundry  
 Carpets  
 Other:  
 Other:

	Annual	Monthly
Total Income	828,816	69,068
Rental Income	0	0
Non-Rental Income	828,816	69,068
Total Project Revenue	828,816	69,068

0



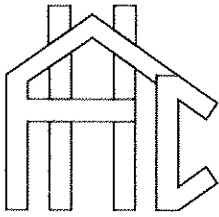
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## Project Timeline

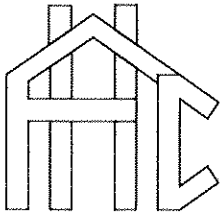
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Flint Housing Commission is anticipating submitting a 4% MSHDA application in March. Closing is expected in the 4<sup>th</sup> quarter of 2022 and construction will begin immediately after closing on the transaction. Centerview Apartments is to then be expected to be placed in service in early 2024, about 14 months following the construction start date. Attached is a full proposed timeline of the project.



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<b>Project Stage</b>	<b>Estimated/Actual Date</b>
<b>PRE-DEVELOPMENT</b>	
Ownership Entity Formation	7/23/2021
Zoning Approval	4/1/2022
Site Plan Approval	4/1/2022
Site Control Established	3/15/2022
Tax Abatement Approval	4/1/2022
<b>FINANCING COMMITMENT/APPROVALS</b>	
Construction Financing	8/1/2022
Permanent Financing	8/1/2022
Secondary Financing	N/A
Grant/Subsidy Financing	N/A
Equity Financing	11/19/2021
<b>CLOSING AND DISBURSEMENTS</b>	
Initial Subsidy Layering Review	9/1/2022
Acquisition of Land/Building(s)*	10/1/2022
Construction Financing Disbursement	10/1/2022
Permanent Financing Disbursement	2/1/2024
Secondary Financing Disbursement	N/A
Grant/Subsidy Financing Disbursement	N/A
Initial Equity Disbursement	10/1/2022
<b>CONSTRUCTION/REHABILITATION</b>	
Building Permit Issued	9/15/2022
Final Plans and Specifications	9/1/2022
Construction Start	10/1/2022
50% Completion	6/1/2023
Construction Completion	1/1/2024
<b>POST-CONSTRUCTION</b>	
Temporary/Final Certificates of Occupancy Issued	12/1/2023
Placed in Service Date*	12/1/2023
Begin Lease-Up	10/1/2022
Substantial Rent-Up	3/1/2024
Completion of Cost Certification by CPA	4/1/2024
Final Subsidy Layering Review	5/1/2024
8609 Request Submitted	5/1/2024



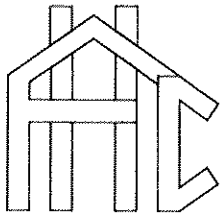
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## Potential Conflicts of Interest- Centerview Apartments

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There are no known potential conflicts of interest with any individual related to the applicant or the guarantor with any City of Flint Personnel or Members to Flint's City Council.



FLINT HOUSING COMMISSION



## Potential Bonus Points Narrative

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The quantitative and qualitative impact of this transaction will be huge for the residents, the surrounding neighborhood, and the City of Flint.

### **Preservation and Rehabilitation and Energy Efficiency Improvement**

Low-Income Housing Tax Credits (LIHTC), Tax Exempt Bond Financing from the Michigan State Housing Development Authority (MSHDA) will be used to perform a significant rehabilitation of the property. Hard construction costs are expected to exceed \$5,500,000 or over \$60,000 per unit. The proposed rehabilitation will focus on improving energy efficiency and replacing major physical components that are about to exhaust their useful life. Specifically, the transaction will result in the repair and/or replacement of certain building systems including HVAC, roofing, elevator upgrades, LED lighting throughout, and in-unit upgrades of Energy Star appliances, kitchen and bathroom cabinets, sink, faucet, countertops, painting and flooring. Further, the development will upgrade community space, and other amenities for the residents. The rehabilitation is expected to comply with Enterprise Green Community Standards for moderate rehabs.

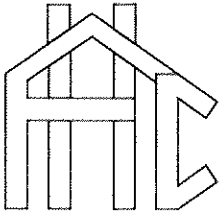
### **Transitioning to NEW Federal Funding Subsidy Model**

A most unique and both qualitatively and quantitatively impactful characteristic of this transaction will be the transition of federal funding to Section 8 Project Based Rental Assistance. The transfer to this Section 8 budget authority changes how the property receives future funding increases and thereby ensures that property is able to maintain and reserve funds needed for the long-term financial stability of the development.

### **Increased PILOT Payment for the City of Flint**

It is important to note that because of the transition from the public housing platform to an LIHTC property with Section 8 Project Based Rental Assistance the resulting, payment to the City of Flint is expected to increase from \$4,222.37 paid in 2020 to an estimated new amount of over \$19,000 in the first year post-rehabilitation.





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### **External Amenities**

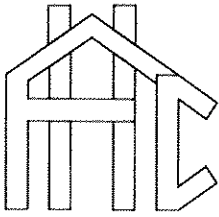
At Centerview Apartments there is a Rite Aid pharmacy across the street for conveniences and numerous restaurants. There is a Kroger one mile to the north accessible by public transportation. Centerview offers easy access to the freeway, shopping, and business centers including a newly constructed General Motors Part Distribution facility ½ mile away. A public transportation bus stop is directly across the street. Centerview is located within a Traditional Neighborhood and is in a CDBG Eligible Block Group. The WalkScore is 47.

### **Jobs Created**

Based on projects of similar size and scope, it is estimated that 75 temporary construction related jobs will be generated and two full time positions will be preserved. The funding sources also require Section 3 requirements to promote the hiring and training of low-income individuals. Both FHC and MHT have successfully implemented numerous effective Section 3 programs resulting in the creation of real jobs. It is expected that residents living at FHC properties will be employed by the jobs created.

### **FHC's Outreach Commitment to the Community**

FHC has worked directly with their residents to discuss the rehab, their needs, and addressing any of the resident's concerns. Overall, the residents are very excited and hopeful for the changes as it will make a great impact and improvement on their lives and living space. FHC and MHT have also reached out to 4<sup>th</sup> Ward Council person, Judy Priestley, to share the plans for the rehabilitation.



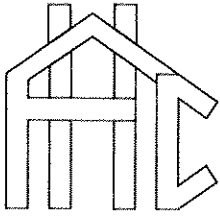
FLINT HOUSING COMMISSION



## MSHDA Application for LIHTC- Centerview Apartments

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The Application for Low Income Housing Tax Credits will be submitted to MSHDA as part of Flint Housing Commission and MHT's submission for MSHDA direct lending. FHC and MHT are in the process of preparing the application and will share within 30 days of submitting to MSHDA.



FLINT HOUSING COMMISSION



# Centerview Apartments PILOT Request

## Table of Contents

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1. Background Narrative about the Applicant
2. Proposed Project Narrative
3. Marketing Plan
4. Ownership and Tax Information
5. Development Pro Forma and Trade Payment Breakdown
6. Operating Pro Forma
7. Schedule of Rents and Income Limits
8. Status of the Market Study
9. Project Timeline
10. Conflict of Interests - Not Applicable
11. Potential Bonus Points Narrative
12. MSHDA LIHTC Application

220255

ORDINANCE NO. \_\_\_\_\_

An ordinance to amend the Code of the City of Flint by amending Chapter 18, Taxation; Funds; Purchasing; Article I, In General; Section 18-4.1, Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons.

IT IS HEREBY ORDAINED BY PEOPLE OF THE CITY OF FLINT:

Sec. 1. That the provisions of Chapter 18, Taxation; Funds; Purchasing; Article I, In General; Section 18-4.1, Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons, shall be amended by adding subsection (GG), which shall read in its entirety as follows:

(GG) THE CITY ACKNOWLEDGES THAT **MACH 1 LIMITED DIVIDEND HOUSING ASSOCIATION, LLC** (THE "OWNER") HAS OFFERED, SUBJECT TO RECEIPT OF AN AUTHORITY-AIDED OR FEDERALLY-AIDED MORTGAGE LOAN AND/OR ALLOCATION OF LOW INCOME HOUSING TAX CREDITS FROM THE MICHIGAN STATE HOUSING AND DEVELOPMENT AUTHORITY ("MSHDA"), TO OWN AND OPERATE A HOUSING PROJECT IDENTIFIED AS "**ALDRIDGE PLACE APARTMENTS**" (THE "PROJECT") ON CERTAIN PROPERTY LOCATED IN THE CITY TO SERVE PERSONS AND FAMILIES OF LOW INCOME, AND THAT THE OWNER HAS OFFERED TO PAY THE CITY ON ACCOUNT OF THIS HOUSING DEVELOPMENT AN ANNUAL SERVICE CHARGE FOR PUBLIC SERVICES IN LIEU OF AD VALOREM TAXES.

THE CITY ACKNOWLEDGES THAT THE OWNER SHALL BE AFFORDED TAX BENEFITS OF PAYING A SERVICE CHARGE IN LIEU OF AD VALOREM TAXES (BUT


NOT IN LIEU OF PAYMENT OF SPECIAL ASSESSMENTS INCLUDING, BUT NOT LIMITED TO, THE STREET LIGHTING SPECIAL ASSESSMENT). THE CITY FURTHER ACKNOWLEDGES THAT THE OWNER FITS WITHIN THE CLASS AS DESCRIBED IN §18-4.3 BELOW. THE ANNUAL SERVICE CHARGE FOR THE CLASS OF PERSONS OF LOW AND MODERATE INCOME SHALL BE EQUAL TO THREE PERCENT (3%) OF THE ANNUAL SHELTER RENTS, EXCLUSIVE OF CHARGES FOR GAS, ELECTRICITY, HEAT, OR OTHER UTILITIES FURNISHED TO THE OCCUPANTS, INCLUDING THE PORTION OF RENT PAYABLE UNDER ANY GOVERNMENTAL SUBSIDY. NOTWITHSTANDING THE FOREGOING, THE ANNUAL SERVICE CHARGE SHALL NOT EXCEED AD VALOREM PROPERTY TAXES THAT WOULD BE ASSESSED OR PAID ABSENT THIS TAX EXEMPTION.

Sec. 2. This ordinance shall become effective immediately upon publication.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022 A.D.

\_\_\_\_\_  
Sheldon A. Neeley, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
William Kim (Jun 15, 2022 13:01 EDT)  
William Kim, Chief Legal Officer

**ORDINANCE REVIEW FORM**

FROM: Planning and Development  
Department

NO. 21- \_\_\_\_\_  
Law Office Login #

ORDINANCE NAME: (FF) PILOT ORDINANCE RESOLUTION TO GRANT A THREE (3%) PAYMENT IN LIEU OF TAXES (PILOT) TO PROJECT KNOWN AS ALDRIDGE PLACE APARTMENTS, WHICH IS A MIXED INCOME DEVELOPMENT OF 93 RESIDENTIAL UNITS.

**1. ORDINANCE REVIEW - DEPARTMENT DIRECTOR**

The attached ORDINANCE is approved by the Director of the affected Department. By signing, the Director approves this ordinance to be processed for signatures and fully executed.

By: Director *Suzanne Wilcox* DATE: 6/13/22  
Suzanne Wilcox, Director, P&D

**2. ORDINANCE REVIEW-FINANCE DEPARTMENT**

The attached ORDINANCE is submitted to the Finance Department for approval. By signing, the Finance Department approves this ordinance to be processed for signatures and fully executed.

By: *Robert J. F. Widigan* DATE: 06/15/2022  
Robert J.F. Widigan, Chief Financial Officer

By: *Clyde D. Edwards* DATE: 06/16/2022  
Clyde D. Edwards Jun 16, 2022 13:44 EDT  
Clyde Edwards, City Administrator

Aldridge Place, 5838 Edgar Hold Dr tax comparisons

- 1) Current taxable value: \$0.00
  - 2) PILOT estimation \$25,516.00
- DIFFERENCE BETWEEN PILOT AND TAXES: \$262,886.13 per year**

Based on the Schedule of Rents provided by Flint Housing Commission, at 100% occupancy, given its rental rates for households at 30%, 40%, and 60% of AMI, the total annual rent potential for the 93 units is \$945,540

3) Estimated project ad valorem taxable value:

	Two Bedroom	Three Bedroom	Four Bedroom
Market Rent	\$850	\$1,100	\$1,200
Number of Units	63	20	10
	\$53,550	\$22,000	\$12,000

Monthly Income	\$87,550
Yearly Income	\$1,050,600
Vacancy/Loss (10%)	(\$105,060)
Potential Gross Income	<u>\$945,540</u>
Expenses	<u>(\$99,585)</u>
Net Operating Income	\$845,955
Cap Rate of 10%	\$8,459,550
SEV/TV	<u>4,229,775</u>
Potential Taxes	<u>\$288,402</u>



**PAYMENT IN LIEU OF TAXES (PILOT) APPLICATION**  
**CITY OF FLINT**

**APPLICANT INFORMATION**

<b>ENTITY NAME</b>	MACH 1 Limited Dividend Housing Association, LLC
<b>REPRESENTATIVES NAME</b>	Jason Borrer and Van Fox
<b>ADDRESS</b>	3820 Richfield Rd, Flint, MI 48506
<b>TELEPHONE NUMBER</b>	810-736-3134
<b>E-MAIL ADDRESS</b>	jborrer@flinthc.org      vanfox@mhthousing.net

**GUARANTORS INFORMATION**

<b>ENTITY NAME</b>	Flint Housing Commission
<b>ENTITY PRINCIPAL</b>	Harold Ince, Jr, Executive Director
<b>ADDRESS</b>	3820 Richfield Rd., Flint, MI 48506
<b>TELEPHONE NUMBER</b>	810-736-3134
<b>E-MAIL ADDRESS</b>	Hince@flinthc.org

<b>ENTITY NAME</b>	MHT Housing, Inc.
<b>ENTITY PRINCIPAL</b>	T. Van Fox, President
<b>ADDRESS</b>	32500 Telegraph Rd, Suite 100, Bingham Farms, MI 48025
<b>TELEPHONE NUMBER</b>	248-833-0550
<b>E-MAIL ADDRESS</b>	vanfox@mhthousing.net

Have you submitted an application for this same project to the City of Flint previously and been denied?    No

Do you owe the city funds for delinquent taxes of utility bills?    No

Did you include the names of all officers and/or directors as it relates to this application?    Yes

## **PROJECT INFORMATION**

<b>PROJECT NAME</b>	Aldridge Place
<b>ADDRESS OF PROJECT</b>	5838 Edgar Holt Dr., Flint, MI 48505
<b>PARCEL ID</b>	47-30-301-003
<b>LEGAL DESCRIPTION</b>	Land situation in the City of Flint, County of Genesee, State of Michigan, described as: Beginning at the intersection of the North line of Mott Avenue and the West line of Selby Street from said point of beginning, North 89°06' West, 744.50 feet along a line, said line also being the Northerly right-of-way line of Mott Avenue (60 feet wide) (not developed); thence North 01°04'17" East, 834.40 feet; thence South 89°06' East, 744.50 feet to the Westerly right-of-way line of said Selby Street; thence continuing along said right-of-way line, South 01°04'17" West, 834.40 feet to the point of beginning, Section 30, Town 8 North, Range 7 East.
<b>NAME OF OWNERSHIP ENTITY</b>	Flint Housing Commission

## **DEVELOPMENT TEAM**

<b>APPLICANT PRIMARY POINT OF CONTACT</b>	Jason Borrer
<b>ARCHITECTURAL FIRM</b>	Mark Cryderman, CLM Architects, 248-366-9444
<b>CONSTRUCTION PROJECT MANAGER</b>	Tony Martin, MHT Construction Management, 248-833-0550
<b>GENERAL CONTRACTOR FOR PROJECT</b>	MHT Construction Management, 248-833-0550

<b>Number of Years</b>	40 years	<b>Beginning Year</b>	2024
<b>Percent of PILOT</b>	3%	<b>Ending Year</b>	2064



**Applicant or applicant's representatives must execute the following statement and provide it as a part of the application.**

**The person's completing this application hereby declares that:**

- 1. They will not violate any of the laws of the State of Michigan or the United States of America or any ordinance of the City of Flint.**
- 2. Should any of the information provided in this application or any attachment thereto change in the term of the license or any renewal thereof, they will notify the City in writing within thirty (30) days of such change.**
- 3. They have contacted MSHDA to ensure eligibility.**

Date 3/7/2022

Harold S. Ince Jr. (FHC)

T. Van Fox (MHT)

Authorized Applicant Representative (PRINT)

Authorized Applicant Representative (SIGN)

### PILOT APPLICATION CHECKLIST

<b>CHECK ALL THAT HAVE BEEN INCLUDED WITH THIS APPLICATION; IF NOT INCLUDED, PLEASE PROVIDE A BRIEF DESCRIPTION OF WHY.</b>	
Legal description of project real property	Application & Ex. 4
Complete list of the owner/ownership interest in the project	Ex. 1
Background information of applicant/guarantors, including development experience, if any, and all relevant information pertaining to the PILOT project	Ex. 1
Site Plan	Ex. 2
Detailed narrative describing the PILOT that details the following: a) Intended usage/target market b) Economic impact c) Environmental impact including any measures taken to mitigate negative impacts d) Impact on City infrastructure, including transportation and utilities e) Impact on City services, such as police, fire, EMS, code enforcement f) Square footage of the building and land to be renovated g) Architectural renderings, including number and types of units h) Any other information needed to fully explain the project	Ex. 2
Will the project be located in an existing facility? a) If an existing facility, when was it constructed?	Yes 1984
If new construction, please complete the following: a) Estimated date of commencement of construction of the project covered in this application b) Description of project to be constructed including size, type, quality of construction c) Approximate date of commencement of this project's operation	Not New Construction
Describe the marketing plan for the project, identifying the intended market. a) List the types of lessees anticipated b) How long is full occupancy expected to take? c) Who will serve as the manager of this project?	Ex. 3
Provide Housing Market Data to show demand. If a Market Study was completed, provide a copy of this.	Ex. 8
Briefly describe the ownership and tax information for this project. Include in this section the following: a) State the location of the proposed project by street address and legal description b) Name the property owner at the time of the application submittal c) If the applicant does not presently own the property, attach a valid option to purchase the property d) Describe any and all existing financing, options, and liens on the property	Ex. 4

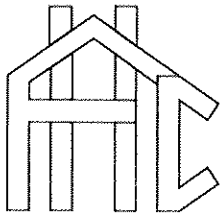
<p>e) State the tax parcel number for all property involved with the Project and the current assessed value of the property</p> <p>f) Are any assessments presently under appeal? If yes, discuss status.</p> <p>g) Will the project result in a subdivision of any present tax parcel?</p>	
<p>Provide a detailed development pro forma outlining proposed hard, soft, and financing costs associated with proposed development. Proforma MUST identify all sources of financing and terms including applicant equity, construction and permanent financing, and any government assistance. Proposals will contain detailed breakdowns.</p>	Ex. 5
<p>Provide a detailed operating pro forma that will include all anticipated Major Revenues and Expenses for the full term of the requested PILOT.</p>	Ex. 6
<p>Are changes proposed to the public space around the Project (ie: sidewalks, lighting, landscaping)?</p>	Ex. 2
<p>State the proposed time schedule for the project including anticipated dates and the following:</p> <p>a) Closing the loan or contributing financing availability</p> <p>b) First expenditure of funds with regard to the project</p> <p>c) Anticipated date construction will begin</p> <p>d) Anticipated completion date</p>	Ex. 9
<p>Development team:</p> <p>a) Applicant primary point of contact</p> <p>b) Architect and engineers</p> <p>c) Construction Project Manager</p> <p>d) General Contractor for project</p> <p>e) Other professionals</p>	Application
<p>Please describe any potential conflicts of interest that the applicant or any guarantor may have with any City Personnel or City Council members</p>	Ex. 10
<p>Include a copy of the completed MSHDA application for Low Income Housing Tax Credits within thirty (30) days of submittal to MSHDA</p>	Ex. 12
<p>Bonus Points:</p> <p>a) Identify Target Area from Master Plan and/or Consolidated Plan</p> <p>b) Neighborhood outreach with fill list of outreach provided</p> <p>c) Document the target level of energy efficiency standard for the project</p> <p>d) Identify and report on the external amenities (ie: Walk Score, transit, schools, etc.)</p>	Ex. 11

## PILOT Scoring Matrix

<b>Point Scoring: N/A, 0, 1, 2, or 3. N/A= not applicable, 0= No answer provided or info omitted, 1= poor or below expectation, 2= average or meets minimum standard 3= exceeds minimum standards</b>		
<b>General Points</b>	<b>Points Possible</b>	<b>Points Scored</b>
Application is complete with all attachments submitted.	3	
Project Team has prior successful affordable housing experience	3	1 project/1year 2 projects/5 years 3/projects 10 years
Project is considered Mixed Income (both Market and Affordable Units)	3	20%, 30%, 40%
Project incorporates a mix of units (studio, 1-, 2-, 3-bedrooms) *definitions in app	3	25%, 50%, 75%
Quality of Site Improvements, Place Making	3	
<b>Bonus points (one point per documented line item)</b>		
<b>Priority</b>	<b>Points Possible</b>	<b>Points Scored</b>
Project is in Local Target Area as outlined in the Consolidated Plan/Master Plan	1	
Neighborhood/Block Club Engagement (Include full list of outreach)	1	
Energy Efficiency Standard Incorporated	1/level (max of 3)	
External Amenities (Walkability, proximity to transit, etc.)	70-89- 1 pt. 90 or above- 2 pts.	
General Points Possible/Received	15	
Bonus Points Possible/Received	7	
<b>Total Points for Evaluation</b>	<b>22</b>	

<b>Interpretation</b>	<b>Total Score</b>	<b>Total Points</b>
Poor	< 8	
Acceptable	8-15	
Excellent	16-22	

<b>Disqualifying factors (Mark any present and return to agency if existing)</b>	
Less than 51% of the property is Affordable Units	
Applicant does not own, nor do they have consent from owner to proceed	
Construction has begun prior to application for PILOT	
Applicant is not an eligible entity as outlined in Application Eligibility	
Not In Good Standing with the City of Flint on other properties	



FLINT HOUSING COMMISSION



## PILOT Request Background Narrative

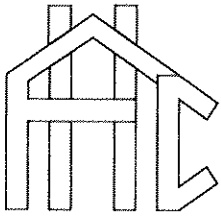
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The Flint Housing Commission (FHC) is a Michigan public body corporate organized as a housing agency and operating under the Michigan Housing Facilities Act, MCL 125.653 et seq. FHC mission is to provide quality affordable housing for low- to moderate-income families, and to make affordable housing in Flint a “housing of choice.” FHC is currently comprised of approximately 1,144 units of public housing. FHC also administers approximately 900 Housing Choice Vouchers (HCV) through the Section 8 Program. FHC intends to complete Rental Assistance Demonstration (RAD) conversions of the Public Housing properties. Each property will execute a 20-year Housing Assistance Payment (HAP) contract with HUD. At the time of conversion, each property is expected to receive substantial renovations utilizing LIHTC and other funding resources to finance the project conversion plans. To assist with these RAD conversions, FHC has hired MHT Housing, Inc. (MHT) to provide additional technical assistance based on their extensive background in affordable housing.

MHT is a non-profit affordable housing developer in Michigan with over 30 years of experience. MHT owns over 6,500 units of housing and has experience in all types of multi-family housing development. MHT specializes in building attractive units while respecting the tenants and neighbors surrounding the housing communities. MHT is partnering with FHC to rehabilitate the Aldridge Place property and care for the property for the long term.

FHC and MHT are working in partnership to complete project planning, securing financial commitments, providing guarantees, construction oversight, property management and compliance. FHC and MHT will satisfy requirements of investors, the Michigan State Housing Development Authority (MSHDA) and the Department of Housing and Urban Development (HUD) using LIHTC and RAD to preserve a critical affordable housing community in the City of Flint.

MHT Management, LLC will be the property manager on behalf of FHC. MHT Management is well established and has been staffed with a group of high caliber real estate industry professionals, with a vast majority of their tenure being in affordable housing. MHT Management currently manages over 9,500 units throughout Michigan and Indiana.



FLINT HOUSING COMMISSION



Aldridge Place Apartments, located at 5838 Edgar Holt Drive, is a 93-unit townhome community built in 1984. The entity created to own the property is MACH 1 Limited Dividend Housing Association, LLC and will be jointly managed by FHC and MHT.

**General Partner/Member Experience**  
**This page must be included in Exhibit 12a**

<b>General Partner/Member Name:</b>	MHT Housing, Inc.
<b>Is the General Partner/Member shown in Section C.1 of the LIHTC Program Application?</b>	Yes
<b>If you answered "No," please explain the relationship between the owner shown here to the owner in the application:</b>	

Complete the chart below including ALL affordable developments the GP/Member has experience in owning and developing. Failure to fully complete this chart or clearly define the relationship between the entitle(s) shown above to the information presented in the LIHTC Program Application may result in a loss of points when applying to LIHTC.

Name and Project Number of Project Owned	City and State	Number of Units	Construction type	Date of Ownership (mm/dd/yy)		Date Project Last Placed in Service	Type of Financing as defined by Tier 1 in Scoring Criteria section D, #1	LIHTC Project?	8609 issue date (mm/dd/yy)	Has the project materially defaulted on any obligation?*	Does the Project have any uncorrected 8823s that have been outstanding longer than 6 months?***	Included in Point Total for Owner/GP Experience Points?
				Begin	End							
Example: ABC Apts A12345	Lansing, MI	23	Acq./Rehab	3/1/2001	10/14/2008	5/1/2003	HUD 221 (d)(4)	Yes	5/5/2004	No	No	2/3
9100 on Gratiot	Detroit, MI	36	New Construction	11/25/2018		4/8/2019	LIHTC	Yes	9/14/2020	No	No	1
Adams Senior Village II	Westland, MI	120	Acq./Rehab	11/1/2003		2/24/2016	LIHTC/HUD 223F	Yes	7/23/2018	No	No	1/2
Ambrose Ridge II	Plainfield Twp, MI	84	Acq./Rehab	6/15/1996		1/31/2018	LIHTC/MSHDA	Yes	8/12/2020	No	No	1/2
Apple Ridge II	Kalamazoo, MI	56	Acquisition	1/8/2010		2/24/2005, Rehab in Progress	LIHTC/HUD 223F	Yes	Pending	No	No	2/3
Aspen Hills II	Garfield Township, MI	70	Acq./Rehab	8/6/2002		8/29/2019	LIHTC/HUD 223F	Yes	9/10/2020	No	No	1/2
Benjamin Manor	Highland Park, MI	81	Acq./Rehab	1/31/2012		NA	NSP/MSHDA	No	NA	No	No	No
Brentwood II	Belding, MI	48	Acq./Rehab	7/11/2003	6/17/2019	12/30/2003	LIHTC/CONV	Yes	10/11/2004	No	No	No
Calumet II	Detroit, MI	104	Acq./Rehab	12/30/1991		12/27/2007	LIHTC/MSHDA	Yes	10/8/2009	No	No	2/3
Camelot Hills II	Lansing, MI	102	Acq./Rehab	6/20/2003		10/23/2019	CONV/LIHTC	Yes	Pending	No	No	2/3
Cass Apartments aka Arthur Antisdel	Detroit, MI	41	Adaptive Re-use	11/1/2012		11/23/2013	LIHTC/MSHDA	Yes	3/4/2016	No	No	2/3
Centerline Park Towers II	Center Line, MI	300	Acq./Rehab	4/21/2005		1/1/2006, Rehab in Progress	22104/LIHTC	Yes	10/10/2006	No	No	2/3
Center Ridge Arms	Essexville, MI	100	Acq./Rehab	3/30/2021		Rehab in Progress	LIHTC/MSHDA	Yes	Pending	No	No	No
Chase Run III	Mt. Pleasant, MI	160	Acq./Rehab	7/12/1997		12/31/2017	CONV/LIHTC/MSHDA	Yes	Pending	No	No	2/3
City Apartments	Detroit, MI	42	New Construction	3/12/2019		9/25/2020	CONV	Yes	Pending	No	No	No
Colonial Meadows II	Pontiac, MI	82	Acquisition	6/1/2011		12/31/2020	MSHDA	Yes	Pending	No	No	No
Dauner Haus II	Fenton, MI	41	New Construction	12/21/1995		2/26/1997	LIHTC/CONV	Yes	3/9/1998	No	No	No
Dauner Haus III	Fenton, MI	151	Acq./Rehab	6/27/1995		9/30/2008	LIHTC/CONV	Yes	10/8/2009	No	No	2/3

\* A material default on any obligation includes, but is not limited to the following: project foreclosure, filing a bankruptcy petition, or providing a deed in lieu of foreclosure. If answered yes, the project cannot be counted towards the general partner/member experience total. However, explanation can be provided on tab C of this workbook.

\*\* If the project has any uncorrected 8823s that have been outstanding longer than 6 months, then that project cannot be counted towards the general partner/member experience total. However, explanation can be provided on tab C of this workbook.

Name and Project Number of Project Owned	City and State	Number of Units	Construction type	Date of Ownership (mm/dd/yy)		Date Project Last Placed in Service	Type of Financing as defined by Tier 1 in Scoring Criteria Section D, #1	LIHTC Project?	8609 issue date (mm/dd/yy)	Has the project materially defaulted on any obligation?*	Does the Project have any uncorrected 8823s that have been outstanding longer than 6 months?***	Included in Point Total for Owner/SP Experience
				Begin	End							
Example: ABC Apts A12345	Lansing, MI	23	Acq./Rehab	3/1/2001	10/14/2008	5/1/2003	HUD 221 (d)(4)	Yes	5/5/2004	No	No	2/3
Dearborn Town Center Senior	Dearborn, MI	77	New Construction	12/28/2017		12/5/2018	LIHTC	Yes	8/12/2020	No	No	1
Delhi Stratford Place	Holt, MI	96	Acquisition	12/28/2010		1/13/2006	MSHDA/LIHTC	Yes	12/9/2010	No	No	2/3
Dickerson Manor	Detroit, MI	66	New Construction	9/1/2010		11/9/2011	CONV/LIHTC	Yes	3/1/2013	No	No	2/3
Gabriele	Highland Park, MI	336	Acq./Rehab	6/24/1994		12/1/1994	MSHDA/LIHTC	Yes	12/27/1994	No	No	No
Glendale Buena Vista	Highland Park, MI	93	Acq./Rehab	12/31/1991		12/30/1991	MSHDA/PAF/LIHTC	Yes	12/29/1993	No	No	No
Harbor Pointe	Benton Twp, MI	84	New Construction	8/28/1998		1/1/2000	LIHTC	Yes	2/12/2001	No	No	No
Harbor Pointe II	Benton Twp, MI	72	New Construction	8/25/2001		1/1/2003	CONV/LIHTC	Yes	9/15/2003	No	No	No
Highland Manor	Highland Park, MI	48	New Construction	9/10/2009		3/16/2010	LIHTC/221 D4	Yes	1/30/2012	No	No	2/3
Hope Senior	Oxford, MI	50	New Construction	3/15/1993		12/17/1993	TAXABLE BOND/MSHDA/LIHTC	Yes	12/29/1993	No	No	No
Jefferson Meadows	Detroit, MI	83	Acquisition	11/1/2011		NA	MSHDA HOME//LIHTC	Yes	NA	No	No	No
Jefferson Square II	Detroit, MI	180	Acq./Rehab	12/30/1991		12/17/2007	HUD/221 D4	Yes	10/28/2009	No	No	2/3
Jennings Senior Living	Detroit, MI	46	Adaptive Re-use	7/20/2014		8/28/2015	LIHTC/HOME	Yes	2/27/2017	No	No	2/3
Mplewood Manor	Bay City, MI	158	Acq./Rehab	2/27/2015		12/30/2015	LIHTC/ HUD 221D4	Yes	11/9/2017	No	No	2/3
McDonald Square II	Detroit, MI	180	Acq./Rehab	12/30/1991		9/26/2007	MSHDA/LIHTC	Yes	3/18/2009	No	No	2/3
Mill Pond Manor II	Brighton, MI	58	Acq./Rehab	3/22/2013		6/1/2016	LIHTC/ HUD 221D4	Yes	5/7/2018	No	No	12/4
Milwaukee Junction	Detroit, MI	25	New Construction	5/7/2020		NA, Under Construction	CONV	Yes	Pending	No	No	No
Newman Court Apartments	Pontiac, MI	172	Acq./Rehab	11/8/2017		10/25/2018	LIHTC/ HUD 223F/BOND	Yes	6/18/2020	No	No	1
Oakwood Manor	Eastpointe, MI	44	New Construction	6/27/2012		7/1/2013	MSF/HOME	No	NA	No	No	2
Pablo Davis II	Detroit, MI	75	Acq./Rehab	11/28/2018		12/31/2019	CONV/LIHTC	Yes	Pending	No	No	No
Palmer Court Townhomes	Detroit, MI	173	Acq./Rehab	10/20/2010		10/13/2011	MSHDA/LIHTC	Yes	12/6/2012	No	No	2/3
Parkview Place II	Detroit, MI	199	Acq./Rehab	5/1/2002		12/31/2020	LIHTC/Pass Thru	Yes	Pending	No	No	2/3
Prince Hall Place	Detroit, MI	156	Acq./Rehab	11/1/2009		1992	CONV/MSHDA	Yes	7/11/2013	No	No	No
Renaissance	Pontiac, MI	56	Acq./Rehab	10/10/2017		NA	LIHTC/HUD	Yes	NA	No	No	No
Ridgewood Vista	Jackson, MI	150	Acq./Rehab	6/27/1993		9/23/2008	LIHTC/MSHDA	Yes	10/20/2009	No	No	2/3
River Terrace	Benton Harbor, MI	270	Acq./Rehab	6/23/2006		1/1/2007	LIHTC/MSHDA	Yes	3/11/2008	No	No	2/3
Royal Oak Tower	Ferndale, MI	200	Acq./Rehab	6/15/2003		12/30/2003	MSHDA/LIHTC/Pass Thru	Yes	12/29/2004	No	No	No
Sacred Heart	St. Francis, WI	68	Adaptive Re-use	10/1/2011		12/7/2011	LIHTC/WHEDA	Yes	11/10/2012	No	No	2/3
Shloh Commons II	Flint, MI	125	Acq./Rehab	3/19/2020		12/31/2020	LIHTC/MSHDA	Yes	Pending	No	No	No
Silver Creek II	Flat Rock, MI	111	Acq./Rehab	1/12/1997		12/31/2017	CONV/LIHTC/MSHDA	Yes	Pending	No	No	2/3
South Hill II	Millford, MI	120	Acq./Rehab	8/10/2007		10/11/2007	MSHDA/LIHTC	Yes	1/28/2009	No	No	2/3
Tri City Village	Watervliet, MI	56	Acq./Rehab	4/19/2006		4/19/2006	HUD 221D4/LIHTC	Yes	6/28/2007	No	No	2/3
University Club	Detroit, MI	120	Acq./Rehab	1/1/2010		NA	MSHDA/HOME	No	NA	No	No	No
Uptown Towers	Portland, OR	71	Acq./Rehab	1/20/2011		2/1/2011	LIHTC/CONV	Yes	3/15/2012	No	No	2/3
Van Dyke Center II	Detroit, MI	200	Acq./Rehab	8/16/2007		11/8/2007	MSDHA/LIHTC	Yes	3/13/2009	No	No	2/3
Village at Bloomfield	Pontiac, MI	150	New Construction	11/24/2020		NA, Under Construction	Tax Exempt Bond/HOME/MR	No	Pending	No	No	No
Village of Royal Oak	Royal Oak, MI	147	New Construction	2/1/2010		10/24/2011	LIHTC/MSHDA	Yes	9/17/2012	No	No	2/3



Name and Project Number of Project Owned	City and State	Number of Units	Construction type	Date of Ownership (mm/dd/yy)		Date Project Last Placed in Service	Type of Financing as defined by Tier 1 in Scoring Criteria Section D, #1	LIHTC Project?	8609 issue date (mm/dd/yy)	Has the project materially defaulted on any obligation?*	Have the project been any uncorrected 8623s that have been outstanding longer than 6 months?*	Included in Point Total for Owner/ GP Experience Points?
				Begin	End							
Example: ABC Apts A12345	Lansing, MI	23	Acq./Rehab	3/1/2001	10/14/2008	5/1/2003	HUD 221 (d)(4)	Yes	5/5/2004	No	No	2/3
Village East	Springfield, OR	42	Acq./Rehab	12/19/2014		1/1/2015	LIHTC/CONV	Yes	2/12/2016	No	No	2/3
Village Park	Detroit, MI	57	Acq./Rehab	2/1/2012		2/1/2012	NSP/HOME/MSHDA	Yes	NA	No	No	2/3
Vista Villa	Saginaw, MI	100	Acq./Rehab	6/14/1993		6/1/1994	MSHDA/LIHTC	Yes	12/27/1994	No	No	No
Walnut Grove II	Grand Rapids, MI	80	Acq./Rehab	6/20/2003		12/12/2018	CONV/LIHTC	Yes	Pending	No	No	2/3
Westchester Towers	Wayne, MI	223	Acq./Rehab	5/17/2001	5/31/2018	1/4/2002	LIHTC/HUD 223F	Yes	11/26/2002	No	No	No
Wildwood	Westland, MI	279	Acq./Rehab	4/28/2011		12/7/2011	LIHTC/221D4	Yes	9/12/2013	No	No	2/3

**Management Experience**  
This page must be included as Exhibit 12b

<b>Management Entity:</b>	MHT Management, LLC	
Is the management entity identified above the same as shown in Section C.4 of the LIHTC Program Application?	yes	
if you answered "No," please explain the relationship between the management entity shown here and the management entity in the application:		

Complete the chart below. Failure to fully complete this chart or clearly define the relationship between the management entity identified here and in the LIHTC Program Application may result in a loss of points when applying for LIHTC.

Name of Project Managed	City and State	Number of Units	Date of Management (mm/dd/yy)*		Type of Financing	LIHTC Project? **	Does the Project have any uncorrected 8823s that have been outstanding longer than 6 months? ***	Included in Point Total for Management Experience Points?
			Begin	End				
Example: XYZ Project	Ann Arbor, MI	33	4/5/2002	5/3/2009	LIHTC	Yes	No	Yes
9100 on Gratiot	Detroit, MI	36	4/8/2019		LIHTC	Yes	No	No
Adams Senior Village II	Westland, MI	120	7/31/2007		HUD 223(F)	Yes	No	Yes
Ambrose Ridge II	Grand Rapids, MI	84	10/1/2017		LIHTC	Yes	No	Yes
Apple Ridge II	Kalamazoo, MI	56	11/1/2008		CONV	Yes	No	Yes
Arthur Antisdel (a.k.a. Cass Community)	Detroit, MI	41	11/1/2013		PBV	Yes	No	Yes
Aspen Hills II	Traverse City, MI	70	10/1/2017		LIHTC/HUD 223F	Yes	No	Yes
Benjamin Manor	Highland Park, MI	81	8/1/2009		NSP/MSHDA	Yes	No	Yes
Brentwood II	Bedford, MI	48	10/1/2017	6/17/2019	CONV/LIHTC	Yes	No	No
Calumet II	Detroit, MI	104	2/1/2010		MSHDA	Yes	No	Yes
Camelot Hills II	Lansing, MI	102	3/1/2008		CONV	Yes	No	Yes
Centerline Park Towers II	Center Line, MI	300	4/1/2007		HUD221(D)4	Yes	No	Yes
Center Ridge Arms	Essexville, MI	100	3/30/2021		MSHDA	Yes	No	No
Chase Run III	Mt. Pleasant, MI	160	1/1/2005		CONV	Yes	No	Yes
Clay Apartments	Detroit, MI	42	3/12/2019		CONV	Yes	No	No
Colonial Meadows	Pontiac, MI	83	6/1/2011		MSHDA	Yes	No	Yes
Dauner Haus III	Fenton, MI	151	2/1/2010		MSHDA	Yes	No	Yes
Dauner Haus II	Fenton, MI	41	2/1/2010		CONV	Yes	No	Yes
Dearborn Town Center Senior	Dearborn, MI	77	12/5/2018		CONV	Yes	No	No
Delhi Stratford Place	Holt, MI	96	6/1/2010		MSHDA	Yes	No	Yes
Dickerson Manor	Detroit, MI	66	9/1/2010		CONV	Yes	No	Yes
Gabrielle	Highland Park, MI	336	2/1/2010		MSHDA	Yes	No	Yes
Glendale Buena Vista	Highland Park, MI	93	2/1/2010		MSHDA	Yes	No	Yes

\* Must be the date rent-up began if managing the property at that time, otherwise the date the company started managing the project, not the date of the start of construction.

\*\* Points will only be given to management of LIHTC projects

\*\*\* If the project has any uncorrected 8823s that have been outstanding longer than 6 months, then that project cannot be counted towards the management experience total. However, explanation can be provided on tab C of this workbook.

Name of Project Managed	City and State	Number of Units	Date of Management (mm/dd/yy)*		Type of Financing	LIHTC Project? **	Does the Project have any uncorrected 8822s that have been outstanding longer than 6 months?***	Included in Point Total for Management Experience Points?
			Begin	End				
Example: XYZ Project	Ann Arbor, MI	33	4/5/2002	5/3/2009	LIHTC	Yes	No	Yes
Harbor Pointe	Benton Harbor, MI	84	4/1/2017	2/6/2018	LIHTC	Yes	No	No
Harbor Pointe II	Benton Harbor, MI	72	4/1/2017	2/6/2018	CONV/LIHTC	Yes	No	No
Highland Manor	Highland Park, MI	48	11/1/2010		HUD 223(f)	Yes	No	Yes
Hope Senior	Oxford, MI	50	2/1/2010		MSHDA/HOME	Yes	No	Yes
Jefferson Meadows	Detroit, MI	83	11/1/2011		MSHDA	Yes	No	Yes
Jefferson Square II	Detroit, MI	180	10/1/2007		HUD 221(D)4	Yes	No	Yes
Jennings Senior Living	Detroit, MI	46	8/28/2015		CONV	Yes	No	Yes
McDonald Square II	Detroit, MI	180	2/1/2010		MSHDA	Yes	No	Yes
Mill Pond Manor II	Brighton, MI	58	3/1/2013		HUD 221(D)4	Yes	No	Yes
Milwaukee Junction	Detroit, MI	25	Under Construction		CONV	Yes	No	No
Newman Court II	Pontiac, MI	172	6/1/2016		HUD	Yes	No	Yes
Oakwood Manor	Eastpointe, MI	44	7/1/2013		NSP/HOME	No	No	No
Pablo Davis II	Detroit, MI	75	2/1/2014		CONV	Yes	No	Yes
Palmer Court Townhomes	Detroit, MI	173	5/1/2009		MSHDA	Yes	No	Yes
Parkview Place II	Detroit, MI	189	12/1/2004		PASS THRU	Yes	No	Yes
Prince Hall Place	Detroit, MI	156	10/30/2008		MSHDA	Yes	No	Yes
Renaissance	Pontiac, MI	56	3/1/2016		CONV	Yes	No	Yes
Ridgewood Vista	Jackson, MI	150	2/1/2010		MSHDA	Yes	No	Yes
River Terrace	Benton Harbor, MI	270	2/1/2010		MSHDA	Yes	No	Yes
Royal Oak Tower	Ferdale, MI	200	2/1/2010	12/27/2019	MSHDA/SEC 236	Yes	No	No
Shiloh Commons II	Flint, MI	175	2/1/2018		MSHDA	Yes	No	Yes
Silver Creek II	Flat Rock, MI	111	11/1/2003		MSHDA	Yes	No	Yes
South Hill	Millford, MI	320	2/1/2010		MSHDA	Yes	No	Yes
University Club	Detroit, MI	120	2/1/2010		MSHDA	Yes	No	Yes
Van Dyke Center II	Detroit, MI	200	2/1/2010		MSHDA	No	No	No
Village Park	Detroit, MI	56	10/1/2010		MSHDA	Yes	No	Yes
Village of Royal Oak	Royal Oak, MI	147	2/15/2011		MSHDA	Yes	No	Yes
Vista Villa	Saginaw, MI	100	1/2/2009		MSHDA	Yes	No	Yes
Walnut Grove II	Grand Rapids, MI	80	4/1/2017		CONV/LIHTC	Yes	No	Yes
Westchester Towers	Wayne, MI	223	10/1/2004	5/31/2018	HUD 223(f)	Yes	No	No
Wildwood Apartments	Westland, MI	229	4/28/2011		HUD 221(D)4	Yes	No	Yes

**General Partner/Member & Management Entity - Explanation Page**  
**This page must be included as part of Exhibits 12a and 12b**

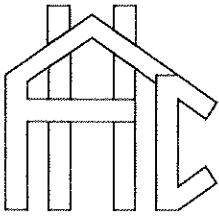
If you answered yes for any project under the column titled "Has the project materially defaulted on any obligation?" from tab A of this workbook, please provide written explanation.

Project Name	Explanation
NA	

If you answered yes for any project under the column titled "Does the project have any uncorrected 8823s that have been outstanding longer than 6 months?" from tab A or B of this workbook, please provide written explanation.

General Partner/Member       Management Entity

Project Name	Explanation
NA	



FLINT HOUSING COMMISSION



## PILOT Proposed Project Narrative

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### Background

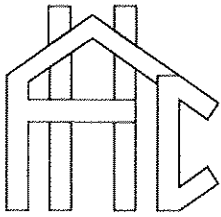
The Flint Housing Commission (FHC) and MHT Housing, Inc. (MHT) intend to submit an application for Low-Income Housing Tax Credits (LIHTC) and Tax Exempt Bond Financing from the Michigan State Housing Development Authority (MSHDA) in order to reposition the financing and leverage debt to perform over \$7.0 million in rehabilitation at Aldridge Place located at 5838 Edgar Holt Drive, Flint Michigan 48505. The repositioning of the property will include converting the US Department of Housing and Urban Development (HUD) subsidy to the property from the Public Housing Section 9 program to the Housing Choice Voucher (HCV) Section 8 program. The change will allow FHC to stabilize income for the property by signing a 20-year Housing Assistance Payment (HAP) contract and mandatory 20-year renewal with HUD. **This transaction is only feasible if the City of Flint is willing to reissue a Payment in Lieu of Taxes (PILOT) agreement to continue for the term of the new (40 year) MSHDA and HUD financing.**

### Intended Usage / Target Market

Aldridge Place is a townhome community with 93 apartments. Completing the RAD conversion will allow FHC to preserve affordable housing. All 93 apartments will continue to serve the low- and very low income community. The property will provide housing for residents who are at or below the 60% Area Median Income (AMI). Similar to the existing Public Housing program, residents will only pay 30% of their income towards rent and the property will receive subsidies through vouchers on each unit. Through the RAD program, all residents living at Aldridge Place will retain a right to remain at the property if they remain in good standing (comply with lease). No family will be forced to move as a result of the conversion from public housing to Section 8. In addition, FHC will request from HUD a tenant protection voucher (TPV) to provide a voucher for those families who seek to leave the property as a result of the changes.

### Economic Impact

Flint Housing Commission currently has a PILOT of 10% on rental income minus utility expenses at Aldridge Place Apartments. In the current PILOT, HUD subsidy is not included as rental income to the property. Based on this formula, FHC paid **\$1,394** in fiscal year 2019 and **\$1,764** in fiscal year 2020. The requested PILOT is for 3% of rental income minus utility expenses. In the new requested PILOT, ALL tenant paid rent and HUD (Section 8) subsidy will be considered rental income and will result in a net increase in tax paid by the property. The estimated PILOT payment to be paid after conversion



## FLINT HOUSING COMMISSION

and renovations, is projected at approximately **\$25,000** in the first year and will continue to increase as shown in the projections provided. The PILOT request is for 40 years which will align with the financing terms resulting in the preservation of quality affordable housing for decades.

### Environmental Impact

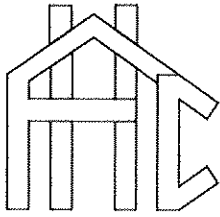
Aldridge Place will receive significant upgrades immediately after closing. The renovations will have several beneficial environmental impacts to the property and the residents. Inside the apartments, residents will receive clean new living spaces where floors have been restored or replaced throughout and walls have fresh paint. This will have a tremendous impact to remove dust, mold, or other allergens which may not be addressed when families occupy a dwelling for long periods of time. In addition, every apartment will receive central air conditioning which is not present at this time. This will also help with the overall indoor air-quality for residents. The property will receive numerous energy efficient upgrades which are designed to improve the quality of living and reduce operating expenses. Upgrades will include low-flow water fixtures, high efficiency furnaces, water heaters and LED interior and exterior lighting throughout. The property does not have any lead-based paint or asbestos containing materials present based on testing performed. Those conditions will be addressed responsibly if discovered.

### Impact on City Infrastructure

FHC and MHT have established energy efficient upgrades as a major goal to be accomplished. Upgrades will be performed to reduce demand on the electrical, natural gas and water systems. The property will see significant reductions in water usage through the use of low-flow (0.8 gallon per flush) toilets and other fixtures. Natural gas will see minor reductions from the use of high efficiency furnaces and water heaters. Natural gas is used for heating which will also be reduced through the addition of insulation at or above code requirements, new windows and house-wrap under new vinyl siding. Electric usage is expected to remain net neutral after the renovations. While LED and other upgrades will reduce usage, the addition of central air conditioning will negate projected savings.

### Impact on City Services

New LED site lighting will improve the safety and security for the residents. This, along with well-lit signage, will also improve the ability for police, fire and EMS to respond. New parking and sidewalks will provide for safe ingress and egress to the property for all visitors. In addition, FHC also intends to install new signage to help visitors quickly and easily identify properties by address. All work requiring a permit will be properly inspected.



FLINT HOUSING COMMISSION



#### Square Footage of the Buildings and Land

Aldridge Place was built in 1984 and has been owned and operated by the Flint Housing Commission since it was first occupied. The total land area is 621,166 SF or 14.26 acres. The parcel Identification number is 47-30-301-003 and the address is 5701 Edgar Holt Drive, Flint, MI 48505. There is a 3,800 SF community building and management office located in the center of the property at 5838 Edgar Holt Drive. There are 93 apartments in the property totaling 106,275 SF of gross building area. There are 63 two-bedroom/one-bathroom 1,035 SF apartments, 20 three-bedroom/one-bathroom 1,260 SF apartments and 10 four-bedroom/two-bathroom 1,494 SF apartments. There are 15 residential buildings – each containing six (6) or eight (8) apartments. Each building is a 2-story wood framed construction on a poured wall basement foundation.

#### Architectural Renderings

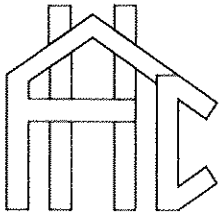
See attachments

#### Other Information

Each apartment has a basement with laundry connections. There are also community laundry facilities in the community building. The property has a tot lot, basketball court and open areas for recreation. There is public transportation at the property edge with established employment centers to the south. There is also easy access to the freeway for those with personal transportation. The property sits in an established residential setting. There are single-family homes to the south, a cemetery in the distance to the west and another multifamily property to the north.







FLINT HOUSING COMMISSION



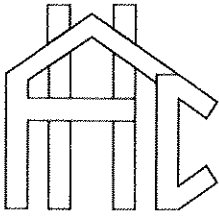
## Marketing

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MHT Management, LLC will be the property manager for the Aldridge Place property upon conversion. A list of experience for MHT Management, LLC is found with the background narrative as exhibit 1. MHT Management, LLC is very familiar with managing affordable housing properties including Shiloh Commons in Flint.

Aldridge Place will be targeted towards families at or below 60% Area Median Income (AMI). All units at Aldridge Place will have rental assistance which will allow all apartments to provide affordable housing. The section 8 Project Based Rental Assistance will be linked to the apartments at this housing community and will assist residents in paying rent. With this Section 8 program, residents will typically only pay 30% of their income and the subsidy will cover the rest of the rent. This will help ensure those Flint families most in need are able to have a nice place to call "Home."

Since Aldridge Place is an occupied housing community now, and as part of the RAD program with HUD, all residents will have the right to return to a unit in the community once the construction is complete full occupancy should be achieved shortly after construction. A few units will remain vacant until construction is complete to ensure a place for residents to stay while their unit is under construction.



FLINT HOUSING COMMISSION



## Ownership and Tax Information – Aldridge Place

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Aldridge Place Apartments is located at 5838 Edgar Holt Dr, Flint, MI 48505. The parcel identification number is 47-30-301-003.

### Legal Description:

Land situation in the City of Flint, County of Genesee, State of Michigan, described as: Beginning at the intersection of the North line of Mott Avenue and the West line of Selby Street from said point of beginning, North 89°06' West, 744.50 feet along a line, said line also being the Northerly right-of-way line of Mott Avenue (60 feet wide) (not developed); thence North 01°04'17" East, 834.40 feet; thence South 89°06' East, 744.50 feet to the Westerly right-of-way line of said Selby Street; thence continuing along said right-of-way line, South 01°04'17" West, 834.40 feet to the point of beginning.

The property is currently owned by the Flint Housing Commission (FHC). Once all funding has been secured, the property will be transferred to MACH 1 Limited Dividend Housing Association, LLC, where the Managing Member will be controlled by MHT and FHC.

There is a Declaration of Trust and Restrictive Covenant recorded on the property requiring it to be used for affordable housing and requiring HUD approval to change funding programs.

No liens exist on this site.

The current assessed value is \$0 as the property is owned by a public entity and as such, there are not any assessments under appeal.



## FLINT HOUSING COMMISSION

Harold Ince, Jr.  
Executive Director  
3820 Richfield Road  
Flint, Michigan 48506  
Phone: (810) 736-3050  
(810) 736-0158

*Board of Commissioners.*  
President Geraldine Redmond, Resident Commissioner  
Vice President Philip Schmitter  
Commissioner Chia Morgan  
Commissioner DeWann Robinson

March 7, 2022

Department of Planning and Development  
City of Flint  
1101 S. Saginaw St.  
Flint, MI 48502  
Attn: Suzanne Wilcox

RE: PILOT Application Option to Purchase Real Property

This letter is to inform you that the Flint Housing Commission intends to execute an Option to Ground Lease and Acquire Improvements like the attached draft for the purposes of Low-Income Housing Tax Credit (LIHTC) redevelopment with an entity, MACH 1 Limited Dividend Housing Association, LLC., established by the Flint Housing Commission.

Sincerely,

Harold S. Ince, Jr.  
Executive Director



## OPTION TO GROUND LEASE AND ACQUIRE IMPROVEMENTS

This option to ground lease and acquire improvements agreement (the "Option") is made this \_\_\_\_\_ day of \_\_\_\_\_, 2022 (the "Effective Date"), between the **FLINT HOUSING COMMISSION**, a Michigan public body corporate (the "Ground Lessor" or "Optionor") and **MACH 1 LIMITED DIVIDEND HOUSING ASSOCIATION, LLC**, a Michigan limited liability company (the "Optionee"). The Optionor and Optionee are at times collectively referred to hereinafter as the "Parties" or individually as the "Party."

### RECITALS

- A. WHEREAS, Optionor is the owner of those certain four parcels of land located in the City of Flint, County of Genesee, State of Michigan (collectively, the "Parcels") and the improvements thereon, commonly known as Mince Manor, Aldridge Place, Centerview and Howard Estates, respectively (collectively, the "Improvements").
- B. WHEREAS, Optionor and MHT Housing, Inc., an affiliate of Optionee, entered into or will enter into that certain Business Term Sheet governing plans for redevelopment of the Improvements (the "**Business Term Sheet**").
- C. WHEREAS, Optionor desires to provide Optionee with an Option to ground lease the Parcels, and an Option to acquire the Improvements, which are more particularly described in Exhibit A attached hereto and incorporated herein.
- D. WHEREAS, Optionee desires to enter into this Option to lease the Parcels and acquire the Improvements from Optionor for the redevelopment and operation of four multi-family rental developments located therein (together, the "Project"), which contain \_\_\_\_\_ (\_\_\_\_\_) rental units, [all] of which will receive Section 8 rental assistance pursuant to the Rental Assistance Demonstration ("RAD") program.
- E. WHEREAS, this Option is being provided to Optionee in order to provide evidence of site control sufficient to satisfy the Michigan State Housing Development Authority's Low Income Housing Tax Credit ("LIHTC") Qualified Allocation Plan requirements in anticipation of Optionee's upcoming LIHTC application.

NOW THEREFORE, in consideration of the sum of One Hundred and 00/100 (\$100.00) Dollars, to be paid by Optionee to Optionor, which payment Optionee shall provide upon its execution of this Option, Optionor hereby grants to Optionee the right and option to lease said Parcel and acquire said Improvements, for the term and in accordance with the covenants and conditions set forth herein, as follows:

- 1. Period: This Option may be exercised at any time within the twelve (12) month period following the Effective Date of the Option (the "Option Period").
- 2. Ground Lease Terms: The Option shall be subject to the terms, covenants

and provisions of the ground lease ultimately entered into between the Parties (the "Ground Lease"). The term of the Ground Lease will be agreed to by the Parties, but in no event shall it be less than 50 years. The rent for the Ground Lease is subject to negotiation.

3. Limited Warranty Deed Terms: The Option shall be subject to the terms, covenants and provisions of the limited warranty deed conveying the Improvements to the Optionee (the "Deed"). The acquisition cost for the Improvements is \$ \_\_\_\_\_. Upon termination of the Ground Lease, all of Optionee's right to title and interest in the Improvements shall revert to Optionor.
4. HUD and Other Approvals: The Option, Ground Lease and Deed shall be subject to any and all applicable United States Department of Housing and Urban Development ("HUD") approvals required for disposition of the property and development of the Project, as well as any approvals required from Optionor's Board of Commissioners.
5. Conflict of Interest: The Optionee has no conflict of interest, and shall inform Optionor of any subsequent potential conflict of interest that would cause Optionee to violate its obligations under applicable regulations, including 2 CFR Part 200.
6. Assignment or Transfer. This Option may not be sold, assigned or transferred by Optionee without the approval or consent of Optionor, which approval or consent shall be granted or denied in Optionor's sole discretion.
7. Extension of Term. In the event that Optionee fails to exercise this Option within the Option Period, Optionee may, upon written notice to Optionor no later than fifteen (15) days prior to the expiration of the Option Period, request an extension of the Option Period, for the period of six (6) months (the "Extended Option Period"), which extension Optionor shall be granted or denied in Optionor's sole discretion. Such extension request shall be accompanied with an additional Ten 00/100 Dollar (\$10.00) payment.
8. Termination of Rights. In the event that Optionee fails to exercise this Option during either of the Option Period or Extended Option Period, all rights and privileges granted hereunder shall be deemed completely surrendered, this Option terminated, and Optionor shall retain all money paid for the Option, and no additional money shall be payable by either Party to the other.
9. Access. Optionor shall permit Optionee, during the Option Period, free ingress and egress to the Parcel and Improvements for the sole purpose of conducting any survey, inspection, and other activities of a similar nature as Optionee may deem necessary, at the sole cost of Optionee. Further, following any access, inspection or testing, Optionee shall make every

effort to restore the Parcel to the condition it was immediately prior to the access and in all instances shall address or eliminate any health and safety hazards caused as a result of the access.

10. Indemnification. Optionee hereby shall indemnify and hold harmless Optionor, and its elected or appointed officials, directors, officers, agents or employees, successors and assigns, against any claim of liability or loss from personal injury or property damage resulting from or arising out of the access, use, and entry upon the Parcel or Improvements by the Optionee, its employees, affiliates, servants, contractors or agents, excepting, however, such claims or damages as may be due to or caused by the gross negligence or omissions of Optionor, or its elected or appointed officials, directors, officers, agents or employees, successors and assigns.
11. Insurance. In addition, before Optionee, its employees, affiliates, servants, contractors or agents enters onto the property for the purposes stated in this Section 8, Optionee shall deliver to Optionor a certificate of insurance naming Optionor as additional insured under a commercial general liability policy of insurance maintained by Optionee, which policy shall include contractual indemnity coverage.
12. Notice. Notice of the exercise of this Option shall be given by Optionee to Optionor in writing by certified mail, return receipt requested to the address provided in the Business Term Sheet. Notice shall be deemed effective on the date it is posted. On the date of such notice, the Parties agree that the mutually acceptable finalized version of the Ground Lease shall take effect and said Deed may be recorded.

**[SIGNATURE PAGE FOLLOWS]**

IN WITNESS WHEREOF, the parties have executed this Option as of the Effective Date.

**OPTIONOR:**

**FLINT HOUSING COMMISSION**, a Michigan public body corporate

By: \_\_\_\_\_  
Name: Harold. S. Ince, Jr.  
Its: Executive Director

**OPTIONEE:**

**MACH 1 Limited Dividend Housing Association, LLC**, a Michigan limited liability company

By: \_\_\_\_\_  
Its: Manager

By: \_\_\_\_\_  
Its: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_



**EXHIBIT A**

**LEGAL DESCRIPTION**

*[to be confirmed]*

**Aldridge Place**

5838 Edgar Holt Dr., Flint, MI 48505  
47-30-301-003

*Land situation in the City of Flint, County of Genesee, State of Michigan, described as: Beginning at the intersection of the North line of Mott Avenue and the West line of Selby Street from said point of beginning, North 89°06' West, 744.50 feet along a line, said line also being the Northerly right-of-way line of Mott Avenue (60 feet wide) (not developed); thence North 01°04'17" East, 834.40 feet; thence South 89°06' East, 744.50 feet to the Westerly right-of-way line of said Selby Street; thence continuing along said right-of-way line, South 01°04'17" West, 834.40 feet to the point of beginning.*

**Centerview Apartments**

2001 N. Center Rd, Flint, MI 48506  
41-04-478-019

*The North 400 feet of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 4, Township 7 North, Range 7 East, City of Flint, Genesee County Records.*

**Howard Estates**

1802 Lapeer Rd., Flint, MI 48503  
41-17-309-032

*Lots 97 through 103 including, also Lots 107 through 110 including, Also part of Lot 111, Floral Park Plat, described as: Beginning at a Point on the southerly line of Lapeer Road, 63.4 feet north 82°15'10" west, from the northwesterly corner of Lot 104 of said Plat; Thence north 08°15'10" west, along said southerly line to a Point 236.86 feet from the northeasterly corner of lot 106 of said Plat; thence north 77°00'40" west along said southerly line 145.94Feet; thence north 68°43'40" west 272.70 feet; thence north 60°33'30" West 82.70 feet; thence south 46°24'50" east 508.72 feet; thence North 60°18' east 45 feet; thence south 30°52'50" east 80 feet to the Northwesterly corner of said Lot 97; thence north 60°18' east 429.5Feet to the northeasterly corner of said lot 103; thence north 00°22'30" east along the westerly line of said Lot 108, 11.15 feet to The northwesterly corner of said lot; thence north 77°17'30" West 66.4 feet; thence northerly 203.15 feet to the point of beginning.*

**Mince Manor** (Please note, parcel ID subject to change as a result of a land combination. The proposed legal description included with the land combination request is reflected below.)

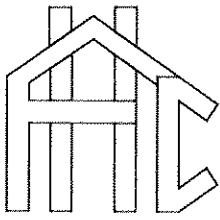
3800 Richfield Rd., Flint, MI 48506

47-33-476-095

*THE EAST 245.20 FEET OF THE WEST 815.90 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN, EXCEPTING THEREFROM THE PART DESCRIBED AS: THE EAST 213.20 FEET OF THE WEST 815.00 FEET OF THE NORTH 250 FEET OF THE SOUTHEAST 1 /4 OF THE SOUTHEAST 1 /4 , ALSO EXCEPTING THE NORTHERLY 50 FEET OF THE WESTERLY 32 FEET. SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN.*

*ALSO*

*THE EAST 62.5 FEET OF THE WEST 570.70 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, EXCEPT THE NORTHERLY 340.00 FEET.*



FLINT HOUSING COMMISSION



## Development Pro Forma- Aldridge Place

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Attached is the projected redevelopment proforma for Aldridge Place along with a trade payment breakdown detailing the scope of the proposed renovation. The proforma uses standard formulas and assumptions by MSHDA as part of their LIHTC direct lending programs.

This preservation transaction incorporates a number of funding sources. A description of the permanent sources includes the following:

- First Mortgage loan provided by MSHDA of \$5,754,311. This anticipated loan included tax-exempt bonds at an interest rate of 4.10% with a 40-year term.
- A seller note from the proceeds of the ground lease will also be included in the sources of this rehabilitation in the amount of \$5,620,561.
- Income from Operations during construction will contribute \$503,619.
- LIHTC equity in the amount of \$7,972,383 based on \$0.91/LIHTC is also anticipated.
- Finally, to round out the sources for Aldridge Place, \$708,000 in deferred developer fee will be used.

Aldridge Place

2/10/2022

Permanent Financing- MSHDA Tax-Exempt Bond Financing - Monthly Debt Service 4.10% for 40 years  
 Construction Financing - MSHDA Tax-Exempt Bond Financing - 4.10%, interest only

Uses

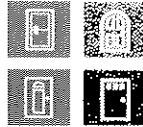
Acquisition		
	Land	\$ 248,000
	Buildings	\$ 6,552,000
	Subtotal	\$ 6,800,000
Construction		
	Structures and on-site improvements	\$ 6,671,392
	General Requirements, Overhead, Builder Profit	\$ 974,505
	Permits, Bond Premium, Tap Fees, Cost Certification	\$ 149,966
	Construction Contingency (10% of est. Const Costs)	\$ 779,586
	Subtotal	\$ 8,575,449
Professional Fees		
	Architect, Engineer, Legal, and other Professional Fees	\$ 248,000
	Subtotal	\$ 248,000
Financing Costs		
	Construction Financing	\$ 533,619
	Permanent Financing	\$ 213,812
	Investor and LIHTC related costs	\$ 2,803,681
	Subtotal	\$ 3,551,112
Project Reserves		
	Tax & Insurance and other project reserves	\$ 1,384,313
	Subtotal	\$ 1,384,313
	<b>Total Development Costs</b>	<b>\$ 20,558,874</b>

Sources

MSHDA Permanent Mortgage	\$	5,754,311
LIHTC Equity	\$	7,972,383
Income from Operations	\$	503,619
Seller Note	\$	5,620,561
Deferred Developer Fee	\$	708,000
<b>Total Permanent Sources</b>	<b>\$</b>	<b>20,558,874</b>
<b>MSHDA Construction Loan</b>	<b>\$</b>	<b>10,690,614</b>

All numbers are preliminary and are subject to change based on lender and investor requirements

## CONSTRUCTION COST TRADE PAYMENT BREAKDOWN



# MSHDA

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

<b>Date:</b>	02/10/22
<b>Development No:</b>	
<b>Project Name:</b>	Aldridge Place Apartments
<b>City / County:</b>	Flint / Genessee
<b>Mortgagor:</b>	MACH 1 LDHA, LLC
<b>Contractor:</b>	MHT Construction Management, LLC

Structures			
Line	AJA/CSI #	Trade Item	Cost
1	020000	Architectural Environmental Mitigation	\$ -
2	030000	Building Concrete	\$ -
3	040000	Masonry	\$ 33,600
4	050000	Metals	\$ -
5	061000	Rough Carpentry	\$ -
6	062000	Finish Carpentry	\$ -
7	072000	Insulation	\$ 150,000
8	073000	Roofing	\$ 411,130
9	074000	Siding	\$ 679,418
10	079000	Caulking and Exterior Sealants	\$ 72,300
11	081000	Doors / Hardware	\$ 541,620
12	085000	Windows	\$ 519,830
13	088000	Glazing	\$ -
14	092000	Gypsum Board	\$ -
15	093000	Tiling	\$ -
16	095000	Acoustical Ceilings	\$ -
17	096500	Resilient Flooring	\$ 675,000
18	096800	Carpeting	\$ 29,298
19	099000	Painting	\$ 334,200
20	100000	Specialties	\$ 351,000
21	110000	Special Equipment	\$ -
22	113000	Appliances	\$ 139,826
23	122000	Window Treatments	\$ 38,500
24	123000	Cabinets and Casework	\$ 713,442
25	130000	Special Construction	\$ -
26	142000	Elevators	\$ -
27	210000	Fire Protection	\$ -
28	220000	Plumbing / Domestic Hot Water	\$ 109,850
29	230000	HVAC	\$ 677,378
30	260000	Electrical	\$ 520,000
31	262000	Low Voltage Electrical	\$ -
32	280000	Electronic Safety and Security	\$ 24,000
<b>Total Structures</b>			<b>\$ 6,020,392</b>

Site Work			
Line	AJA/CSI #	Trade Item	Cost
33	020000	Site Environmental Mitigation	\$ -
34	310000	Earth Work	\$ -
35	321000	Roads / Walks	\$ 489,762
36	323000	Site Improvements	\$ 137,088
37	328000	Site Irrigation	\$ -
38	329000	Landscaping	\$ 24,150
39	330000	Site Utilities	\$ -
<b>Total Site Work</b>			<b>\$ 651,000</b>

Misc. Structures and Sitework			
40		Community Building	\$ -
41		Accessory Buildings	\$ -
42		Off-Site Improvements	\$ -
43		Temporary Site Security	\$ -
<b>Total Misc. Structures and Sitework</b>			<b>\$ -</b>

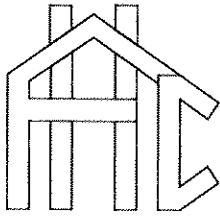
<b>Total Structures, Sitework and Misc. Structures and Sitework</b>			<b>\$ 6,671,392</b>
---------------------------------------------------------------------	--	--	---------------------

44		General Requirements @ 6%	\$ 400,284
45		Builder's Overhead @ 2%	\$ 141,434
46		Builder's Profit @ 6%	\$ 432,787
47		Building Permits	\$ 75,000
48		Bond Premium	\$ 68,466
49		Tap Fees	\$ -
50		Cost Certification Expense	\$ 6,500
<b>Total Construction</b>			<b>\$ 7,795,862</b>

Comments:

MHT Construction, LLC	MACH 1 Limited Dividend Housing Association, LLC	Michigan State Housing Development Authority
<small>Contractor (please print)</small>	<small>Sponsor / Mortgagor (please print)</small>	<small>MSHDA Representative (please print)</small>

Signature	Signature	Signature
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FLINT HOUSING COMMISSION



## Projected Operating Pro Forma- Aldridge Place

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Attached is the projected operating proforma for Aldridge Place along with the cash flow projections using the standard formulas and inflation factors used by MSHDA as part of their LIHTC direct lending programs. Operating projections are based on previous expenses and expenses at comparable units and the income is based on the RAD rents published by HUD for this specific project.

Development MACH 1 - Aldridge  
 Financing Tax Exempt  
 MSHDA No.  
 Step Application  
 Date  
 Type Acquisition/Rehab

**Mortgage Assumptions:**  
 Debt Coverage Ratio 1.4  
 Mortgage Interest Rate 4.100%  
 Pay Rate 4.100%  
 Mortgage Term 40 years  
 Income from Operations Yes  
 PBV and/or Existing Section 8 Assistance

**Instructions**

**Total Development Income Potential**

	Per Unit	Total
Annual Rental Income	11,391	1,059,384
Annual Non-Rental Income	0	0
<b>Total Project Revenue</b>	<b>11,391</b>	<b>1,059,384</b>

**Total Development Expenses**

Vacancy Loss	5.00% of annual rent potential	570	52,969
Management Fee	562 per unit per year	562	52,266
Administration		1,330	123,690
Project-paid Fuel		95	8,835
Common Electricity		563	52,359
Water and Sewer		1,018	94,674
Operating and Maintenance		1,683	156,519
Real Estate Taxes		0	
Payment in Lieu of Taxes (PILOT)	3.00% Applied to: All Units	274	25,516
Insurance		571	53,103
Replacement Reserve	300 per unit per year	300	27,900
Other: Permit and inspection fees		16	1,488
Other:		0	

Initial Inflation Factor	Beginning in Year	Future Inflation Factor
1.0%	6	2.0%
1.0%	6	2.0%
Future Vacancy		
	6	8.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	6	3.0%
4.0%	6	3.0%
5.0%	6	5.0%
3.0%	1	3.0%
5.0%	1	5.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	1	3.0%

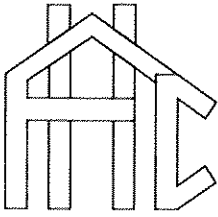
	% of Revenue		
<b>Total Expenses</b>	61.29%	<b>6,982</b>	<b>649,320</b>
Base Net Operating Income		4,409	410,064
Part A Mortgage Payment	27.65%	3,149	292,903
<b>Part A Mortgage</b>		<b>61,874</b>	<b>5,754,311</b>
Non MSHDA Financing Mortgage Payment		0	
<b>Non MSHDA Financing Type:</b>		<b>0</b>	
Base Project Cash Flow (excludes ODR)	11.06%	1,260	117,161

Override









FLINT HOUSING COMMISSION



## Schedule of Rents and Income Limits- Aldridge Place

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The proposed project includes all units restricted to families with incomes at 60% AMI. All units will be covered with a Section 8 Project Based Voucher based on the RAD program requirements. Residents will be limited on their portion of rent to 30% of their income minus a utility allowance.

Development MACH 1 - Aldridge  
 Financing Tax Exempt  
 MSHDA No. 0  
 Step Application  
 Date #####  
 Type Acquisition/Rehab

**INSTRUCTIONS**

Income Limits for	Genesee County (Effective April 1, 2021)					
	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person
30% of area median	13,800	15,750	17,730	19,680	21,270	22,830
40% of area median	18,400	21,000	23,640	26,240	28,360	30,440
50% of area median	23,000	26,250	29,550	32,800	35,450	38,050
60% of area median	27,600	31,500	35,460	39,360	42,540	45,660

**Rental Income**

Unit	No. of Units	Unit Type	Bedrooms	Baths	Net Sq. Ft.	Contract Rent	Utilities	Total Housing Expense	Gross Rent	Current Section 8 Contract Rent	% of Gross Rent	% of Total Units	Gross Square Feet	% of Total Square Feet	IC Units Square Feet	Unit Type	Max Allowed Housing Expense
60% Yes Family A	63	Townhome	2	1.0	1,035	864	93	957	653,164		61.7%	67.7%	65,205	61.9%	65,205		886
60% Yes Family B	20	Townhome	3	1.0	1,260	1,106	106	1,212	265,440		25.1%	21.5%	25,200	23.9%	25,200		1,023
60% Yes Family C	10	Townhome	4	2.0	1,494	1,173	118	1,291	140,760		13.3%	10.8%	14,940	14.2%	14,940		1,141
Mgrs									1,059,384	0	100.0%	100.0%	105,345	100.0%	105,345		
Total Revenue Units	93								0	0	0.0%	0.0%	0	0.0%	0		
Manager Units	0																
Income Average	60.00%																
Set Aside	100.00%																

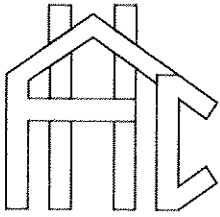
Gross Rent Potential	1,059,384
Average Monthly Rent	949
Gross Square Footage	105,345

HOME Units SF/Total Units SF: 105,345 / 105,345  
 # HOME Units/# Total Units: 0 / 0

**Utility Allowances**

Annual Non-Rental Income	Electricity	A/C	Gas	Water/ Sewer	Other	Total	Override
Misc. and Interest	A					0	93.00
Laundry	B					0	106.00
Carports	C					0	118.00
Other:	D					0	
	E					0	
	F					0	
	G					0	
	H					0	
Other:						0	

Total Income	Annual	Monthly
Rental Income	1,059,384	88,282
Non-Rental Income	0	0
Total Project Revenue	1,059,384	88,282



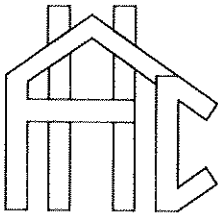
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## Project Timeline- Aldridge Place

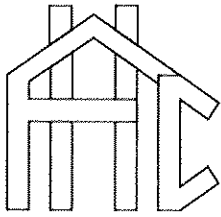
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Flint Housing Commission and MHT Housing anticipate submitting a 4% MSHDA application in March. Closing is expected in the 4<sup>th</sup> quarter of 2022 and construction will begin immediately after closing on the transaction. Aldridge Place is to then be expected to be placed in service in early 2024, about 14 months following the construction start date. Attached is a full proposed timeline of the project.



FLINT HOUSING COMMISSION

<b>Project Stage</b>	<b>Estimated/Actual Date</b>
<b>PRE-DEVELOPMENT</b>	
Ownership Entity Formation	7/23/2021
Zoning Approval	4/1/2022
Site Plan Approval	4/1/2022
Site Control Established	3/15/2022
Tax Abatement Approval	4/1/2022
<b>FINANCING COMMITMENT/APPROVALS</b>	
Construction Financing	8/1/2022
Permanent Financing	8/1/2022
Secondary Financing	N/A
Grant/Subsidy Financing	N/A
Equity Financing	11/19/2021
<b>CLOSING AND DISBURSEMENTS</b>	
Initial Subsidy Layering Review	9/1/2022
Acquisition of Land/Building(s)*	10/1/2022
Construction Financing Disbursement	10/1/2022
Permanent Financing Disbursement	2/1/2024
Secondary Financing Disbursement	N/A
Grant/Subsidy Financing Disbursement	N/A
Initial Equity Disbursement	10/1/2022
<b>CONSTRUCTION/REHABILITATION</b>	
Building Permit Issued	9/15/2022
Final Plans and Specifications	9/1/2022
Construction Start	10/1/2022
50% Completion	6/1/2023
Construction Completion	1/1/2024
<b>POST-CONSTRUCTION</b>	
Temporary/Final Certificates of Occupancy Issued	12/1/2023
Placed in Service Date*	12/1/2023
Begin Lease-Up	10/1/2022
Substantial Rent-Up	3/1/2024
Completion of Cost Certification by CPA	4/1/2024
Final Subsidy Layering Review	5/1/2024
8609 Request Submitted	5/1/2024



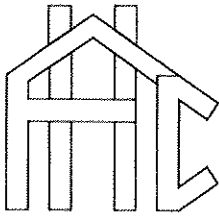
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## Potential Conflicts of Interest- Aldridge Place

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There are no known potential conflicts of interest with any individual related to the applicant or the guarantor with any City of Flint Personnel or Members to Flint's City Council.



FLINT HOUSING COMMISSION



## Potenital Bonus Point Narrative

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The quantitative and qualitative impact of this transaction will be huge for the residents, the surrounding neighborhood, and the City of Flint.

### **Preservation and Rehabilitation and Energy Efficiency Improvement**

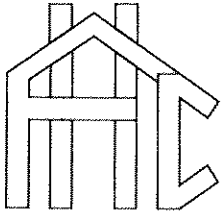
Low-Income Housing Tax Credits (LIHTC) and Tax Exempt Bond Financing from the Michigan State Housing Development Authority (MSHDA) will be used to perform a significant rehabilitation of the property. Hard construction costs are expected to exceed \$7,000,000 or \$77,000 per unit. The proposed rehabilitation will focus on improving energy efficiency and replacing major physical components that have or are about to exhaust their useful life. Specifically, the transaction will result in the repair and/or replacement of certain building systems including HVAC, parking lot, site signage, landscaping, common area LED lighting and flooring, and in-unit upgrades of Energy Star appliances, kitchen and bathroom cabinets, sink, faucet, countertops, flooring, LED lighting, Energy Star windows, door walls. Further, the development will upgrade community space, playground equipment and other amenities for the residents. The rehabilitation is expected to meet the Enterprise Green Communities standards for a moderate rehab.

### **Transitioning to NEW Federal Funding Subsidy Model**

A most unique and both qualitatively and quantitatively impactful characteristic of this transaction will be the transition of federal funding to Section 8 Project Based Rental Assistance. The transfer to this Section 8 budget authority changes how the property receives future funding increases and thereby ensures that property is able to maintain and reserve funds needed for the long-term financial stability of the development.

### **Increased PILOT Payment for the City of Flint**

It is important to note that because of the transition from the public housing platform to an LIHTC property with Section 8 Project Based Rental Assistance the resulting, payment to the City of Flint is expected to increase from \$1,059.36 paid in 2020 to an estimated new amount of over \$25,000 in the first year of post rehabilitation.



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### **External Amenities**

At Aldridge Place there is public transportation at the property edge with established employment centers to the south. There is easy access to the freeway for those with personal transportation. The property sits in an established residential setting. There are single-family homes to the south, a cemetery in the distance to the west and another multifamily property to the north. Aldridge Place is located in a Mixed Residential area and has a WalkScore of 16. It is also located in a CDBG Eligible Block Group.

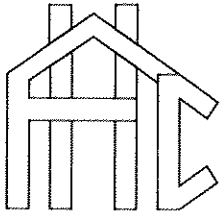
### **Jobs Created**

Based on projects of similar size and scope, it is estimated that 75 temporary construction related jobs will be generated and two full time positions will be preserved. The funding sources also require Section 3 requirements to promote the hiring and training of low-income individuals. Both FHC and MHT have successfully implemented numerous effective Section 3 programs resulting in the creation of real jobs. It is expected that residents living at FHC properties will be employed by the jobs created.

### **FHC's Outreach Commitment to the Community**

FHC has worked directly with their residents to discuss the rehab, their needs, and addressing any of the resident's concerns. Overall, the residents are very excited and hopeful for the changes as it will make a great impact and improvement on their lives and living space. FHC and MHT have also reached out to 3<sup>rd</sup> ward Council Person, Quincy Murphy, to describe the planned rehabilitation.





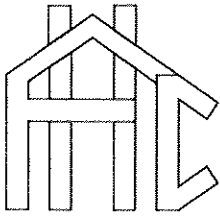
FLINT HOUSING COMMISSION



## MSHDA Application for LIHTC- Aldridge Place

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The Application for Low Income Housing Tax Credits will be submitted to MSHDA as part of Flint Housing Commission and MHT's submission for MSHDA direct lending. FHC and MHT are in the process of preparing the application and will share within 30 days of submitting to MSHDA.



FLINT HOUSING COMMISSION



## Aldridge Place PILOT Request

### Table of Contents

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1. Background Narrative about the Applicant
2. Proposed Project Narrative
3. Marketing Plan
4. Ownership and Tax Information
5. Development Pro Forma and Trade Payment Breakdown
6. Operating Pro Forma
7. Schedule of Rents and Income Limits
8. Status of the Market Study
9. Project Timeline
10. Conflict of Interests – Not Applicable
11. Potential Bonus Points Narrative
12. MSHDA LIHTC Application

220256

ORDINANCE NO. \_\_\_\_\_

An ordinance to amend the Code of the City of Flint by amending Chapter 18, Taxation; Funds; Purchasing; Article I, In General; Section 18-4.1, Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons.

IT IS HEREBY ORDAINED BY PEOPLE OF THE CITY OF FLINT:

Sec. 1. That the provisions of Chapter 18, Taxation; Funds; Purchasing; Article I, In General; Section 18-4.1, Service Charge in Lieu of Taxes for Housing Facilities for Certain Persons, shall be amended by adding subsection (GG), which shall read in its entirety as follows:

(GG) THE CITY ACKNOWLEDGES THAT **MACH 1 LIMITED DIVIDEND HOUSING ASSOCIATION, LLC, 3820 RICHFIELD RD, FLINT, MI 48506** (THE "OWNER") HAS OFFERED, SUBJECT TO RECEIPT OF AN AUTHORITY-AIDED OR FEDERALLY-AIDED MORTGAGE LOAN AND/OR ALLOCATION OF LOW INCOME HOUSING TAX CREDITS FROM THE MICHIGAN STATE HOUSING AND DEVELOPMENT AUTHORITY ("MSHDA"), TO OWN AND OPERATE A HOUSING PROJECT IDENTIFIED AS "**MINCE MANOR**" (THE "PROJECT") ON CERTAIN PROPERTY LOCATED IN THE CITY TO SERVE PERSONS AND FAMILIES OF LOW INCOME, AND THAT THE OWNER HAS OFFERED TO PAY THE CITY ON ACCOUNT OF THIS HOUSING DEVELOPMENT AN ANNUAL SERVICE CHARGE FOR PUBLIC SERVICES IN LIEU OF AD VALOREM TAXES.

THE CITY ACKNOWLEDGES THAT THE OWNER SHALL BE AFFORDED TAX BENEFITS OF PAYING A SERVICE CHARGE


IN LIEU OF AD VALOREM TAXES (BUT NOT IN LIEU OF PAYMENT OF SPECIAL ASSESSMENTS INCLUDING, BUT NOT LIMITED TO, THE STREET LIGHTING SPECIAL ASSESSMENT). THE CITY FURTHER ACKNOWLEDGES THAT THE OWNER FITS WITHIN THE CLASS AS DESCRIBED IN §18-4.3 BELOW. THE ANNUAL SERVICE CHARGE FOR THE CLASS OF PERSONS OF LOW AND MODERATE INCOME SHALL BE EQUAL TO THREE PERCENT (3%) OF THE ANNUAL SHELTER RENTS, EXCLUSIVE OF CHARGES FOR GAS, ELECTRICITY, HEAT, OR OTHER UTILITIES FURNISHED TO THE OCCUPANTS, INCLUDING THE PORTION OF RENT PAYABLE UNDER ANY GOVERNMENTAL SUBSIDY. NOTWITHSTANDING THE FOREGOING, THE ANNUAL SERVICE CHARGE SHALL NOT EXCEED AD VALOREM PROPERTY TAXES THAT WOULD BE ASSESSED OR PAID ABSENT THIS TAX EXEMPTION.

Sec. 2. This ordinance shall become effective immediately upon publication.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022 A.D.

\_\_\_\_\_  
Sheldon A. Neeley, Mayor

APPROVED AS TO FORM:

  
William Kim (Jun 15, 2022 13:02 EDT)  
\_\_\_\_\_  
William Kim, Chief Legal Officer

**ORDINANCE REVIEW FORM**

FROM: Planning and Development  
Department

NO. 21- \_\_\_\_\_  
Law Office Login #

ORDINANCE NAME: (FF) PILOT ORDINANCE RESOLUTION TO GRANT A THREE (3%) PAYMENT IN LIEU OF TAXES (PILOT) TO PROJECT KNOWN AS MINCE MANOR, WHICH IS A MIXED INCOME DEVELOPMENT OF 110 RESIDENTIAL UNITS.

**1. ORDINANCE REVIEW - DEPARTMENT DIRECTOR**

The attached ORDINANCE is approved by the Director of the affected Department. By signing, the Director approves this ordinance to be processed for signatures and fully executed.

By: Director *Suzanne Wilcox* DATE: 6/13/22  
Suzanne Wilcox, Director, P&D

**2. ORDINANCE REVIEW-FINANCE DEPARTMENT**

The attached ORDINANCE is submitted to the Finance Department for approval. By signing, the Finance Department approves this ordinance to be processed for signatures and fully executed.

By: *Robert J. F. Widigan* DATE: 06/15/2022  
Robert J.F. Widigan, Chief Financial Officer

By: *Clyde D. Edwards* DATE: 06/16/2022  
Clyde D. Edwards (Jun 16, 2022 13:43 EDT)  
Clyde Edwards, City Administrator

Mince Manor, 3800 Richfield Rd tax comparisons

1) Current taxable generated:	\$0	Pilot is based on 3%
2) PILOT estimation	\$23,000.00	<b>DIFFERENCE BETWEEN PILOT AND AD VALOREM TAX</b> \$98,962 per year

Based on the Schedule of Rents provided by Flint Housing Commission, at 100% occupancy, given its rental rates for households at 30%, 40%, and 60% of AMI, the total annual rent potential for the 110 units is \$845,580.

3) Estimated project ad valorem taxable value:

	One Bedroom	Two Bedroom
Market Rent	\$750	\$950
Number of Units	108	2
	\$81,000	\$1,900

Monthly Income	\$82,900
Yearly Income	\$994,800
Vacancy/Loss (10%)	(\$149,220)
Potential Gross Income	\$845,580
Expenses	(\$380,511)
Net Operating Income	\$465,069
Cap Rate of 13%	\$3,577,454
SEV/TV	1,788,727
<b>Potential Taxes</b>	<b>\$121,962</b>



**PAYMENT IN LIEU OF TAXES (PILOT) APPLICATION**  
**CITY OF FLINT**

**APPLICANT INFORMATION**

<b>ENTITY NAME</b>	MACH 1 Limited Dividend Housing Association, LLC
<b>REPRESENTATIVES NAME</b>	Jason Borrer and Van Fox
<b>ADDRESS</b>	3820 Richfield Rd, Flint, MI 48506
<b>TELEPHONE NUMBER</b>	810 736 3134
<b>E-MAIL ADDRESS</b>	jborrer@flinthc.org      vanfox@mhthousing.net

**GUARANTORS INFORMATION**

<b>ENTITY NAME</b>	Flint Housing Commission
<b>ENTITY PRINCIPAL</b>	Harold Ince, Jr, Executive Director
<b>ADDRESS</b>	3820 Richfield Rd., Flint, MI 48506
<b>TELEPHONE NUMBER</b>	810-736-3134
<b>E-MAIL ADDRESS</b>	Hince@flinthc.org

<b>ENTITY NAME</b>	MHT Housing, Inc.
<b>ENTITY PRINCIPAL</b>	T. Van Fox, President
<b>ADDRESS</b>	32500 Telegraph Rd, Suite 100, Bingham Farms, MI 48025
<b>TELEPHONE NUMBER</b>	248-833-0550
<b>E-MAIL ADDRESS</b>	vanfox@mhthousing.net

Have you submitted an application for this same project to the City of Flint previously and been denied?    No

Do you owe the city funds for delinquent taxes of utility bills?    No

Did you include the names of all officers and/or directors as it relates to this application?    Yes

## PROJECT INFORMATION

<b>PROJECT NAME</b>	Mince Manor
<b>ADDRESS OF PROJECT</b>	3800 Richfield Rd., Flint, MI 48506
<b>PARCEL ID</b>	47-33-476-095 and a portion of 47-33-476-010 (application submitted for lot combo)
<b>LEGAL DESCRIPTION</b>	The East 62.5 feet of the West 570.70 feet of the North 600 feet of the Southeast Quarter of the Southeast Quarter of Section 33, Town 8 North, Range 7 East, Except the Northerly 50 Feet. And Unplatted Ely 213.2 Ft of Wly 815 90 Ft of Nly 250 Ft of SE ¼ of SE ¼, Sec 33, T8N, R7E, Exc Nly 50 Ft
<b>NAME OF OWNERSHIP ENTITY</b>	Flint Housing Commission

## DEVELOPMENT TEAM

<b>APPLICANT PRIMARY POINT OF CONTACT</b>	Jason Borrer
<b>ARCHITECTURAL FIRM</b>	Jeffrey Graham, KEM_TEC, 586-772-2222
<b>CONSTRUCTION PROJECT MANAGER</b>	Tony Martin, MHT Construction Management, 248-833-0550
<b>GENERAL CONTRACTOR FOR PROJECT</b>	MHT Construction Management, 248-833-0550

<b>Number of Years</b>	40 years	<b>Beginning Year</b>	2024
<b>Percent of PILOT</b>	3%	<b>Ending Year</b>	2064

**Applicant or applicant's representatives must execute the following statement and provide it as a part of the application.**

**The person's completing this application hereby declares that:**

- 1. They will not violate any of the laws of the State of Michigan or the United States of America or any ordinance of the City of Flint.**
- 2. Should any of the information provided in this application or any attachment thereto change in the term of the license or any renewal thereof, they will notify the City in writing within thirty (30) days of such change.**
- 3. They have contacted MSHDA to ensure eligibility.**

Date 3/7/2022

Harold S. Ince Jr. (FHC)

T. Van Fox (MHT)

Authorized Applicant Representative (PRINT)

Authorized Applicant Representative (SIGN)



### PILOT APPLICATION CHECKLIST

<b>CHECK ALL THAT HAVE BEEN INCLUDED WITH THIS APPLICATION; IF NOT INCLUDED, PLEASE PROVIDE A BRIEF DESCRIPTION OF WHY.</b>	
Legal description of project real property	Ex. 4
Complete list of the owner/ownership interest in the project	Ex. 1
Background information of applicant/guarantors, including development experience, if any, and all relevant information pertaining to the PILOT project	Ex.1
Site Plan	Ex. 2
Detailed narrative describing the PILOT that details the following: a) Intended usage/target market b) Economic impact c) Environmental impact including any measures taken to mitigate negative impacts d) Impact on City infrastructure, including transportation and utilities e) Impact on City services, such as police, fire, EMS, code enforcement f) Square footage of the building and land to be renovated g) Architectural renderings, including number and types of units h) Any other information needed to fully explain the project	Ex. 2
Will the project be located in an existing facility? a) If an existing facility, when was it constructed?	Yes 1978
If new construction, please complete the following: a) Estimated date of commencement of construction of the project covered in this application b) Description of project to be constructed including size, type, quality of construction c) Approximate date of commencement of this project's operation	Not New Construction
Describe the marketing plan for the project, identifying the intended market. a) List the types of lessees anticipated b) How long is full occupancy expected to take? c) Who will serve as the manager of this project?	Ex. 3
Provide Housing Market Data to show demand. If a Market Study was completed, provide a copy of this.	Ex. 8
Briefly describe the ownership and tax information for this project. Include in this section the following: a) State the location of the proposed project by street address and legal description b) Name the property owner at the time of the application submittal c) If the applicant does not presently own the property, attach a valid option to purchase the property d) Describe any and all existing financing, options, and liens on the property	Ex. 4

<p>e) State the tax parcel number for all property involved with the Project and the current assessed value of the property</p> <p>f) Are any assessments presently under appeal? If yes, discuss status.</p> <p>g) Will the project result in a subdivision of any present tax parcel?</p>	
<p>Provide a detailed development pro forma outlining proposed hard, soft, and financing costs associated with proposed development. Proforma MUST identify all sources of financing and terms including applicant equity, construction and permanent financing, and any government assistance. Proposals will contain detailed breakdowns.</p>	Ex. 5
<p>Provide a detailed operating pro forma that will include all anticipated Major Revenues and Expenses for the full term of the requested PILOT.</p>	Ex. 6
<p>Are changes proposed to the public space around the Project (ie: sidewalks, lighting, landscaping)?</p>	
<p>State the proposed time schedule for the project including anticipated dates and the following:</p> <p>a) Closing the loan or contributing financing availability</p> <p>b) First expenditure of funds with regard to the project</p> <p>c) Anticipated date construction will begin</p> <p>d) Anticipated completion date</p>	Ex. 9
<p>Development team:</p> <p>a) Applicant primary point of contact</p> <p>b) Architect and engineers</p> <p>c) Construction Project Manager</p> <p>d) General Contractor for project</p> <p>e) Other professionals</p>	Application
<p>Please describe any potential conflicts of interest that the applicant or any guarantor may have with any City Personnel or City Council members</p>	Ex. 10
<p>Include a copy of the completed MSHDA application for Low Income Housing Tax Credits within thirty (30) days of submittal to MSHDA</p>	Ex. 12
<p>Bonus Points:</p> <p>a) Identify Target Area from Master Plan and/or Consolidated Plan</p> <p>b) Neighborhood outreach with fill list of outreach provided</p> <p>c) Document the target level of energy efficiency standard for the project</p> <p>d) Identify and report on the external amenities (ie: Walk Score, transit, schools, etc.)</p>	Ex. 11

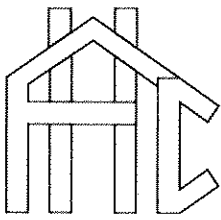
## PILOT Scoring Matrix

**Point Scoring: N/A, 0, 1, 2, or 3. N/A= not applicable, 0= No answer provided or info omitted, 1= poor or below expectation, 2= average or meets minimum standard 3= exceeds minimum standards**

General Points	Points Possible	Points Scored
Application is complete with all attachments submitted.	3	
Project Team has prior successful affordable housing experience	3	1 project/1year 2 projects/5 years 3/projects 10 years
Project is considered Mixed Income (both Market and Affordable Units)	3	20%, 30%, 40%
Project incorporates a mix of units (studio, 1-, 2-, 3-bedrooms) *definitions in app	3	25%, 50%, 75%
Quality of Site Improvements, Place Making	3	
<b>Bonus points (one point per documented line item)</b>		
Priority	Points Possible	Points Scored
Project is in Local Target Area as outlined in the Consolidated Plan/Master Plan	1	
Neighborhood/Block Club Engagement (Include full list of outreach)	1	
Energy Efficiency Standard Incorporated	1/level (max of 3)	
External Amenities (Walkability, proximity to transit, etc.)	70-89- 1 pt. 90 or above- 2 pts.	
General Points Possible/Received	15	
Bonus Points Possible/Received	7	
<b>Total Points for Evaluation</b>	<b>22</b>	

Interpretation	Total Score	Total Points
Poor	< 8	
Acceptable	8-15	
Excellent	16-22	

<b>Disqualifying factors (Mark any present and return to agency if existing)</b>	
Less than 51% of the property is Affordable Units	
Applicant does not own, nor do they have consent from owner to proceed	
Construction has begun prior to application for PILOT	
Applicant is not an eligible entity as outlined in Application Eligibility	
Not in Good Standing with the City of Flint on other properties	



FLINT HOUSING COMMISSION



## PILOT Request Background Narrative

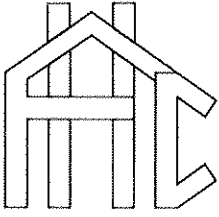
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The Flint Housing Commission (FHC) is a Michigan public body corporate organized as a housing agency and operating under the Michigan Housing Facilities Act, MCL 125.653 et seq. FHC mission is to provide quality affordable housing for low- to moderate-income families, and to make affordable housing in Flint a “housing of choice.” FHC is currently comprised of approximately 1,144 units of public housing. FHC also administers approximately 900 Housing Choice Vouchers (HCV) through the Section 8 Program. FHC intends to complete Rental Assistance Demonstration (RAD) conversions of the Public Housing properties. Each property will execute a 20-year Housing Assistance Payment (HAP) contract with HUD. At the time of conversion, each property is expected to receive substantial renovations utilizing LIHTC and other funding resources to finance the project conversion plans. To assist with these RAD conversions, FHC has hired MHT Housing, Inc. (MHT) to provide additional technical assistance based on their extensive background in affordable housing.

MHT is a non-profit affordable housing developer in Michigan with over 30 years of experience. MHT owns over 6,500 units of housing and has experience in all types of multi-family housing development. MHT specializes in building attractive units while respecting the tenants and neighbors surrounding the housing communities. MHT is partnering with FHC to rehabilitate the Mince Manor property and care for the property for the long term.

FHC and MHT are working in partnership to complete project planning, securing financial commitments, providing guarantees, construction oversight, property management and compliance. FHC and MHT will satisfy requirements of investors, the Michigan State Housing Development Authority (MSHDA) and the Department of Housing and Urban Development (HUD) using LIHTC and RAD to preserve a critical affordable housing community in the City of Flint.

MHT Management, LLC will be the property manager on behalf of FHC. MHT Management is well established and has been staffed with a group of high caliber real estate industry professionals, with a vast majority of their tenure being in affordable housing. MHT Management currently manages over 9,500 units throughout Michigan and Indiana.



FLINT HOUSING COMMISSION



Mince Manor, located at 3800 Richfield Road, is a 110-unit apartment community built in 1978. The entity created to own the property is MACH 1 Limited Dividend Housing Association, LLC and will be jointly managed by FHC and MHT.

**General Partner/Member Experience  
This page must be included in Exhibit 12a**

<b>General Partner/Member Name:</b>	MHT Housing, Inc.
<b>Is the General Partner/Member shown in Section C.1 of the LIHTC Program Application?</b>	Yes
<b>If you answered "No," please explain the relationship between the owner shown here to the owner in the application:</b>	

Complete the chart below including ALL affordable developments the GP/Member has experience in owning and developing. Failure to fully complete this chart or clearly define the relationship between the entity(ies) shown above to the information presented in the LIHTC Program Application may result in a loss of points when applying to LIHTC.

Name and Project Number of Project Owned	City and State	Number of Units	Construction type	Date of Ownership (mm/dd/yy)		Date Project Last Placed in Service	Type of Financing as defined by Tier 1 in Scoring Criteria Section D, #1	LIHTC Project?	8609 issue date (mm/dd/yy)	Has the project materially defaulted on any obligation?*	Does the project have any uncorrected 8823s that have been outstanding longer than 6 months?***	Included in Point Total for Owner/ GP Experience Points?
				Begin	End							
Exampler: ABC Apts A12345	Lansing, MI	23	Acq./Rehab	3/1/2001	10/14/2008	5/1/2003	HUD 221 (d)(4)	Yes	5/5/2004	No	No	2/3
9100 on Grand	Detroit, MI	36	New Construction	11/25/2018		4/8/2019	LIHTC	Yes	9/14/2020	No	No	1
Adams Senior Village II	Westland, MI	120	Acq./Rehab	11/1/2003		2/24/2016	LIHTC/ HUD 223F	Yes	7/23/2018	No	No	1/2
Ambrose Ridge II	Plainfield Twp, MI	84	Acq./Rehab	6/15/1996		1/31/2018	LIHTC/MSHDA	Yes	8/13/2020	No	No	1/2
Apple Ridge II	Kalamazoo, MI	56	Acquisition	1/8/2010		2/24/2005, Rehab in Progress	LIHTC/ HUD 223F	Yes	Pending	No	No	2/3
Aspen Hills II	Garfield Township, MI	70	Acq./Rehab	8/16/2002		8/29/2019	LIHTC/ HUD 223F	Yes	9/10/2020	No	No	1/2
Benjamin Manor	Highland Park, MI	81	Acq./Rehab	1/31/2012		NA	NSP/MSHDA	No	NA	No	No	No
Brenwood II	Belding, MI	48	Acq./Rehab	7/11/2003	6/17/2019	12/30/2003	LIHTC/ CONV	Yes	10/11/2004	No	No	No
Calumet II	Detroit, MI	104	Acq./Rehab	12/30/1991		12/27/2007	LIHTC/MSHDA	Yes	10/8/2009	No	No	2/3
Camelot Hills II	Lansing, MI	102	Acq./Rehab	6/20/2003		10/23/2019	CONV/ LIHTC	Yes	Pending	No	No	2/3
Cass Apartments aka Arthur Antisdel	Detroit, MI	41	Adaptive Re-use	11/1/2012		11/22/2013	LIHTC/MSHDA	Yes	3/4/2016	No	No	2/3
Centerline Park Towers II	Center Line, MI	300	Acq./Rehab	4/21/2005		1/1/2006, Rehab in Progress	221D4/ LIHTC	Yes	10/10/2006	No	No	2/3
Center Ridge Arms	Essexville, MI	100	Acq./Rehab	3/30/2021		Rehab in Progress	LIHTC/MSHDA	Yes	Pending	No	No	No
Chase Run III	Mt. Pleasant, MI	160	Acq./Rehab	7/12/1987		12/31/2017	CONV/ LIHTC/MSHDA	Yes	Pending	No	No	2/3
Clay Apartments	Detroit, MI	42	New Construction	3/12/2019		9/25/2020	CONV	Yes	Pending	No	No	No
Colonial Meadows II	Pontiac, MI	82	Acquisition	6/1/2011		12/31/2020	MSHDA	Yes	Pending	No	No	No
Dauner Haus II	Fenton, MI	41	New Construction	12/21/1995		2/26/1997	LIHTC/ CONV	Yes	3/9/1998	No	No	No
Dauner Haus III	Fenton, MI	151	Acq./Rehab	6/27/1995		9/30/2008	LIHTC/ CONV	Yes	10/8/2009	No	No	2/3

\* A material default on any obligation includes, but is not limited to the following: project foreclosure, filing a bankruptcy petition, or providing a deed in lieu of foreclosure. If answered yes, the project cannot be counted towards the general partner/member experience total. However, explanation can be provided on tab C of this workbook.

\*\* If the project has any uncorrected 8823s that have been outstanding longer than 6 months, then that project cannot be counted towards the general partner/member experience total. However, explanation can be provided on tab C of this workbook.

Name and Project Number of Project Owned	City and State	Number of Units	Construction type	Date of Ownership (mm/dd/yy)		Date Project Last Placed in Service	Type of Financing as defined by Tier 1 in Scoring Criteria Section D, #1	LIHTC Project?	8609 issue date (mm/dd/yy)	Has the project materially defaulted on any obligation?*	Does the Project have any uncorrected 8623s that have been outstanding longer than 6 months?>**	Included in Point Total for Owner/SP Experience Points?
				Begin	End							
Example: ABC Apts A12345	Lansing, MI	23	Acq./Rehab	3/1/2001	10/14/2008	5/1/2003	HUD 221 (b)(4)	Yes	5/5/2004	No	No	2/3
Dearborn Town Center Senior	Dearborn, MI	77	New Construction	12/8/2017		12/5/2018	LIHTC	Yes	8/12/2020	No	No	1
Delhi Stratford Place	Holt, MI	96	Acquisition	1/28/2010		1/13/2006	MSHDA/LIHTC	Yes	12/9/2010	No	No	2/3
Dickerson Manor	Detroit, MI	66	New Construction	9/1/2010		11/9/2011	CONV/LIHTC	Yes	3/1/2013	No	No	2/3
Gabriele	Highland Park, MI	336	Acq./Rehab	6/24/1994		12/1/1994	MSHDA/LIHTC	Yes	12/27/1994	No	No	No
Glendale Buena Vista	Highland Park, MI	93	Acq./Rehab	12/31/1991		12/30/1991	MSHDA/RAP/LIHTC	Yes	12/29/1993	No	No	No
Harbor Pointe	Benton Twp, MI	84	New Construction	8/28/1998	2/5/2018	1/1/2000	LIHTC	Yes	2/12/2001	No	No	No
Harbor Pointe II	Benton Twp, MI	72	New Construction	8/25/2001	2/5/2018	1/1/2003	CONV/LIHTC	Yes	9/15/2003	No	No	No
Highland Manor	Highland Park, MI	48	New Construction	9/10/2009		3/16/2010	LIHTC/221 D4	Yes	1/30/2012	No	No	2/3
Hope Senior	Oxford, MI	50	New Construction	3/15/1993		12/17/1993	TAXABLE BOND/MSHDA/LIHTC	Yes	12/29/1993	No	No	No
Jefferson Meadows	Detroit, MI	83	Acquisition	11/1/2011		NA	MSHDA HOME/LIHTC	Yes	NA	No	No	No
Jefferson Square II	Detroit, MI	180	Acq./Rehab	12/30/1991		12/17/2007	HUD/221 D4	Yes	10/26/2009	No	No	2/3
Jennings Senior Living	Detroit, MI	46	Adaptive Re-use	7/10/2014		8/28/2015	LIHTC/HOME	Yes	2/27/2017	No	No	2/3
Maplewood Manor	Bay City, MI	158	Acq./Rehab	2/27/2015		12/30/2015	LIHTC/ HUD 221D4	Yes	11/9/2017	No	No	2/3
McDonald Square II	Detroit, MI	180	Acq./Rehab	12/30/1991		9/26/2007	MSHDA/LIHTC	Yes	3/18/2009	No	No	2/3
Mill Pond Manor II	Brighton, MI	58	Acq./Rehab	3/22/2013		6/1/2016	LIHTC/ HUD 221D4	Yes	5/17/2018	No	No	1/2/4
Milwaukee Junction	Detroit, MI	25	New Construction	5/7/2020		NA, Under Construction	CONV	Yes	Pending	No	No	No
Newman Court Apartments	Pontiac, MI	172	Acq./Rehab	11/8/2017		10/25/2018	LIHTC/ HUD 223F/BOND	Yes	6/18/2020	No	No	1
Oakwood Manor	Eastpointe, MI	44	New Construction	6/27/2012		7/1/2013	NSP/HOME	No	NA	No	No	2
Pablo Davis II	Detroit, MI	75	Acq./Rehab	11/28/2018		12/31/2019	CONV/LIHTC	Yes	Pending	No	No	No
Palmer Court Townhomes	Detroit, MI	173	Acq./Rehab	10/20/2010		10/13/2011	MSHDA/LIHTC	Yes	12/6/2017	No	No	2/3
Parkview Place II	Detroit, MI	199	Acq./Rehab	5/1/2002		12/31/2020	LIHTC/Pass Thru	Yes	Pending	No	No	2/3
Prince Hall Place	Detroit, MI	156	Acq./Rehab	11/1/2009		1992	CONV/MSHDA	Yes	7/13/2013	No	No	No
Renaissance	Pontiac, MI	56	Acq./Rehab	10/10/2017		NA	LIHTC/ HUD	Yes	NA	No	No	No
Ridgewood Vista	Jackson, MI	150	Acq./Rehab	6/27/1983		9/23/2008	LIHTC/MSHDA	Yes	10/20/2009	No	No	2/3
River Terrace	Benton Harbor, MI	270	Acq./Rehab	6/23/2006		1/1/2007	LIHTC/MSHDA	Yes	3/11/2008	No	No	2/3
Royal Oak Tower	Ferrisdale, MI	200	Acq./Rehab	6/15/2003	12/27/2019	12/30/2003	MSHDA/LIHTC/Pass Thru	Yes	12/29/2004	No	No	No
Sacred Heart	St. Francis, WI	68	Adaptive Re-use	10/1/2011		12/7/2011	LIHTC/WHEDA	Yes	11/10/2012	No	No	2/3
Shiloh Commons II	Flint, MI	125	Acq./Rehab	3/19/2020		12/31/2020	LIHTC/MSHDA	Yes	Pending	No	No	No
Silver Creek II	Flat Rock, MI	111	Acq./Rehab	1/12/1997		12/31/2017	CONV/LIHTC/MSHDA	Yes	Pending	No	No	2/3
South Hill II	Milford, MI	120	Acq./Rehab	8/10/2007		10/11/2007	MSHDA/LIHTC	Yes	1/28/2009	No	No	2/3
Tri City Village	Waterford, MI	56	Acq./Rehab	4/19/2006		4/19/2006	HUD 221D4/LIHTC	Yes	6/28/2007	No	No	2/3
University Club	Detroit, MI	120	Acq./Rehab	1/1/2010		NA	MSHDA/HOME	No	NA	No	No	No
Uptown Towers	Portland, OR	71	Acq./Rehab	1/20/2011		2/1/2011	LIHTC/CONV	Yes	3/15/2012	No	No	2/3
Van Dyke Center II	Detroit, MI	200	Acq./Rehab	8/16/2007		11/8/2007	MSHDA/LIHTC	Yes	3/13/2009	No	No	2/3
Village at Bloomfield	Pontiac, MI	150	New Construction	11/24/2020		NA, Under Construction	Tax Exempt Bond/HOME/AMR	No	Pending	No	No	No
Village of Royal Oak	Royal Oak, MI	147	New Construction	2/1/2010		10/24/2011	LIHTC/MSHDA	Yes	9/17/2012	No	No	2/3

Name and Project Number of Project Owned	City and State	Number of Units	Construction type	Date of Ownership (mm/dd/yy)		Date Project Last Placed in Service	Type of Financing as defined by Tier 1 in Scoring Criteria Section D. #1	LIHTC Project?	8609 issue date (mm/dd/yy)	Has the project materially defaulted on any obligation?*	Have any uncorrected RFX's that have been outstanding longer than 6 months?*	Included in Point Total for Owner/EP Experience Points?
				Begin	End							
Example: ABC Apts A12345	Lansing, MI	23	Acq./Rehab	3/1/2001	10/14/2008	5/1/2003	HUD 221 (d)(4)	Yes	5/5/2004	No	No	2/3
Village East	Springfield, OR	42	Acq./Rehab	12/19/2014		1/1/2015	LIHTC/CONV	Yes	2/12/2016	No	No	2/3
Village Park	Detroit, MI	57	Acq./Rehab	2/1/2012		2/1/2012	NSP/HOME/MSHDA	Yes	NA	No	No	2/3
Vista Villa	Saginaw, MI	100	Acq./Rehab	6/14/1993		6/1/1994	MSHDA/LIHTC	Yes	12/7/1994	No	No	No
Walnut Grove II	Grand Rapids, MI	80	Acq./Rehab	6/20/2003		12/12/2018	CONV/LIHTC	Yes	Pending	No	No	2/3
Westchester Towers	Wayne, MI	223	Acq./Rehab	5/17/2001	5/31/2018	1/4/2002	LIHTC/HUD 223f	Yes	11/26/2002	No	No	No
Wildwood	Westland, MI	229	Acq./Rehab	4/28/2011		12/1/2011	LIHTC/221D4	Yes	9/12/2013	No	No	2/3



**Management Experience**  
**This page must be included as Exhibit 12b**

<b>Management Entity:</b> MHT Management, LLC	MHT Management, LLC
Is the management entity identified above the same as shown in Section C.4 of the LIHTC Program Application?	Yes
If you answered "No," please explain the relationship between the management entity shown here and the management entity in the application:	

Complete the chart below. Failure to fully complete this chart or clearly define the relationship between the management entity identified here and in the LIHTC Program Application may result in a loss of points when applying for LIHTC.

Name of Project Managed	City and State	Number of Units	Date of Management (mm/dd/yy)*		Type of Financing	LIHTC Project? **	Does the Project have any uncorrected 8823s that have been outstanding longer than 6 months?***	Included in Point Total for Management Experience Points?
			Begin	End				
Example: XYZ Project	Ann Arbor, MI	33	4/5/2002	5/3/2009	LIHTC	Yes	No	Yes
9100 on Gratiot	Detroit, MI	36	4/8/2019		LIHTC	Yes	No	No
Adams Senior Village II	Westland, MI	120	7/31/2007		HUD 223(f)	Yes	No	Yes
Ambrose Ridge II	Grand Rapids, MI	84	10/1/2017		LIHTC	Yes	No	Yes
Apple Ridge II	Kalamazoo, MI	56	11/1/2008		CONV	Yes	No	Yes
Arthur Antisdel (a.k.a. Cass Community)	Detroit, MI	41	11/1/2013		PBV	Yes	No	Yes
Aspen Hills II	Traverse City, MI	70	10/1/2017		LIHTC/HUD 223F	Yes	No	Yes
Benjamin Manor	Highland Park, MI	81	8/2/2009		NSP/MSHDA	Yes	No	Yes
Brentwood II	Belding, MI	48	10/1/2017	6/17/2019	CONV/LIHTC	Yes	No	Yes
Calumet II	Detroit, MI	104	2/1/2010		MSHDA	Yes	No	Yes
Camelot Hills II	Lansing, MI	102	3/1/2008		CONV	Yes	No	Yes
Centerline Park Towers II	Center Line, MI	300	4/1/2007		HUD221(D)4	Yes	No	Yes
Center Ridge Arms	Essexville, MI	100	3/30/2021		MSHDA	Yes	No	No
Chase Run III	Mt. Pleasant, MI	160	1/1/2005		CONV	Yes	No	Yes
City Apartments	Detroit, MI	42	3/11/2019		CONV	Yes	No	No
Colonial Meadows	Pontiac, MI	83	6/1/2011		MSHDA	Yes	No	Yes
Dauner Haus III	Fenton, MI	151	2/1/2010		MSHDA	Yes	No	Yes
Dauner Haus II	Fenton, MI	41	2/1/2010		CONV	Yes	No	Yes
Dearborn Town Center Senior	Dearborn, MI	77	12/5/2018		CONV	Yes	No	No
Delta Stratford Place	Holt, MI	96	6/1/2010		MSHDA	Yes	No	Yes
Dickerson Manor	Detroit, MI	66	9/1/2010		CONV	Yes	No	Yes
Gabrielle	Highland Park, MI	336	2/1/2010		MSHDA	Yes	No	Yes
Glendale Buena Vista	Highland Park, MI	93	2/1/2010		MSHDA	Yes	No	Yes

\* Must be the date rent-up began if managing the property at that time, otherwise the date the company started managing the project, not the date of the start of construction.

\*\* Points will only be given to management of LIHTC projects

Name of Project Managed	City and State	Number of Units	Date of Management (mm/dd/yy)*		Type of Financing	LIHTC Project? **	Does the Project have any uncorrected 8823s that have been outstanding longer than 6 months?***	Included in Point Total for Management Experience Points?
			Begin	End				
Example: XYZ Project	Ann Arbor, MI	33	4/5/2002	5/3/2009	LIHTC	Yes	No	Yes
Harbor Pointe	Benton Harbor, MI	84	4/1/2017	2/6/2018	LIHTC	Yes	No	No
Harbor Pointe II	Benton Harbor, MI	72	4/1/2017	2/6/2018	CONV/LIHTC	Yes	No	No
Highland Manor	Highland Park, MI	48	11/1/2010		HUD 223(F)	Yes	No	Yes
Hope Senior	Oxford, MI	50	2/1/2010		MSHDA/HOME	Yes	No	Yes
Jefferson Meadows	Detroit, MI	83	11/1/2011		MSHDA	Yes	No	Yes
Jefferson Square II	Detroit, MI	180	10/1/2007		HUD 221(D)4	Yes	No	Yes
Jennings Senior Living	Detroit, MI	46	8/28/2015		CONV	Yes	No	Yes
McDonald Square II	Detroit, MI	180	2/1/2010		MSHDA	Yes	No	Yes
Mill Pond Manor II	Brighton, MI	58	1/1/2013		HUD 221(D)4	Yes	No	Yes
Milwaukee Junction	Detroit, MI	25	Under Construction		CONV	Yes	No	No
Newman Court II	Pontiac, MI	172	6/1/2016		HUD	Yes	No	Yes
Oakwood Manor	Eastpointe, MI	44	7/1/2013		NSP/HOME	No	No	No
Pablo Davis II	Detroit, MI	75	2/1/2014		CONV	Yes	No	Yes
Palmer Court Townhomes	Detroit, MI	173	5/1/2009		MSHDA	Yes	No	Yes
Parkview Place II	Detroit, MI	199	12/1/2004		PASS THRU	Yes	No	Yes
Prince Hall Place	Detroit, MI	156	10/30/2008		MSHDA	Yes	No	Yes
Renaissance	Pontiac, MI	56	1/1/2016		CONV	Yes	No	Yes
Ridgeview Vista	Jackson, MI	150	2/1/2010		MSHDA	Yes	No	Yes
River Terrace	Benton Harbor, MI	270	2/1/2010		MSHDA	Yes	No	Yes
Royal Oak Tower	Ferdale, MI	200	2/1/2010	12/22/2019	MSHDA/ SEC 236	Yes	No	No
Shiloh Commons II	Flint, MI	125	2/1/2018		MSHDA	Yes	No	Yes
Silver Creek II	Flat Rock, MI	111	11/1/2003		MSHDA	Yes	No	Yes
South Hill	Millford, MI	120	2/1/2010		MSHDA	Yes	No	Yes
University Club	Detroit, MI	120	1/1/2010		MSHDA	No	No	No
Van Dyke Center II	Detroit, MI	200	2/1/2010		MSHDA	Yes	No	Yes
Village Park	Detroit, MI	56	10/1/2010		MSHDA	Yes	No	Yes
Village of Royal Oak	Royal Oak, MI	147	2/15/2011		MSHDA	Yes	No	Yes
Vista Villa	Saginaw, MI	100	1/2/2009		MSHDA	Yes	No	Yes
Walnut Grove II	Grand Rapids, MI	80	4/1/2017		CONV/LIHTC	Yes	No	Yes
Westchester Towers	Wayne, MI	223	10/1/2004	5/31/2018	HUD 223(F)	Yes	No	No
Wildwood Apartments	Westland, MI	279	4/28/2011		HUD 221(D)4	Yes	No	Yes

**General Partner/Member & Management Entity - Explanation Page**  
**This page must be included as part of Exhibits 12a and 12b**

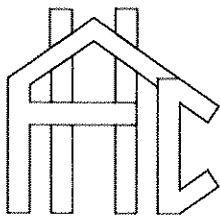
If you answered yes for any project under the column titled "Has the project materially defaulted on any obligation?" from tab A of this workbook, please provide written explanation.

Project Name	Explanation
NA	

If you answered yes for any project under the column titled "Does the project have any uncorrected 8823s that have been outstanding longer than 6 months?" from tab A or B of this workbook, please provide written explanation.

General Partner/Member       Management Entity

Project Name	Explanation
NA	



FLINT HOUSING COMMISSION



## PILOT Proposed Project Narrative

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### Background

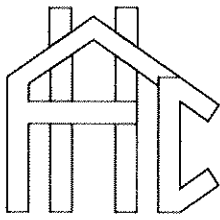
The Flint Housing Commission (FHC) and MHT Housing, Inc. (MHT) intend to submit an application for Low-Income Housing Tax Credits (LIHTC) and Tax-Exempt Bond Financing from the Michigan State Housing Development Authority (MSHDA) in order to reposition the financing and leverage debt to perform around \$6.5 million in rehabilitation at Mince Manor located at 3800 Richfield Rd., Flint Michigan 48506. The repositioning of the property will include converting the US Department of Housing and Urban Development (HUD) subsidy to the property from the Public Housing Section 9 program to the Housing Choice Voucher (HCV) Section 8 program. The change will allow FHC to stabilize income for the property by signing a 20-year Housing Assistance Payment (HAP) contract and mandatory 20-year renewal with HUD. **This transaction is only feasible if the City of Flint is willing to reissue a Payment in Lieu of Taxes (PILOT) agreement to continue for the term of the new (40 year) MSHDA and HUD financing.**

### Intended Usage / Target Market

Mince Manor is a 3-story 110 unit apartment building with two (2) elevators. Completing the RAD conversion will allow FHC to preserve affordable housing. All 110 apartments will continue to serve the low- and very low income community. The property will provide housing for residents who are at or below the 60% Area Median Income (AMI). Similar to the existing Public Housing program, residents will only pay 30% of their income towards rent and the property will receive subsidies through vouchers on each apartment.

### Economic Impact

Flint Housing Commission currently has a PILOT of 10% on rental income minus utility expenses at Mince Manor. In the current PILOT, HUD subsidy is not included as rental income to the property. Based on this formula, FHC has paid **\$6,564** in fiscal year 2019 and **\$11,760** in fiscal year 2020. The requested PILOT is for 3% of rental income minus utility expenses. In the new requested PILOT, ALL tenant paid rent and HUD (Section 8) subsidy will be considered rental income and will result in a net increase in tax paid by the property. The PILOT to be paid after conversion and renovations is projected at approximately **\$23,000** in the first year and will continue to increase as shown in the projections provided.



FLINT HOUSING COMMISSION



### Environmental Impact

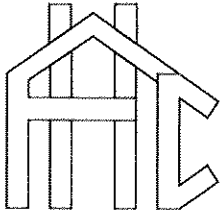
Mince Manor will receive significant upgrades immediately after closing. The renovations will have several beneficial environmental impacts to the property and the residents. Inside the apartments, residents will receive clean new living spaces where floors have been restored or replaced throughout and walls have fresh paint. This will have a tremendous impact to remove dust, mold, or other allergens which may not be addressed when families occupy a dwelling for long periods of time. The building will receive new make-up air (MUA) rooftop units which are currently not in operation. This will help improve comfort as well as the overall indoor air-quality for residents. The property will receive numerous energy efficient upgrades which are designed to improve the quality of living and reduce operating expenses. Upgrades will include low-flow water fixtures and LED interior and exterior lighting throughout. Through the course of construction, any discovery of lead-based paint or asbestos containing materials (ACM) will be addressed responsibly. The residents have a large garden on the property which is enjoyed by many. Outdoor green spaces are a significant feature which will be maintained. The rehabilitation of the property is expected to meet the Enterprise Green Standards for moderate rehab.

### Impact on City Infrastructure

FHC and MHT have established energy efficient upgrades as a major goal to be accomplished. Upgrades will be performed to reduce demand on the electrical, natural gas and water systems. The property will see significant reductions in water usage through the use of low-flow (0.8 gallon per flush) toilets and other fixtures. The property already has modern boilers so there is not expected to be significant reductions in natural gas usage. A new roof system will be installed which will include added insulation and the use of reflective (white) materials to reduce thermal gain. There are expected to be minor reductions to electric usage after new LED interior and exterior lighting upgrades are completed. No other changes are expected to have an impact on the City infrastructure.

### Impact on City Services

New LED site lighting will improve the safety and security for the residents. This will also improve the ability for police, fire and EMS to respond. Parking lot and sidewalk repairs have recently been upgraded and will be maintained to provide for safe ingress and egress to the property for all visitors. All work requiring a permit will be properly inspected.



## FLINT HOUSING COMMISSION

### Square Footage of the Buildings and Land

Mince Manor was built in 1978 and has been owned and operated by the Flint Housing Commission since it was first occupied. Mince Manor contains 2 parcels. Parcel 1 is located at 3800 Richfield Road and is identified as parcel number 47-33-476-095. This parcel includes the Mince Manor apartment building and is 92,220 SF or 2.12 acres. Mince Manor purchased an adjacent single-family home a couple of years ago. This property a 34,375 SF or 0.79 acre parcel identified as 3746 Richfield or parcel number 47-33-476-010. In the next year, FHC intends to complete renovations on this building and use it as the office for their Housing Choice Voucher program. The back half of the house parcel will continue to be used to provide adequate parking for Mince Manor. A lot split and combination has been requested by ownership and the documentation has been delivered to the City for review in order to combine the back portion of the formerly single family home lot with the Mince Manor.

Mince Manor is a 5-story slab foundation building with 3 wings. There are 110 apartments totaling 84,690 SF of gross building area. There are 109 one-bedroom 528 SF apartments and 1 two-bedroom 1,008 SF apartment. There is an abundant amount of common areas including a community room, laundry facilities and a lounge/sitting area on each floor. The parking lot and sidewalks recently received significant improvements. There is an outdoor patio and behind the building there is a large patio where residents use outdoor grills and have a large garden. Gardening is a major hobby enjoyed by many residents.

### Architectural Renderings

See attachments

### Other Information

Each apartment has heating and cooling controlled by individual thermostats. There are on-site community laundry facilities and two elevators, including a sizable freight elevator to assist with moving larger items. Each floor has a sitting area overlooking the new parking lot. Residents have a patio off the community room which is used frequently for grilling. Residents have a large garden on the property to allow for an added outdoor activity. There is public transportation at the property edge. Immediately to the east is a Kroger supermarket. There is a dedicated sidewalk for this incredible amenity. The property is located far back from the road and is in a quiet setting surrounded by residential homes. Significant upgrades have been recently completed to the parking area which included accessibility upgrades.

# EXHIBIT A

**PROPERTY DESCRIPTION:**

THE LAND SITUATED IN THE CITY OF FLINT, COUNTY OF GENESEE, STATE OF MICHIGAN, IS DESCRIBED AS FOLLOWS:

**PARCEL A**

THE EAST 245.20 FEET OF THE WEST 815.90 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN, EXCEPTING THEREFROM THE PART DESCRIBED AS: THE EAST 213.20 FEET OF THE WEST 815.00 FEET OF THE NORTH 250 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, ALSO EXCEPTING THE NORTHERLY 50 FEET OF THE WESTERLY 32 FEET, SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN.

ALSO

THE EAST 62.5 FEET OF THE WEST 570.70 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, EXCEPT THE NORTHERLY 340.00 FEET.

**PARCEL B**

THE NORTH 340.00 FEET OF THE EAST 62.5 FEET OF THE WEST 570.70 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, EXCEPT THE NORTHERLY 50 FEET.



**KEM-TEC**  
A GROUP OF COMPANIES

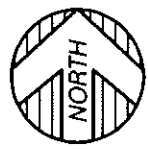
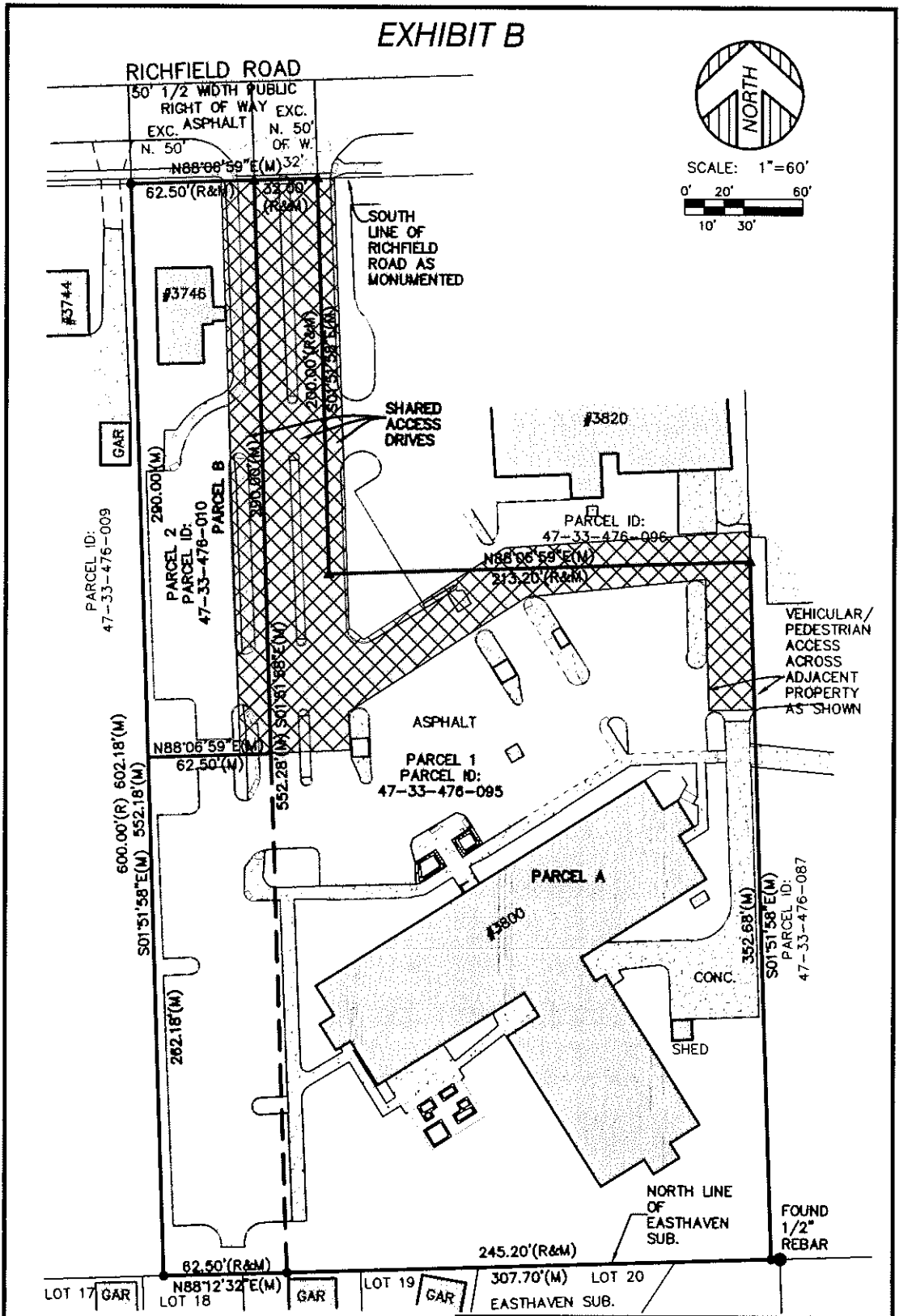
PROFESSIONAL ENGINEERING,  
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FAX: (586) 772.4048      FAX: (586) 772.4048      FAX: (734) 994.0667      FAX: (610) 694.9955

[www.kemtecagroupofcompanies.com](http://www.kemtecagroupofcompanies.com)

PREPARED FOR: MHT HOUSING	
FIELD SURVEY: N/A	DATE: JANUARY 26, 2022
DRAWN BY: MRJ	SHEET: 1 OF 2
SCALE: N/A	JOB NO.: 21-01242

# EXHIBIT B



SCALE: 1" = 60'  
 0' 20' 60'  
 10' 30'

- LEGEND**
- SET 1/2" REBAR WITH CAP, #47976
  - ▲ SET MAGNAIL
  - FOUND MONUMENT (AS NOTED)
  - (M) MEASURED DIMENSION
  - (R) RECORD DIMENSION

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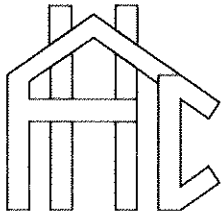
<b>Eastpointe</b> (800) 295.7222	<b>Detroit</b> (313) 758.0677	<b>Ann Arbor</b> (734) 994.0888	<b>Grand Blanc</b> (888) 694.0001
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FAX: (586) 772.4048 FAX: (586) 772.4048 FAX: (734) 994.0667 FAX: (810) 694.9955  
[www.kemtecagroupofcompanies.com](http://www.kemtecagroupofcompanies.com)

PREPARED FOR: MHT HOUSING

FIELD SURVEY: N/A	DATE: JANUARY 26, 2022
DRAWN BY: MRJ	SHEET: 2 OF 2
SCALE: 1" = 60'	JOB NO.: 21-01242





FLINT HOUSING COMMISSION



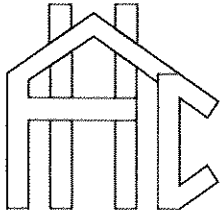
## Marketing

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MHT Management, LLC will be the property manager for the Mince Manor Apartments property upon conversion. A list of experience for MHT Management, LLC is found with the background narrative as exhibit 1. MHT Management, LLC is very familiar with managing affordable housing properties including Shiloh Commons in Flint.

Mince Manor Apartments will be targeted towards families or individuals at or below 60% Area Median Income (AMI). All apartments at Mince Manor will have rental assistance which will allow all apartments to provide affordable housing. The section 8 Project Based Rental Assistance will be linked to the apartments at this housing community and will assist residents in paying rent. With this Section 8 program, residents will typically only pay 30% of their income and the subsidy will cover the rest of the rent. This will help ensure those Flint families most in need are able to have a nice place to call "Home."

Since Mince Manor Apartments is an occupied housing community now, and as part of the RAD program with HUD, all residents will have the right to return to a unit in the community once the construction is complete full occupancy should be achieved shortly after construction. A few units will remain vacant until construction is complete to ensure a place for residents to stay while their unit is under construction.



FLINT HOUSING COMMISSION



## Ownership and Tax Information

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Mince Manor is located at 3800 Richfield Rd, Flint, MI 48506. The current parcel identification number is 47-33-476-095 . Mince Manor also owns the adjacent parcel 47-33-476-010. FHC has submitted a lot split/combination request to the City to formally add the back portion of the adjacent lot to the Mince Manor legal description allowing additional parking for the property. The front portion of the adjacent site will be transferred to FHC with the intention on turning the vacant house into the Section 8 office.

**Current Legal Description:** 47-33-476-095

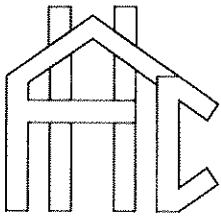
The East 245.20 feet of the West 815.90 feet of the North 600 feet of the Southeast $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 33, Township 8 North, Range 7 East, City of Flint, Genesee County, Michigan-; EXCEPTING therefrom that part described as: The East 213.2 feet of the West 815.00 feet of the North 250 feet of the Southeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$ , Section 33, Township 8 North, Range 7 East, City of Flint, Genesee County, Michigan. Reserving therefrom that part used, taken or deeded for Richfield Road.

And 47-33-476-010

The East 62.5 feet of the West 570.70 feet of the North 600 feet of the Southeast Quarter of the Southeast Quarter of Section 33, Town 8 North, Range 7 East; Except the Northerly 50 Feet.

**Proposed Legal Description:**

THE EAST 245.20 FEET OF THE WEST 815.90 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN, EXCEPTING THEREFROM THE PART DESCRIBED AS: THE EAST 213.20 FEET OF



#### FLINT HOUSING COMMISSION

THE WEST 815.00 FEET OF THE NORTH 250 FEET OF THE SOUTHEAST 1 /4 OF THE SOUTHEAST 1 /4 , ALSO EXCEPTING THE NORTHERLY 50 FEET OF THE WESTERLY 32 FEET, SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN. ALSO THE EAST 62.5 FEET OF THE WEST 570.70 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, EXCEPT THE NORTHERLY 340.00 FEET.

The property is currently owned by the Flint Housing Commission (FHC). Once all funding has been secured, the property will be transferred to MACH 1 Limited Dividend Housing Association, LLC, where the Managing Member will be controlled by FHC and MHT.

There is a Declaration of Trust and Restrictive Covenant recorded on the property requiring it to be used for affordable housing and requiring HUD approval to change funding programs. No liens exist on this site.

The current assessed value is \$0 as the property is owned by a public entity and as such, there are not any assessments under appeal.



## FLINT HOUSING COMMISSION

Harold Ince, Jr.  
Executive Director  
3820 Richfield Road  
Flint, Michigan 48506  
Phone: (810) 736-3050  
(810) 736-0158

*Board of Commissioners.*  
President Geraldine Redmond, Resident Commissioner  
Vice President Philip Schmitter  
Commissioner Chra Morgan  
Commissioner De Waun Robinson

March 7, 2022

Department of Planning and Development  
City of Flint  
1101 S. Saginaw St.  
Flint, MI 48502  
Attn: Suzanne Wilcox

RE: PILOT Application Option to Purchase Real Property

This letter is to inform you that the Flint Housing Commission intends to execute an Option to Ground Lease and Acquire Improvements like the attached draft for the purposes of Low-Income Housing Tax Credit (LIHTC) redevelopment with an entity, MACH 1 Limited Dividend Housing Association, LLC., established by the Flint Housing Commission.

Sincerely,

Harold S. Ince, Jr.  
Executive Director



## OPTION TO GROUND LEASE AND ACQUIRE IMPROVEMENTS

This option to ground lease and acquire improvements agreement (the “Option”) is made this \_\_\_\_ day of \_\_\_\_\_, 2022 (the “Effective Date”), between the **FLINT HOUSING COMMISSION**, a Michigan public body corporate (the “Ground Lessor” or “Optionor”) and **MACH 1 LIMITED DIVIDEND HOUSING ASSOCIATION, LLC**, a Michigan limited liability company (the “Optionee”). The Optionor and Optionee are at times collectively referred to hereinafter as the “Parties” or individually as the “Party.”

### RECITALS

- A. WHEREAS, Optionor is the owner of those certain four parcels of land located in the City of Flint, County of Genesee, State of Michigan (collectively, the “Parcels”) and the improvements thereon, commonly known as Mince Manor, Aldridge Place, Centerview and Howard Estates, respectively (collectively, the “Improvements”).
- B. WHEREAS, Optionor and MHT Housing, Inc., an affiliate of Optionee, entered into or will enter into that certain Business Term Sheet governing plans for redevelopment of the Improvements (the “**Business Term Sheet**”).
- C. WHEREAS, Optionor desires to provide Optionee with an Option to ground lease the Parcels, and an Option to acquire the Improvements, which are more particularly described in Exhibit A attached hereto and incorporated herein.
- D. WHEREAS, Optionee desires to enter into this Option to lease the Parcels and acquire the Improvements from Optionor for the redevelopment and operation of four multi-family rental developments located therein (together, the “Project”), which contain \_\_\_\_\_ (\_\_\_\_\_) rental units, [all] of which will receive Section 8 rental assistance pursuant to the Rental Assistance Demonstration (“RAD”) program.
- E. WHEREAS, this Option is being provided to Optionee in order to provide evidence of site control sufficient to satisfy the Michigan State Housing Development Authority’s Low Income Housing Tax Credit (“LIHTC”) Qualified Allocation Plan requirements in anticipation of Optionee’s upcoming LIHTC application.

NOW THEREFORE, in consideration of the sum of One Hundred and 00/100 (\$100.00) Dollars, to be paid by Optionee to Optionor, which payment Optionee shall provide upon its execution of this Option, Optionor hereby grants to Optionee the right and option to lease said Parcel and acquire said Improvements, for the term and in accordance with the covenants and conditions set forth herein, as follows:

- 1. Period: This Option may be exercised at any time within the twelve (12) month period following the Effective Date of the Option (the “Option Period”).
- 2. Ground Lease Terms: The Option shall be subject to the terms, covenants

and provisions of the ground lease ultimately entered into between the Parties (the "Ground Lease"). The term of the Ground Lease will be agreed to by the Parties, but in no event shall it be less than 50 years. The rent for the Ground Lease is subject to negotiation.

3. Limited Warranty Deed Terms: The Option shall be subject to the terms, covenants and provisions of the limited warranty deed conveying the Improvements to the Optionee (the "Deed"). The acquisition cost for the Improvements is \$ \_\_\_\_\_. Upon termination of the Ground Lease, all of Optionee's right to title and interest in the Improvements shall revert to Optionor.
4. HUD and Other Approvals: The Option, Ground Lease and Deed shall be subject to any and all applicable United States Department of Housing and Urban Development ("HUD") approvals required for disposition of the property and development of the Project, as well as any approvals required from Optionor's Board of Commissioners.
5. Conflict of Interest: The Optionee has no conflict of interest, and shall inform Optionor of any subsequent potential conflict of interest that would cause Optionee to violate its obligations under applicable regulations, including 2 CFR Part 200.
6. Assignment or Transfer. This Option may not be sold, assigned or transferred by Optionee without the approval or consent of Optionor, which approval or consent shall be granted or denied in Optionor's sole discretion.
7. Extension of Term. In the event that Optionee fails to exercise this Option within the Option Period, Optionee may, upon written notice to Optionor no later than fifteen (15) days prior to the expiration of the Option Period, request an extension of the Option Period, for the period of six (6) months (the "Extended Option Period"), which extension Optionor shall be granted or denied in Optionor's sole discretion. Such extension request shall be accompanied with an additional Ten 00/100 Dollar (\$10.00) payment.
8. Termination of Rights. In the event that Optionee fails to exercise this Option during either of the Option Period or Extended Option Period, all rights and privileges granted hereunder shall be deemed completely surrendered, this Option terminated, and Optionor shall retain all money paid for the Option, and no additional money shall be payable by either Party to the other.
9. Access. Optionor shall permit Optionee, during the Option Period, free ingress and egress to the Parcel and Improvements for the sole purpose of conducting any survey, inspection, and other activities of a similar nature as Optionee may deem necessary, at the sole cost of Optionee. Further, following any access, inspection or testing, Optionee shall make every

effort to restore the Parcel to the condition it was immediately prior to the access and in all instances shall address or eliminate any health and safety hazards caused as a result of the access.

10. Indemnification. Optionee hereby shall indemnify and hold harmless Optionor, and its elected or appointed officials, directors, officers, agents or employees, successors and assigns, against any claim of liability or loss from personal injury or property damage resulting from or arising out of the access, use, and entry upon the Parcel or Improvements by the Optionee, its employees, affiliates, servants, contractors or agents, excepting, however, such claims or damages as may be due to or caused by the gross negligence or omissions of Optionor, or its elected or appointed officials, directors, officers, agents or employees, successors and assigns.
11. Insurance. In addition, before Optionee, its employees, affiliates, servants, contractors or agents enters onto the property for the purposes stated in this Section 8, Optionee shall deliver to Optionor a certificate of insurance naming Optionor as additional insured under a commercial general liability policy of insurance maintained by Optionee, which policy shall include contractual indemnity coverage.
12. Notice. Notice of the exercise of this Option shall be given by Optionee to Optionor in writing by certified mail, return receipt requested to the address provided in the Business Term Sheet. Notice shall be deemed effective on the date it is posted. On the date of such notice, the Parties agree that the mutually acceptable finalized version of the Ground Lease shall take effect and said Deed may be recorded.

**[SIGNATURE PAGE FOLLOWS]**

IN WITNESS WHEREOF, the parties have executed this Option as of the Effective Date.

**OPTIONOR:**

**FLINT HOUSING COMMISSION**, a Michigan public body corporate

By: \_\_\_\_\_  
Name: Harold. S. Ince, Jr.  
Its: Executive Director

**OPTIONEE:**

**MACH 1 Limited Dividend Housing Association, LLC**, a Michigan limited liability company

By: \_\_\_\_\_  
Its: Manager

By: \_\_\_\_\_  
Its: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_



## EXHIBIT A

### LEGAL DESCRIPTION

*[to be confirmed]*

#### Aldridge Place

5838 Edgar Holt Dr., Flint, MI 48505  
47-30-301-003

*Land situation in the City of Flint, County of Genesee, State of Michigan, described as: Beginning at the intersection of the North line of Mott Avenue and the West line of Selby Street from said point of beginning, North 89°06' West, 744.50 feet along a line, said line also being the Northerly right-of-way line of Mott Avenue (60 feet wide) (not developed); thence North 01°04'17" East, 834.40 feet; thence South 89°06' East, 744.50 feet to the Westerly right-of-way line of said Selby Street; thence continuing along said right-of-way line, South 01°04'17" West, 834.40 feet to the point of beginning.*

#### Centerview Apartments

2001 N. Center Rd, Flint, MI 48506  
41-04-478-019

*The North 400 feet of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 4, Township 7 North, Range 7 East, City of Flint, Genesee County Records.*

#### Howard Estates

1802 Lapeer Rd., Flint, MI 48503  
41-17-309-032

*Lots 97 through 103 including, also Lots 107 through 110 including, Also part of Lot 111, Floral Park Plat, described as: Beginning at a Point on the southerly line of Lapeer Road, 63.4 feet north 82°15'10" west, from the northwesterly corner of Lot 104 of said Plat; Thence north 08°15'10" west, along said southerly line to a Point 236.86 feet from the northeasterly corner of lot 106 of said Plat; thence north 77°00'40" west along said southerly line 145.94Feet; thence north 68°43'40" west 272.70 feet; thence north 60°33'30" West 82.70 feet; thence south 46°24'50" east 508.72 feet; thence North 60°18' east 45 feet; thence south 30°52'50" east 80 feet to the Northwesterly corner of said Lot 97; thence north 60°18' east 429.5Feet to the northeasterly corner of said lot 103; thence north 00°22'30" east along the westerly line of said Lot 108, 11.15 feet to The northwesterly corner of said lot; thence north 77°17'30" West 66.4 feet; thence northerly 203.15 feet to the point of beginning.*

**Mince Manor** (Please note, parcel ID subject to change as a result of a land combination. The proposed legal description included with the land combination request is reflected below.)

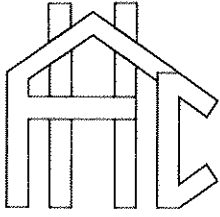
3800 Richfield Rd., Flint, MI 48506

47-33-476-095

*THE EAST 245.20 FEET OF THE WEST 815.90 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN, EXCEPTING THEREFROM THE PART DESCRIBED AS: THE EAST 213.20 FEET OF THE WEST 815.00 FEET OF THE NORTH 250 FEET OF THE SOUTHEAST 1 /4 OF THE SOUTHEAST 1 /4 , ALSO EXCEPTING THE NORTHERLY 50 FEET OF THE WESTERLY 32 FEET, SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, CITY OF FLINT, GENESEE COUNTY, MICHIGAN.*

*ALSO*

*THE EAST 62.5 FEET OF THE WEST 570.70 FEET OF THE NORTH 600 FEET OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 33, TOWNSHIP 8 NORTH, RANGE 7 EAST, EXCEPT THE NORTHERLY 340.00 FEET.*



FLINT HOUSING COMMISSION



## Development Pro Forma

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Attached is the projected redevelopment proforma for Mince Manor along with a trade payment breakdown detailing the scope of the proposed renovation. The proforma uses standard formulas and assumptions by MSHDA as part of their LIHTC direct lending programs.

This preservation transaction incorporates a number of funding sources. A description of the permanent sources includes the following:

- First Mortgage loan provided by MSHDA of \$1,347,145. This anticipated loan included tax-exempt bonds at an interest rate of 4.10% with a 40-year term.
- A seller note from the proceeds of the ground lease will also be included in the sources of this rehabilitation in the amount of \$4,500,000.
- Income from operations during the construction period of \$188,800 will be used as a source.
- LIHTC equity in the amount of \$6,414,322 based on \$0.91/LIHTC is also anticipated.
- A Developer Note in the amount of \$3,003,990 will help support the project.
- Finally, deferred developer fee of \$1,260,000 round out the sources for Mince Manor.

Mince Manor

2/10/2022

Permanent Financing- MSHDA Tax-Exempt Bond Financing - Monthly Debt Service 4.10% for 40 years  
 Construction Financing - MSHDA Tax-Exempt Bond Financing - 4.10%, interest only

Uses

Acquisition		
	Land	\$ 101,000
	Buildings	\$ 4,399,000
	Subtotal	\$ 4,500,000
Construction		
	Structures and on-site improvements	\$ 5,750,000
	General Requirements, Overhead, Builder Profit	\$ 839,914
	Permits, Bond Premium, Tap Fees, Cost Certification	\$ 146,142
	Construction Contingency (10% of est. Const Costs)	\$ 673,606
	Subtotal	\$ 7,409,662
Professional Fees		
	Architect, Engineer, Legal, and other Professional Fees	\$ 223,000
	Subtotal	\$ 223,000
Financing Costs		
	Construction Financing	\$ 465,943
	Permanent Financing	\$ 173,828
	Investor and LIHTC related costs	\$ 2,370,769
	Subtotal	\$ 3,010,540
Project Reserves		
	Tax & Insurance and other project reserves	\$ 1,571,055
	Subtotal	\$ 1,571,055
	<b>Total Development Costs</b>	<b>\$ 16,714,257</b>

Sources

MSHDA Permanent Mortgage	\$	1,347,145
LIHTC Equity	\$	6,414,322
Income from Operations	\$	188,800
Seller Note	\$	4,500,000
Developer Note	\$	3,003,990
Deferred Developer Fee	\$	1,260,000
<b>Total Permanent Sources</b>	<b>\$</b>	<b>16,714,257</b>
<b>MSHDA Construction Loan</b>	<b>\$</b>	<b>8,691,414</b>

All numbers are preliminary and are subject to change based on lender and investor requirements

## CONSTRUCTION COST TRADE PAYMENT BREAKDOWN

<b>Date:</b>	02/10/22
<b>Development No:</b>	
<b>Project Name:</b>	Mince Manor Apartments
<b>City / County:</b>	Flint / Genesee
<b>Mortgagor:</b>	MACH 1 LDHA, LLC
<b>Contractor:</b>	MHT Construction Management, LLC



Structures			
Line	AIA/CSI #	Trade Item	Cost
1	020000	Architectural Environmental Mitigation	\$ -
2	030000	Building Concrete	\$ -
3	040000	Masonry	\$ -
4	050000	Metals	\$ -
5	061000	Rough Carpentry	\$ -
6	062000	Finish Carpentry	\$ -
7	072000	Insulation	\$ -
8	073000	Roofing	\$ 190,000
9	074000	Siding	\$ -
10	079000	Caulking and Exterior Sealants	\$ -
11	081000	Doors / Hardware	\$ 625,000
12	085000	Windows	\$ -
13	088000	Glazing	\$ -
14	092000	Gypsum Board	\$ -
15	093000	Tiling	\$ -
16	095000	Acoustical Ceilings	\$ -
17	096500	Resilient Flooring	\$ 275,200
18	096800	Carpeting	\$ 276,000
19	099000	Painting	\$ 544,838
20	100000	Specialties	\$ 293,961
21	110000	Special Equipment	\$ -
22	113000	Appliances	\$ 278,500
23	122000	Window Treatments	\$ -
24	123000	Cabinets and Casework	\$ 780,000
25	130000	Special Construction	\$ -
26	142000	Elevators	\$ 825,000
27	210000	Fire Protection	\$ -
28	220000	Plumbing / Domestic Hot Water	\$ 270,350
29	230000	HVAC	\$ 997,062
30	260000	Electrical	\$ 196,089
31	262000	Low Voltage Electrical	\$ 3,000
32	280000	Electronic Safety and Security	\$ -
<b>Total Structures</b>			<b>\$ 5,555,000</b>

Site Work			
Line	AIA/CSI #	Trade Item	Cost
33	020000	Site Environmental Mitigation	\$ -
34	310000	Earth Work	\$ -
35	321000	Roads / Walks	\$ 186,000
36	323000	Site Improvements	\$ 9,000
37	328000	Site Irrigation	\$ -
38	329000	Landscaping	\$ -
39	330000	Site Utilities	\$ -
<b>Total Site Work</b>			<b>\$ 195,000</b>

Misc. Structures and Sitework			
40		Community Building	
41		Accessory Buildings	
42		Off-Site Improvements	
43		Temporary Site Security	
<b>Total Misc. Structures and Sitework</b>			<b>\$ -</b>

<b>Total Structures, Sitework and Misc. Structures and Sitework</b>			<b>\$ 5,750,000</b>
---------------------------------------------------------------------	--	--	---------------------

44		General Requirements @ 6%	\$ 345,000
45		Builder's Overhead @ 2%	\$ 121,900
46		Builder's Profit @ 6%	\$ 373,014
47		Building Permits	\$ 75,000
48		Bond Premium	\$ 64,642
49		Tap Fees	\$ -
50		Cost Certification Expense	\$ 6,500
<b>Total Construction</b>			<b>\$ 6,736,056</b>

Comments:

MHT Construction, LLC

MACH 1 Limited Dividend Housing Association, LLC

Michigan State Housing Development Authority

Contractor (please print)

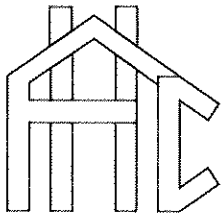
Sponsor / Mortgagor (please print)

MSHDA Representative (please print)

Signature

Signature

Signature



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## Projected Operating Pro Forma

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Attached is the projected operating proforma for Mince Manor along with the cash flow projections using the standard formulas and inflation factors used by MSHDA as part of their LIHTC direct lending programs. Operating projections are based on previous expenses and expenses at comparable units and the income is based on the RAD rents published by HUD for this specific project.

Development MACH 1 - Mince  
 Financing Tax Exempt  
 MSHDA No.  
 Step Application  
 Date  
 Type Acquisition/Rehab

**Mortgage Assumptions:**  
 Debt Coverage Ratio 3.75  
 Mortgage Interest Rate 4.100%  
 Pay Rate 4.100%  
 Mortgage Term 40 years  
 Income from Operations Yes  
 PBV and/or Existing Section 8 Assistance

**Instructions**

**Total Development Income Potential**

	Per Unit	Total
Annual Rental Income	9,143	1,005,744
Annual Non-Rental Income	0	0
<b>Total Project Revenue</b>	<b>9,143</b>	<b>1,005,744</b>

**Total Development Expenses**

Vacancy Loss	5.00% of annual rent potential	457	50,287
Management Fee	562 per unit per year	562	61,820
Administration		1,330	146,300
Project-paid Fuel		95	10,450
Common Electricity		563	61,930
Water and Sewer		1,018	111,980
Operating and Maintenance		1,683	185,130
Real Estate Taxes		0	
Payment in Lieu of Taxes (PILOT)	3.00% Applied to: All Units	210	23,133
Insurance		571	62,810
Replacement Reserve	300 per unit per year	300	33,000
Other: Permit and inspection fees		16	1,760
Other:		0	

Initial Inflation Factor	Beginning in Year	Future Inflation Factor
1.0%	6	2.0%
1.0%	6	2.0%
Future Vacancy		
	6	8.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	6	3.0%
4.0%	6	3.0%
5.0%	6	5.0%
3.0%	1	3.0%
5.0%	1	5.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	1	3.0%
3.0%	1	3.0%

	% of Revenue		
<b>Total Expenses</b>	<b>74.43%</b>	<b>6,805</b>	<b>748,600</b>
Base Net Operating Income		2,338	257,144
Part A Mortgage Payment	6.82%	623	68,572
<b>Part A Mortgage</b>		<b>12,247</b>	<b>1,347,145</b>
Non MSHDA Financing Mortgage Payment		0	
<b>Non MSHDA Financing Type:</b>		<b>0</b>	
Base Project Cash Flow (excludes ODR)	18.75%	1,714	188,572

Override





**Cash Flow Projections**

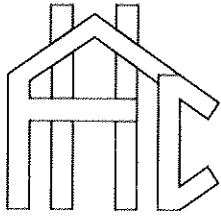
	11	12	13	14	15	16	17	18	19	20
<b>Income</b>										
Annual Rental Income	1,178,620	1,202,193	1,226,237	1,250,761	1,275,777	1,301,292	1,327,318	1,353,864	1,380,942	1,408,561
Annual Non-Rental Income	0	0	0	0	0	0	0	0	0	0
<b>Total Project Revenue</b>	<b>1,178,620</b>	<b>1,202,193</b>	<b>1,226,237</b>	<b>1,250,761</b>	<b>1,275,777</b>	<b>1,301,292</b>	<b>1,327,318</b>	<b>1,353,864</b>	<b>1,380,942</b>	<b>1,408,561</b>
<b>Expenses</b>										
Vacancy Loss	94,290	96,175	98,099	100,061	102,062	104,103	106,185	108,309	110,475	112,685
Management Fee	83,081	85,573	88,141	90,788	93,508	96,314	99,203	102,179	105,244	108,402
Administration	196,615	202,513	208,589	214,846	221,292	227,931	234,769	241,812	249,066	256,538
Project-paid Fuel	14,944	14,465	14,898	15,346	15,807	16,281	16,769	17,272	17,780	18,324
Common Electricity	86,508	89,104	91,777	94,530	97,366	100,287	103,295	106,384	109,568	112,874
Water and Sewer	182,404	181,924	201,100	211,195	221,713	232,798	244,438	256,660	269,493	282,968
Operating and Maintenance	248,799	256,263	263,951	271,870	280,026	288,427	297,079	305,992	315,171	324,627
Real Estate Taxes	0	0	0	0	0	0	0	0	0	0
Payment in Lieu of Taxes (PILOT)	24,041	24,328	24,611	24,890	25,165	25,435	25,699	25,957	26,208	26,451
Insurance	84,411	86,844	89,552	92,239	95,006	97,856	100,792	103,815	106,930	110,138
Replacement Reserve	44,349	45,680	47,050	48,462	49,915	51,413	52,955	54,544	56,180	57,866
Other, Permit and inspection fees	2,365	2,436	2,509	2,585	2,662	2,742	2,824	2,909	2,998	3,086
Other	0	0	0	0	0	0	0	0	0	0
<b>Subtotal: Operating Expenses</b>	<b>1,050,908</b>	<b>1,095,005</b>	<b>1,130,278</b>	<b>1,166,768</b>	<b>1,204,521</b>	<b>1,243,586</b>	<b>1,284,009</b>	<b>1,325,843</b>	<b>1,369,141</b>	<b>1,413,958</b>
<b>Debt Service</b>										
Debt Service Part A	68,572	68,572	68,572	68,572	68,572	68,572	68,572	68,572	68,572	68,572
Debt Service Conventional/Other Financing	0	0	0	0	0	0	0	0	0	0
<b>Total Expenses</b>	<b>1,119,479</b>	<b>1,163,577</b>	<b>1,198,849</b>	<b>1,235,340</b>	<b>1,273,093</b>	<b>1,312,157</b>	<b>1,352,581</b>	<b>1,394,415</b>	<b>1,437,713</b>	<b>1,482,529</b>
<b>Cash Flow(Deficit)</b>	<b>49,141</b>	<b>38,616</b>	<b>27,387</b>	<b>15,422</b>	<b>2,684</b>	<b>(10,865)</b>	<b>(25,263)</b>	<b>(40,551)</b>	<b>(56,771)</b>	<b>(73,969)</b>
Cash Flow Per Unit	447	351	249	140	24	(99)	(230)	(369)	(516)	(672)
Debt Coverage Ratio on Part A Loan	1.72	1.56	1.40	1.22	1.04	0.84	0.63	0.41	0.17	(0.08)
Debt Coverage Ratio on Conventional/Other Financing	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Interest Rate on Reserves	3%
<b>Operating Deficit Reserve (ODR) Analysis</b>	
Maintained Debt Coverage Ratio (Hard Debt)	1.00
Maintained Operating Reserve (No Hard Debt)	250
Initial Balance	119,205
Total Annual Draw to achieve 1.0 DCR	160,202
Total Annual Deposit to achieve Maintained DCR	0
Total 1.0 DCR and Maintained DCR	0
Interest	4,806
Ending Balance at Maintained DCR	165,008
Maintained Cash Flow Per Unit	447
Maintained Debt Coverage Ratio on Part A Loan	1.72
Maintained Debt Coverage Ratio on Conventional/Other Standard ODR	N/A
Non-standard ODR	0

Operating Assurance Reserve Analysis	Required in Year	1
Initial Balance	272,391	
Initial Deposit	272,391	
Interest Income	10,982	
Ending Balance	377,952	
Deferred Developer Fee Analysis		
Initial Balance	79,310	
Dev Fee Paid	49,141	
Ending Balance	30,169	
Repaid in yr	0	

Mortgage Resource Fund Loan	Initial Balance	0
Interest Rate on Subordinate Financing	3%	
Principal Amount of all MSHDA Soft Funds	0	
Current Yr Int	0	
Accrued Int	0	
Subtotal	0	
Annual Payment Due	0	
Year End Balance	0	

Initial Inflation	Starting in Yr	Future Inflation
1.0%	6	2.0%
1.0%	5	2.0%



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## Schedule of Rents and Income Limits

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The proposed project includes all units restricted to families with incomes at or below 60% AMI. All units will be covered with a Section 8 Project Based Rental Assistance based on the RAD program requirements. Residents will be limited on their portion of rent to 30% of their income minus a utility allowance.

Development MACH 1 - Mince  
 Financing Tax Exempt  
 MSHDA No. 0  
 Step Application  
 Date #####  
 Type Acquisition/Rehab

**INSTRUCTIONS**

Income Limits for	Genesee County (Effective April 1, 2021)					
	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person
30% of area median	13,800	15,750	17,730	19,680	21,270	22,830
40% of area median	18,400	21,000	23,640	26,240	28,360	30,440
50% of area median	23,000	26,250	29,550	32,800	35,450	38,050
60% of area median	27,600	31,500	35,460	39,360	42,540	45,660

**Rental Income**

Unit	No. of Units	Unit Type	Bedrooms	Baths	Net Sq. Ft.	Contract Rent	Utilities	Total Housing Expense	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	% of Total Rent	% of Total Units	% of Total Square Feet	IC Units Square Feet	Unit Type	Max. Allowed Housing Expense	
60% Family	108	Apartment	1	1.0	528	758	0	758	13,800	15,750	17,730	19,680	21,270	22,830	97.7%	98.2%	96.6%	57,024		738	
60% Family	2	Apartment	2	1.0	1,008	974	0	974	18,400	21,000	23,640	26,240	28,360	30,440	2.3%	1.8%	3.4%	2,016		886	
Mgrs								1,005,744							100.0%	100.0%	100.0%	59,040			
Total Revenue Units	110							0										0			
Manager Units	0																	59,040			
Income Average	60.00%																				
Set Aside	100.00%																				

Gross Rent Potential	1,005,744
Average Monthly Rent	762
Gross Square Footage	59,040

HOME Units SF/Total Units SF 0.0%  
 # HOME Units/# Total Units 0.0%

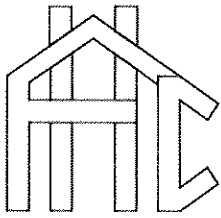
Within Range  
 Within Range

**Utility Allowances**

Owner-Paid	Owner-Paid	Owner-Paid	Owner-Paid	Owner-Paid	Water/	Sewer	Other	Total
Electricity	A/C	Gas	Owner-Paid	Owner-Paid	Water/	Sewer	Other	0
								0
								0
								0
								0
								0
								0
								0
								0

**Annual Non-Rental Income**

Misc. and Interest	Laundry	Carports	Other:	Annual	Monthly
				1,005,744	83,812
				0	0
				1,005,744	83,812



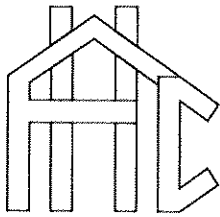
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## Project Timeline

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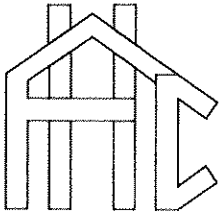
Flint Housing Commission is anticipating submitting a 4% MSHDA application in March. Closing is expected in the 4<sup>th</sup> quarter of 2022 and construction will begin immediately after closing on the transaction. Mince Manor is to then be expected to be placed in service in early 2024, about 14 months following the construction start date. Attached is a full proposed timeline of the project.



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<b>Project Stage</b>	<b>Estimated/Actual Date</b>
<b>PRE-DEVELOPMENT</b>	
Ownership Entity Formation	7/23/2021
Zoning Approval	4/1/2022
Site Plan Approval	4/1/2022
Site Control Established	3/15/2022
Tax Abatement Approval	4/1/2022
<b>FINANCING COMMITMENT/APPROVALS</b>	
Construction Financing	8/1/2022
Permanent Financing	8/1/2022
Secondary Financing	N/A
Grant/Subsidy Financing	N/A
Equity Financing	11/13/2021
<b>CLOSING AND DISBURSEMENTS</b>	
Initial Subsidy Layering Review	9/1/2022
Acquisition of Land/Building(s)*	10/1/2022
Construction Financing Disbursement	10/1/2022
Permanent Financing Disbursement	2/1/2024
Secondary Financing Disbursement	N/A
Grant/Subsidy Financing Disbursement	N/A
Initial Equity Disbursement	10/1/2022
<b>CONSTRUCTION/REHABILITATION</b>	
Building Permit Issued	9/15/2022
Final Plans and Specifications	9/1/2022
Construction Start	10/1/2022
50% Completion	6/1/2023
Construction Completion	1/1/2024
<b>POST-CONSTRUCTION</b>	
Temporary/Final Certificates of Occupancy Issued	12/1/2023
Placed in Service Date*	12/1/2023
Begin Lease-Up	10/1/2022
Substantial Rent-Up	3/1/2024
Completion of Cost Certification by CPA	4/1/2024
Final Subsidy Layering Review	5/1/2024
8609 Request Submitted	5/1/2024



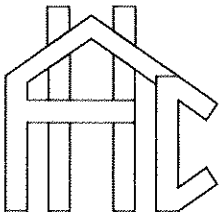
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## Potential Conflicts of Interest- Mince Manor

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There are no known potential conflicts of interest with any individual related to the applicant or the guarantor with any City of Flint Personnel or Members to Flint's City Council.



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## Potenital Bonus Point Narrative

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The quantitative and qualitative impact of this transaction will be huge for the residents, the surrounding neighborhood, and the City of Flint.

### **Preservation and Rehabilitation and Energy Efficiency Improvement**

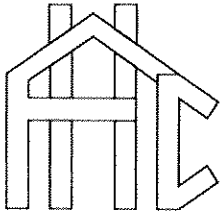
Low-Income Housing Tax Credits (LIHTC) and Tax Exempt Bond Financing from the Michigan State Housing Development Authority (MSHDA) will be used to perform a significant rehabilitation of the property. Hard construction costs are expected to exceed \$6,000,000 or over \$60,000 per unit. The proposed rehabilitation will focus on improving energy efficiency and replacing major physical components that have or are about to exhaust their useful life. Specifically, the transaction will result in the repair and/or replacement of certain building systems including HVAC, site signage, landscaping, common area LED lighting and flooring, and in-unit upgrades of Energy Star appliances, kitchen and bathroom cabinets, sink, faucet, countertops, flooring and new LED lighting throughout. Further, the development will upgrade community space and other amenities for the residents. The rehabilitation is expected to comply with Enterprise Green Community Standards for moderate rehab.

### **Transitioning to NEW Federal Funding Subsidy Model**

A most unique and both qualitatively and quantitatively impactful characteristic of this transaction will be the transition of federal funding to Section 8 Project Based Rental Assistance. The transfer to this Section 8 budget authority changes how the property receives future funding increases and thereby ensures that property is able to maintain and reserve funds needed for the long-term financial stability of the development.

### **Increased PILOT Payment for the City of Flint**

It is important to note that because of the transition from the public housing platform to an LIHTC property with Section 8 Project Based Rental Assistance the resulting, payment to the City of Flint is expected to increase from \$11,760.15 paid in 2020 to an estimated new amount of over \$23,000 in the first-year post-rehabilitation.



FLINT HOUSING COMMISSION



### **External Amenities**

Mince Manor is adjacent to a Kroger which offers easy access to a full-service grocery and pharmacy. A public transportation bus stop at the street offers conveniences to downtown and other services for those without the benefit of personal transportation. Mince Manor is located in a Traditional Neighborhood and has a 38 WalkScore. Mince is also located in a Non-Eligible Block Group.

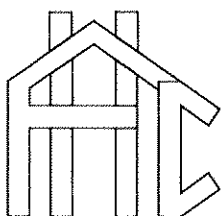
### **Jobs Created**

Based on projects of similar size and scope, it is estimated that 75 temporary construction related jobs will be generated and two full time positions will be preserved. The funding sources also require Section 3 requirements to promote the hiring and training of low-income individuals. Both FHC and MHT have successfully implemented numerous effective Section 3 programs resulting in the creation of real jobs. It is expected that residents living at FHC properties will be employed by the jobs created.

### **FHC's Outreach Commitment to the Community**

FHC has worked directly with their residents to discuss the rehab, their needs, and addressing any of the resident's concerns. Overall, the residents are very excited and hopeful for the changes as it will make a great impact and improvement on their lives and living space. FHC and MHT have also reached out and shared the rehabilitation plans with 4<sup>th</sup> Ward Council Person, Judy Priestley.





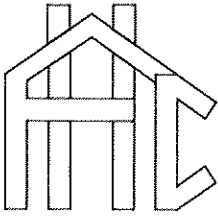
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## MSHDA Application for LIHTC- Mince Manor

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The Application for Low Income Housing Tax Credits will be submitted to MSHDA as part of Flint Housing Commission and MHT's submission for MSHDA direct lending. FHC and MHT are in the process of preparing the application and will share within 30 days of submitting to MSHDA.



FLINT HOUSING COMMISSION



# Mince Manor PILOT Request

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1. Background Narrative about the Applicant
2. Proposed Project Narrative
3. Marketing Plan
4. Ownership and Tax Information
5. Development Pro Forma and Trade Payment Breakdown
6. Operating Pro Forma
7. Schedule of Rents and Income Limits
8. Status of the Market Study
9. Project Timeline
10. Conflict of Interests – Not Applicable
11. Potential Bonus Points Narrative
12. MSHDA LIHTC Application