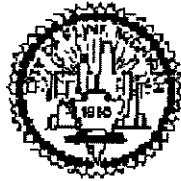


# **City of Flint, Michigan**

*Third Floor, City Hall  
1101 S. Saginaw Street  
Flint, Michigan 48502  
www.cityofflint.com*



## **Meeting Agenda - Final**

**Wednesday, April 3, 2019**

**5:00 PM**

**Committee Room**

### **GOVERNMENTAL OPERATIONS COMMITTEE**

*Santino J. Guerra, Chairperson, Ward 3*

*Eric Mays, Ward 1  
Kate Fields, Ward 4  
Herbert J. Winfrey, Ward 6  
Allan Griggs, Ward 8*

*Maurice D. Davis, Ward 2  
Jerri Winfrey-Carter, Ward 5  
Monica Galloway, Ward 7  
Eva L. Worthing, Ward 9*

*Inez M. Brown, City Clerk*

## ROLL CALL

## ADDITIONS/CHANGES TO AGENDA

*Council shall vote on any changes/additions to the agenda.*

## SPECIAL ORDERS

- 180553** Special Order/Human Relations Commission/Revenue Estimating Commission
- Special Order as requested by Councilperson Fields to discuss the Human Relations Commission and the Revenue Estimating Commission.
- 180554** Special Order/Blight Elimination/Personnel/Equipment
- Special Order as requested by Councilperson Mays on blight elimination, including personnel and equipment.
- 180555** Special Order/Blight Court
- Special Order as requested by Councilperson Winfrey to discuss blight court.
- 180571** Special Order/Attendance Request/Republic Services
- A Special Order as requested by Councilperson Winfrey-Carter, re: She asks that representatives from Republic Services attend the 11/20 Governmental Operations Meeting in order to discuss the company's contract and services provided to residents. [Referral Action Date: 10/22/2018 @ City Council Meeting.]
- 180606** Special Order/Strategic Plan
- A Special Order as requested by Councilperson Fields to discuss the city's Strategic Plan.
- 190018** Special Order/Road Restoration
- A Special Order as requested by Councilperson Fields to discuss road restoration.

## RESOLUTIONS

- 180627** Approval/City of Flint Policy/Disposition of Acquired Land Bank Properties
- Resolution resolving that the Flint City Council agrees to adopt the Policy of Disposition of Acquired Land Bank Properties, as requested by Legal.
- 190076.1** Approval/Reduction of Lanes/Atherton Road/Dupont Street/From Four to Three

Lanes

Resolution resolving that the proper city officials, upon City Council's approval, are authorized to do all things necessary to reduce the number of lanes on Atherton Road and Dupont Street, from four lanes to three, as requested by Transportation. [NOTE: The lane changes are for Atherton Road from Van Slyke Road to Dort Highway, and for Dupont Street from University Avenue to Flushing Road, and from Pasadena Avenue to West Bishop Avenue.]

- 190097 Set Hearing Date/Submission/Section 108 Loan Application/U.S. Department of Housing & Urban Development (HUD)/Fresh Start Hutchinson Neighborhood Grocery Store

Resolution resolving that a public hearing to consider submission of a \$2.6 million Section 108 Loan Application for partial funding of the Fresh Start Hutchinson Neighborhood Grocery Store will be held on the 25th of March, 2019, at 5:30 p.m. in City Council Chambers, 3rd Floor, City Hall, Flint, and that notice of such hearing be published in an official paper of general circulation not less than ten (10) days prior to said hearing, as requested by Community and Economic Development.

- 190124 Public Hearing Date/Obsolete Property Rehabilitation District/2957 Carr Street

Resolution resolving that a public hearing to consider the establishment of an Obsolete Property Rehabilitation District [on the property commonly known as 2957 Carr Street, Flint] be held at 5:30 p.m. on \_\_\_\_\_, 2019, in City Council Chambers, Flint City Hall, 1101 S. Saginaw Street, Flint, as requested by the Community and Economic Development, and that notice of such hearing shall be published in an official paper of general circulation not less than ten (10) days prior to said hearing, AND, resolving that at said hearing, the property owners and any other taxpayer or resident of the city may appear and be heard.

- 190125 Charitable Gaming License/State of Michigan Lottery Charitable Gaming Division/Rebecca's Reason

Resolution resolving that Rebecca's Reason is recognized as a non-profit organization operating in the City of Flint for the purpose of obtaining a charitable gaming license, as issued by the State of Michigan Lottery Charitable Gaming Division, relative to conducting charity and fundraising events, as allowed by Act 382 of the Public Acts of 1972, as amended. [NOTE: Rebecca's Reason is a non-profit organization based in Flint that provides financial assistance to families who have lost a child or who have received a life-limiting diagnosis for a child.]

## APPOINTMENTS

- 190126 Appointment/Downtown Development Authority (DDA) Board/Brandee Cooke-Brown

Resolution resolving that the Flint City Council approves the appointment of Brandee Cooke-Browne (615 South Saginaw Street, Flint, MI 48502) to the Flint Downtown Development Authority (DDA) Board for a four-year term that expires March 31, 2023, as requested by Mayor Karen Weaver. [NOTE: By way of background, Ms. Cooke-Brown is a position left vacant by Deborah Pasco, whose term expired in 2005. She continued to serve until August 2016.]

**190127** Appointment/Flint Downtown Development Authority/Adrian Walker

Resolution resolving that the Flint City Council approves the appointment of Adrian Walker (200 East First Street, Suite 305, Flint, MI, 48502) to the Flint Downtown Development Authority (DDA) Board for a four-year term expiring March 31, 2023, as recommended by Mayor Karen Weaver. [NOTE: By way of background, Ms. Walker is filling a vacancy on the DDA Board left by Thomas S. James, who moved away from the Flint area in 2014.]

**190128** Appointment/Downtown Development Authority (DDA) Board/Jonathan Hardman

Resolution resolving that the Flint City Council approves the appointment of Jonathan Hardman (402 East Third Street, Flint, MI 48503) to the Flint Downtown Development Authority (DDA) Board for a four-year term expiring March 31, 2023, as recommended by Mayor Karen Weaver. [By way of background, Mr. Hardman is filling a vacancy left by Barbara Veasley, whose term expired in 2004.]

## OLD, OUTSTANDING DISCUSSION ITEMS

**160410** Status/Speech Dictation Software

Referral made by Councilperson Eric Mays to CITY ADMINISTRATOR/POLICE CHIEF: He would like to know the status of speech dictation software. Please provide in writing for all councilpersons.

**170024** Referral/Contract and Information/Natalie Pruett/Rebuild Flint the Right Way

Referral by Councilperson Fields to ADMIN, re: She requests a copy of the contract between the City and Natalie Pruett, as well a copy of the work produced for funding to this point for the Rebuild Flint the Right Way Project. [Referral Action Date: 1/09/2017 @ Special Affairs Committee Meeting.]

**170123** Referral/Personnel Policy on Nepotism and Cronyism

Referral by Councilperson Fields to LEGAL/HUMAN RESOURCES/ADMIN, re: During the February 27th Special Affairs Committee meeting, representatives from the Human Resources Department stated that, sometime during the last year, they submitted to Legal a personnel policy regarding nepotism and/or cronyism for its review. Ms. Fields asks that HR provide a copy of this draft document to the City Council for its perusal. [Referral Action Date: 2/27/2017 @ Special Affairs Committee Meeting.]

**170253** Referral/Organization Chart

Referral by Councilperson Fields to MAYOR/ADM, She would like a detailed organization chart for the city that lists titles and the name of the person who currently holds each position. [Referral Action Date: 5/3/2017 @ Governmental Operations Committee Meeting.]

**170255** Referral/Road Construction Plan/PACER Report

Referral by Councilperson Fields: She would like to know if there is a road reconstruction plan. If there is she would like a copy. She would also like the latest PACER report, broken down by ward, a list of projects already submitted to the State and a list of all road construction plans. [Referral Action Date: 5/3/2017 @ Governmental Operations Committee Meeting.]

**170402** Discussion Item/Michigan Civil Rights Commission (MCRC)/Resolution for Racial Equity

A discussion item as requested by Councilperson Mays, re: He would like to discuss the recommendations/resolution mentioned during a July 10th MCRC presentation on racial equity. [Referral Action Date: 7/10/2017 @ City Council Meeting.]

**170443** Discussion Item/Fund for High Water Bill Assistance

Discussion Item proposed by Councilperson Mays: He would like to discuss setting aside \$200,000.00 to \$300,000.00 to help constituents with high water bills. [Referral Action Date: 8/9/2017 @ Governmental Operations Committee Meeting.]

**170472** Referral/Report on New Water Meters

Referral by Councilperson Fields to PURCHASING/WATER PLANT, re: She would like an update on the new water meters/transponders that have been installed within the city. Is there software available to utilize these new meters to their fullest capacity (e.g. more accurate usage/billing)? If so, how much will this software cost? [Referral Action Date: 8/28/2017 @ Special Affairs Committee Meeting.]

**170599** Council Review/Rules Governing Meetings of the Council

Per the "Rules Governing Meetings of the Council", the Flint City Council shall review the "Rules Governing Meetings of the Council." [NOTE: The "Rules Governing Meetings of the Council" were originally adopted by the City Council on May 10, 1976, with a 1st Amendment adopted May 24, 2010, a 2nd Amendment adopted on April 27, 2015, and a 3rd Amendment adopted on June 12, 2017.]

**180005** Referral/Police Investigation/Clubs With Recent Violations

A referral by Councilperson Galloway for LAW/POLICE: She would like to know the status of the investigations into clubs with recent violations, including one on Saginaw Street and Piece of the Rock on Dort Highway. [Referral Action Date: 1/3/2018 @ Governmental Operations Committee Meeting.]

**180056** Referral/Legal Opinion/Harassment and Discrimination in the Workplace

Referral by Councilperson Fields to CITY ATTORNEY, re: She asks for a legal opinion as to whether or not Councilperson Mays' conduct during some council/committee meetings rises to the level of harassment, threats and/or intimidation, particularly in light of the City's Harassment and Discrimination Policy as adopted by EM Ambrose in April of 2015. [Referral Action Date: 2/12/2018 @ Special Affairs Committee Meeting.]

**180059** Discussion Item/"Pilot Program"/Tax Reverted Property

Discussion Item as requested by Councilperson Mays, re: He would like to discuss the necessary rules, policies, procedures, etc. for establishing a "pilot program" for the disposal of seven (7) homes recently reverted to the City's ownership by way tax reverted property. [Referral Action Date: 2/13/2018 @ Special City Council Meeting.]

**180073** Discussion Item/Road Restoration/Previous/Ongoing

Discussion item proposed by Councilperson Fields, re: She would like a discussion item about road restoration, previous and ongoing, for Governmental Operations. [Referral Action Date: 2/21/2018 @ Finance Committee Meeting.]

**180087** Discussion Item/Ethics Board/Ombudsperson

A discussion item from Councilperson Fields to ADMIN/LAW, re: She would like to discuss setting up basic criteria for the Ethics Board and job qualifications for the Ombudsperson. [Referral Action Date: 2/21/2018 @ Governmental Operations Committee Meeting.]

**180183** Referral/Certification/Files Shredded in Human Resources/Labor Relations

A referral as requested by Councilperson Fields to Human Resources Director: She would like a copy of the certification for the files recently shredded in Human Resources/Labor Relations (as discussed at the April 4, 2018 Governmental Operations Meeting). [Referral Action Date: 4/4/2018 @ Governmental Operations Committee Meeting.]

**180236** Revenue/Downtown Parking Meters

Referral from Councilperson Guerra to LEGAL: re, he would like to know if the city can take back the revenue from parking meters from the Downtown Development Authority (DDA). [Referral Action Date: 5/9/2018 @ Governmental Operations

Committee Meeting.]

180293

Discussion Item/Chief Public Health Advisor

Discussion Item as requested by Councilperson Worthing, re: What is the exact role of the City's Chief Public Health Advisor?

180348

Referral/Question/Use of Electronic Cigarettes in Restaurants

Referral by Councilperson Guerra to CITY ATTORNEY, re: He would like to know if the use of electronic cigarettes (vaping) is a health concern inside restaurants. [Referral Action Date: 6/20/2018 @ Finance Committee Meeting.]

180368

Update/Schedule for Mowing Right-of-Ways

Referral by Councilperson Winfrey-Carter to TRANSPORTATION: She would like to know when the right-of-ways will be cut, particularly in the area of Dayton and Mason. [Referral Action Date: 7/18/2018 @ Governmental Operations Committee Meeting.]

180411

Referral/Legal Opinion/Executive Staff and Departments/Directors and Appointees

Referral by Councilpersons Fields and Galloway to LEGAL, re: They ask for a legal opinion on, as well as general information, regarding executive staff and departments, etc., as follows: (1) What are Mayor Weaver's current five (5) Executive Staff positions, per City Charter Section 4-202, and who currently holds these positions?; (2) What are the City's current Executive Departments, per Charter Sec. 4-203?; (3) Who currently holds a position as (or is acting as) "Department Director", per Charter Sec. 4-203(F) (position title and individual)?; (4) To which positions has Mayor Weaver "appointed" someone and who has been named or appointed to those positions?; (5) What is the breakdown for all mayoral appointments, i.e., who/which positions are appointments, hirees, professional service agreement placements, etc. All information to include executive and departmental (City) staff, not board members. [Referral Action Date: 8/13/2018 @ City Council Meeting.]

180439

Discussion Item/Absentee Ballot Voting/City of Flint

Referral by Councilperson Mays to CLERK, re: He would like a discussion item about absentee ballot voting in the City of Flint on the Governmental Operations Agenda. [Referral Action Date: 8/22/2018 @ Governmental Operations Committee Meeting.]

180444

Referral/Street Sweepers

Referral by Councilperson Winfrey-Carter to ADMIN/STREET MAINTENANCE, re: She asks if street sweepers can again be utilized to address debris along the city's streets, as well as to help keep the areas around sewer drains clean. [Referral Action Date: 8/27/2018 @ City Council Meeting.]

- 180447** Discussion Item/City Council Referral Process
- Discussion Item as requested by Councilperson Galloway, re: She would like to begin discussions regarding amendments to the City Council Rules, specifically concerning the Council's referral process and the need to have it outlined and incorporated into said rules. [Referral Action Date: 8/27/2018 @ City Council Meeting.]
- 180449** Referral/Issuance of Medical Marihuana Cards
- Referral by Councilperson Galloway to LEGAL/CLERK, re: She asks whether or not businesses who deal with medical marihuana products can also issue medical marihuana cards [@ 2020 S. Center Road). Under current laws, exactly who is allowed to issue these cards? [Referral Action Date: 8/27/2018 @ City Council Meeting.]
- 180475** Referral/Use of Random Predictive Software/Location of Lead Pipes
- A referral as requested by Councilperson Guerra to FIN/DPW: He would like to know if the city used Random Predictive Software to predict the location of lead pipes. If so, why did the city stop using it and what was the success rate. If not, why not. [Referral Action Date: 9/5/2018 @ Governmental Operations Committee Meeting.]
- 180487** Discussion Item/Genesee County Warning Sirens
- A discussion item as requested by Councilperson Guerra, re: He would like to discuss the county's warning (tornado) sirens that are tested on the first Saturday of each month (from March through November) because he has been getting complaints from residents who can't hear the warning. [Referral Action Date: 9/10/2018 @ Special Affairs Committee Meeting.]
- 180488** Discussion Item/Landlord Task Force
- A discussion item as requested by Councilperson Guerra, re: He would like to discuss the possibility of having a task force whose responsibility would be checking on landlords and their properties with regard to code enforcement and other rules/laws. [Referral Action Date: 9/10/2018 @ Special Affairs Committee Meeting.]
- 180491** Referral/City Council Parliamentarian Session
- Referral by Councilperson Worthing to CLERK, re: She would like to know if it is possible to schedule another parliamentarian session for City Council members, specifically with regard to Points of Order and Points of Information. [Referral Action Date: 9/10/2018 @ City Council Meeting.]
- 180493** Referral/Legal Opinion/City Charter Appointment Sections



Referral by Councilperson Fields to LEGAL, re: She would like to know if there are any legal ramifications or concerns for "violating" the City Charter with regard to mayoral appointments, requirements and timelines, etc. [Referral Action Date: 9/10/2018 @ City Council Meeting.]

**180494** Referral/License to Operate

Referral by Councilperson Worthing to CLERK/LICENSING/BSI, re: She would like to know if 2020 S. Center Road and 1938 S. Dort Highway (Piece of the Rock) are open operating under business licenses formally approved by the City of Flint and, if so, under what status are they operating. [Referral Action Date: 9/24/2018 @ City Council Meeting.]

**180536** Referral/GLWA Board Appointment

Referral by Councilperson Fields to ADMIN, re: She would like to know the current status of the City's expected appointment to the Great Lakes Water Authority (GLWA) Board. [Referral Action Date: 10/8/2018 @ Special Affairs Committee Meeting.]

**180537** Referral/Possible Business Violations

Referral by Councilperson Galloway to POLICE/PLANNING and DEVELOPMENT, re: She asks that the business at 1709 S. Saginaw Street (Platinum Hookah) be checked with regard to underage drinking, and drinking and marijuana usage taking place outside of the building. Complainant (owner of business at 1714 S. Saginaw) states that he has trouble keeping Platinum's customers from using his parking lot, that he has been threatened numerous times, and that the majority of the issues he is experiencing stem from the underage drinking. [Referral Action Date: 10/8/2018 @ City Council Meeting.]

**180602** Referral/City Charter Amendments

Referral as requested by Councilperson Fields to LEGAL, re: She asks whether or not the Attorney's Office is working on Charter amendments and, if so, at whose direction? Why wasn't City Council made aware that Charter amendments were being made? What exactly are the amendments and what is their purpose? [Referral Action Date: 11/19/2018 @ Special Affairs Committee Meeting.]

**180603** Referral/Optimized Corrosion Control

Referral as requested by Councilperson Griggs to ADMIN/DPW, re: He would like a copy of the EPA Administrative Consent Order that requires the City to have optimized corrosion control (see Reso No. 180582 - Arcadis of Michigan LLC). [Referral Action Date: 11/19/2018 @ City Council Meeting.]

**180608** Attendance Request/Land Bank Officials

A referral as requested by Councilperson Mays: re, he would like for Deb

Cherry and relevant Land Bank officials to attend the next Governmental Operations Committee to discuss Resolution 180589 (An Objection to the Transfer of Tax-Reverted Property). [Referral Action Date: 11/20/18 @ Governmental Operations Committee Meeting.]

**190047** Referral/City Engineer's Involvement in Projects

A discussion item as requested by Councilperson Griggs to discuss whether the city engineer is involved in projects that other firms are contracted to do to insure that federal and state guidelines are followed. [Referral Action Date: 2/6/2019 @ Finance Committee Meeting.]

**190056** Discussion Item/Blight and Equipment

Discussion Item as requested by Councilperson Mays, re: He would like to discuss blight concerns throughout the city and the making sure that workers have the necessary equipment to get the job done efficiently and effectively (e.g. backhoe tractors, etc.). [Referral Action Date: 2/11/2019 @ City Council Meeting.]

**190078** Referral/Charter Amendment (Ballot Proposal)

Referral by Councilperson Guerra to LEGAL, re: He requests that the Legal Department draft a Charter amendment in order to make the Flint City Council's election cycle 2020 instead of 2021. [Referral Action Date: 2/25/2019 @ Special Affairs Committee Meeting.]

**190080** Referral/Meeting Minutes/Local Officers Compensation Commission [LOCC]

Referral by Councilperson Fields to CITY CLERK, re: She would like a copy of the minutes for the February 2019 LOCC meeting. [Referral Action Date: 2/25/2019 @ City Council Meeting.]

## **NEW BUSINESS**

## **ADJOURNMENT**

180627

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

PRESENTED: 11-20-18

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

**RESOLUTION ADOPTING THE POLICY OF DISPOSITION OF ACQUIRED LAND BANK PROPERTIES**

**BY THE MAYOR:**

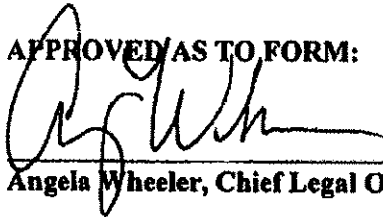
**WHEREAS,** The City of Flint from time to time will retain the right to properties transferred to the Genesee County Land Bank. Some of the properties may have existing occupants residing at the property.

**WHEREAS,** The City has prepared a policy in order to dispose of these properties. The policy is attached.

**WHEREAS,** Mayor, Karen W. Weaver recommends adopting the Policy of Disposition of Acquired Land Bank Properties.

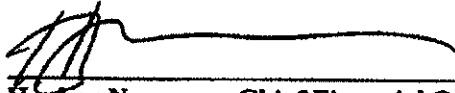
**THEREFORE, BE IT RESOLVED** that the Flint City Council agrees to adopt the Policy of Disposition of Acquired Land Bank Properties.

**APPROVED AS TO FORM:**



Angela Wheeler, Chief Legal Officer

**APPROVED AS TO FINANCE:**



Hughey Newsome, Chief Financial Officer

**FOR THE CITY OF FLINT:**



Dr. Karen W. Weaver, Mayor

**APPROVED BY CITY COUNCIL:**



Herbert Winfrey, City Council President



## **CITY OF FLINT, MICHIGAN**

**Dr. Karen W. Weaver**  
Mayor

### **CITY OF FLINT POLICY OF DISPOSITION OF ACQUIRED LAND BANK PROPERTIES**

The City of Flint from time to time will retain the right to properties transferred to the Genesee County Land Bank. At times some of the properties retained may have existing occupants residing in the property. Therefore, to dispose of these properties, recognizing that residents of the City are occupying the property, the City establishes the policy below.

Current occupants shall have "Right Of First Refusal" to obtain ownership providing they are or were the owner or occupant of said property when the property was transferred to Genesee County Land Bank.

To complete disposition and transaction process; the occupant must meet the following requirements, subject to Flint City Council approval by resolution:

#### **REQUIREMENTS FOR PROPERTY DISPOSITION AND OCCUPANT OWNERSHIP TRANSACTION**

All of the following requirements must be met to qualify for ownership:

- a). Owner or Occupant of the property on the date of transfer or reversion to the City;
- b). The property will transfer "as is";
- c). Water bills **MUST** be current, with the expectation that the current tenant/homeowner shall be responsible for the water bill dating back to January 1, 2018 to the present;
- d). Provide letter from Land Bank detailing offer to purchase including the amount;

- e). **Verify the ability to purchase said property;**
- f). **Provide proof and length of occupancy; must be continuous and uninterrupted;**
- g). **Occupant must be in good standing in the community; no outstanding warrants or criminal charges pending;**
- h). **If property is vacant / unoccupied then the property may go on the market and be sold to the highest bidder.**

**Upon completion of the above requirements; the City of Flint will meet with each occupant owner to complete the transaction, and issue a Quit Claim Deed, subject to Flint City Council approval.**

# Resolution Routing

**TO:** Resolution Signatories  
**FROM:** **Law Department**  
**SUBJECT:** RESOLUTION FOR APPROVAL

This RESOLUTION has been forwarded to you for your respective review and approval.

Date recorded:

11/19/2018

18-6477

All documents should be reviewed within three working days after receipt by your office.

## Amendment to Adopt Land Bank Properties Policy

The attached resolution is submitted to the Legal Dept. for approval as to form only:

Review and Approval:	IN	OUT	<u>Approval</u>
1. City Attorney (Form Only):		11/19/2018	
2. Finance		11/19/2018	
3. City Administrator			

**Please call Jennifer at ex. 2082**

190076.1

SUBMISSION NO.: \_\_\_\_\_

PRESENTED: 3-21-19

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

**RESOLUTION RECOMMENDING A LANE REDUCTION ON BOTH ATHERTON ROAD AND  
DUPONT STREET FROM FOUR LANES TO THREE**

**BY THE MAYOR:**

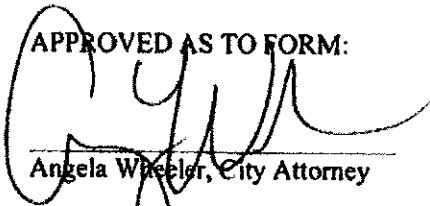
Whereas, due notice has been given to all persons interested as to the time and place of a hearing in respect to the proposed action of this body to reduce the number of lanes on Atherton Road (from Van Slyke to Dort Highway) and Dupont Street (from Pasadena Avenue to West Bishop Avenue) from four lanes to three; and


A public hearing was held on \_\_\_\_\_.

Pursuant to the requirements of Section 42-25 of the Flint City Code, a public hearing has been held so that members of the Flint City Council could meet and hear objections to the proposed reduction of lanes of the above-described street; and

**IT IS RESOLVED**, that the lanes on Atherton Road and on Dupont Street be reduced from four lanes to three.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Angela Wheeler, City Attorney

  
\_\_\_\_\_  
Dr. Karen W. Weaver  
Mayor

190097

Resolution No.: \_\_\_\_\_

Presented: 3-21-19

Adopted: \_\_\_\_\_

**Resolution Setting Hearing Date to Consider Submission of a \$2.6M Section 108 Loan Application to the U. S. Department of Housing and Urban Development for the Fresh Start Hutchinson Neighborhood Grocery Store**

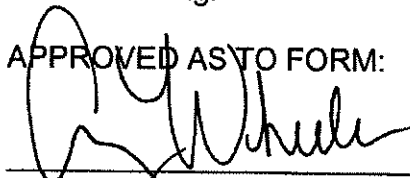
**By the Mayor:**

The owners of property located at 2125 N. Saginaw Street have submitted a Section 108 application to the City of Flint for a third party loan in the amount of \$2.6M to partially fund the construction of the Fresh Start Hutchinson Neighborhood Grocery Store to be located at the site.

Before submitting the application to the U.S. Department of Housing and Urban Development for final approval, the *Citizens' Participation Plan*, which describes the means by which the City of Flint will provide for citizens' participation in community and housing development programs, requires that a public hearing be held to allow citizens of the City of Flint the opportunity to be heard thereon.

**IT IS RESOLVED**, that such a hearing to consider submission of a \$2.6M Section 108 Loan Application for partial funding of the Fresh Start Hutchinson Neighborhood Grocery Store be held on the 25<sup>th</sup> of March, 2019 at 5:30 p.m. in the City Council Chamber of Flint City Hall, 1101 S. Saginaw Street, Flint, Michigan, and the notice of such hearing be published in an official paper of general circulation, not less than ten (10) days prior to said hearing.

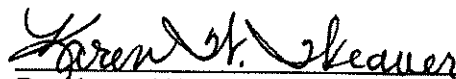
APPROVED AS TO FORM:



Angela Wheeler, Chief Legal Officer

CITY COUNCIL

ADMINISTRATION



Dr. Karen W. Weaver, Mayor

Herbert J. Winfrey, President



## RESOLUTION STAFF REVIEW FORM

DATE – March 5, 2019

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### Agenda Item Title:

- ✓ 1. Resolution Setting Hearing Date to Consider Submission of a \$2.6M Section 108 Loan Application to the U. S. Department of Housing and Urban Development for the Fresh Start Hutchinson Neighborhood Grocery Store
2. Resolution to Approve Submission of a \$2.6M Section 108 Loan Application to the U. S. Department of Housing and Urban Development for the Fresh Start Hutchinson Neighborhood Grocery Store

### Prepared By

Department of Planning and Development - Community and Economic Development Division

### Background/Summary of Proposed Action:

These resolutions are to 1.) Set a public hearing date on which to allow Flint City residents to comment on the Submission of a Section 108 application to the U.S. Department of Housing and Urban Development, and 2.) Subsequent approval to submit the application.

The Fresh Start CDC and its development team will use sources of funding obtained from the Ruth Mott and Charles Stewart Mott Foundations, a Section 108 Loan from the City of Flint, New Market Tax Credits and brownfield tax increment financing to design and build a 25,000 square foot neighborhood grocery store next to a 6,500 sf historic church located on the northwest corner of Saginaw and Hamilton Streets. Once constructed, the store will be operated by Fresh Start Hutchinson Neighborhood Grocery Store L.L.C. See attached application for more information.

### Financial Implications:

Upon final approval by the U.S. Department of Housing and Urban Development's Financial Management Division, the City of Flint will receive \$2.6M in Section 108 guaranteed loan funds. It will then re-lend the funds to Fresh Start CDC as a source of funding to carry out the grocery store project. The funds are guaranteed in that the City must pledge its current and future CDBG allocations as security for the guaranteed loan.

Budgeted Expenditure: Yes \_\_\_ No \_\_\_

Please explain, if no:

Staff Review - \$2.6M Section 108 Loan  
March 5, 2019 – Page Two

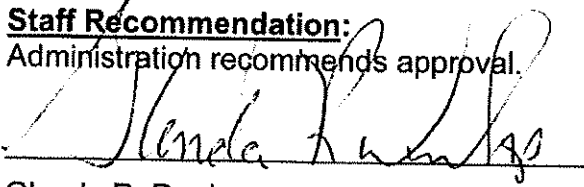
**Account #:** Reviewed and  
approved by C. Dotson     N/A      
Date

**Pre-encumbered:** Yes      No     

**Requisition #**                     

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

**Staff Recommendation:**  
Administration recommends approval.



Glenda R. Dunlap  
Program Manager

**RESOLUTION REVIEW FORM**

FROM: DCED/- GRD  
Department/Author

DATE March 5, 2019  
NO. 19-8029  
Law Office Login #

RESOLUTION NAME: **Resolution Setting a Public Hearing Date to Consider Submission of a \$2.6M Section 108 Loan Application**

Date In: \_\_\_\_\_

**1. RESOLUTION REVIEW - PLANNING AND DEVELOPMENT DIRECTOR**

By: Suzanne Wilcox   
Planning and Development Director

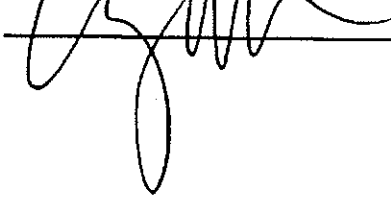
DATE: 3/5/19  
(Date)

Date In: \_\_\_\_\_

**2. RESOLUTION REVIEW - LEGAL**

The attached RESOLUTION is submitted to the Legal Department for Approval as to FORM ONLY:  
The Legal Department has reviewed the RESOLUTION as to Form on this form approves as to FORM ONLY

3/6/19, and by signing  
(Date)

By:   
Legal Officer

DATE: 3-6-19

**Application  
for  
\$2.6 Million HUD 108 Guaranteed Loan  
Fresh Start Hutchinson Neighborhood Grocery Store,  
Conquering the Flint Food Desert  
Flint, Michigan**

**Applicant  
City of Flint  
1100 Saginaw Street  
Flint, Michigan 48502**

**Department of Community and Economic Development  
Glenda Dunlap, Program Manager  
[gdunlap@cityofflint.com](mailto:gdunlap@cityofflint.com)  
(810) 766-7426 Ext. 3020**

**Prepared by  
Albert A. Bogdan  
AAB Development Strategies, LLC  
[bogdanaa@aabds.com](mailto:bogdanaa@aabds.com)  
313 445-1843**

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The Honorable Herbert Winfrey President  
Flint City Council  
1100 Saginaw Street  
Flint, MI 48502

**SUBJECT: HUD Section 108 Guaranteed Loan Application – Fresh Start  
U.S. Department of Housing and Urban Development**

Dear Mr. Winfrey:

Attached for your review and approval is an application to the U.S. Department of Housing and Urban Development (HUD) for a \$2.6 million HUD Section 108 guaranteed loan. The loan is required to fund the construction of the 25,000 square foot Fresh Start Hutchinson Neighborhood Grocery store on the northwest corner of Hamilton and Saginaw. The loan is only about 26% of the total development costs and will be the senior note on the project.

The closing on the investment will be conditional on the Fresh Start CDC obtaining an estimate \$3 million in New Market Tax Credit investment, \$1.5 million in Community Reinvestment Act grant from MEDC grants and a Brownfield TIF through the Flint Brownfield Redevelopment Authority. The funds will permit a vigorous and lasting elimination of a Food Desert in Flint. In addition, the project will provide badly needed new jobs.

The purpose of the HUD 108 guaranteed loan, when combined with the other grants grant is to spur community development and enhance the security or viability of this low to moderate income neighborhood.

The HUD 108 guaranteed loan application is targeted for closing by this Summer, 2019. Please contact Al Bogdan, at 313-445-1843 if you have any questions or require additional information.

Respectfully submitted,

Karen Weaver  
Mayor

## 1. Project Description

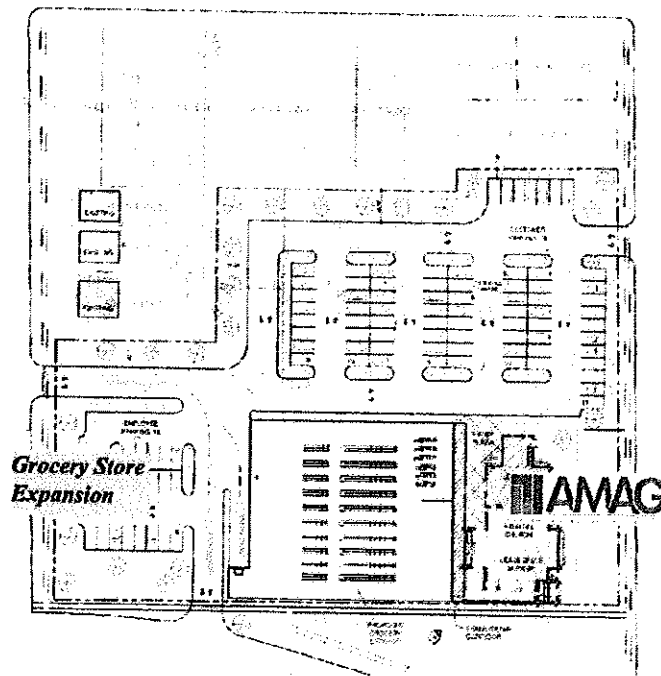
Fresh Start Hutchinson Neighborhood Grocery Store will be located at:  
2125 North Saginaw Street  
Flint, MI 48505

### History of Flint's Food Desert

In 2014, the City of Flint changed its water supplier which initiated a process that caused the leaching of lead into the water and poisoning its residents. In 2015, Kroger Supermarket retreated from the market followed by the Meijer's huge grocery store. Not only were the residents being harmed by the water crisis, the residents of north Flint found themselves in a food desert. Just as the children needed access to healthy food to help fight the impact of lead poisoning, access to grocery store in their neighborhood, the food stores left Flint.

The Flint & Genesee County Chamber of Commerce published a report in October /2016 pointing out the need to eradicate the food desert. The report determined that the neighborhoods north of downtown need reliable food offerings to feed their families, stay healthy, and have good nutrition to help combat the effects of lead exposure, particularly for their children.

The report indicated the advantage of an independent neighborhood grocery store operator in an underserved neighborhood. It can scale to fewer economic constraints, and can benefit by being more flexible in store size, product responsiveness and have lower bottom lines. The combination of community leadership and a knowledgeable operator can have a major impact on counteracting the culture, especially a culture not used to have access to fresh fruits and vegetables. The neighborhood grocer is intertwined into the local culture and has greater capacity to develop relationships with residents. The community relationships are just as important as the food itself to conquer the Food Desert with healthy eating.



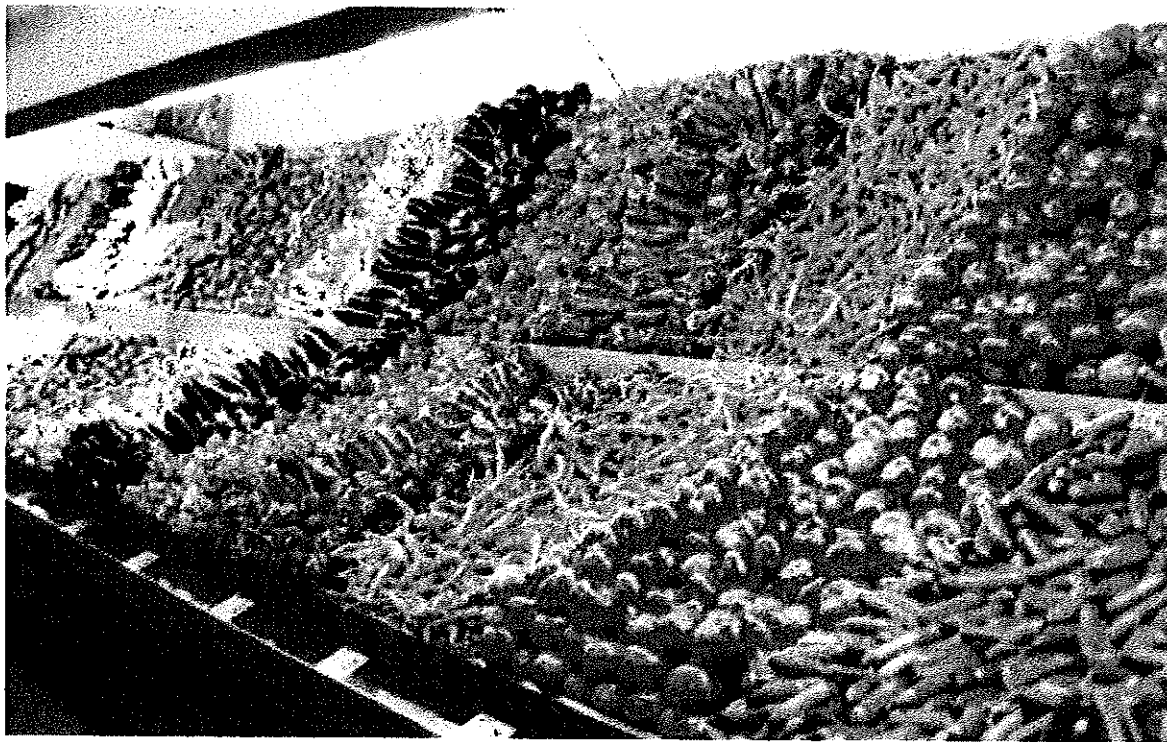
In order to assure that the market was designed for success, Fresh Start recruited Super value stores, a national food distributor SUPERVALU is a leader in wholesale and distribution, serving over 3,000 independently owned and operated stores. The company provides a wide array of services to its supplied retailers, which effectively leverages SUPERVALU's scale and expertise across its entire network. They were hired to prepare a market study whose projections are shown as Attachment A. The grocery projections were designed for a 20,000 square foot store. The additional 5,0000 square feet will be rented to important ancillary services that are key to increasing store volume such as a pharmacy, bank or credit union, telephone products, and sandwich store. We conservatively project a 2 year rent up for the additional grocery space.

No income is projected for the historic church building as we work to recruit a new creative tenant. The City has agreed to work with us to conduct community brainstorming and charrette sessions to find the most appropriate use for the community. In the mean-time the building will be used for seasonal sales activity such as Christmas season and spring planting season and for special event and sales. Several of the national NMTC Community Development entities have indicated that they have successfully financed SUPERVALU served groceries to successfully solve a food desert problem.

### **Fresh Start Grocery to Use New Markets Tax Credit to Conquer Flint's Food Desert**

Pastor Patrick Sanders of the New Jerusalem Baptist Church took a leadership role by recruiting Andy Hanousch, a young grocery entrepreneur, to create a partnership to deliver healthy food to the community. Andy was born into an Iraqi Chaldean immigrant family that has owned and run a Flint neighborhood grocery store for the past thirty years, He literally grew up and was raised to be a grocery store operator. They have formed the perfect team bringing together strong community leadership with someone that knows how to run a profitable grocery store. They have systematically done their market research, site selection, pro formas, built a development team and brought in the best store designer to the table. It is now time to move to a close with NMTC being the center of the financing

The site for the 25,000 square foot grocery is centrally located at NW corner of North Saginaw Street and Hamilton Street. A new Lear plant employing over 400 people is under construction down the street on the old Buick site. New housing is being constructed on Saginaw Street. The historic Oak Park Episcopal Church will be modified to serve as its seasonal sales activities center – plants and gardening supplies in the Spring and Summer - Halloween, Thanksgiving & Christmas supplies in the Fall & Winter.



**Description of Work Scope**



The combined HUD 108 loan, combined with the Michigan Economic Development Corporation Community Revitalization Program funding, Stuart Mott Foundation, Ruth Mott Foundation, and the New Market Tax Credit Program and supported by a Flint Brownfield Redevelopment Authority tax increment financing will be used to design and build a 25,000 square foot neighborhood grocery store next to a 6,500 square foot historic church located a site on the northwest corner of Saginaw Street and Hamilton Street.

The scope of work will require Fresh Start CDC to demolish four closed houses and to demolish the 1969 addition to the historic church. This part of the church is severely blighted and needs to be removed. The site is on a hill and will require significant land restructuring to build the parking lot to serve the development. Access to the site will be off of Saginaw and Hamilton

As part of the due diligence, Environment Consultants will be engaged to evaluate the asbestos level in the building prior to demolition. A phase 1 Environmental Assessment for the main church site has found no issues. The balance of the four lots are residential or vacant. A full HUD environmental review will be added to the phase 1 environmental assessment and will need to be approved by HUD prior to the release of funds.

## 2. Sources and Uses

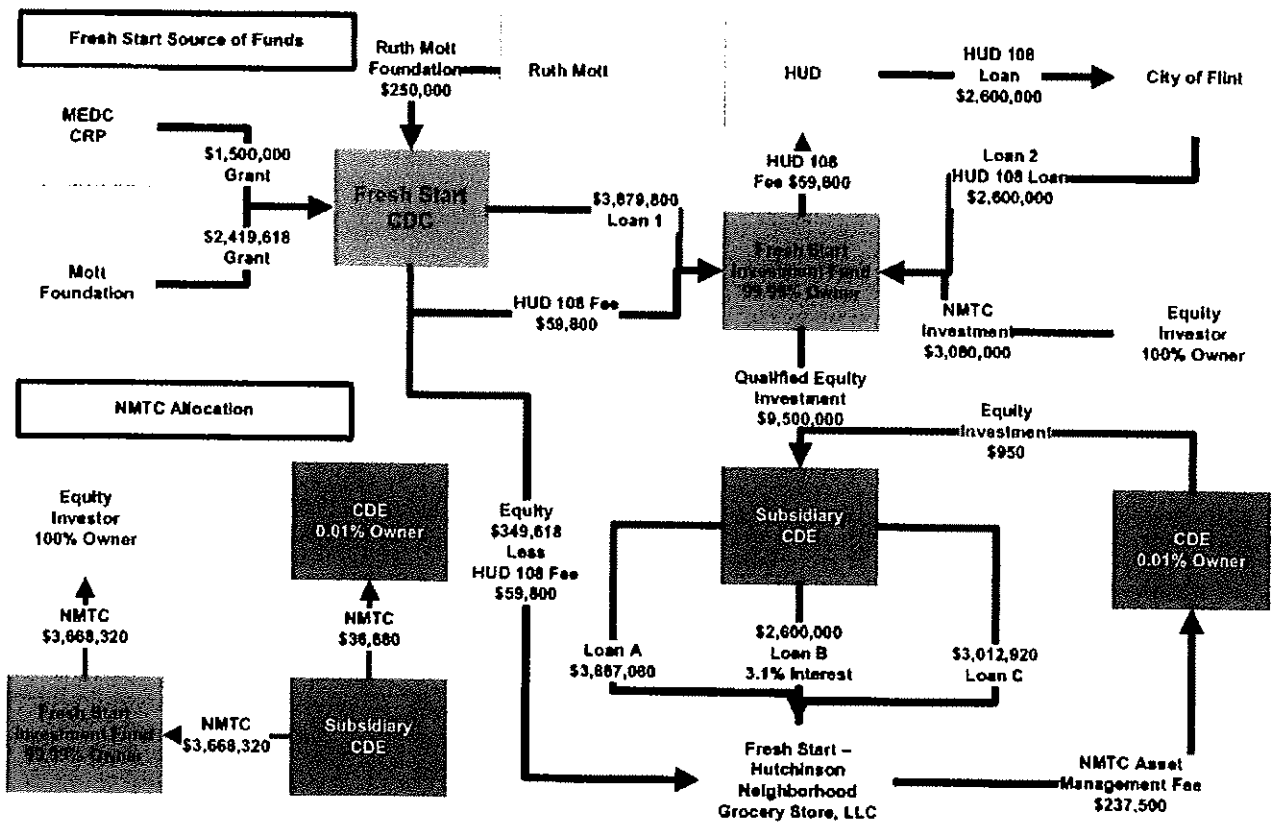
<b>Uses &amp; Sources of Funds</b>			
<b>Fresh Start Hutchinson Neighborhood Grocery Store</b>			
Acquisition		Budget	Brownfield TIF Eligible
Acquisition		\$190,000	
Closing Costs		<u>\$60,000</u>	
		<u>\$250,000</u>	
<b>Hard Costs</b>			
Asbestos Abatement (Church & Houses)		\$50,000	\$50,000
Demolition part of Church and 3 Houses		\$562,000	\$562,000
Site improvements (sidewalks, site fill, lighting, landscaping, storm water detention, parking)		\$750,000	\$750,000
<b>Total Site Improvements</b>		<u>\$1,362,000</u>	
Grocery store construction (sq ft)	25,000	\$3,000,000	\$3,000,000
	\$120		
Permits/Tap Fees/Bond/Cost Certification		\$275,000	\$275,000
Engineering + Environmental Testing		\$112,000	\$112,000
Other CRP Eligible Costs		\$35,000	\$35,000
Contingency	7.5%	\$348,000	\$110,550
Equipment (\$/sq ft) + project management Cost	\$125	\$2,756,300	\$2,756,300
	20,000		
<b>Total Construction</b>		<u>\$6,526,300</u>	
<b>Other Soft Costs</b>			
Architect		\$149,000	\$149,000
Professional & Consulting Fees		\$295,000	\$25,000
Construction Interest (Interest, term in mos)	3.1%	\$80,600	
	12		
Initial Inventory Stocking & Initial Operations		\$460,465	
Other Soft Costs		\$108,000	
Soft Cost Misc. & Contingency		<u>\$45,953</u>	
<b>Total soft costs</b>		<u>\$1,139,018</u>	
<b>Financing Costs</b>			
NMTC Asset Management Fee	2.50%	\$237,500	
HUD Fee		\$59,800	
Transaction Costs (4-5 attorneys, Pianta Moran, HUD)		<u>\$275,000</u>	
NMTC / HUD Transaction Cost		<u>\$572,300</u>	
<b>Total Cost</b>		<u>\$9,849,618</u>	<u>\$1,609,550</u>
Proposed NMTC Qualified Equity Investment =	\$9,500,000		<u>CRP (25%) = \$2,009,325</u>
<b>Sources of funds</b>			
MEDC CRP	Grant	\$1,500,000	
	25		
Loan (amortization period, interest, term)	3.10%	\$2,600,000	
	20		
New Markets Tax Credit (cents/credit)	\$0.83	\$3,080,000	
Grants (CDBG, Ruth Most, )		\$250,000	
Grants		<u>\$2,419,618</u>	
<b>Total Source of Funds</b>			<u>\$9,849,618</u>
<i>Note: Non NMTC Funds that must be invested as debt = \$6,420,000</i>			

AAB Development Strategies, LLC

2/7/2019

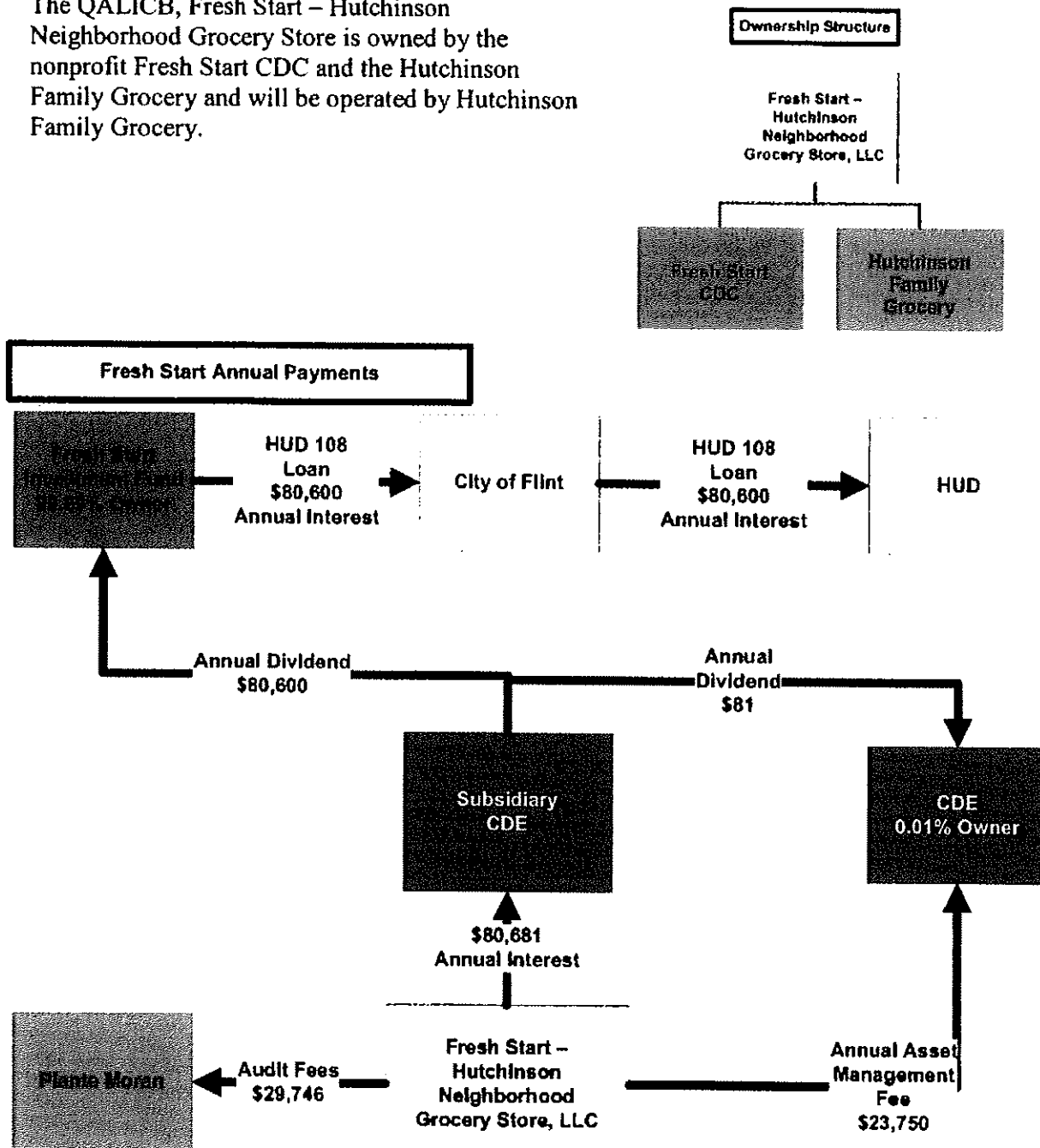
**The New Market Tax Credit Structure**

The HUD 108 loan will be made to the City of Flint who in turn will make the loan to The Fresh Start Investment Fund with the HUD fee being paid by Fresh Start CDC or the Fresh Start Hutchinson Grocery Store. The grants from Fresh MEDC and the foundations will be made to the Fresh Start CDC who in turn will make a loan to the Fresh Start Investment Fund and when combined with an equity investment of a projected \$3.08 million to arrive at a total Qualified Equity Investment of \$9.5 million. In exchange for the \$3.08 million the CDE shall allocate \$3,668,320 to the Fresh Start Investment Fund LLC which will be 100% owned by the equity investor who will receive the monetary benefits of the New Markets Tax Credits. The Fresh Start CDC loan will be subordinated to the HUD 108 loan.



The loans to the Qualified Low Income Business (QALICB), Fresh Start Hutchinson Neighborhood Grocery Store LLC shall essentially mirror the investments made into the Fresh Start Investment Fund. Loans A and Loan C will be subordinated to Loan B which mirrors the HUD 108 loan. The structure is needed to meet the complex tax requirements and NMTC regulations of the CDFI Fund as well as HUD requirements. It is created with the multiple loans so the structure can be unwound easily after the seven-year holding period leaving HUD, City of Flint, Fresh Start Hutchinson Neighborhood Grocery Store, LLC and the Fresh Start CDC and its partner Hutchinson Family Market in the final structure.

The QALICB, Fresh Start – Hutchinson Neighborhood Grocery Store is owned by the nonprofit Fresh Start CDC and the Hutchinson Family Grocery and will be operated by Hutchinson Family Grocery.



The payments from Fresh Start Hutchinson Neighborhood Grocery will make its payments through the structure in a timely manner in order to meet HUD’s payment schedule. All funds transfers will be done by using a single bank up to reduce transfer delays up to the City of Flint payment. The City of Flint will make its payment every month on schedule independent of the timing of the Fresh Start Investment Fund payment.

4. Repayment Schedule 6

<b>Loan</b>	<b>\$2,600,000</b>				
<b>Interest</b>	<b>3.1%</b>				
<b>Interest Only</b>	<b>84 months after loan begins</b>				
<b>Amortization period</b>	<b>216 months after interest only period</b>				
<b>Term</b>	<b>240 months</b>				
<b>Cap Rate</b>	<b>6.0%</b>				
<b>Year</b>	<b>Balance</b>	<b>February Interest</b>	<b>August Interest</b>	<b>Principal Payment</b>	<b>Annual Payment</b>
2020	\$2,600,000.00	\$40,300.00	\$40,300.00	\$0.00	\$80,600.00
2021	\$2,600,000.00	\$40,300.00	\$40,300.00	\$0.00	\$80,600.00
2022	\$2,600,000.00	\$40,300.00	\$40,300.00	\$0.00	\$80,600.00
2023	\$2,600,000.00	\$40,300.00	\$40,300.00	\$0.00	\$80,600.00
2024	\$2,600,000.00	\$40,300.00	\$40,300.00	\$0.00	\$80,600.00
2025	\$2,600,000.00	\$40,300.00	\$40,300.00	\$0.00	\$80,600.00
2026	\$2,600,000.00	\$40,300.00	\$40,300.00	\$0.00	\$80,600.00
2027	\$2,600,000.00	\$40,300.00	\$40,300.00	\$110,000.00	\$190,600.00
2028	\$2,490,000.00	\$38,595.00	\$38,595.00	\$110,000.00	\$187,190.00
2029	\$2,380,000.00	\$36,890.00	\$36,890.00	\$115,000.00	\$188,780.00
2030	\$2,265,000.00	\$35,107.50	\$35,107.50	\$120,000.00	\$190,215.00
2031	\$2,145,000.00	\$33,247.50	\$33,247.50	\$125,000.00	\$191,495.00
2032	\$2,020,000.00	\$31,310.00	\$31,310.00	\$130,000.00	\$192,620.00
2033	\$1,890,000.00	\$29,295.00	\$29,295.00	\$130,000.00	\$188,590.00
2034	\$1,760,000.00	\$27,280.00	\$27,280.00	\$135,000.00	\$189,560.00
2035	\$1,625,000.00	\$25,187.50	\$25,187.50	\$145,000.00	\$195,375.00
2036	\$1,480,000.00	\$22,940.00	\$22,940.00	\$150,000.00	\$195,880.00
2037	\$1,330,000.00	\$20,615.00	\$20,615.00	\$155,000.00	\$196,230.00
2038	\$1,175,000.00	\$18,212.50	\$18,212.50	\$165,000.00	\$201,425.00
2039	\$1,010,000.00	\$15,655.00	\$15,655.00	\$170,000.00	\$201,310.00
2040	\$840,000.00	\$0.00	\$0.00	\$840,000.00	\$840,000.00
	Total Paid =	\$656,735.00	\$656,735.00	\$2,600,000.00	\$3,913,470.00
	Total Interest =	\$1,313,470.00			

In order to assure a healthy cash flow and debt service ratio, the HUD 108 guaranteed loan will be amortized over a 20 years with 7-years interest only, as required by the NMTC program, amortized over the next 214 months, but within a 20-year term limitation required by the HUD 108 program. At the end of the 20-year term, the project is projected to have a market value of \$4,473,176 (See 5. Collateral) which is almost five times the \$840,000 principal that will be refinanced.

The Fresh Start Hutchinson Grocery Store is projected to have Earnings Before Interest, Taxes, Depreciation, and Amortization (EBITDA) coverage of the HUD 108 loan debt service from anywhere between 1.71 to 2.06 times during the seven-year interest only period. The loan represents only about 26% of the Total Development Cost.

During the time that the loan reaches the amortization period in the eight year, the value of the project is projected to be about \$3.825 million dollars, which gives it a 68% loan to projected value.

**City of Flint Loan Structure Analysis**

Year	Balance	Annual Payment	EBITDA	Debt Service Coverage	Present Value	Outstanding Loan/Value	Loan/Total Development Cost
2020	\$2,600,000.00	\$80,600.00					
2021	\$2,600,000.00	\$80,600.00	\$143,841.22	\$1.78			26.2%
2022	\$2,600,000.00	\$80,600.00	\$154,513.08	\$1.92			
2023	\$2,600,000.00	\$80,600.00	\$163,678.77	\$2.03			
2024	\$2,600,000.00	\$80,600.00	\$165,011.48	\$2.05			
2025	\$2,600,000.00	\$80,600.00	\$166,370.85	\$2.06			
2026	\$2,600,000.00	\$80,600.00	\$137,757.41	\$1.71			
2027	\$2,600,000.00	\$190,600.00	\$229,500.22	\$1.20	\$3,825,004	68.0%	
2028	\$2,490,000.00	\$187,190.00	\$232,149.36	\$1.24	\$3,869,156	64.4%	
2029	\$2,380,000.00	\$188,780.00	\$234,851.49	\$1.24	\$3,914,192	60.8%	
2030	\$2,265,000.00	\$190,215.00	\$237,607.66	\$1.25	\$3,960,128	57.2%	
2031	\$2,145,000.00	\$191,495.00	\$240,418.95	\$1.26	\$4,006,983	53.5%	
2032	\$2,020,000.00	\$192,620.00	\$243,286.47	\$1.26	\$4,054,775	49.8%	
2033	\$1,890,000.00	\$188,590.00	\$246,211.34	\$1.31	\$4,103,522	46.1%	
2034	\$1,760,000.00	\$189,560.00	\$249,194.71	\$1.31	\$4,153,245	42.4%	
2035	\$1,625,000.00	\$195,375.00	\$252,237.74	\$1.29	\$4,203,962	38.7%	
2036	\$1,480,000.00	\$195,880.00	\$255,341.64	\$1.30	\$4,255,694	34.8%	
2037	\$1,330,000.00	\$196,230.00	\$258,507.61	\$1.32	\$4,308,460	30.9%	
2038	\$1,175,000.00	\$201,425.00	\$261,736.90	\$1.30	\$4,362,282	26.9%	
2039	\$1,010,000.00	\$201,310.00	\$265,030.78	\$1.32	\$4,417,180	22.9%	
2040	\$840,000.00	\$840,000.00	\$268,390.54		\$4,473,176	18.8%	
Total Paid =		\$3,913,470.00					
Total Interest =							

As soon as this proposal is accepted, HUD, City of Flint and Fresh Start will enter into the necessary agreements to prepare the phase 1 environmental assessment and the HUD environmental review in order release the funds. Fresh Start will manage the implementation of the project with the support and assistance of City of Flint. Fresh Start will promptly hire a design build construction manager - architects to design the expansion space and to prepare the necessary RFPs to then go out for subcontractor bids. All bids will require the use of prevailing wage under the Davis-Bacon Act. Work can become as soon as the funds can be closed. Subcontractors will be selected based on qualifications and cost. At this stage it is contemplated that the HUD 108 closing will occur by this Summer, with Construction beginning soon thereafter and be completed by October 1, 2020

The City of Flint has agreed to work with us by providing the necessary funds to have the Genessee Land Bank Authority demolish the vacant homes on the site in order to permit us to combine then lots in order to receive site plan approval. The site will be designed in order tom permit the use of the church as an integral part of the grocery centered shopping center

The entire project has been designed by the development team organized by the Fresh Start CDC and show in the table to our right. A properly designed grocery store will require the team participation of Super Value, the store's distributor and its store designer Mehmert Store services, who will work with Andy Hanousch to layout all of the equipment so as to assure properly meeting every customer's needs. Super Valu will be able to offer ethnic packages that meet the needs of the ethnic groups in the neighborhood. Hanoush will assure proper location of in store tenants to provide products and services demand by the customer. Architect Dave McLane will capture the store design and convert them to construction drawings. Mehmet will select the equipment that will be needed and obtain bids from competitive equipment providers including looking at preowned equipment with active warranties.

**The Fresh Start Development Team**

- Developer , Pastor Patrick Sanders, Fresh Start CDC
- Operator (Partner) – Hutchinson Foods, Andy Hanoush
- Market Study & Distributor , SuperValu Stores, Bill Taggart
- Store Design, Mehmert Store Services, Brad Knab
- Architect, AMAG, Dave McLean
- Contractor, HD Construction, Troy Hall
- Attorney, Florise Neville-Ewell
- Historic Consultant, Kristine Kidorf
- NMTC CPA Plante Moran, Gordon Goldie
- Development Finance Consultant, AABDS, Al Bogdan

The bidding and cost development will be organized in order to be able to have Plante Moran certify all Michigan Community Revitalization Program Costs, Flint Brownfield Redevelopment Authority Tax Increment Eligible costs and the New Markets Qualified Equity Investment related costs.

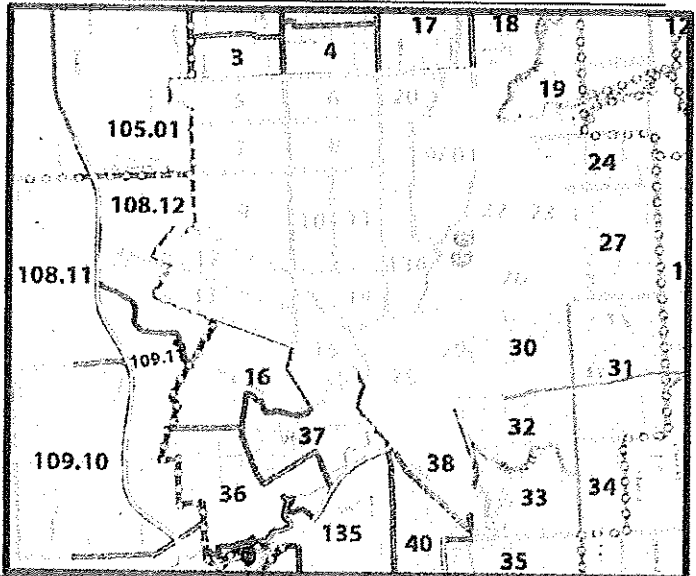
Then first stage of construction will focus on the demolition of the 1969 portion of the church and\ land balancing in order to establish the site entry and flat portion of the parking lot designed to assure proper storm water management and the proper integration of the church retail with the new building.

The design-build contract will be a maximum guaranteed contract with HD Construction to build to Fresh Start specifications. All draws will be managed by the bank that is selected to make the New Market Tax Credit Investment or someone approved by them. All funds will be deposited in that bank in order to assure efficient management of draws and bookkeeping. All funds will need to flow through the New Market Tax Credit structure to make sure all Department of the Treasury and HUD regulations are followed. All subcontracts will need to be structured to assure that the CPA can certify the eligible TIF and CRP costs



### 7. Eligible Activity & CDBG National Objectives

The project meets several of the CDBG National Objectives. First, the project is designed to serve the low to moderate income community as can be seen from the adjacent census tract map, the boundaries approximate the trade area in the City of Flint. 58% of the residents have incomes that meet the low to moderate income objective. Further, 83.9% of the block groups have more than 51% of the residents whose incomes are low to moderate income. This far exceeds the requirement that three-quarters of the block groups need to have more than 51% of the residents that are low to moderate income.



The assistance to a business, such as a grocery store which provides goods or services to residents of a L/M income residential area, qualifies if as long as it primarily serves a L/M income neighborhood.

#### New Markets Tax Credit Qualified Census Tract

In addition, the HUD 108 loan, the census tract containing the grocery store must meet the criteria for New Markets Tax Credit eligibility which requires a median family income of less than 70% of the area's median family income or a poverty level in excess of 30% of the area.

The Census Tract is 26049001100 has a population of 2,060 people,

**Flint Block Groups Served by Fresh Start Hutchinson Neighborhood Grocery Store - % LMI Calculation**

GEOID	low mod univ	low mod %	Total Persons	GEOID	low mod univ	low mod %	Total Persons
260490005001	755	31.79%	2,375	260490013001	740	29.05%	2,547
260490005002	615	89.43%	688	260490013002	675	52.59%	1,284
260490005003	715	53.15%	1,345	260490013003	630	27.78%	2,268
260490006001	655	37.40%	1,751	260490013004	1415	74.91%	1,889
260490006002	705	78.72%	896	260490014001	365	83.56%	437
260490006003	775	72.26%	1,073	260490014002	395	78.48%	503
260490006004	810	67.28%	1,204	260490014003	770	79.87%	964
260490007001	490	39.80%	1,231	260490015001	975	83.08%	1,174
260490007002	1145	74.24%	1,542	260490015002	385	84.42%	456
260490007003	470	76.60%	614	260490015003	575	71.30%	806
260490007004	985	66.50%	1,481	260490020001	785	79.62%	986
260490007005	715	58.04%	1,232	260490020002	680	52.21%	1,302
260490008001	600	61.67%	973	260490022001	885	67.80%	1,305
260490008002	650	80.00%	813	260490022002	430	89.53%	480
260490009001	830	75.30%	1,102	260490022003	500	86.00%	581
260490009002	1300	67.31%	1,931	260490022004	545	94.50%	577
260490009003	940	51.60%	1,822	260490022005	850	71.18%	1,194
260490009004	515	12.62%	4,081	260490023001	515	60.19%	856
260490009005	740	60.14%	1,230	260490023002	880	60.80%	1,447
260490010001	520	77.88%	668	260490023003	900	70.00%	1,286
260490010002	410	34.15%	1,201	260490026001	545	84.40%	646
260490010003	240	33.33%	720	260490026002	505	63.37%	797
260490010004	1655	73.72%	2,245	260490026003	1130	80.53%	1,403
260490011001	680	75.74%	898	260490026004	600	83.33%	720
260490011002	560	77.68%	721	260490026005	450	66.67%	675
260490011003	460	65.22%	705	260490028001	300	88.33%	340
260490011004	930	78.49%	1,185	260490028002	655	59.54%	1,100
260490012001	445	68.54%	649	260490028003	590	78.81%	749
260490012002	1365	37.73%	3,618	260490029001	615	73.17%	841
260490012003	770	23.38%	3,293	260490029002	1175	65.96%	1,781
260490012004	915	78.69%	1,163	260490136001	1320	68.18%	1,936
				Total =			
				45,140 58.04% 77,779			

*A Total of 52 of 62 Census Block Groups (83.9%) have low to moderate-incomes*

a Poverty Rate of 36.3% with a median Family Income of \$24,643 as opposed to an area median income of \$62,261 which provides us a percentage of AMI of 39.68%. The area is considered by all Community Development Entities as Severely Distressed and thereby particularly attractive as New Markets Tax Credit investment. The project is under consideration by an estimated six CDEs, all of them awaiting the announcement on which ones have won an NMTC allocation from the CDFI Fund of the US Treasury.

Objective	Qualifies, if	Example
L/M Income Area Benefit	The assistance is to a business which provides goods or services to residents of a L/M income residential area.	Assistance to neighborhood businesses such as grocery stores and laundromats, serving a predominantly L/M income neighborhood.

### 8. Public Benefit Standards

The National Objectives for the program are Low-Mod Area Benefit 24 CFR 570.208(a)(1)

Fresh Start CDC projects plans to spend funds on eligible economic development activities as defined by 24 CFR 570.203.

- a. This project will meet the public benefit standard based upon the number of low- and moderate-income persons served in the project area [see 24 CFR 570.209(b)(1)(ii) (Provide goods or services to residents of an area, such that the number of low- and moderate-income persons residing in the areas served by the assisted businesses amounts to at least one low- and moderate-income person per \$350 of CDBG funds used). The number of low- and moderate-income persons living in the project's trade area is 45,150.
- b. In addition, Any activity which meets one or more of the following criteria may, at the grantee's option, be excluded from the aggregate standards described in paragraph (b)(1) section: (F) Provides assistance to a business that operate(s) within a census tract (or block numbering area) that has at least 20 percent of its residents who are in poverty; (G) Stabilizes or revitalizes a neighborhood that has at least 70 percent of its residents who are low- and moderate-income; and (I) Provides assistance to a Community-Based Development Organization serving a neighborhood that has at least 70 percent of its residents who are low- and moderate-income: [see 24 CFR 570.209(b)(2)(v)F, G, and I.
- c. The HUD 108 \$2.6 million loan represents only 13.4% of the authorized HUD 108 lending capacity of the city of Flint. Its annual repayment of about \$220,000 is further guaranteed by the city's annual CDBG award by a 17.6 to one coverage.

City of Flint Annual CDBG Budget =	\$3,872,807
Ratio Annual CDBG Coverage of Debt Service =	$\$3,872,807/220,750 = \$17.6/1$
Total Flint HUD 108 Loans Authorized	\$19,364,035
Existing Flint HUD 108 Outstanding Loans=	\$ 6,531,000
Available HUD 108 Loan Authority =	\$12,833,035
Proposed New HUD 108 Financing =	\$ 2,600,000
Projected HUD 108 Loans as % of Authorized Loans =	13.43%

### 9. Public Notice

Notice for the Public Hearing was published on for a Public Hearing to be Held on Thursday, January 24, 2019 A copy of the notice is attached as Attachment B.

### 10. Whom May We Contact

Contact name: Al Bogdan @ [hogdanaa@aabds.com](mailto:hogdanaa@aabds.com) 313 445-1843:

# Attachment A SUPERVALU Grocery Market Projections for Flint Trade Area

Market Projections Produced by Super Value Stores for Fresh Start CDC for the Trade Area Determined by it Professional Analysts

Fresh Start Grocery Income Statement	Projected										Projected Year ID	
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10		
Sales/Distributions	1,170,132	1,186,934	1,193,988	1,211,298	1,228,867	1,246,700	1,274,801	1,283,173	1,260,000	1,261,820	1,280,748	26.0%
Grocery	387,748	393,554	399,457	405,449	411,531	417,704	423,970	430,320	436,784	443,336	449,988	9.0%
Meat	775,476	787,108	798,915	810,898	823,067	835,408	847,939	860,658	873,568	886,671	899,995	18.0%
Frozen Food	366,197	371,690	377,265	382,924	388,668	394,498	400,416	406,427	412,518	418,706	424,995	8.5%
Dairy	430,820	437,282	443,842	450,499	457,257	464,115	471,077	478,143	485,316	492,595	499,988	10.0%
Bakery	107,205	109,421	111,693	114,024	116,414	118,862	121,376	123,954	126,596	129,302	132,073	7.5%
Deli	430,820	437,282	443,842	450,499	457,257	464,115	471,077	478,143	485,316	492,595	499,988	10.0%
GM/HBC	179,746	181,385	183,157	185,000	186,913	188,884	190,913	193,000	195,146	197,352	199,618	3.0%
Cigarettes	172,378	174,913	177,537	180,200	182,900	185,646	188,431	191,257	194,126	197,038	200,000	4.0%
Liquor	215,410	218,641	221,921	225,250	228,628	232,058	235,539	239,072	242,658	246,298	250,000	5.0%
Pop	172,378	174,913	177,537	180,200	182,900	185,646	188,431	191,257	194,126	197,038	200,000	4.0%
Other	0	0	0	0	0	0	0	0	0	0	0	0.0%
Other	0	0	0	0	0	0	0	0	0	0	0	0.0%
Other	0	0	0	0	0	0	0	0	0	0	0	0.0%
Department Gross Profit	4,308,200	4,372,823	4,438,415	4,504,892	4,572,566	4,641,155	4,710,777	4,781,434	4,853,155	4,925,953	5,000,000	100.0%
Grocery	313,647	318,342	323,117	327,963	332,883	337,876	342,944	348,088	353,310	358,609	364,000	28.0%
Produce	120,199	122,002	123,837	125,689	127,575	129,488	131,431	133,402	135,403	137,434	139,494	31.0%
Meat	193,869	196,777	199,779	202,775	205,765	208,752	211,738	214,725	217,715	220,707	223,702	25.0%
Frozen Food	109,859	111,507	113,180	114,877	116,600	118,349	120,125	121,927	123,755	125,612	127,500	30.0%
Dairy	112,013	113,693	115,399	117,130	118,887	120,670	122,480	124,317	126,182	128,075	129,995	26.0%
Bakery	45,236	45,915	46,603	47,302	48,017	48,747	49,491	50,250	51,024	51,813	52,616	42.0%
Deli	193,869	196,777	199,779	202,775	205,765	208,752	211,738	214,725	217,715	220,707	223,702	45.0%
GM/HBC	36,189	36,732	37,280	37,842	38,410	38,988	39,576	40,174	40,782	41,399	42,026	45.0%
Cigarettes	17,233	17,491	17,754	18,020	18,290	18,565	18,843	19,126	19,413	19,704	20,000	28.0%
Liquor	47,330	48,101	48,823	49,555	50,298	51,053	51,818	52,596	53,387	54,189	55,000	22.0%
Pop	25,849	26,337	26,830	27,330	27,835	28,345	28,860	29,380	29,905	30,435	30,970	15.0%
Other	0	0	0	0	0	0	0	0	0	0	0.0%	
Other	0	0	0	0	0	0	0	0	0	0	0.0%	
Other	0	0	0	0	0	0	0	0	0	0	0.0%	
Store Gross Profit	1,215,343	1,243,573	1,272,077	1,300,858	1,329,921	1,359,270	1,388,909	1,418,842	1,449,075	1,479,608	1,510,441	28.7%
TIP	97,043	97,043	97,043	97,043	97,043	97,043	97,043	97,043	97,043	97,043	97,043	7.1%
Tenant Rent	28,750	29,061	29,372	29,683	29,994	30,305	30,616	30,927	31,238	31,549	31,860	4.0%
Freight & Fee	(150,787)	(153,049)	(155,311)	(157,573)	(159,835)	(162,097)	(164,359)	(166,621)	(168,883)	(171,145)	(173,407)	-3.5%
Store Gross Profit	1,046,309	1,062,628	1,079,047	1,095,466	1,111,885	1,128,304	1,144,723	1,161,142	1,177,561	1,193,980	1,210,400	27.8%
Wages	476,517	482,909	489,301	495,693	502,085	508,477	514,869	521,261	527,653	534,045	540,437	9.9%
Benefits	77,548	78,711	79,874	81,037	82,200	83,363	84,526	85,689	86,852	88,015	89,178	1.8%
Promotion	21,955	22,285	22,615	22,945	23,275	23,605	23,935	24,265	24,595	24,925	25,255	0.5%
Supplies	49,544	50,287	51,030	51,773	52,516	53,259	54,002	54,745	55,488	56,231	56,974	1.1%
Prop Taxes	99,543	101,036	102,529	104,022	105,515	107,008	108,501	110,000	111,500	113,000	114,500	2.3%
Insurance	5,000	5,075	5,150	5,225	5,300	5,375	5,450	5,525	5,600	5,675	5,750	0.1%
Utilities	179,000	181,685	184,370	187,055	189,740	192,425	195,110	197,795	200,480	203,165	205,850	4.2%
Other Expense	133,837	136,642	139,447	142,252	145,057	147,862	150,667	153,472	156,277	159,082	161,887	3.1%
MMTC Fees	53,570	53,570	53,570	53,570	53,570	53,570	53,570	53,570	53,570	53,570	1.2%	
Operating Expenses	1,046,508	1,062,701	1,078,900	1,095,100	1,111,300	1,127,500	1,143,700	1,159,900	1,176,100	1,192,300	1,208,500	24.3%
EBITDA	163,841	164,922	166,003	167,084	168,165	169,246	170,327	171,408	172,489	173,570	174,651	3.5%
Debt Service	80,600	80,600	80,600	80,600	80,600	80,600	80,600	80,600	80,600	80,600	1.8%	
Net Cash Flow	83,241	84,322	85,403	86,484	87,565	88,646	89,727	90,808	91,889	92,970	94,051	1.7%
Debt Service Coverage	1.78	1.97	2.06	2.10	2.14	2.18	2.22	2.26	2.30	2.34	2.38	1.9%

NOTE: Gross margin detailed projections provided by Super Value Stores as part of their market projections with 2.0% inflation  
 Debt \$ 2,600,000 3.1% 75 years  
 Annual Mortgage \$190,644  
 7 year interest Only \$ 80,600  
 = Information added to Super Value Market Projections

**Public Notice**

**City of Flint**  
**Community Development Block Grant (CDBG) Program**  
**HOME Investment Partnerships Program (HOME)**  
**Housing Opportunities for Persons with AIDS (HOPWA)**  
**Emergency Shelter Grant (ESG) Program**

**NOTICE OF PUBLIC HEARING & COMMENT PERIOD FOR CHANGES TO CONSOLIDATED PLAN, 2018-2019 ACTION PLAN AND FOR A \$2.6 MILLION HUD 108 GUARANTEED LOAN FOR THE FRESH START HUTCHINSON NEIGHBORHOOD GROCERY STORE PROJECT**

Notice is hereby given that the City of Flint is proposing the following changes to the 2018-2019 Action Plan and Consolidated Plan for the CDBG, HOME, HOPWA, and ESG programs:

1. Under Citizen Participation Plan Section Add the Guaranteed Loan Program to CDBG, HOME, HOPWA and ESG programs
2. Add a \$2.6 million HUD 108 Guaranteed Loan for the purposes of constructing a 25,000 square foot grocery store while preserving the historic portion of the adjacent church. The space will be used to provide healthy foods and vegetables which in turn will create jobs in Flint/

Notice is hereby also given that City of Flint is applying for a \$2.6 million HUD Section 108 guaranteed loan to the Fresh Start Investment Fund to finance the construction of the Fresh Start Hutchinson Neighborhood Grocery Store Project at 2025 N. Saginaw Street in the City of Flint to expand the market available for feeding Flint residents. No program income is anticipated. The programs are projected to create an estimated 20 full time equivalent jobs over the next two years.

The loan will be secured by independent collateral and guaranteed by the CDBG allocation to City of Flint. The annual distribution of CDBG funds to City of Flint Primary Jurisdiction communities are not affected.

The program meets the national objectives by serving areas of low to moderate income residents of Flint.

A copy of the proposed application can be found on <http://www.cityofflint.com>

**Public Hearing:** City of Flint will conduct a public hearing on 24<sup>th</sup> of January, 2019 at approximately 9:30 a.m. at the City of Flint City Hall, 1100 Saginaw Street, Flint, MI 48502. The public is encouraged to comment on both actions.

Persons with disabilities who require auxiliary aids or services in using public facilities, services or programs may contact:

Glenda Dunlap, Community Development Manager  
City of Flint, Department of Economic Development/Community Development  
City of Flint City Hall, 1100 Saginaw Street, Flint, MI 48502  
Telephone: (810) 766-7426 X3020 • E-mail: [gdunlap@cityofflint.com](mailto:gdunlap@cityofflint.com)

*Attachment C: Certifications*

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**FRESH START HUD SECTION 108 LOAN GUARANTEE  
CITY OF FLINT CERTIFICATIONS**

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the City of Flint certifies that:

**Drug Free Workplace -- It will or will continue to provide a drug-free workplace by**

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
  - (a) The dangers of drug abuse in the workplace;
  - (b) The grantee's policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
  - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**8. Anti-Lobbying -- To the best of the City of Flint's knowledge and belief:**

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub grantees shall certify and disclose accordingly.

**Special Assessments.**

City of Flint will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

**Authority of Jurisdiction**

The consolidated plan is authorized under State and local law and the City of Flint possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Affirmatively Further Fair Housing**

The City of Flint will affirmatively further fair housing, and the guaranteed loan funds will be administered in compliance with:

1. Title VI of the Civil Rights Act of 1964 (42 USC 2000d et seq.) and
2. The Fair Housing Act (42 USC 3601-3619)

**Anti-displacement and Relocation Plan**

It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community

Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Consistency with plan**

The activities to be undertaken with HUD Section 108 Loan Guarantee funds are consistent with the Consolidated Plan as approved by the City of Flint Commission on 10/15/09.

**Citizen Participation**

It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan**

Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan**

It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD as modified the City of Flint Council on \_\_\_\_\_.

**Compliance with Laws**

It will comply with applicable laws.

**Efforts to Obtain Other Financing**

The City of Flint hereby certifies and assures with respect to its application for a guaranteed loan pursuant to Section 108 of the Housing and Community Development Act of 1974, as amended, that it has made efforts to obtain financing for the activities described herein without the use of such guarantee, it will maintain documentation of such efforts for the term of the loan guarantee, and it cannot complete such financing consistent with the timely execution of the project without such guarantee.

**Authorized to Execute Documents**

In accordance with 24 CFR § 570.704 (b) 8-ii-B, City of Flint certifies that City of Flint Executive Karen Weaver is authorized to execute such documents as may be required in order to implement the application and issue debt obligations pursuant to the attached resolution from the City of Flint City Council.

**Signature/Authorized Official**

**Date**

**Karen Weaver  
Mayor**



**Karen Weaver**  
**Mayor**

**PUBLIC HEARING**

**Flint City Hall**  
**1100 Saginaw Street**  
**Flint, MI 48502**  
**January 24, 2019**

**Minutes**

Subject: HUD 108 Guaranteed Loan to the Fresh Start Investment Fund as a \$2.6 million leveraged loan to finance the construction of the Fresh Start Hutchinson Neighborhood Grocery Store and as an amendment to the City of Flint 2017/2022 Consolidated Plan and 2018/2019 Action Plan

1. The public hearing was opened at approximately at \_\_\_\_ am

Glenda Dunlap, program manager at City of Flint Community and Economic Development Department welcomed comments on the proposed HUD 108 Guaranteed Loan to the Fresh Start Investment Fund for the construction of the Fresh Start Hutchinson Neighborhood Grocery Store and changes to the City of Flint Consolidated Plan and 1018/2019 Action Plan

2. The list of attendees is:
3. The following comments were made:
4. The Public Hearing ended at approximately \_\_\_\_\_ am

*Attachment E: Flint City Council Resolution*

**RESOLUTION**

No \_\_\_\_\_

By Councilperson \_\_\_\_\_ and Co-sponsored by Councilperson \_\_\_\_\_

WHEREAS, the Flint City Council is committed to expand L/M income services job opportunities in City of Flint;

WHEREAS, the City of Flint has the authority to enter into a HUD Section 108 Loan Guarantee agreement and pledge the loan proceeds to the Fresh Start Investment Fund for the purpose of economic development.

WHEREAS, the City of Flint is committed toward them elimination of a food desert and increasing the growth of job opportunities for Flint residents;

WHEREAS, The Fresh Start Hutchinson Neighborhood Grocery Store will be established and is committed to providing quality food products and services to the residents of this low to moderate income community;

WHEREAS, HUD requires the City of Flint modify its 2018/2019 Action Plan to include the Guaranteed Loan Program as a program covered by its Citizens Participation Plan;

WHEREAS, HUD requires that the \$2.6 million HUD Section 108 Guaranteed Loan to the Fresh Start Investment Fund be included in the 2018/19 Action Plan;

THEREFORE, BE IT RESOLVED, by the Flint City Council this 27th day of January, 2019 that it, hereby, approves the changes to the Consolidated Plan and 2018/2019 Action Plan to include the Guaranteed Loan Program as a part of the Citizens Participation Plan and to include the design, construction and operation the Fresh Start Hutchinson Neighborhood Grocery Store

RESOLVED, that approval is, hereby, granted authorizing the City of Flint to submit an application to HUD in the amount of \$2,600,000 for a HUD Section 108 Guaranteed Loan to be made to City of Flint who in turn will lend the funds to the Fresh Start Investment Fund to be combined with a New Markets Tax Credit investment. The \$2.6 million loan is needed to obtain the needed funds to construct a 25,000 square foot grocery store on the northwest corner of Hamilton and Saginaw.

RESOLVED, that the \$2.6 million HUD Section 108 Guaranteed Loan be made to the Fresh Start Investment Fund to finance the design, construction and operation of the Fresh Start Hutchinson Neighborhood Grocery Store Project as indicated in the 2018/2019 Action Plan.

[Application on File]

190098

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

PRESENTED: 3-21-19

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

**RESOLUTION TO ADOPT THE HONORARY STREET SIGN POLICY**

**BY THE MAYOR:**

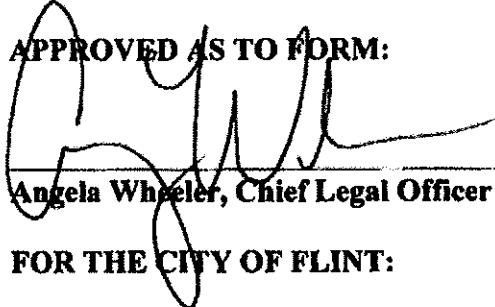
WHEREAS, honorary street signs provide an opportunity to recognize City of Flint residents who have made significant contributions to the City, State of Michigan, or the United States of America.

WHEREAS, the City has prepared an Honorary Street Sign Policy. The policy is attached.

WHEREAS, Mayor, Karen W. Weaver recommends adopting the Honorary Street Sign Policy.

THEREFORE, BE IT RESOLVED that the Flint City Council agrees to adopt the Honorary Street Sign Policy.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

  
\_\_\_\_\_  
Hughie Newsome, Chief Financial Officer

FOR THE CITY OF FLINT:

  
\_\_\_\_\_  
Dr. Karen W. Weaver, Mayor

APPROVED BY CITY COUNCIL:

\_\_\_\_\_  
Herbert Winfrey, City Council President

190124

Resolution No.: \_\_\_\_\_

Presented: 4-4-19

Adopted: \_\_\_\_\_

**Resolution Setting Hearing Date to Establish an Obsolete Property Rehabilitation District at 2957 Carr St.**

(P.A. 146 of 2000, as amended)

**By the Mayor:**

The owners of property comprising at least 50 percent of all taxable value of the property legally described in the *Attachment* and commonly known as 2957 Carr St., have requested that the City of Flint establish an Obsolete Property Rehabilitation District, pursuant to the authority found in Public Act 146 of 2000, as amended.

Before acting upon the request, the City of Flint, pursuant to Public Act 146 of 2000, as amended, shall afford an opportunity for a hearing on the establishment of an Obsolete Property Rehabilitation District, at which time the owners and any other taxpayer or resident of the City of Flint may appear and be heard.


**IT IS RESOLVED**, That such a hearing to consider the establishment of an Obsolete Property Rehabilitation District be held on the \_\_\_\_\_ day of \_\_\_\_\_ at 5:30 p.m. in the City Council Chamber of Flint City Hall, 1101 S. Saginaw Street, Flint, Michigan, and the notice of such hearing be published in an official paper of general circulation not less than ten (10) days prior to said hearing.

**RESOLVED**, That at said hearing, the property owners and any other taxpayer or resident of the City of Flint may appear and be heard

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Angela Wheeler, Chief Legal Officer

ADMINISTRATION

  
\_\_\_\_\_  
Dr. Karen W. Weaver, Mayor

CITY COUNCIL

\_\_\_\_\_  
Herbert J. Winfrey, President

**ATTACHMENT**

The land is described premises situated in the City of Flint, County of Genesee, State of Michigan, to-wit:

**2957 Carr St.**

**Parcel No. 47-33-302-006**

**Legal Description:** KEARSLEY LAKE VIEW PART OF NW 1/4 OF SW 1/4 OF SEC 33, T8N, R7E LOTS 11 THRU 18 INCL

## RESOLUTION STAFF REVIEW FORM

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**DATE**

March 18, 2019

**Agenda Item Title:**

1. Resolution Setting Hearing Date to Consider the Establishment of an Obsolete Property Rehabilitation District at 2957 Carr St.
2. Resolution Approving the Establishment of an Obsolete Property Rehabilitation District at 2957 Carr St.)

**Prepared By**

Department of Planning and Development, Community & Economic Development Division

**Background/Summary of Proposed Action:**

The attached resolutions are being presented to satisfy the owner's request to establish an Obsolete Property Rehabilitation District on the property commonly known as 2957 Carr St.

Per the public act, a hearing shall be held prior to the establishment of such a district.

**Financial Implications (Analysis):**

There is no financial impact with the establishment of an Obsolete Property Rehabilitation District. But once established, the district allows the property tax payer to apply for an exemption from ad valorem taxes on rehabilitated facilities within the district for a period of up to 12 years.

**Budgeted Expenditure:** Yes \_\_\_ No X Please explain, if no: N/A

**Account #:**

Date Reviewed and approved by Carissa Dotson N/A

**Pre-encumbered:** Yes \_\_\_ No \_\_\_ **Requisition #** N/A

**Other Implications (i.e., collective bargaining):** There are no known implications

**Staff Recommendation:**

The Administration recommends approval.

  
Glenda R. Dunlap, Program Manager

**RESOLUTION REVIEW FORM**

FROM: DCED/- GRD  
Department/Author

DATE March 21, 2019  
NO.

Law Office Login #

RESOLUTION NAME: Resolution Setting Hearing Date to Establish an Obsolete Property Rehab District at 2957 Carr St.

Date In:

**1. RESOLUTION REVIEW - PLANNING AND DEVELOPMENT DIRECTOR**

By: Suzanne Wilcox   
Planning and Development Director

DATE: 3/21/19  
(Date)

Date In:

**2. RESOLUTION REVIEW - LEGAL**

The attached RESOLUTION is submitted to the Legal Department for Approval as to FORM ONLY:  
The Legal Department has reviewed the RESOLUTION as to Form on this form approves as to FORM ONLY.

3-25-19, and by signing  
(Date)

By:   
Legal Officer

DATE: 3-25-19

190125

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

PRESENTED: 4-4-19

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

**RESOLUTION RECOGNIZING THE REBECCA'S REASON., AS A NONPROFIT ORGANIZATION OPERATING IN THE CITY OF FLINT FOR THE PURPOSE OF OBTAINING A CHARITABLE GAMING LICENSE, ISSUED BY THE MICHIGAN LOTTERY CHARITABLE GAMING ORGANIZATION**

**BY THE MAYOR:**

Rebecca's Reason., a non-profit organization, that provides financial assistance to families who have lost a child or received a life-limiting diagnosis for a child.

The City of Flint, being the local governing body with authority to grant local charitable gaming licenses that also conform to requirements set forth by the State of Michigan, and Rebecca's Reason., a non-profit organization, having made proper application for a Charitable Gaming License to conduct a raffle commencing May 4, 2019 at 6430 W. Pierson Road, Flushing, Michigan 48433 prices are \$1.00 each and will be drawn once per hour from 6pm to 10pm. This resolution is submitted in accordance with the qualification process pursuant to the State of Michigan, Bureau of State Lottery, as allowed by Act 382 of the Public Acts of 1972, as amended.

**NOW THEREFORE BE IT RESOLVED**, that Rebecca's Reason, is recognized as a non-profit organization operating in the City of Flint for the purpose of obtaining a charitable gaming license, issued by the State of Michigan Lottery Charitable Gaming Division, relative to conducting charity and fundraising events, as allowed by Act 382 of the Public acts of 1972, as amended.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Angela Wheeler, City Attorney

FOR THE CITY OF FLINT:

  
\_\_\_\_\_  
Dr. Karen W. Weaver, Mayor

APPROVED BY CITY COUNCIL:

\_\_\_\_\_  
Herbert Winfrey, City Council President



# Memo

**TO:** Flint City Council

**FROM:** Rebecca's Reason  
Sarah Curtis, Executive Director

**DATE:** March 26, 2019

**SUBJECT:** Resolution

Rebecca's Reason is a nonprofit, public charity based in Flint, MI. We exist to provide financial assistance to families who have lost a child or received a life-limiting diagnosis for a child.

With this mission in mind, we would like to have a raffle with tickets to be \$1 each to take place on Saturday, May 4, 2019, once per hour between 6pm - 10pm at Colonial Lanes 6430 W. Pierson Rd, Flushing, MI 48433.



Charitable Gaming Division  
 Box 30023, Lansing, MI 48909  
 OVERNIGHT DELIVERY:  
 101 E. Hillsdale, Lansing MI 48933  
 (517) 335-5780  
 www.michigan.gov/cg

**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES**  
 (Required by MCL 432.103(K)(ii))

At a \_\_\_\_\_ meeting of the CITY OF FLINT  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by \_\_\_\_\_ on \_\_\_\_\_  
DATE

at \_\_\_\_\_ a.m./p.m. the following resolution was offered:  
TIME

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the request from REBECCAS REASON of FLINT  
NAME OF ORGANIZATION CITY

county of GENESEEE, asking that they be recognized as a  
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for \_\_\_\_\_  
APPROVAL/DISAPPROVAL

**APPROVAL**

**DISAPPROVAL**

Yeas: \_\_\_\_\_

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the CITY OF FLINT at a \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on \_\_\_\_\_  
DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION Required  
 PENALTY Possible denial of application.

BSL-CG-1153(R6/09)

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 19 2016

REBECCAS REASON INC  
3802 BENNETT AVENUE  
FLINT, MI 48506-3162

Employer Identification Number:  
81-3194404  
DLN:  
26053595002196  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
June 1, 2016  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

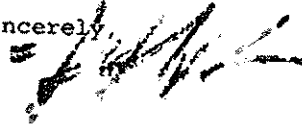
If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

REBECCAS REASON INC

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey I. Cooper", written over the word "Sincerely,".

Jeffrey I. Cooper  
Director, Exempt Organizations  
Rulings and Agreements

190126

RESOLUTION: \_\_\_\_\_

PRESENTED: 4-4-19

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

**RESOLUTION APPROVING THE APPOINTMENT OF BRANDEE COOKE-BROWN  
TO THE DOWNTOWN DEVELOPMENT AUTHORITY**

**BY THE MAYOR:**

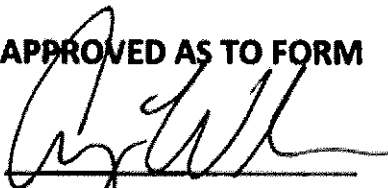
**WHEREAS**, Currently there exists a vacancy on the Flint Downtown Development Authority Board which was created when Deborah Pasco's term expired in 2005, but continued to serve until August 2016, and

**WHEREAS**, Mayor Karen W. Weaver recommends the appointment of **Brandee Cooke-Brown** to the Downtown Development Authority Board for a four (4) year term, and


**WHEREAS**, With Ms. Cooke-Brown's extensive knowledge of business as the Director of **100K IDEAS**, (615 S. Saginaw Street, Flint MI 48502 - Downtown Flint in the Ferris Wheel) a community engagement Flint-based nonprofit organization with a mission to relieve the innovator of entrepreneurial burden; utilizing a community of student professionals, led by a dynamic leadership team, who vet entrepreneurial ideas providing a helping hand in business development to anyone regardless of their prior experience or background.

**NOW THEREFORE BE IT RESOLVED**, That the Flint City Council approve the appointment of Ms. Brandee Cooke-Brown to the Flint Downtown Development Authority Board to serve for a four (4) year term, to expire March 31, 2023.

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
**Angela Wheeler**  
Chief Legal Officer

**APPROVED BY MAYOR**

  
\_\_\_\_\_  
**Karen W. Weaver**  
Mayor

**APPROVED BY COUNCIL**

\_\_\_\_\_

### **QUALIFICATIONS PROFILE**

**Energized, creative, success-driven professional with sharp service instincts proven from years of outstanding customer service.** Detail-oriented, organized, and results-focused management professional, offering in-depth expertise in community engagement and educational operations complemented with the ability to effectively utilize resources in achieving targeted goals. Possess proven capability in volunteer campaigns, non-profit goal setting, and strategic planning. Demonstrates strong leadership, analytical, and customer-centric skills.

### **PROFESSIONAL EXPERIENCE**

**Director of Community Engagement, Flint MI, 100K Ideas** Jan 2019 – Present

Lead community engagement efforts for 100K Ideas.

- Cultivate community relationships to help in the growth of 100K Ideas. This includes attending community events, presenting on 100K Ideas, and answering any questions the community may have about the organization.
- Implement new programming based on community feedback.
- Oversee 100K Ideas' Youth Programming sector. This includes assisting with facilitation of community partnerships, development of youth programming, scheduling of youth visits to 100K Ideas, and scheduling of visits to community partner locations.
- Organize community service events and projects for 100K Ideas staff.
- Assist in staff recruitment by attending career fairs and maintaining relationships with college/university partners.
- Identifying new areas of collaboration between 100K Ideas and community partners
- Oversee 100K Ideas' marketing team. This includes planning of social media campaigns, newsletters, blog posts and other external facing content.

**Project Manager, Flint MI, 100K Ideas** Dec 2017 – Dec 2018

Professional-level project manager, responsible for managing all customer-related and internal projects.

- Manage student project managers to ensure their assigned projects are moving through the process and being completed in a timely manner.
- Manage task prioritization for student mechanical engineers, graphic designers and industrial designers on staff.
- Assign team members to client projects based on the idea and potential needs they require.
- Perform benchmarking and market trend research for client assessment binders, that provide information on whether their idea is viable.
- Meet and assist clients throughout the process. Ensuring they understand legal documents, the scope of work 100K Ideas provides, and improving processes based on their feedback.
- Provide professional development for student staff members, ensuring they are growing in their roles and gaining tools to use in the professional workforce.
- Recruiting new student staff members, which includes attending career fairs, interviewing potential staff members, and managing size of team based on project needs.
- Cultivate community relationships to help in the growth of 100K Ideas. This includes attending community events, presenting on 100K Ideas, and answering any questions the community may have on the organization.
- Manage data tracking of client information for grant reporting purposes.

**Client Service Associate II, Okemos MI, Public Consulting Group, Inc.** Feb 2014-Dec 2017

Manage and support clients who use PCG's online management tool, EdPlan, for the creation of IEPs and Medicaid billing.

- Provide support for existing clients by answering questions and troubleshooting the online management tool. Also, provide trainings on how to use the system and schedule regular meetings with clients to ensure their satisfaction with the product.
- Perform regular analysis of client special education and Medicaid reimbursement data to ensure maximum return on investment, identify potential areas of improvement, and prevent compliance issues.
- Assist in business development by providing demos of the online system for potential clients, creating proposals for RFPs, and recommend additional modules for existing clients.
- Development project manager for online management tool enhancements. This includes updating business requirements, system testing, managing client requests for system updates, and managing the release of these changes state and region wide. Also, supervising staff working on the enhancement team to ensure set deadlines are met.

**BRANDEE COOKE-BROWN**

540 S Saginaw St, Apt. 406, Flint, MI 48502 • (517) 304.1989 • [brandc0902@gmail.com](mailto:brandc0902@gmail.com)

- Develop and perform training for new staff members. Also, develop and provide professional development training for existing staff.
- Maintain knowledge of changes in special education and School Based Medicaid policy to determine what changes need to be made to the online management tool.
- Attend conferences in relation to special education to communicate with existing clients and start conversation with potential clients regarding the online management tool.
- Take part in interviewing potential staff members and provide recommendations to decision makers on whether the interviewee should be hired.

**EDUCATION**

**BACHELOR OF ARTS IN PSYCHOLOGY**  
University of Michigan, Ann Arbor, MI  
Graduation Date, April 2011

**ACTIVITIES**

<b>Flint Police Foundation Board of Directors - Secretary</b>	<b>Nov 2018 – Present</b>
<b>Michigan College Access Network (MCAN) Board of Directors – College Advisor Liaison</b>	<b>Sep 2013 – Sep 2015</b>

190127

RESOLUTION: \_\_\_\_\_

PRESENTED: 4-4-19

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

**RESOLUTION APPROVING THE APPOINTMENT OF ADRIAN WALKER  
TO THE DOWNTOWN DEVELOPMENT AUTHORITY**

**BY THE MAYOR:**

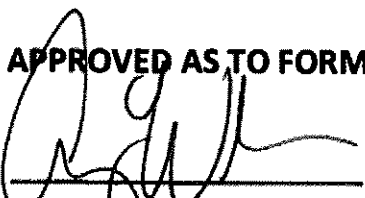
**WHEREAS**, Currently, there exists a vacancy on the Flint Downtown Development Authority Board created when Thomas James, whose term expired February 22, 2014, moved away from the Flint area; and

**WHEREAS**, Mayor Karen W. Weaver recommends the appointment of **Adrian Walker** to the Downtown Development Authority Board for a four (4) year term, and


**WHEREAS**, With Adrian Walker's extensive knowledge as the Director of Community & Government Affairs at Flint & Genesee Chamber of Commerce (located in Downtown Flint) reporting to and working side-by-side with the Chamber's CEO and members of the leadership team coordinating legislative and advocacy efforts; with day-to-day responsibility for working with business, federal, state and local government, and local community representatives; also serving as the lead staff support for the Chamber's Public Policy Committee, analyzing and assessing legislative, administrative and regulatory activities as they relate to Chamber operations.

**NOW THEREFORE BE IT RESOLVED**, That the Flint City Council approves the appointment of Adrian Walker to the Flint Downtown Development Authority Board to serve for a four (4) year term, to expire March 31, 2023.

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
**Angela Wheeler**  
Chief Legal Officer

**APPROVED BY MAYOR**

  
\_\_\_\_\_  
**Karen W. Weaver**  
Mayor

**APPROVED BY COUNCIL**

\_\_\_\_\_



# Adrian J. Walker

200 E First St. #305 • Flint, MI • (810) 449-5834 • awalk12@gmail.com

## Profile

Skilled external relations professional experienced with corporate philanthropy and government affairs. Strong communication, interpersonal, and presentation skills. Experienced in cultivating positive relationships with business and community partners.

## Skills Summary

- ◆ Strategic Planning
- ◆ Organizational Development
- ◆ Brand Communications
- ◆ Negotiations
- ◆ Operations Management
- ◆ Critical Thinking
- ◆ Government Affairs
- ◆ Media Relations
- ◆ Relationship Building
- ◆ Public Policy Advocacy
- ◆ Public Speaking
- ◆ Corporate Giving Strategy

## PROFESSIONAL EXPERIENCE

### **Flint & Genesee Chamber of Commerce, Flint, MI (8/18-Present)**

*Shaping the narrative around what a thriving economy in Flint & Genesee County looks like from three unique angles. First, by representing the interest of over 1100 members from our business community amongst different government officials/agencies at the local, state, and federal level to influence/create policies that we believe are crucial for any business within our region to be successful. Secondly, executing an aggressive economic development strategy that's geared towards transforming downtown Flint into an area where people want to live, work, and play by using state tax credits to leverage private investment to rehab abandoned buildings into vibrant spaces for business and residential use. Lastly, making sure our organization remains relevant amongst our members and within the community by being intentional about how we engage with different community organizations & leaders so that we can continue to be a trusted voice on behalf of our members.*

#### *Director of Government Affairs & Community Relations*

- Re-established a legislative arm for the Chamber that shaped our advocacy efforts by building a public policy committee to help determine what our key legislative priorities are, and to educate legislators about how we were being impacted by their policy decisions.
- Grew occupancy rates downtown by leveraging the numerous benefits we receive via tax credits to cultivate relationships with clients that we've identified as potential tenants within our residential or business spaces.
- Bridged the gap between community and business by going beyond traditional community relations activities and authentically engaging with local stakeholders in a way that best positioned us to help our members understand opportunities where they can positively impact our community.
- As a member of our leadership team, I provide constant advice to our CEO on how to approach legislative issues, but also challenging community conversations that could have a positive or damaging impact on our reputation as a Chamber.

### **Diplomat Pharmacy, Inc., Flint, MI (2/15-8/18)**

*Built a framework around Diplomat's government engagement by executing a comprehensive, proactive government affairs strategy that advanced Diplomat's legislative priorities with local, state, and federal government agencies and elected officials while strengthening Diplomat's brand within the Flint community by identifying mutually beneficial opportunities to tie Diplomat's company-wide goals and initiatives to existing efforts in the local community.*

#### *Senior Manager, Government Affairs & Corporate Relations (7/17-8/18)*

- Advanced Diplomat's legislative priorities at the federal level through monthly visits to Washington, D.C. where I engaged with pharmacy associations, members of congress, and the administration around direct issues impacting the specialty pharmacy industry.
- Engaged with local community stakeholders in to better understand how to advise our CEO and executive leaders on ways we could maximize Diplomat's philanthropic and community engagement in Flint.
- Collaborated with our team of pharmacist to create a specialty pharmacy education program that targeted state and federal legislators with the goal of building their acumen around our company and how we're unique to the specialty pharmacy industry.
- Developed a public relations campaign designed to improve our public image after a bad financial quarter by working with the local media and business community to proactively address our challenges head on while portraying an optimistic future for our

company.

- Established a continued education program that provided the opportunity for employees to further their education at a significant discounted rate by negotiating conditions & terms with our local universities.

#### *Manager of Corporate Social Responsibility (2/15- 7/17)*

- Drove efforts inside company to generate priorities and buy-in for CSR. Successfully developed a case for Diplomat's community engagement and investments, while creating valued marketing, philanthropic and volunteer partnerships with diverse communities and nonprofits.
- Collaborated with key internal stakeholders to develop and execute an annual plan to address Diplomat's advocacy priorities at the local, state, and federal levels of government.
- Managed end-to-end execution of Diplomat's Summer Fellowship Program including cultivating and sustaining relationships with key community host sites, planning and implementing a recruitment strategy across the U.S., and crafting a press plan to create awareness around our program.
- Partnered with internal stakeholders to collaboratively lead initiatives that align corporate social responsibility and employee engagement goals including volunteering, diversity, and staff development and leadership strategies.

#### **Office of U.S. Senator Debbie Stabenow (D-MI) (5/10-2/15)**

*Advanced Sen. Stabenow's legislative and political priorities by providing substantial political guidance through the daily congressional agenda of complex interdependent issues for staff and the senator, coordinating a successful 2012 re-election that resulted in the senator winning with 58% of the vote, and ensuring that the senator received due credit for legislative achievements and recognition for her efforts on behalf of constituents*

#### *Special Advisor, Washington, D.C. (4/14 -2/15)*

- Served as a member of the senator's executive staff, facilitating strategic dialogues and recommending the best legislative approach to state and federal issues.
- Briefed the senator on her daily meetings and legislative priorities. Served as trusted liaison between the senator and her personal office staff, state staff, U.S. Senate Agriculture staff, and political staff.
- Enhanced the senator's visibility amongst her constituents and advocacy groups by facilitating weekly meet & greet sessions during legislative session.

#### *Regional Manager, Flint/ Saginaw Bay Area (1/13- 4/14)*

- Developed and maintained relationships with regional businesses, local & state elected officials, and community organization to effectively advise the senator on key political and local matters in the region.
- Represented the senator at hearings, meetings, and community forums where I communicated her legislative priorities while engaging participants around current issues facing their community.
- Executed the senator's communication strategy in the region around recent legislative wins by working with print and broadcast media to highlight her role within the legislation.
- Successfully secured federal funding for regional projects by advocating on behalf of local organizations and convening conversations with federal agencies.

#### *Campaign Scheduler, Detroit, MI (8/12 - 11/12)*

- Actively pursued ways to streamline the senator's participation at events to ensure that call-time and voter-contact time remained the top priority.
- Recommended the senator's participation at events to campaign staff based off of through research of request we received for public appearances.
- Managed end-to-end coordination of personal campaign events including staffing the senator, advancing location of event, and media coordination.

#### *Deputy Scheduler/Executive Assistant/Staff Assistant, Washington, D.C. (7/11- 1/13)*

- Coordinated the fall, spring, and summer internship program by compiling applications for consideration by the Chief of Staff, working with legislative staff to assign interns to specific portfolio areas, and ensuring that interns were provided with work related educational opportunities.
- Prioritize scheduling conflicts, handled senator's personal matters expeditiously, and followed through on projects to successful completion, often with deadline pressures.

#### *Staff/Press Assistant, Washington, D.C. (5/10 - 7/11)*

- Supported the work of the Press Secretary including staffing the senator at press conferences, developing events, and creating campaign to elevate a narrative around the senator's legislative priorities.
- Worked with constituents to answer questions regarding Capitol Tours, senator's stance on specific legislation, and directing them to the appropriate staff member in instances where casework issues were involved.

**EDUCATION**

**Michigan State University East Lansing, MI**

*Bachelor of Arts, Political Science (Minor: Pre Law) 2010*

**PROFESSIONAL ACTIVITIES & AFFILIATIONS**

**Board Member- Vice President, Genesee County Education Foundation**

**Board Member, Crim Fitness Foundation**

**Board Member, Boys & Girls Clubs of Greater Flint**

**Board Member, 100K Ideas**

**Board Member (Former), United Way of Genesee & Shiawassee County**

**Board Member (Former), Big Brothers Big Sisters of Flint & Genesee County**

**Trustee, Word of Life Christian Church**

**Member, Alpha Phi Alpha Fraternity Inc.**

190128

RESOLUTION: \_\_\_\_\_

PRESENTED: 4-4-19

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

**RESOLUTION APPROVING THE APPOINTMENT OF JONATHAN HARDMAN  
TO THE DOWNTOWN DEVELOPMENT AUTHORITY**

**BY THE MAYOR:**

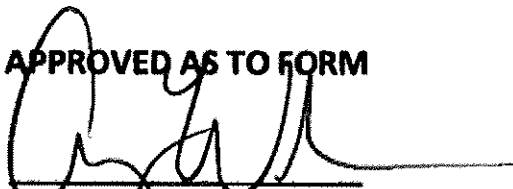
**WHEREAS**, Currently, there exists a vacancy on the Flint Downtown Development Board created when Barbara Veasley, term expired in December 2001; and

**WHEREAS**, Mayor Karen W. Weaver recommends the appointment of Jonathan Hardman to the Downtown Development Authority Board for a four (4) year term, and

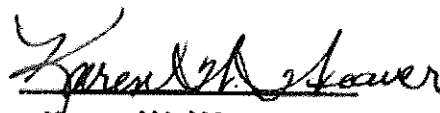
**WHEREAS**, Jonathan Hardman is a native of Flint and currently lives and works in downtown Flint where he has extensive experiences and knowledge organizing community events as the Chairman of The Alley which host events in downtown Flint with attendance of over 7,000 annually; and as the Director of Factory Two a 17,000 square foot non-profit Marketspace whose focus is on providing a variety of opportunities where all members of the public may have access to equipment such as saws, welders, mills, and lathes and more technologically complicated equipment such as laser cutters and 3Dprinters. Mr. Hardman's specializations and expertise in developing training programs; fundraising for non-profit events; advanced and traditional manufacturing; historic home restoration and IT development and programming at The Alley and Factory Two are all strategically and conveniently located in downtown Flint accessible to all.

**NOW THEREFORE BE IT RESOLVED**, That the Flint City Council approve the appointment of Mr. Jonathan Hardman to the Flint Downtown Development Authority Board to serve for a four (4) year term, to expire March 31, 2023.

**APPROVED AS TO FORM**

  
Angela Wheeler  
Chief Legal Officer

**APPROVED BY MAYOR**

  
Karen W. Weaver  
Mayor

**APPROVED BY COUNCIL**

\_\_\_\_\_

# Jonathan Hardman

402 E Third St  
Flint, MI 48503  
(810) 516-9158  
jon@factorytwo.org

Director at Factory Two - Chairman of Friends of the Alley

## Overview

As a downtown resident and native of Flint I have a strong focus and drive to improve the area any way possible. A majority of my time is spent organizing community events, building vocational educational programs, and developing relationships with the people looking to improve Flint. This city has afforded me great opportunity and I look to extend those circumstances to the people around me.

## Specializations

- Training Program Development
- Fundraising for Non Profit Programs and Events
- Advanced and Traditional Manufacturing
  - CNC Routing, 3D Printing, Woodwork
- Historic Home Restoration
- IT Development and Programming

## Work Experience

**Factory Two, Flint, MI 2017 - Current**

**Director** - Oversight of day to day operations at Factory Two, a 17,000 sqft Makerspace. The principles of the program are to bring education, equipment, and access to any and all members of the public who seek to craft physical goods and items. Members have access to equipment such as saws, welders, mills, and lathes as well as more technologically complicated equipment such as laser cutters and 3D printers. Operating under the Red Ink Flint umbrella, Factory Two is a non-profit focused on providing a variety opportunities to the greater Flint area.

**Kona Medical Care, Detroit, MI 2018 - Present**

**IT Administrator** - Provided IT services and infrastructure setup for the organization. My primary focus within the organization is to find the professional quality solutions to business needs. Utilizing a number of open source and off the shelf solutions I am regularly able to provide VOIP, server, and web hosting at a fraction of the cost of competitive solutions. Our business goal is to boot strap medical organizations and cut costs while expanding services. Proper use of technology is essential to that goal and I provide the road map and vehicle to get there.

## Education

**Michigan State University**  
*BA in Criminal Justice - GIS with electives focused on business management - 2009 - 2011*

**U of M - Flint**  
*Studied Business, Psychology, and Arabic - 2008 - 2009*

**Makerspace Boot Camp**  
*Makerworks - Ann Arbor 2017*

### **Epic Technology Services, Flint, MI 2015 - 2016**

**IT Systems Administrator** - Primarily positioned at Flint city hall and charged with management and maintenance of all major IT systems including BS&A, Windows (servers and workstations), Linux monitoring, and storage arrays. Oversaw deployment and maintenance of remote access systems, E-Citation cruiser deployments, NC4 & Esri Geographic Information Services, single sign-on service, and anti-virus systems.

### **East Michigan Medical Associates, Flint, MI 2012 - 2015**

**Office Manager** – Focused attention on financial planning, payroll and tax preparation, policy and protocol for office operations, implementation of software systems and compliance systems, developed analytic systems and established benchmarks. Daily responsibilities included oversight of patient and staff scheduling, liaison between owner, staff and vendors. Implemented a system to address theft and poor communication with ownership.

## **Additional Experience**

---

### **Friend of the Alleys, Chairman, Flint, MI - 2 years - Current**

Hosts a block party/event in downtown Flint with attendance over 7,000 annually. We have lead the installation of lights over Buckam and Brush alley and other improvements.

### **Flint SteamWorks / Factory Two, Co-Founder, Flint, MI - 2 years - Current**

Community access, tech-focused workshop

### **PPM&M, Account Executive, Genesee County, MI - 2 years**

Marketing start up focused on small business development

### **Lansing Bike Co-Op, Refounding member, Lansing, MI - 2 year**

Non-Profit focused on establishing a forum for cyclists

### **Student Housing Co-Operative, East Lansing, MI - 3 years**

Non-Profit organization that provides management for residences

## **References**

---

### **Bobby Mukkamala**

- [bmukkamala@yahoo.com](mailto:bmukkamala@yahoo.com)
- 810-877-2550
- Physician - Flint Advocate

### **Win Cooper**

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