REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF LANSING, MICHIGAN

VIA ZOOM CONFERENCING

AGENDA FOR MAY 4, 2020

TO THE HON. MAYOR AND MEMBERS OF THE CITY COUNCIL:

The following items were listed on the agenda in the City Clerk's Office in accordance with Section 3-103(2) of the City Charter and will be ready for your consideration at the regular meeting of the City Council on Monday, May 4, 2020 at 7:00 p.m.

Due to public safety concerns resulting from the COVID-19 Pandemic, this meeting will be conducted via Zoom Conferencing using **https://zoom.us/j/99660272019** call **(312) 626-6799 and enter Meeting ID 996 6027 2019**

I. ROLL CALL

II. MEDITATION AND PLEDGE OF ALLEGIANCE

III. READING AND APPROVAL OF PRINTED COUNCIL PROCEEDINGS

Approval of the Printed Council Proceedings of April 9 and April 27, 2020

IV. CONSIDERATION OF LATE ITEMS (Suspension of Council Rule #9 is needed to allow consideration of late items. Late items will be considered as part of the regular portion of the meeting to which they relate.)

V. TABLED ITEMS

VI. SPECIAL CEREMONIES

VII. COMMENTS BY COUNCIL MEMBERS AND CITY CLERK

VIII. COMMUNITY EVENT ANNOUNCEMENTS (Time, place, purpose, or definition of event – 1 minute limit)

IX. SPEAKER REGISTRATION FOR PUBLIC COMMENT ON LEGISLATIVE MATTERS

The public may comment for up to three minutes. Those wishing to make public comments will need to raise their hands or submit written comments to city.clerk@lansingmi.gov by the end of the public comment period:[1]

To Raise Your Hand:
- On the phone: Dial *9
- On a mac: Option Y
- Windows: Alt Y

X. MAYOR'S COMMENTS

XI. SHOW CAUSE HEARINGS

XII. PUBLIC COMMENT ON LEGISLATIVE MATTERS (Legislative matters consist of the following items on the agenda: public hearings, resolutions, ordinances for introduction, and ordinances for passage. The public may comment for up to three minutes.)

A. SCHEDULED PUBLIC HEARINGS

1. In consideration of the City of Lansing FY 2021 Budget

XIII. COUNCIL CONSIDERATION OF LEGISLATIVE MATTERS

A. REFERRAL OF PUBLIC HEARINGS

B. CONSENT AGENDA

C. RESOLUTIONS FOR ACTION

1. BY THE COMMITTEE OF THE WHOLE

a. Annual Consolidated Strategy and Plan Submission & Action Plan Proposed Budget for Community Development Block Grant (CDBG) Fund Resources for FY 2021 (PEND-1545)

b. Funding Application; Local Bridge Program for FY 2023 (PEND-1540)

c. Authorization of Tax Anticipation Notes for Cash Flow Borrowing Purposes (PEND-1633)

D. REPORTS FROM COUNCIL COMMITTEES

E. ORDINANCES FOR INTRODUCTION and Setting of Public Hearings

F. ORDINANCES FOR PASSAGE

XIV. SPEAKER REGISTRATION FOR PUBLIC COMMENT ON CITY GOVERNMENT RELATED MATTERS

The public may comment for up to three minutes. Those wishing to make public comments will need to raise their hands or submit written comments to city.clerk@lansingmi.gov by the end of the public comment period:[1]

To Raise Your Hand:

On the phone: Dial *9
On a mac: Option Y
Windows: Alt Y

XV. REPORTS OF CITY OFFICERS, BOARDS, AND COMMISSIONS; COMMUNICATIONS AND PETITIONS; AND OTHER CITY RELATED MATTERS **(Motion that all items be considered as being read in full and that the proper referrals be made by the President)**

A. REPORTS FROM CITY OFFICERS, BOARDS, AND COMMISSIONS

1. Letter(s) from the City Clerk re:

    a. General Fund Status Report; Fiscal Year 2020, Third Quarter

2. Letter(s) from the Mayor re:

    a. Porter Senior Apartments PILOT

    b. Grant Acceptance; Approval to Accept $10,000 Public Art for Communities Grant from PNC Foundation's Public Art for Communities and Lansing Economic Area Partnership (PEND-1639)

B. COMMUNICATIONS AND PETITIONS, AND OTHER CITY RELATED MATTERS

1. Notice from the Michigan Liquor Control Commission; Request ID RQ-2004-05970 for a New SDM License Issued Under MCL 436.1533(5), New Sunday Sales Permit (AM) at 1625 West Mount Hope Ave., Lansing

XVI. MOTION OF EXCUSED ABSENCE

XVII. REMARKS BY COUNCIL MEMBERS

XVIII. REMARKS BY THE MAYOR OR EXECUTIVE ASSISTANT

XIX. PUBLIC COMMENT ON CITY GOVERNMENT RELATED MATTERS (City government related matters are issues or topics relevant to the operation or governance of the city. The public may comment for up to three minutes.)

XX. ADJOURNMENT

Chris Swope

CHRIS SWOPE, CITY CLERK

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TTY 711). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

Public Participation Notes

Just want to watch the meeting? Here are the best options:

- CityTV live station on cable TV
- CityTV live webcast (http://www.ustream.tv/channel/gov-tv-city-of-lansing-s-city-tv-station

Want to make Public Comment?

Join Zoom Meeting from Computer
https://zoom.us/j/99660272019 (Note: this option requires downloading Zoom software. If you have not already installed the software, this may take a few minutes.)
Meeting ID: **996 6027 2019**

Dial from your phone:
(312) 626-6799
Meeting ID: **996 6027 2019**

Written public comments may be submitted to city.clerk@lansingmi.gov by the end of the public period.

Maybe want to make Public Comments?
You can watch the meeting on CityTV on cable or webcast, and then call in with the phone option during the Public Comment portion of the agenda.

Accessibility
Closed Captioning will be available on the Zoom meeting, CityTV cable broadcast, and CityTV webcast.

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

********************PLEASE NOTE THAT THE BOLDED LANGUAGE MUST APPEAR IN 11 POINT BOLD FACE TYPE************

NOTICE OF PUBLIC HEARING ON THE
CITY OF LANSING'S PROPOSED FISCAL YEAR 2020/2021 BUDGET

The City Council of the City of Lansing will conduct a Public Hearing on Monday, May 4, 2020, at 7:00 p.m. during the regularly scheduled City Council Meeting, via ZOOM Conferencing Meeting ID 996 6027 2019 for the purpose of receiving comments on the proposed City of Lansing budget and capital improvements. **The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.**

With Executive Order 2020-4, Governor Whitmer declared a statewide State of Emergency due to the spread of the novel coronavirus (COVID-19). To mitigate the spread of COVID-19 and to provide essential protections to vulnerable Michiganders and this State's health care system and other critical infrastructure, it is crucial that all Michiganders take steps to-limit in-person contact, particularly in the context of large groups. Therefore, the public hearing will be conducted via audio/video conference.

The public hearing will be electronically in accordance with the Open Meetings Act in an effort to protect the health and safety of the public. Michigan Executive Order 2020-48 provides temporary authorization of remote participation in public meetings and hearings. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website https://zoom.us/j/99660272019 (Note: this option requires downloading Zoom software. If you have not already installed the software, this may take a few minutes) or by calling 646-876-9923 and entering Meeting ID: 996 6027 2019.

The proposed budget is available for public inspection is available for review in at https://www.lansingmi.gov/1401/Documents-Placed-on-File. The Plan will be a part of the publicly available Council packet for the May 4, 2020 City Council meeting and the ZOOM ID number to access the hearing. If a member of the public wishes to review copies of the City of Lansing budget and capital improvements in-person, please contact the Lansing City Clerk's Office to schedule an appointment that ensures the safety of both employees and public, between 8:00 a.m. and 5:00 p.m.

All persons desiring to express an opinion about the proposed city budget, the tax rate, or proposed capital improvements are invited to participate in this public hearing or submit written comments.

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 517-483-4131 (TTY 711). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

For more information, please call 517-483-4131. If you are interested in this matter, please participate in the public hearing via Zoom Conferencing Meeting ID 996 6027 2019. Written comments will be accepted if received by the close of the Public Hearing on May 4, 2020, at the City Clerk’s Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

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Chris Swope, Lansing City Clerk
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

Chris Swope
Lansing City Clerk

May 1, 2020

President and Council Members
10th Floor City Hall
Lansing, MI 48933

Dear President and Council Members:

In regards to the public hearing for the City Of Lansing's Proposed Fiscal Year 2020/2021 Budget, the Executive Budget Recommendation is available for public inspection at https://www.lansingmi.gov/1401/Documents-Placed-on-File.

Sincerely,

Chris Swope, CMMC/MMC
Lansing City Clerk

Lansing City Clerk's Office
Ninth Floor, City Hall, 124 W. Michigan Ave., Lansing, MI 48933-1695
517-483-4131 • TDD 517-483-4479 • 517-377-0068 FAX
www.lansingmi.gov/clerk • clerk@lansingmi.gov

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BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires that the City of Lansing submits the Annual Action Plan in order to receive Community Development fund resources, including Community Development Block Grant (CDBG), HOME and Emergency Solutions Grant (ESG) program funds, for the upcoming fiscal year 2020-2021; and

WHEREAS, the CDBG ($2,045,460), HOME ($751,990) and ESG ($176,452) entitlement amount allocated to Lansing for the upcoming fiscal year is $2,973,902; and

WHEREAS, the City of Lansing estimated amounts of program income (PI) and previous year's (PY) annual funding available for CDBG are $115,000 ($75,000 PI, $40,000 PY) and HOME $174,000 ($50,000 PI, $124,000 PY); and

WHEREAS, the total amount of federal funding allocations, program income and previous year's funding equal $3,262,902; and

WHEREAS, pursuant to program requirements, the City has conducted a citizen participation and open review process which has included meetings and public hearings; and

WHEREAS, the City has further promoted participation, input and review in the process by conducting two (2) separate advertised public hearings before the Lansing Planning Board, one on December 3, 2019 regarding housing and community development needs and one on February 4, 2020 regarding proposed Annual Action Plan program objectives and projected use of Federal entitlement and formula program funds; and

WHEREAS, the City did also initiate and carry out the required thirty (30) day public comment period on the proposed 2020-21 Annual Action Plan by publishing a notice of the availability of the plan in the Lansing City Pulse on March 11, 2020; and

WHEREAS, a public hearing was held, via zoom, by the Lansing City Council on April 27, 2020 to again receive citizen comments and recommendations and to give final review to the Annual Action Plan; and

WHEREAS, Federal regulations require the City to make certain certifications and assurances to HUD as a part of the City's application and Annual Action Plan;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing adopts the Annual Action Plan for the City of Lansing that includes housing and community development goals, objectives, strategies, and budget for the use of community development fund resources for fiscal year 2020-2021 as proposed by the Committee of the Whole; and

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BE IT FURTHER RESOLVED that the Mayor, as the City's Chief Executive Officer, or his designee is hereby authorized to sign the Annual Action Plan and application for FY 2020-2021, including all understandings, assurances and certifications contained therein, and to submit the grant application to the Department of Housing and Urban Development; and

BE IT FINALLY RESOLVED that the Mayor or his designee is authorized, as the official representative of the City of Lansing, to set-up budget line items, provide any and all information, to act in connection with the Annual Action Plan application and to execute all agreements, contracts and legal documents, including the agreement between the City and the Department of Housing and Urban Development, to secure CDBG, HOME and ESG funding and implement the Annual Action Plan programs.

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BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

RESOLUTION APPROVING APPLICATION TO MICHIGAN DEPARTMENT OF TRANSPORTATION FOR LOCAL BRIDGE PROGRAM FUNDING

WHEREAS the Michigan Department of Transportation (MDOT) is currently soliciting applications for candidate projects for the Local Bridge Program to be funded in the 2023 fiscal year; and

WHEREAS June 1, 2020 is the anticipated deadline for submitting the applications; and

WHEREAS up to five funding applications per agency for bridge projects can be submitted in accordance with the MDOT Call for Projects; and

WHEREAS multiple preventative maintenance projects can be bundle together as one application; and

WHEREAS the City of Lansing, Public Service Department, intends to submit Local Bridge Program funding applications to MDOT for the following five projects listed in the order of priority and funding category:

Priority	Project	Funding Category
1.	Aurelius Road over Pawlowski Creek	Replacement
2.	E Elm Street over Red Cedar River	Replacement
3.	Enterprise Drive over Pawlowski Creek	Preventative Maintenance
4.	Pennsylvania Avenue over Jackson and Lansing RR (bundle)	Preventative Maintenance
4.	E Cesar Chavez Avenue over Grand River (bundle)	Preventative Maintenance
5.	Beech Street over Red Cedar River	Preventative Maintenance

WHEREAS, if successful, the City would receive state or federal funding to finance 95% of construction cost, and the City would fund 5% of the construction and 100% of the engineering costs for any bridge project selected; and

WHEREAS, in order to demonstrate the need to replace the Aurelius Road Bridge over Pawlowski Creek, the City would fund 10% of the construction and 100% of the engineering if the bridge is selected; and

WHEREAS the estimated construction cost of the above listed projects and City's share of construction and engineering costs are tabulated below; and

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#	Project	Estimated Construction Cost	City's Share		
			Match 5% (10% for Aurelius over Pawlowski)	Engineering 25%	TOTAL
1	Aurelius Rd over Pawlowski Creek	$1,379,000	$137,900	$344,750	$482,650
2	E Elm St over Red Cedar River	$2,554,000	$127,700	$638,500	$766,200
3	Enterprise Dr over Pawlowski Creek	$411,000	$20,550	$102,750	$123,300
4	Pennsylvania over J&L Railroad E Cesar Chavez over Grand River	$140,000 $86,000	$7,000 $4,300	$35,000 $21,500	$67,800
5	Beech Street over Red Cedar River	$46,000	$2,300	$11,500	$13,800

WHEREAS, any one or any combination of the above five projects could be approved for 2023 funding: and

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council approves the submittal of the FY 2023 funding applications for the MDOT's Local Bridge Program as listed in the priority above.

BE IT FURTHER RESOLVED that upon grant award, the Mayor is authorized through the Public Service Director to administratively appropriate the necessary accounts for City costs associated with any bridge project selected, which will be budgeted with Act 51 funds.

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BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

City of Lansing
Counties of Ingham and Eaton, State of Michigan

RESOLUTION AUTHORIZING ISSUANCE OF NOTES
IN ANTICIPATION OF OPERATING TAXES

WHEREAS, the City of Lansing (the "City"), a municipal corporation of the State, has been duly created under the provisions of the Home Rule City Act, Act 279, Public Acts of Michigan, 1909, as amended ("Act 279"), pursuant to which the City has the comprehensive home rule power conferred upon it by Act 279 and the Constitution of the State of Michigan (the "Constitution"), subject only to the limitations on the exercise of that power contained in the Constitution, by statute of the State of Michigan (the "State"), or by provisions of the Charter;

WHEREAS, the City determines that it is in the City's best interest to borrow an amount for each series of notes not to exceed that set forth in paragraph 6 of Exhibit A and to issue its Tax Anticipation Notes (the "Notes") payable from the City's ad valorem real and personal property taxes to be received by it, including delinquent taxes receivable by the City from the Ingham County delinquent tax revolving fund and from the Eaton County delinquent tax revolving fund (collectively the "Operating Taxes"), in order to pay for certain operating expenditures;

WHEREAS, the Revised Municipal Finance Act, Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), provides that the City may borrow money to pay for operating expenditures (as defined in Act 34) and issue its notes therefor: (i) in its current fiscal year ending June 30, 2020, in anticipation of the collection of Operating Taxes for the next succeeding fiscal year beginning July 1, 2020; (ii) in its fiscal year ending June 30, 2021, in anticipation of the collection of Operating Taxes to be collected in its fiscal year ending June 30, 2021; and/or (iii) in its fiscal year ending June 30, 2021, in anticipation of the collection of Operating Taxes for the next succeeding fiscal year beginning July 1, 2021, and pledge for the payment of principal of and interest on such Notes its Operating Taxes, which Notes shall be full faith and credit obligations of the City;

WHEREAS, Act 34 authorizes the City's borrowing of money in anticipation of the collection of the Operating Taxes for the above-described purposes in a principal amount not to exceed 50% of the operating tax levy for the then current fiscal year, or if the operating tax levy for the next succeeding fiscal year is determined, then 50% of the levy for such next succeeding fiscal year;

WHEREAS, if the Notes are issued to pay operating expenses of the City, the principal amount of the Notes shall not exceed 75% of the amount of the Operating Taxes as provided for in the budget of the current fiscal year and that remain to be collected at the time this Resolution is passed. If this Resolution is passed before the day upon which taxes for the year become due and payable, the principal amount of the municipal security shall not exceed 50% of the tax levy made for debt service or operating expenditures, respectively, for the preceding fiscal year.

WHEREAS, the Operating Taxes will be due and payable as described in paragraph 1 of attached Exhibit A, the operating tax levy for the current fiscal year is set forth in paragraph 2a of Exhibit A and the estimated amount of the operating tax levies for the next two succeeding fiscal years are set forth in paragraphs 2b and 2c of Exhibit A;

WHEREAS, the currently outstanding aggregate principal amount of notes which the City has previously issued in anticipation of the collection of the Operating Taxes for the next succeeding fiscal years, if any, are set forth in paragraphs 3 and 4 of Exhibit A;

WHEREAS, the City may need to borrow, in one or more series of Notes, an amount not to exceed that set forth in paragraph 6 of Exhibit A for each series of Notes to pay operating expenditures for fiscal years ending June 30, 2020, June 30, 2021, and June 30, 2022 the total amount for each series of Notes may not be more than 50% of the operating tax levy for its then current fiscal year, or if the operating tax levy for the next succeeding fiscal year is determined, 50% of the levy for such next succeeding fiscal year;

WHEREAS, Act 34 permits the City to authorize an Authorized Officer (defined below) to sell and deliver and receive payment for obligations, and to make certain determinations concerning the terms of the Notes and the procedures necessary to complete the transactions authorized;

WHEREAS, the City Council of the City of Lansing (the "Council") wishes to authorize the determination of the method of sale of the Notes, which sale will be by either (a) negotiated sale to one or more underwriters, (b) competitive sale, or (c) private placement with a designated purchaser including, but not limited to, the Michigan Finance Authority (the "Authority");

WHEREAS, if the Notes are sold pursuant to a negotiated or competitive sale, the Council authorizes the submission of disclosure information in connection with the distribution of one or more preliminary official statements (together with any supplements thereto, each a "Preliminary Official Statement") and final official statements (together with any supplements thereto, each an "Official Statement") in connection with the offering for sale of a certain series or all of the Notes;

WHEREAS, if the Notes are sold pursuant to a negotiated or competitive sale, it will be required, as a condition precedent to the purchase of the Notes, that the City agree to provide continuing disclosure as required by Section (b)(5) of Rule 15c2-12 promulgated by the Securities and Exchange Commission under the Securities and Exchange Act of 1934, as amended;

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WHEREAS, if the Notes are sold pursuant to a private placement, the City expects to receive a commitment letter or other offer to purchase (collectively, the "Commitment") from a bank, underwriter, other financial institution, or the Authority (the "Purchaser") setting forth the terms upon which the Purchaser will either: (i) purchase Notes directly from the City; or (ii) purchase from the Authority a tax anticipation note or notes (the "Authority Notes"), pursuant to a conduit financing whereby the City will issue its Notes to the Authority as security for the Authority Notes issued to the Purchaser;

WHEREAS, the Notes may be issued as federally taxable or tax-exempt notes pursuant to the requirements of the Internal Revenue Code of 1986, as amended (the "Code"), in reliance on the advice of the City's Municipal Advisor and the City's Bond Counsel, each as appointed and defined below; and

WHEREAS, the City must obtain prior approval for the issuance of the Notes from the Michigan Department of Treasury ("Treasury") pursuant to Act 34 and obtain any and all necessary waivers and/or exemptions.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY THAT:

ARTICLE I
PROVISIONS RELATED TO THE SALE OF THE NOTES

Section 101. Subject to any express parameters contained in this Resolution, the City hereby authorizes the Mayor, the City Clerk, and the Chief Strategy and Financial Officer (serving as the Finance Director) of the City (each an "Authorized Officer"), or any one of such Authorized Officers, to negotiate, approve and accept the terms of the Commitment.

Section 102. Pursuant to Act 34, the City may borrow, in one or more series of Notes, for the above-described purposes an amount not to exceed the principal amount set forth in paragraph 6 of Exhibit A for each series of Notes or such portion thereof as Treasury may approve if prior approval is necessary, with the final amount of each of the Notes to be determined by an Authorized Officer prior to the sale of the Notes, and shall issue its Notes therefor in anticipation of the collection of the Operating Taxes.

Section 103. The Notes may be structured so that the aggregate purchase price of the Notes is received on their date of delivery, or they may be structured as drawdown Notes such that interest accrues only on the portion of the proceeds drawn and received by the City. The aggregate principal amount of each series of Notes shall not exceed that set forth in paragraph 6 of Exhibit A, shall bear interest on the amount currently outstanding at the fixed or variable rate or rates as determined upon sale of the Notes or as set forth in the Commitment, but not to exceed the maximum rate permitted by law, shall be dated the date of delivery, and shall be due and payable on a date as mutually agreed by the City, the Purchaser and/or the Authority in the Commitment or as determined by an Authorized Officer at the time of sale of the Notes (the "Maturity Date"). The Notes shall be payable in lawful money of the United States of America at a bank or trust company in the State qualified to act as paying agent as shall be designated by the Purchaser and/or the Authority or as designated by an Authorized Officer. The Notes shall be in the denomination of $1,000 or multiples or combinations thereof, or $5,000 or multiples or combinations thereof. The Notes shall be subject to redemption as determined by an Authorized Officer. The Notes shall be designated as the City's "Tax Anticipation Notes," followed by a series designation containing the year of issuance and an appropriate letter, as determined by an Authorized Officer or her or his designee, who may vary the foregoing designations as may be necessary or appropriate.

Section 104. As applicable, the City hereby irrevocably covenants and pledges to levy its ad valorem real and personal property taxes in its next succeeding fiscal year beginning July 1, 2020 after issuance of the Notes so that the Operating Taxes will be in an amount not less than the amount set forth in paragraphs 2b of Exhibit A, and hereby appropriates a sufficient amount of the Operating Taxes to repay the principal of and interest on the Notes. From the first collections of the Operating Taxes, there shall be set aside, in a special account to be used for the payment of principal of and interest on the Notes, a portion of each dollar collected that is not less than 125% of the percentage that the principal amount of the Notes bears to the amount of the Operating Taxes until the amount set aside is sufficient for such payment.

Section 105. The City hereby irrevocably covenants to levy, and pledges for the payment of the Notes, ad valorem real and personal property taxes in each fiscal year while the Notes are Outstanding so that the Operating Taxes will be sufficient to pay, when due, the principal of and interest on the Notes. The City hereby appropriates a sufficient amount of the Operating Taxes to pay, when due, the principal of and interest on the Notes. Furthermore, the City hereby covenants to comply with the set-aide requirements of Act 34. Accordingly, to the extent that the City has issued Notes in anticipation of Operating Taxes to be collected in a respective fiscal year, the City shall set aside, in a special account to be used for the payment of principal of and interest on the Notes, a portion of each dollar collected in that fiscal year that is not less than 125% of the percentage that the principal amount of the Notes bears to the amount of the Operating Taxes for such respective fiscal year until the amount set aside is sufficient for such payment.

Section 106. The full faith and credit of the City is hereby irrevocably pledged for payment of principal of and interest on the Notes and in case of the insufficiency of the Operating Taxes, the City shall pay the Notes from any funds legally available therefor. The foregoing full faith and credit pledge is subject to any applicable constitution, statutory, and charter limitations. The City reserves the right to issue additional notes of equal standing as to the pledge of Operating Taxes, subject to the limitations provided by law, and, if applicable, by a purchase contract between the Authority and the City with respect to the Notes (the "Purchase Contract") and by the Commitment. The City also hereby irrevocably pledges all funds payable to it from the Ingham County

Treasurer and the Eaton County Treasurer from such County's delinquent tax revolving fund created pursuant to the General Property Tax Act, being Act 206, Public Acts of Michigan, 1893, as amended (the "Delinquent Taxes"), which shall be transferred immediately upon receipt by the City in the event of the insufficiency of non-homestead property taxes to pay the principal of and interest on the Notes and the expenses of the Purchaser related thereto.

Section 107. Moneys to pay the principal of and interest on the Notes when due shall be set aside in a separate account in installments (the "Installment" or "Installments") on such payment dates (the "Payment Date" or "Payment Dates"), if any, as determined by an Authorized Officer.

Section 108. The Notes shall be executed in the name of the City by the Mayor and City Clerk, and the seal of the City shall be impressed or imprinted on the Notes. After the Notes have been executed and authenticated the Notes shall be delivered to the Purchaser or the Authority, as applicable, upon the receipt of the purchase price therefor.

Section 109. Any Authorized Officer or his/her designee is authorized to select a method of sale of the Notes pursuant to a competitive or negotiated sale, or a direct placement with a designated purchaser, as shall be determined to be in the best interest of the City and not in conflict with the limitations set forth in this Resolution. An Authorized Officer or her or his designee is hereby authorized to approve the specific interest rate to be borne by the Notes (but not exceeding the maximum rate permitted by law), the purchase price of the Notes (but not less than the price set forth in paragraph 7 of Exhibit A), a guaranteed investment agreement or other permitted investment, if applicable, in accordance with State law for funds paid to the depository of the Installments, direct deposits(s) of Operating Taxes, if required by the Purchaser, and other terms and conditions relating to the Notes and the sale thereof. Subject to any express parameters contained in this Resolution, an Authorized Officer or her or his designee is hereby further authorized to: (i) approve and execute any agreements or documents creating and granting a lien on the pledged Operating Taxes and the pledged Delinquent Taxes as security for the payment of the principal of and interest on the Notes and otherwise specifying the relative priorities (such as parity, senior or subordinate) of any liens or security interests authorized by this Resolution with respect to the Notes; and (ii) negotiate, approve and execute any additional agreements, instruments or other documents which are deemed necessary by the Authorized Officer, in order to satisfy any terms and conditions set forth by the Purchaser.

ARTICLE II
PROVISIONS RELATED TO THE SALE OF THE NOTES TO THE AUTHORITY

Section 201. If the Notes are sold to the Authority the following provisions shall apply:

A. Each Authorized Officer or her or his designee is hereby authorized and directed to negotiate, execute and deliver a Purchase Contract with the Authority to provide the terms and conditions for the Authority's purchase of the Notes from the City.

B. Each Authorized Officer or her or his designee is hereby authorized to approve the specific interest rate to be borne by the Notes (but not exceeding the maximum rate permitted by law), the purchase price of the Notes (but not less than the price set forth in paragraph 7 of Exhibit A), a guaranteed investment agreement or other permitted investment in accordance with State law for funds paid to the depository of the Installments, direct payment(s) of Operating Taxes, if required by the Authority, and other terms and conditions relating to the Notes and the sale thereof.

C. The form of the Notes may (if required by the Authority) contain the following paragraph:

> To the extent permitted by law, the principal of and interest on this Note which remains unpaid after the Maturity Date shall bear interest until paid at an interest rate per annum (based upon a 360-day year comprised of twelve 30-day months or such other interest rate methodology as established by an Authorized Officer) equal to the Default Interest Rate as defined on Schedule I to the Purchase Contract.

D. Subject to any express parameters contained in this Resolution, each Authorized Officer or her or his designee is hereby authorized to approve and execute any agreements or documents creating and granting a lien on the pledged Operating Taxes as security for the payment of the principal of and interest on the Notes and otherwise specifying the relative priorities (such as parity, senior or subordinate) of any liens or security interests authorized by this Resolution with respect to the Notes.

E. Each Authorized Officer or her or his designee is hereby authorized to negotiate, approve and execute any additional agreements, instruments or other documents directly with the purchaser of the Authority Notes, which are deemed necessary by the Authorized Officer, in order to satisfy any terms and conditions set forth by the Authority and the Purchaser.

ARTICLE III
GENERAL MATTERS

Section 301. If the Notes are sold on a tax-exempt basis, the City covenants to comply with existing provisions of the Code that must be satisfied subsequent to the issuance of the Notes and/or Authority Notes, if applicable, in order that the interest on the Notes and/or Authority Notes, if applicable, be or continue to be excluded from gross income for federal income tax purposes, including without limitation requirements relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of Note proceeds and money deemed to be Note proceeds.

Section 302. Each Authorized Officer is hereby authorized to make application for and on behalf of the City to Treasury for qualified status, a reconsideration of qualified status or an order approving the issuance of the Notes, to request any and all waivers, including without limitation rating waivers, or exemptions from Treasury necessary to the issuance of the Notes, and to pay any applicable fee(s) therefor, or a post-filing fee, as applicable.

Section 303. Each Authorized Officer is hereby authorized and directed to cause to be filed with Treasury any and all documentation required subsequent to the issuance of the Notes, including a Security Report, along with any statutorily required fee.

Section 304. The representation of the City by Dykema Gossett, PLLC as note counsel ("Note Counsel") is hereby approved. Each Authorized Officer is authorized to approve an engagement letter with Note Counsel that shall set forth the terms of Note Counsel's engagement.

Section 305. The City hereby appoints Robert W. Baird & Co., Incorporated to act as municipal advisor with reference to the issuance of the Notes authorized by this Resolution.

Section 306. The City reserves the right to issue additional notes or other obligations of equal standing with the Notes as to the Operating Taxes and the full faith and credit pledge of the City.

Section 307. Each Authorized Officer and other officers, administrators, agents and attorneys of the City are authorized and directed to execute and deliver all other agreements, documents and certificates and to take all other actions necessary to complete the issuance and delivery of the Notes in accordance with this Resolution, including without limitation any certificates relating to federal or State securities laws, rules or regulations.

Section 308. Any actions taken by an Authorized Officer prior to the date hereof to effectuate the transactions contemplated by this Resolution are hereby ratified.

Section 309. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution hereby are rescinded.

Ayes: Members:

____

DRAFT

Nays: Members:

Resolution Declared Adopted.

STATE OF MICHIGAN) ss.

COUNTIES OF INGHAM AND EATON)

I hereby certify that the foregoing is a true and complete copy of a resolution adopted at a meeting of the City Council of the City of Lansing, Michigan held on the 27th day of April, 2020 and said resolution is on file in the office of the City Clerk and is available to the public. Public notice of the said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan 1976, including in the case of a special or re-scheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting. In addition, said meeting was held in full compliance with the City's Charter. The members of the City Council present at the meeting constituted a quorum.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this ____ day of April, 2020

Chris Swope
City Clerk, City of Lansing

DRAFT

EXHIBIT A

1. Operating Taxes due and payable: July 1 of each year

2. a. Actual Operating Taxes levied for fiscal year ending June 30, 2020:

   Due July 1, 2019: $43,630,630
   Due December 1, 2019: NONE

   b. Estimated Operating Taxes levied for fiscal year ending June 30, 2021:

   Due July 1, 2020: $43,630,630
   Due December 1, 2020: NONE

   c. Estimated Operating Taxes to be levied for fiscal year ending June 30, 2022:

   Due July 1, 2021: $43,630,630
   Due December 1, 2021: NONE

3. Amount of tax anticipation notes, not including this borrowing, issued in anticipation of the Operating Taxes for fiscal year ending June 30, 2020: NONE

4. Amount of tax anticipation notes, not including this borrowing, issued in anticipation of the Operating Taxes for fiscal year ending June 30, 2021: NONE

5. Amount of tax anticipation notes, not including this borrowing, issued in anticipation of the Operating Taxes for fiscal year ending June 30, 2022: NONE

6. Amount of borrowing in any series of notes not to exceed: $21,815,000 (or the maximum amount allowable under Act 34)

7. Purchase price as a percentage of the par amount of the Notes: 98%

4847-3447-3146.9

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Chris Swope
Lansing City Clerk

May 1, 2020

President and Council Members
10th Floor City Hall
Lansing, MI 48933

Dear President and Council Members:

My office has received and placed on file this document from the Finance Director:

General Fund Status Report – Fiscal Year 2020 Third Quarter

Fiscal Year 2020 Position Vacancy Report

This document is available for review at the office of the City Clerk or at http://www.lansingmi.gov/clerk under the heading of Documents Placed on File.

Sincerely,

Chris Swope, CMC
Lansing City Clerk

General Fund Status Report – FY 2020 3rd Quarter

Please see accompanying summary detail (pages 3-5)

Revenues

In total, General Fund revenues collected through the third quarter of Fiscal Year 2020 (July – March) is on track with expectations for the amended budget.

- **Property Taxes** revenues are largely collected with only minor changes anticipated for the remainder of the year.

- **Income Tax** collections are doing well to date with the amended budget. April to the Fiscal Year end typically accounts for approximately 40% of revenues collected. We are monitoring revenues to date closely with Treasury and will be providing regular updates as we prepare to adopt a final budget for the year.

- **Return on Equity** is anticipating no change from the adopted budget. The finance team negotiated a flat rate for the current year and $25 million for the following two fiscal years. This rate goes for final approval May 26.

- **State Revenues** are ahead of previous years due to the timing of certain one-time payments. April's payment came in as projected, but significant reductions in sales tax collections statewide are expected to impact the June and August payments.

- **Charges for Services** are slightly below last year's revenue. This may be adjusted as cash receipts are accounted for. Except for public safety and administrative reimbursements from other funds, there may be reductions in what we expect for the remaining months.

- **Fines and Forfeitures** are below previous years to date. This balances out approximately with savings to date in court expenditures.

- **Licenses and Permits** are up from the previous year. The largest contributors to this category to date include cable TV franchise fees and medical marijuana licenses.

- **Interest and Rents** collections are below last year. Some variance is due to the timing of interest revenue postings. This category makes up only 0.3% of the General Fund revenue budget.

- **Other Revenues** are below previous year collections for this time. This category makes up only 0.3% of General Fund revenues.

(continued)

Expenditures

Departmental expenditures are otherwise in line with expectations for the current year, taking into account timing of payroll with a few exceptions. The Clerk's Office is slightly over on some operations costs, but will be reimbursed for its election costs. Finance Operations incurred higher personnel costs with higher audit costs than anticipated including temporary assistance and overtime.

Summary

The year to date revenues and expenditures largely reflect the period before we would see any impact from COVID-19, so caution is warranted for otherwise optimistic returns to date. Reduced revenues going forward are expected except toward property taxes which have been collected and the remaining return on equity payment. In the opposite direction, expected transfers from the Sewer and Parking fund due to the General Fund are expected to mitigate the impact relative to our amended budget. A final budget will be proposed to council accounting for these changes before the end of the fiscal year.

March 31, 2020 Revenue Summary

Fiscal Year July 1, 2019 - June 30, 2020

General Fund Revenues	FY 2020 Adopted Budget	FY 2020 Amended Budget	FY 2020 Mar. 31 Actuals	Mar. 31 Percent YTD	3 Year Mar. 31 Avg.
Property Taxes					
Non-Dedicated	32,150,000	32,635,000	32,225,933		
Dedicated - Police	3,217,500	3,217,500	3,217,500		
Dedicated - Fire	3,217,500	3,217,500	3,217,500		
Dedicated - Roads	2,145,000	2,145,000	2,145,000		
Dedicated - Parks	2,145,000	2,145,000	2,145,000		
Total	42,875,000	43,360,000	42,950,933	99.1%	101.0%
Income Taxes					
City Income Tax	39,400,000	37,000,000	23,343,394		
Total	39,400,000	37,000,000	23,343,394	63.1%	59.4%
Return on Equity					
Board of Water and Light	23,100,000	23,100,000	11,769,291		
Total	23,100,000	23,100,000	11,769,291	50.9%	51.8%
State Revenues					
Revenue Sharing	15,747,000	15,768,407	8,048,216		
Fire Reimbursement Grants	3,000,000	2,908,593	2,908,593		
Personal Property Tax Reimbursement	990,000	990,000	970,628		
Liquor License Fee	80,000	80,000	75,923		
Total	19,817,000	19,747,000	12,003,361	60.8%	53.1%
Charges for Services					
Public Safety	3,863,300	3,863,300	2,829,448		
Reimbursements	2,366,500	2,366,500	1,618,625		
Code Compliance	2,300,000	2,300,000	1,121,375		
Recreation Fees	713,900	713,900	414,437		
Appeals & Petitions	69,300	69,300	60,675		
Work for Others	36,300	36,300	58,433		
Central Stores	1,500	1,500	1,505		
Subscriptions and Information	1,000	1,000	85		
Total	9,351,800	9,351,800	6,104,583	65.3%	68.3%
Fines and Forfeitures					
Fines and Forfeitures	2,149,200	2,149,200	1,235,681		
Total	2,149,200	2,149,200	1,235,681	57.5%	68.8%
Licenses & Permits					
Cable Franchise Fees	1,200,000	1,200,000	813,757		
Marihuana Licenses	500,000	500,000	520,000		
Business Licenses	102,800	102,800	59,691		
Non-Business Licenses	59,000	59,000	31,367		
Building Licenses & Permits	27,200	27,200	5,875		
Total	1,889,000	1,889,000	1,430,690	75.7%	47.5%
Interest & Rents					
Interest Income	415,000	415,000	147,531		
Total	415,000	415,000	147,531	35.5%	53.3%
Other Revenues					
Sale of Fixed Assets	105,000	105,000	25,168		
Donations & Contributions	145,000	145,000	17,293		
Miscellaneous	153,000	153,000	104,375		
Total	403,000	403,000	146,836	36.4%	60.6%
Total General Fund					
Operating Revenue	139,400,000	137,415,000	99,132,301	72.1%	70.7%
Transfers from Other Funds	100,000	100,000	100,000		
Total	139,500,000	137,515,000	99,232,301	72.2%	70.7%

March 31, 2020 Quarterly Budget Report

Fiscal Year July 1, 2019 - June 30, 2020

Estimated Revenues	FY 2020 Adopted Budget	FY 2020 Amended Budget	FY 2020 Mar. 31 Actuals	Mar. 31 Percent YTD	3 Year Mar. 31 Avg.
Property Taxes	42,875,000	43,360,000	42,950,933		
Income Taxes	39,400,000	37,000,000	23,343,394		
Return on Equity	23,100,000	23,100,000	11,769,291		
State Revenues	19,817,000	19,747,000	12,003,361		
Charges for Services	9,351,800	9,351,800	6,104,583		
Fines & Forfeitures	2,149,200	2,149,200	1,235,681		
Licenses & Permits	1,889,000	1,889,000	1,430,690		
Interest & Rent	415,000	415,000	147,531		
Other Revenue	403,000	403,000	146,836		
Total Revenues	139,400,000	137,415,000	99,132,301	72.1%	70.7%

Appropriations	FY 2020 Adopted Budget	FY 2020 Amended Budget	FY 2020 Mar. 31 Actuals	Mar. 31 Percent YTD	Mar. 31 Target Exp.
Council					
Personnel	498,516	498,516	355,091		
Operating	228,461	228,461	133,977		
Total	726,977	726,977	489,068	67.3%	73.7%
Internal Audit					
Personnel	182,115	182,115	125,808		
Operating	13,885	13,885	7,677		
Total	196,000	196,000	133,485	68.1%	73.0%
Courts					
Personnel	5,121,945	5,121,945	3,549,323		
Operating	1,395,007	1,395,007	986,860		
Total	6,516,952	6,516,952	4,536,183	69.6%	74.5%
Mayor's Office					
Personnel	1,059,636	1,059,636	766,388		
Operating	361,399	226,699	155,072		
Total	1,421,035	1,286,335	921,460	71.6%	72.8%
Media Center					
Personnel	438,347	438,347	326,705		
Operating	39,653	39,653	14,402		
Total	478,000	478,000	341,106	71.4%	73.4%
Clerk's Office					
Personnel	990,367	990,367	739,886		
Operating	411,819	411,819	439,153		
Total	1,402,186	1,402,186	1,179,039	84.1%	82.5%
Neighborhood & Citizen Engagement					
Personnel	832,604	771,604	533,677		
Operating	333,396	394,396	146,199		
Total	1,166,000	1,166,000	679,876	58.3%	66.2%
Economic Development & Planning					
Personnel	3,278,728	3,278,728	2,316,734		
Operating	2,455,591	2,205,591	1,932,389		
Total	5,734,319	5,484,319	4,249,123	77.5%	79.0%
Finance/Operations					
Personnel	1,046,216	1,180,916	894,850		
Operating	548,881	548,881	423,275		
Total	1,595,097	1,729,797	1,318,125	76.2%	73.9%

Appropriations	FY 2020 Adopted Budget	FY 2020 Amended Budget	FY 2020 Mar. 31 Actuals	Mar. 31 Percent YTD	Mar. 31 Target Exp.
Assessing					
Personnel	1,559,864	1,559,864	933,288		
Operating	240,838	240,838	164,819		
Total	1,800,702	1,800,702	1,098,107	61.0%	72.7%
Treasury					
Personnel	1,848,306	1,848,306	1,126,435		
Operating	429,698	429,698	295,380		
Total	2,278,004	2,278,004	1,421,815	62.4%	72.8%
Human Resources					
Personnel	1,333,106	1,333,106	920,192		
Operating	892,521	958,521	751,081		
Total	2,225,627	2,291,627	1,671,273	72.9%	73.4%
Attorney's Office					
Personnel	1,941,252	1,941,252	1,307,176		
Operating	239,631	239,631	168,677		
Total	2,180,883	2,180,883	1,475,853	67.7%	72.4%
Police					
Personnel	37,802,547	38,112,816	26,618,533		
Operating	7,057,235	7,057,235	4,471,964		
Total	44,859,782	45,170,051	31,090,497	68.8%	71.0%
Fire					
Personnel	30,772,490	31,022,221	21,195,248		
Operating	5,278,088	5,278,088	3,281,591		
Total	36,050,578	36,300,309	24,476,840	67.4%	71.1%
Public Service					
Personnel	2,855,553	2,555,553	1,767,786		
Operating	9,307,133	9,607,133	5,941,720		
Total	12,162,686	12,162,686	7,709,506	63.4%	71.8%
Human Relations & Community Service					
Personnel	1,460,296	1,540,296	1,040,056		
Operating	196,615	196,615	112,900		
Total	1,656,911	1,736,911	1,152,957	66.4%	72.5%
Parks & Recreation					
Personnel	5,246,923	5,246,923	3,366,709		
Operating	3,354,838	3,354,838	1,883,766		
Total	8,601,761	8,601,761	5,250,475	61.0%	72.6%
Human Services					
Operating	1,725,000	1,725,000	1,379,999		
Total	1,725,000	1,725,000	1,379,999	80.0%	75.0%
City Supported Agencies					
Operating	316,500	316,500	136,600		
Total	316,500	316,500	136,600	43.2%	97.2%
Non-Departmental					
Vacancy Factor	(700,000)	(200,000)	-		
Library Lease	150,000	150,000	93,876		
Debt Service	1,265,000	1,265,000	42,225		
Net Transfers	5,590,000	5,858,145	5,758,145		
Penalties & Claims	-	-	(46,696)		
Total	6,305,000	7,073,145	5,847,550	82.7%	86.4%
Total Expenditures	139,400,000	140,624,145	96,558,938	68.7%	72.8%
General Fund balance	10,031,490	10,031,490			
Change	-	(3,209,145)			
Ending Fund Balance	10,031,490	6,822,345			

Vacancy Factor Report

FY2020

March 31, 2020

Department	Key	PCN	Position Description	FTE	Vacancy	Vacancy Factor
Vacancies Counted toward General Fund Vacancy Factor						
COUNCIL	1012101	ADMSECTY	ADMINISTRATIVE SECRETARY	1.00	1/18/2020	CONTRACT
COUNCIL/INTERNAL AUDIT	1012120	LEGISAUD	LEGISLATIVE AUDITOR	1.00	2/20/2020	11,069
NEIGH CTZN ENG	1012250	ADMAST29	ADMINISTRATIVE ASSISTANT 29	1.00	2/11/2020	6,118
HR AND CS	1012500	SECRTY26	SECRETARY 26	1.00	8/24/2019	23,846
ED&P/PLANNING	1012620	ASTPLMGR	ASSISTANT PLANNING MANAGER	1.00	3/20/2020	1,997
FINANCE/OPERATIONS	1012710	ADMSPC30	ADMINISTRATIVE SPECIALIST 30	1.00	11/28/2011	36,131
ASSESSOR	1012720	COMINDAP	COMMERICAL/INDUSTRIAL APPRAISR	1.00	10/18/2019	CONTRACT
ASSESSOR	1012720	RESIDAPP	RESIDENTIAL APPRAISER	1.00	5/24/2019	CONTRACT
ASSESSOR	1012720	RESIDAPP	RESIDENTIAL APPRAISER	1.00	10/5/2017	CONTRACT
TREASURY	1012730	INTAXTEC	INCOME TAX EXAMINER TECHNICIAN	1.00	3/7/2020	2,835
TREASURY	1012730	INTAXTEC	INCOME TAX EXAMINER TECHNICIAN	1.00	9/4/2018	32,857
TREASURY	1012730	PTCUSTRP	PT CUSTOMER SERVICE REP	1.00	2/22/2020	3,732
TREASURY	1012730	TRESYINV	TREASURERY INVESTIGATOR	1.00	8/24/2019	31,645
HUMAN RESOURCES	1012800	EMBEPAAD	EMPLOYEE BENEFITS/PAYROLL ADM	0.70	1/3/2020	CONTRACT
HUMAN RESOURCES	1012800	PRNCRECR	PRINCIPAL RECRUITER	1.00	4/18/2017	CONTRACT
CITY ATTORNEY	1012900	ASTATY36	ASSISTANT CITY ATTORNEY	1.00	4/6/2018	56,212
PUBLIC SERVICE/BUILDINGS	1013140	ADMAST29	ADMINISTRATIVE ASSISTANT 29	1.00	12/27/2018	34,438
PUBLIC SERVICE/BUILDINGS	1013140	ELCTRICN	ELECTRICIAN	1.00	12/30/2018	41,664
PUBLIC SERVICE/BUILDINGS	1013140	ELECFACW	ELECTRICAL FACILITY CTRL WKR	1.00	11/2/2018	33,629
PUBLIC SERVICE/BUILDINGS	1013140	FACMTWKR	FACILITY MAINT WORKER 400	1.00	3/2/2015	33,629
PUBLIC SERVICE/BUILDINGS	1013140	PLUMBSUP	PLUMBING SUPERVISOR	1.00	6/10/2018	56,060
POLICE/ADMIN	1013201	ADMSPC31	ADMINISTRATIVE SPECIALIST 31	1.00	12/28/2011	37,997
POLICE/CENTRAL SERVICES	1013221	POLCADET	POLICE CADET	1.00	7/1/2019	17,117
POLICE/CENTRAL SERVICES	1013221	POLCADET	POLICE CADET	1.00	7/1/2019	17,117
POLICE/RADIO LAB	1013222	RADTEC32	RADIO TECHNICIAN 32	1.00	10/11/2019	CONTRACT
POLICE/DETENTION	1013224	DETENOFF	DETENTION OFFICER	1.00	12/12/2019	CONTRACT
POLICE/PROPERTY & SUPPLY	1013225	QTRMATEC	EVIDENCE/SUPPLY SPECIALIST	1.00	4/19/2016	CONTRACT
POLICE/INVESTIGATIONS	1013240	CAPTAIN6	CAPTAIN VI	1.00	3/13/2020	OVERTIME
POLICE/INVESTIGATIONS	1013240	DETECT2C	DETECTIVE IIC	1.00	7/1/2017	OVERTIME
POLICE/PATROL	1013251	POLOFFCR	POLICE OFFICER 1	1.00	12/26/2019	OVERTIME
FIRE/ADMIN	1013501	ADMAST05	ADMINISTRATIVE ASSISTANT V	1.00	12/21/2019	CONTRACT
FIRE/ADMIN	1013501	PTCLRK25	PT CLERK 25	1.00	7/1/2019	28,384
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	1/15/2019	36,042
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	1/22/2019	36,042
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	5/11/2019	36,042
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	6/5/2019	36,042
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	8/9/2019	30,553
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	8/31/2019	27,809
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	9/1/2019	27,809
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	9/14/2019	25,979
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	9/28/2019	24,150
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	1/18/2020	9,514
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	1/22/2020	8,965
FIRE/SUPPRESSION	1013520	INSPECT4	INSPECTOR IV	1.00	2/15/2020	9,580
FIRE/PREVENTION	1013530	SECRTY26	SECRETARY 26	1.00	7/1/2019	29,769
PARKS/MANAGEMENT	1013810	PTCLRK23	PARTTIME CLERK 23	1.00	12/13/2019	10,158
						854,929

Vacancy Factor Report

FY2020

March 31, 2020

Non-Vacancy Factor (non-General Fund) Vacancies

ED&P/O&M ADMIN	1013611	CEMATWK2	CEMETERY MAINTANCE WORKER 200	1.00
ED&P/O&M ADMIN	1013611	CLERKS24	CLERKS 24	1.00
ED&P/O&M ADMIN	1013611	DRIVRWKR	DRIVER WORKER	1.00
ED&P/O&M ADMIN	1013611	EQPOPWK4	EQUIPMENT OPERATOR WORKER 400	2.00
ED&P/O&M ADMIN	1013611	EQPOPWK5	EQUIPMENT OPERATOR WORKER 500	1.00
ED&P/O&M ADMIN	1013611	MANTWKR2	MAINTENANCE WORKER 200	2.00
ED&P/O&M ADMIN	1013611	MANTWKR3	MAINTENANCE WORKER 300	1.00
ED&P/O&M ADMIN	1013611	OMSUPERT	O&M SUPERINTENDENT	1.00
ED&P/BUILDING SAFETY	2492610	BLDINSPC	BUILDING INSPECTOR	1.00
ED&P/BUILDING SAFETY	2492610	BLDINSUP	BUILDING INSPECTOR SUPERVISOR	1.00
ED&P/BUILDING SAFETY	2492610	PLNREVAN	PLAN REVIEW ANALYST	1.00
ED&P/PARKING	5853641	ACCTGCLK	ACCOUNTING CLERK	2.00
ED&P/PARKING	5853642	LDPKTECH	LEAD PARKING TECHNICIAN	1.00
ED&P/PARKING	5853642	PKGENWKR	PARKING ENFORCEMENT WORKER 300	1.00
ED&P/PARKING	5853642	PKGRVCOL	PARKING REVENUE COLLECTORS	2.00
PUBLIC SERVICE/WWTP	5903670	ELECTECH	ELECTRICAL TECHNICIAN	1.00
PUBLIC SERVICE/WWTP	5903670	PLOPSU33	PLANT OPERATIONS SUPERVISOR 33	1.00
PUBLIC SERVICE/WWTP	5903670	TBD	LAB/IPP TECHNICIAN	0.50
PUBLIC SERVICE/WWTP	5903670	TBD	LAB/IPP SUPERVISOR	0.50
PUBLIC SERVICE/WWTP	5903670	WWPLTLBR	WASTE WATER PLANT LABORER	1.00
PUBLIC SERVICE/WWTP	5903670	WWSYSANL	WASTEWATER SYSTEMS ANALYST	1.00
PUBLIC SERVICE/WWTP	5903671	UTMATWK6	UTILITY MAINTENANCE WORKER 600	1.00
PUBLIC SERVICE/WWTP	5903679	TBD	LAB/IPP SUPERVISOR	0.50
PUBLIC SERVICE/WWTP	5903679	TBD	LAB/IPP TECHNICIAN	0.50
INFO TECH	6303130	DATANLST	DATA ANALYST	1.00
INFO TECH	6303130	GISADMIN	IT APPLIC/GIS ADMINISTRATOR	1.00
INFO TECH	6303130	SPROAN34-TBI	CITY WORKS ADMINISTRATOR	1.00
INFO TECH	6303130	SRHLPDTN	SR HELP DESK TECHNICIAN	1.00
PUBLIC SERVICE/FLEET	6433623	ATGARSUP	ASSIST SHIFT GARAGE SUPERVISOR	2.00
PUBLIC SERVICE/FLEET	6433623	MECHANIC	MECHANIC	3.00
PUBLIC SERVICE/FLEET	6433623	SRVCSPEC	SERVICE SPECIALIST	1.00
PUBLIC SERVICE/ENGINEERING	6453603	BPTMANGR	BUSINEES PERMITS TECH MANAGER	1.00
PUBLIC SERVICE/ENGINEERING	6453603	CTYENGNR	CITY ENGINEER	1.00
PUBLIC SERVICE/ENGINEERING	6453603	DPPBSDIR	DEPUTY PUBLIC SERVICE DIRECTOR	1.00
PUBLIC SERVICE/ENGINEERING	6453603	ENGINR36	ENGINEER 36	1.00
PUBLIC SERVICE/ENGINEERING	6453603	PLMINSPC	PLUMBING INSPECTOR	1.00
PUBLIC SERVICE/ENGINEERING	6453603	TRANSENG	TRANSPORTATION ENGINEER	1.00
HUMAN RESOURCES	6503911	EMBEPAAD	EMPLOYEE BENEFITS/PAYROLL ADM	0.30
DISTRICT COURT	7602201	CTOFLCKL	COURT OFFICR/LAW CLK LICENSED	1.00
DISTRICT COURT	7602201	DPCLERK2	DEPUTY CLERK 2	1.00
DISTRICT COURT	7602201	MAGISCLK	MAGISTRATE'S CLERK	1.00
DISTRICT COURT	7602201	PTCOLOFC	PT COLLECTIONS OFFICER	1.00

Lansing Police Department

Andy Schor, Mayor

Central Records/Freedom of Information

120 West Michigan Avenue
Lansing, MI 48933
Phone: (517) 483-4690
Fax: (517) 483-4688

Daryl Green, Chief

Fire and Police Calls for Service for 505 Townsend St

January 1, 2017 to March 9, 2020

Lansing Fire Department Calls by Year and Type (2017-2019 full year; 2020 through March 9)

Call Type	Year				Row Totals
Lansing Fire	**2017**	**2018**	**2019**	**2020**	
CITAST- fallen and can't get up			3		**3**
FALARM- fire alarm			1		**1**
FMAJOR- commercial bldg fire				1	**1**
MED - start emd	2	18	2		**22**
MEDIC- medical response		4			**4**
MEDICA- alpha response		12			**12**
MEDICB- bravo response	1	1			**2**
MEDICC- charlie response		11	1		**12**
MEDICD- delta response		17	3		**20**
MEDICE- echo response		1			**1**
Lansing Fire Response Totals	**3**	**64**	**10**	**1**	**78**

Lansing Police Department Calls by Year and Type (2017-2019 full year; 2020 through March 9)

Call Type	Year				Row Totals
Lansing Police	**2017**	**2018**	**2019**	**2020**	
ADMIN- administrative call			1		**1**
ALARMH- hold up alarm			1		**1**
ALARMO- other alarm		2			**2**
ASSAULT- assault complaint	5	4	4		**13**
ATL- attempt to locate		1			**1**
BURG- home invasion/B&E	4	2	1		**7**
COMMTG- community meeting	1	2			**3**
CSC- sexual asslt	1		1		**2**
DOA- deceased subject		5	1		**6**
DOMES- domestic assault	3	2	1		**6**
DRUGS- suspected drug activit	5	2	2		**9**
FIGHT- fight	7	4	7	1	**19**
FIREL- police assist on fire	1	1		1	**3**

Call Type	Year				Row Totals
Lansing Police	**2017**	**2018**	**2019**	**2020**	
FOLLOW- followup	14	10	11	1	**36**
FOOT- foot patrol	1				**1**
FRAUD - fraud		3	1		**4**
HARASS- harassment	6	2	1		**9**
HITRUN- hit and run accident			1		**1**
JUVIE- juvenile complaint			1		**1**
LARCEN - larceny	6	8	5		**19**
MDOP- mal. dest. property	5	3	1		**9**
MEDICL- police asst on medical	10	14	11	3	**38**
MISSIN- missing person		2			**2**
NEIGHBOR- neighbor complaint	1	1			**2**
NOISE- noise complaint	4	3	5	1	**13**
OBSCEN- obscenity complaint		3			**3**
OIWARRANT- ofcr init warr pu	1				**1**
PARK- parking complaint	1	1			**2**
PASST- police assist	3	1	2		**6**
PEACE- peace officer			1		**1**
PPO- personal protection order	2	5	5		**12**
PPPDA- Private Prop accident	1		1		**2**
PRT- person requiring treatment	1	3	2		**6**
PUPROP- pick up property		1			**1**
SECUR- check security of bldg	2				**2**
SHOTS- shots fired	3	1			**4**
STALK- stalking complaint	4				**4**
SUBJDOWN- subject down		2			**2**
SUICID- suicidal subject	2	1			**3**
SUSPER- suspicious person	20	20	15		**55**
SUSSIT- suspicious situation	3	3	2		**8**
SUSVEH- suspicious vehicle	6	7	5		**18**
TBLSUB- trblsom subj no asslt	20	7	12		**39**
THREAT- threats complaint	8	3	5		**16**
TRASH- illegal dumping complaint			1		**1**
TRESP- trespassing complaint	9	5	7		**21**
TSTOP- traffic stop		1			**1**
UDAA - stolen auto			1		**1**
UNKTBL- unknown trouble	7	3			**10**
UNWANT- unwanted guest	32	17	25		**74**
UTIL- utility complaint	1				**1**
VPC- visual/vacation prop chk	1	2			**3**

Call Type	Year				Row Totals
Lansing Police	2017	2018	2019	2020	
WARRANT- warrant pick up	2		1		**3**
WEAPON- incident inv a weapon	4	3	2		**9**
WELFAR- check welfare	32	27	30	3	**92**
Lansing Police Response Totals	**239**	**187**	**173**	**10**	**609**

Total Calls for Service for Police and Fire

Year	2017	2018	2019	2020	Total
Police and Fire	**242**	**251**	**183**	**11**	**687**

PORTER SENIOR APPARTMENTS
ANSWERS TO QUESTIONS ABOUT PILOT

1. Council Member Garza then inquired into past ownership since the applicants just purchased 15 years earlier, and what those previous owners spent.
   This building was bought out of foreclosure and there for the historical information is extremely limited. We are not aware of any previous owner expenses, but we do know that the building has not undergone a major rehab for quite some time - this is a very old building that needs the significant upgrades in order to preserve the useful life into the foreseeable future.

2. Council Member Betz asked if the 5% is going to be able to cover the cost of the public services.
   We are waiting on information from the City re: this question; however, our proposed municipal fee agreement was meant to alleviate this concern.

   Development Office Note: the administration does not support a separate municipal fee agreement. In further answer, this question does not lend itself to a ready answer in that it's not possible to determine the cost of "public services" on an individual or unit basis.

3. Council Member Betz aske about 5 C. and 5 D. in the proposed PILOT ordinance; "if requested can get proof" and asked it to be changed to state "if requested SHALL get proof".
   I believe you are referring to Sec 1.C.5.C and 1.C.5.D, in which "shall" is a part of these sections as it is prefaced in Sec 1.C. If not, please clarify but, we are an open book, and as a reminder, audited annually by the federal government.

4. Council Member Betz asked it to address the use of prevailing wage.
   The Ordinance includes a Prevailing Wage requirement in Sec 1.C.5.D.

5. Council Member Betz asked for the number of low-income tenants.
   All units will be restricted to 60% AMI or less. At the time of this email, over 90% of tenants are at or below 30% AMI, which speaks to the dire need for affordable housing in this community as well as the vulnerable population that this building serves.. All current residents will continue to qualify for housing at their current income rates.

6. Council Member Hussain asked if they back out the utilities from the percentage.
   Yes, per the statute.

7. Council Member Betz asked a request be relayed to the owner that they present what the number is that they will use, and if the number it is based on what number will be and what is the 4% net the City and what will the 5% be.

   The proposed net income less utilities is approximately $667,000. Below is an outline of the various tax outcomes and their impact on debt to financing the project.

PILOT	*Tax*	*Leverageable Debt*
4%	*$26,680*	*$5,515,000*
5%	*$33,350*	*$5,400,000*
10%	*$66,700*	*$4,800,000*

   With the 4% PILOT, we'd be able to finance more upgrades for the building. All of this money will go directly to benefit the building and its residents as it allows us to leverage private funds to renovate the property at the highest level we can.

8. Council Member Spitzley asked if the Porter tenants are required to pay their utilities.

   Tenants pay their electric bill, which is covered by the utility allowance from HUD. The Owner pays all other utilities and common area electric. The largest energy consumption and cost at the building relates to the steam utility (paid by the owner), which has extreme variance in cost, making it nearly impossible for the Owner to plan major capital expenditures and improvements at the building. Part of our proposed development would be to improve the efficiency of this utility through extensive repairs and replacements of the current system (last estimate to replace the steam system was $850,000 which was over 7 years ago - construction costs have gone up approximately 20-30% since then).

9. The Committee asked when the last rental inspection was, when the rental certificate expires, and what it was written up for on the last inspection.

   Porter Apartment's last Rental Inspection was 7/25/2019 and all corrective action was taken prior to the compliance due date. A copy of the Rental Inspection is attached. The majority of defects in our inspection were issued as a result of residential smoke detectors having been manipulated by the residents. Part of our renovation would include protection for smoke alarms so that they could not be manipulated by tenants as well as converting the units to smoke-free.

10. Council Member Hussain also asked for the number of calls-for-service in the last 3 years at the property, and if the 5% cover the service charges.

    Please see our response to Council Member Betz's question above and let us know if we can provide any further information.

11. Council Member Hussain asked them to ask the owners to provide details on what they have been doing with the 96% profit since they have had a 4% PILOT for the last 40 years.

To clarify, the PILOT is a mechanism reducing property tax to be proportional to gross rental income. An extension of the PILOT would allow us to fix the tax expense proportionate to real income, which would allow us to further leverage the property for increased renovation. As it stands, the current owner inherited the PILOT which has allowed it to keep the property running using preventative maintenance. We believe it is time to start replacing components as opposed to fixing.

As for details on activities, we purchased Porter Apartments out of foreclosure 15 years ago, so we are unable to speak to the previous owners activities. However, we can say that our operational issues have been present since we took ownership of the building. As to our activities since taking ownership, we have continued to maintain and manage the building's immediate needs while maintaining required reserves ($1000/door) and for the last couple periods, distributing 2-3% to investors annually. In our proforma, you will see our proposed use of existing reserves for a tax credit renovation, but if it does not go forward, we intend to use these reserves for a ramp replacement ($55,000) and various capital expenditures and repair work on a smaller scale as we attempt to continue to extend the existing life of the building. If we obtain the PILOT and our rehab project moves forward, a sale will occur to a tax credit partnership.

12. Council Member Betz asked what the applicants will do if they do not get the PILOT.

    Without the PILOT, the rehab project is unviable and we will forego the redevelopment. We are asking for this PILOT in order to effectuate a tax credit renovation, which will rehab the entire building, bring the standard of living up for residents, preserve the building's affordability for the next 30 years, and keep tenants in place. We, as owner/developers, are proposing to contribute approximately $2,500,000 to this project through a combination of funds (seller proceeds, deferred developer fee, existing reserves, and building income). The tax credit program is lauded for its leveraging of private and public sources to build and preserve affordable housing nationwide. Without the PILOT, we cannot leverage enough debt to have significant enough renovation to make a tax credit transaction viable to extend the life of this historic building.

13. Council Member Betz asked them if they could trim back on some of the items.

    Reducing our scope of work and the development budget directly impacts the amount of tax credits generated, and with fewer tax credits, the market for tax credit investors shrinks as does the amount of their investment. Additionally, this building has not undergone a major renovation since it was converted to housing and it needs the proposed scope to maximize its useful life. Once the credit transaction occurs, the *building will not be eligible for another credit transaction for at least 15 years so it is imperative that this scope is as comprehensive as possible.*

14. Council Member Garza asked the owners to bring details on the revenue, less the expenses over the last couple years, compared to the profit.

    We would be happy to share this information and will bring to the council meeting. Please note that this PILOT would ONLY effectuate if the NEW owner is successful in obtaining tax credits. In other words, the PILOT extension would not benefit the previous owner but only the owner performing the credit renovation. Although there is an overlap in the operating company (CCI), the underlying investors will completely change.

15. Council Member Spitzley asked the applicant to provide a performance sheet, and respond to the other questions before the hearing so Council can review.

    Please clarify - if requesting a proforma, please see attached.

I. Development Types

New Construction	*Newly developed property, building from the ground up.*
Adaptive Reuse	*Changing development from existing non-residential use to hous*
Acquisition/Rehabilitation	*Acquiring and developmenting market-rate housing to affordable*
Preservation - LIHTC	*Preservation of a Low Income Housing Tax Credit development* *(i.e. Section 8, Section 236, Section 202, or RD).*
Preservation - Subsidized	*Preservation of a property receiving a federal subsidy (i.e. Sectio*

II. Financing Types

Taxable	*Developments that have received a 9% LIHTC award from MSH* *financing from MSHDA.*
Tax-Exempt	*Developments that are applying for a 4% LIHTC must receive "T*
Support Housing	*Developments that only apply for "Support Housing" assistance*
Conventional	*Typically developments that only apply for Federal funding from* *from a "Conventional" source.*

III. Financing Steps

See Parameters *click here*

IV. Acronyms

MSHDA	*Michigan State Housing Development Authority*
QAP	Qualified Allocation Plan *click here*
AM	*Asset Management*
C.N.A.	*Capital Needs Assessment*
TDC	*Total Development Cost*
DDF	*Deferred Developer Fee*
IRP	*Interest Reduction Payment*
HAP	*Housing Assistance Payment*
RAP	*Rental Assistance Payment*
ACC	*Annual Contributions Contract*
AMI	*Area Median Income*

ing.

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that does not receive a federal subsidy

on 8, Section 236, Section 202, or RD).

DA can only apply for "Taxable"

ax-Exempt" financing from MSHDA.

from MSHDA.

MSHDA and have permanent financing

General Proforma Instructions

Updated: August 5, 2019

1 This entire workbook is protected in order to protect the integrity of the proforma. Any changes to the formu
the proforma.

2 Important to fill in all applicable yellow shaded cells on each applicable worksheet

3 The "NOI & Debt" worksheet should be filled in first

4 Very important to pick the appropriate county on the revenue worksheet

5 *See "Notes" section located on the bottom each Instruction Page for additional relevant information*

6 Fill out "Amenities" for all developments worksheet

7 Fill in the "RR Analysis" worksheet based on information contained within the OSI C.N.A.

8 The "Z……" worksheets are utilized to reflect modifications to the proforma following board commitment

las may have a negative impact on the funtionality of

Development	Porter
Financing	Tax Exempt
MSHDA No.	
Step	Notice of Intent to Apply
Date	02/14/2020
Type	Acquisition/Rehab

Mortgage Assumptions:

Debt Coverage Ratio	1.15	
Mortgage Interest Rate	4.625%	
Pay Rate	4.625%	
Mortgage Term	40	years
Income from Operations	Yes	

Instructions

				Per Unit	Total	Initial Inflation Factor	Beginning in Year	Future Inflation Factor
Total Development Income Potential								
Annual Rental Income				8,712	853,776	1.0%	1	2.0%
Annual Non-Rental Income				71	7,000	1.0%	1	2.0%
Total Project Revenue				8,783	860,776			
Total Development Expenses								
							Future Vacancy	
Vacancy Loss	3.00%	of annual rent potential		261	25,613		1	3.0%
Management Fee	534	per unit per year		534	52,332	3.0%	1	3.0%
Administration				1,115	109,260	3.0%	1	3.0%
Project-paid Fuel				286	28,000	3.0%	1	3.0%
Common Electricity				367	36,000	4.0%	1	3.0%
Water and Sewer				1,061	104,000	5.0%	1	5.0%
Operating and Maintenance				765	74,950	3.0%	1	3.0%
Real Estate Taxes				0		5.0%	1	5.0%
Payment in Lieu of Taxes (PILOT)	5.00%	Applied to: All Units		337	33,008			
Insurance				271	26,600	3.0%	1	3.0%
Replacement Reserve	300	per unit per year		300	29,400	3.0%	1	3.0%
Other:				0		3.0%	1	3.0%
Other:				0		3.0%	1	3.0%

	% of Revenue	Per Unit	Total	
Total Expenses	60.31%	**5,298**	**519,163**	
Base Net Operating Income		3,486	341,613	Override
Part A Mortgage Payment	34.51%	3,031	297,054	
Part A Mortgage		**55,197**	**5,409,298**	
Non MSHDA Financing Mortgage Payment		0		
Non MSHDA Financing Type:		**0**		
Base Project Cash Flow (excludes ODR)	5.18%	455	44,558	

Development Porter
Financing Tax Exempt
MSHDA No. 0
Step Notice of Intent to Apply
Date 02/14/2020
Type Acquisition/Rehab

Instructions

Income Limits for	Ingham County		(Effective April 24,2019)			
	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person
30% of area median	15,630	17,850	20,070	22,290	24,090	25,860
40% of area median	20,840	23,800	26,760	29,720	32,120	34,480
50% of area median	26,050	29,750	33,450	37,150	40,150	43,100
60% of area median	31,260	35,700	40,140	44,580	48,180	51,720

Rental Income

60% Area Median Income Units
Tenant AMI Restriction (if different from rent restriction)
MSHDA Project Based Voucher Units
Senior Occupancy

Unit	No. of Units	Unit Type	Bedrooms	Baths	Net Sq. Ft.	Contract Rent	Utilities	Total Housing Expense	Gross Rent	Current Section 8 Contract Rent	% of Gross Rent	% of Total Units	Gross Square Feet	% of Total Square Feet	TC Units Square Feet	Unit Type	Max Allowed Housing Expense	Rent Limited By	Differential: Under/ (over)	Differential %	Effective AMI%	Contract Rent/Sq. Foot
A	98	Apartment	1	1.0	630	726	38	764	853,776	726	100.0%	100.0%	61,740	100.0%	61,740		837	TC Rent	73	8.72%	54.8%	$1.15
B							0	0	0		0.0%	0.0%	0	0.0%	0		N/A	N/A	N/A	N/A	N/A	N/A
C							0	0	0		0.0%	0.0%	0	0.0%	0		N/A	N/A	N/A	N/A	N/A	N/A
D							0	0	0		0.0%	0.0%	0	0.0%	0		N/A	N/A	N/A	N/A	N/A	N/A
E							0	0	0		0.0%	0.0%	0	0.0%	0		N/A	N/A	N/A	N/A	N/A	N/A
F							0	0	0		0.0%	0.0%	0	0.0%	0		N/A	N/A	N/A	N/A	N/A	N/A
G							0	0	0		0.0%	0.0%	0	0.0%	0		N/A	N/A	N/A	N/A	N/A	N/A
H							0	0	0		0.0%	0.0%	0	0.0%	0		N/A	N/A	N/A	N/A	N/A	N/A
I							0	0	0		0.0%	0.0%	0	0.0%	0		N/A	N/A	N/A	N/A	N/A	N/A
J							0	0	0		0.0%	0.0%	0	0.0%	0		N/A	N/A	N/A	N/A	N/A	N/A
									853,776	726	100.0%	100.0%	61,740	100.0%	61,740							
Mgrs									0	726	0.0%	0.0%	0	0.0%	0							
													61,740		**61,740**							

Total Units	**98**
Income Average	60.00%
Set Aside	100.00%

Gross Rent Potential	**853,776**
Average Monthly Rent	**726**
Gross Square Footage	**61,740**

HOME Units SF/Total Units SF	0.0%	**Within Range**
# HOME Units/# Total Units	0.0%	**Within Range**

1

Annual Non-Rental Income

Misc. and Interest	
Laundry	6,000
Carports	1,000
Other:	
Other:	
	7,000

Utility Allowances

	Tenant-Paid	Owner-Paid	Owner-Paid	Owner-Paid			
	Electricity	A/C	Gas	Water/ Sewer	Other	Total	Overide
A	38	0	0	0	0	38	
B						0	
C						0	
D						0	
E						0	
F						0	
G						0	
H						0	

Total Income	**Annual**	**Monthly**
Rental Income	853,776	71,148
Non-Rental Income	7,000	583
Total Project Revenue	860,776	71,731

Development Porter
Financing Tax Exempt
MSHDA No. 0
Step Notice of Intent to Apply
Date 02/14/2020
Type Acquisition/Rehab

Instructions

TOTAL DEVELOPMENT COSTS

Item			Per Unit	Total	% in Basis	Included in Tax Credit Basis	Included in Historic TC Basis
Acquisition							
Land			6,735	660,000	0%	0	0
Existing Buildings			38,163	3,740,000	100%	3,740,000	0
Other:			0		0%	0	0
		Subtotal	**44,898**	**4,400,000**			
Construction/Rehabilitation							
Off Site Improvements			0		100%	0	0
On-site Improvements			0		100%	0	0
Landscaping and Irrigation			0		100%	0	0
Structures			45,000	4,410,000	100%	4,410,000	4,410,000
Community Building and/or Maintenance Facility			0		100%	0	0
Construction not in Tax Credit basis (i.e.Carports and Commercial Space			0		0%	0	0
General Requirements	% of Contract 6.00%	**Within Range**	2,700	264,600	100%	264,600	264,600
Builder Overhead	% of Contract 1.89%	**Within Range**	900	88,200	100%	88,200	88,200
Builder Profit	% of Contract 5.56%	**Within Range**	2,700	264,600	100%	264,600	264,600
Permits, Bond Premium, Tap Fees, Cost Cert.			898	88,000	100%	88,000	88,000
Other:			0		100%	0	0
		Subtotal	**52,198**	**5,115,400**			
		15% of acquisition and $15,000/unit test:		**met**			
Professional Fees							
Design Architect Fees			1,939	190,000	100%	190,000	190,000
Supervisory Architect Fees			765	75,000	100%	75,000	75,000
Engineering/Survey			102	10,000	100%	10,000	10,000
Legal Fees			1,684	165,000	100%	165,000	165,000
		Subtotal	**4,490**	**440,000**			
Interim Construction Costs							
Property & Causalty Insurance			714	70,000	100%	70,000	70,000
Construction Loan Interest	Override		2,495	244,513	15%	36,677	36,677
Title Work			663	65,000	100%	65,000	0
Construction Taxes			561	55,000	100%	55,000	55,000
Other:			0		100%	0	0
		Subtotal	**4,434**	**434,513**			
Permanent Financing							
Loan Commitment Fee to MSHDA		2%	1,328	130,186	0%	0	0
Other:			0		0%	0	0
		Subtotal	**1,328**	**130,186**			
Other Costs (In Basis)							
Application Fee			674	66,100	100%	66,100	66,100
Market Study			184	18,000	100%	18,000	18,000
Environmental Studies			459	45,000	100%	45,000	45,000
Cost Certification			375	36,750	100%	36,750	36,750
Equipment and Furnishings			107	10,500	100%	10,500	0
Temporary Tenant Relocation			2,100	205,800	100%	205,800	205,800
Construction Contingency			5,130	502,740	100%	502,740	502,740
Appraisal and C.N.A.			236	23,100	100%	23,100	23,100
Other:			0		100%	0	0
		Subtotal	**9,265**	**907,990**			
Other Costs (NOT In Basis)							
Start-up and Organization			61	6,000	0%	0	0
Tax Credit Fees (based on 2017 QAP)	25,772	**Within Range**	261	25,611	0%	0	0
Compliance Monitoring Fee (based on 2017 QAP)			475	46,550	0%	0	0
Marketing Expense			0		0%	0	0
Syndication Legal Fees			459	45,000	0%	0	0
Rent Up Allowance	0.0 months		0	0	0%	0	0
Other:			0		0%	0	0
		Subtotal	**1,257**	**123,161**			

Item			Per Unit	Total	% in Basis	Included in Tax Credit Basis	Included in Historic TC Basis
Project Reserves							
Operating Assurance Reserv	6.0 months	Funded in Cas	4,236	415,156	0%	0	0
Replacement Reserve		Required	700	68,600	0%	0	0
Operating Deficit Reserve		Not Required	0	0	0%	0	0
Rent Subsidy Reserve			0	0	0%	0	0
Syndicator Held Reserve			0	0	0%	0	0
Rent Lag Escrow			0	0	0%	0	0
Tax and Insurance Escrows			0	0	0%	0	0
Other:			0		0%	0	0
Other:			0		0%	0	0
		Subtotal	**4,936**	**483,756**			
Miscellaneous							
Deposit to Development Operating Account (1MGRF		Required	726	71,148	0%	0	0
Other (Not in Basis):			0	0	0%	0	0
Other (In Basis):			0	0	100%	0	0
Other (In Basis):			0	0	100%	0	0
		Subtotal	**726**	**71,148**			
Total Acquisition Costs			**44,898**	**4,400,000**			
Total Construction Hard Costs			**52,198**	**5,115,400**			
Total Non-Construction ("Soft") Costs			**26,436**	**2,590,754**			
Developer Overhead and Fee							
Maximum 1,449,641			**14,792**	**1,449,641**	100%	1,449,641	1,449,641
7.5% of Acquisition/Project Reserves		Override		**5% Attribution Test**			
15% of All Other Development Costs				met			
						LIHTC Basis	**Historic Basis**
Total Development Cost			**138,324**	**13,555,795**		**11,879,708**	**8,064,208**

TOTAL DEVELOPMENT SOURCES

Source		% of TDC	Per Unit	Total
MSHDA Permanent Mortgage		39.90%	55,197	5,409,298
Conventional/Other Mortgage		0.00%	0	0
Equity Contribution from Tax Credit Syndication		26.46%	36,607	3,587,437
MSHDA NSP Funds		0.00%	0	
MSHDA HOME or Housing Trust Funds		0.00%	0	
Mortgage Resource Funds		8.11%	11,224	1,100,000
Other MSHDA:		0.00%	0	
Local HOME		0.00%	0	
Income from Operations		2.46%	3,407	333,925
Other Equity	Historic Tax Credit Equity	6.65%	9,203	901,857
Transferred Reserves:		1.84%	2,551	250,000
Other:	Seller Note	9.21%	12,739	1,248,457
Other:		0.00%	0	
Deferred Developer Fee		5.35%	7,396	724,821
Total Permanent Sources				**13,555,795**

# of Units	Gap to Hard Debt Ratio
0.00	20%
0.00	

Deferred Dev Fee
50.00%

Sources Equal Uses?	**Balanced**
Surplus/(Gap)	**0**

3rd Party Construction Loan		52.00%	71,929	**7,049,013**
Construction Loan Rate	4.500%			
Repaid from equity prior to final closing				**1,639,715**

Eligible Basis for LIHTC/TCAP			**Value of LIHTC/TCAP**		
Acquisition	3,960,000		Acquisition	126,324	
Construction	8,198,927		Construction	261,546	Override
Acquisition Credit %		3.19%	Total Yr Credit	387,870	
Rehab/New Const Credit %		3.19%	Equity Price	$0.9250	
Qualified Percentage		100.00%	Equity Effective Price	$0.9250	Override
QCT/DDA Basis Boost		130%	Equity Contribution	3,587,437	
Historic?		Yes			

Existing Reserve Analysis	
DCE Interest:	
Insurance:	
Taxes:	
Rep. Reserve	250,000
ORC:	
DCE Principal:	
Other:	

Summary of Acquisition Price		As of	TBD
Attributed to Land	660,000	1st Mortgage Balance	1,110,000
Attributed to Existing Structure:	3,740,000	Subordinate Mortgage(s)	
Other:	0	Subordinate Mortgage(s)	
Fixed Price to Seller	4,400,000	Subordinate Mortgage(s)	
		Premium/(Deficit) vs Existing Debt	**3,290,000**

Construction Loan Term	Months
Construction Contract	12
Holding Period (50% Test)	6
Construction Loan Period	18

Appraised Value	Value As of:	
"Encumbered As-Is" value as determined by appraisal:		
Plus 5% of Appraised Value:		0
LESS Fixed Price to the Seller:		4,400,000
Surplus/(Gap)	**Out of Range**	(4,400,000)

Override

Initial Owner's Equity Calculation	
Equity Contribution from Tax Credit Syndication	3,587,437
Brownfield Equity	
Historic Tax Credit Equity	901,857
General Partner Capital Contributions	
Other Equity Sources	
New Owner's Equity	**4,489,294**

Development	Porter
Financing	Tax Exempt
MSHDA No.	0
Step	Notice of Intent to Apply
Date	02/14/2020
Type	Acquisition/Rehab

Amenities Check List

	Ceiling Fan				
	Coat Closet				
	Dishwasher				
	Exterior Storage				
	Frost Free Refridgerator				
	Garbage Disposal				
	Individual Entry				
	Microwave				
x	Mini-blinds				
	Patio/balcany				
x	Self-cleaning oven				
	Walk-in closet				
	Basketball Court				
	Playground				
	Clubhouse				
x	Community room				
x	Computer / Business Center				
x	Elevator				
	Exercise room				
x	On-site management				
	Picnic area				
	Other:				
x	Laundry Type:	Laundry room			
	Air Conditioning:				
x	Security: Lighting				
	Security: Intercom				
	Security: Other				
x	Carport	Fee ($):	$ 30	# of spaces:	55
	Attached Garage	Fee ($):		# of spaces:	
	Detached Garage	Fee ($):		# of spaces:	

Congregate Facilities

	24-hour on-site management
	Activities
x	Emergency Pullcord
	Healthcare services
	Housekeeping
	Activities director
	Library
	Movie theatre
	Transportation services

Development	Porter
Financing	Tax Exempt
MSHDA No.	0
Step	Notice of Intent to Apply
Date	02/14/2020
Type	Acquisition/Rehab

Replacement Reserve Analysis

Cost Inflation	103%
RR Period	20

Min. Deposit	68,600
15 Year	0
20 Year	0

Required Initial Deposit	**68,600**
Per Unit	**700**

Year	Starting Balance	RR Needs	Contribution	Net Annual Change	Interest	Ending Balance
1	68,600		29,400	29,400	2,058	100,058
2	100,058		30,282	30,282	3,002	133,342
3	133,342		31,190	31,190	4,000	168,532
4	168,532		32,126	32,126	5,056	205,715
5	205,715		33,090	33,090	6,171	244,976
6	244,976		34,083	34,083	7,349	286,408
7	286,408		35,105	35,105	8,592	330,105
8	330,105		36,158	36,158	9,903	376,167
9	376,167		37,243	37,243	11,285	424,695
10	424,695		38,360	38,360	12,741	475,796
11	475,796		39,511	39,511	14,274	529,581
12	529,581		40,696	40,696	15,887	586,165
13	586,165		41,917	41,917	17,585	645,667
14	645,667		43,175	43,175	19,370	708,212
15	708,212		44,470	44,470	21,246	**773,929**
16	773,929		45,804	45,804	23,218	842,951
17	842,951		47,178	47,178	25,289	915,418
18	915,418		48,594	48,594	27,463	991,474
19	991,474		50,052	50,052	29,744	1,071,270
20	1,071,270		51,553	51,553	32,138	**1,154,961**

Total Units	98
Interest Rate on Reserves	3%
Year 1 RR Deposits	300
Min Initial Deposit ($700/unit)	68600

Cash Flow Projections

Development Porter
Financing Tax Exempt
MSHDA No. 0
Step Notice of Intent to Apply
Date 02/14/2020
Type Acquisition/Rehab

	Initial Inflator	Starting in Yr	Future Inflator		2022 1	2	3	4	5	6	7	8	9	10
Income														
Annual Rental Income	1.0%	1	2.0%		853,776	870,852	888,269	906,034	924,155	942,638	961,490	980,720	1,000,335	1,020,341
Annual Non-Rental Income	1.0%	1	2.0%		7,000	7,140	7,283	7,428	7,577	7,729	7,883	8,041	8,202	8,366
Total Project Revenue					**860,776**	**877,992**	**895,551**	**913,462**	**931,732**	**950,366**	**969,374**	**988,761**	**1,008,536**	**1,028,707**
Expenses														
Vacancy Loss	3.0%	1	3.0%		25,613	26,126	26,648	27,181	27,725	28,279	28,845	29,422	30,010	30,610
Management Fee	3.0%	1	3.0%		52,332	53,902	55,519	57,185	58,900	60,667	62,487	64,362	66,293	68,281
Administration	3.0%	1	3.0%		109,260	112,538	115,914	119,391	122,973	126,662	130,462	134,376	138,407	142,560
Project-paid Fuel	3.0%	1	3.0%		28,000	28,840	29,705	30,596	31,514	32,460	33,433	34,436	35,470	36,534
Common Electricity	4.0%	1	3.0%		36,000	37,080	38,192	39,338	40,518	41,734	42,986	44,275	45,604	46,972
Water and Sewer	5.0%	1	5.0%		104,000	109,200	114,660	120,393	126,413	132,733	139,370	146,338	153,655	161,338
Operating and Maintenance	3.0%	1	3.0%		74,950	77,199	79,514	81,900	84,357	86,888	89,494	92,179	94,944	97,793
Real Estate Taxes	5.0%	1	5.0%		0	0	0	0	0	0	0	0	0	0
Payment in Lieu of Taxes (PILOT)					33,008	33,480	33,953	34,426	34,899	35,372	35,843	36,312	36,780	37,244
Insurance	3.0%	1	3.0%		26,600	27,398	28,220	29,067	29,939	30,837	31,762	32,715	33,696	34,707
Replacement Reserve	3.0%	1	3.0%		29,400	30,282	31,190	32,126	33,090	34,083	35,105	36,158	37,243	38,360
Other:	3.0%	1	3.0%		0	0	0	0	0	0	0	0	0	0
Other:	3.0%	1	3.0%		0	0	0	0	0	0	0	0	0	0
Subtotal: Operating Expenses					519,163	536,044	553,517	571,603	590,328	609,714	629,787	650,574	672,102	694,399
Debt Service														
Debt Service Part A					297,054	297,054	297,054	297,054	297,054	297,054	297,054	297,054	297,054	297,054
Debt Service Conventional/Other Financing					0	0	0	0	0	0	0	0	0	0
Total Expenses					**816,218**	**833,099**	**850,571**	**868,658**	**887,382**	**906,768**	**926,842**	**947,629**	**969,156**	**991,454**
Cash Flow/(Deficit)					**44,558**	**44,893**	**44,980**	**44,805**	**44,350**	**43,598**	**42,532**	**41,132**	**39,380**	**37,253**
Cash Flow Per Unit					455	458	459	457	453	445	434	420	402	380
Debt Coverage Ratio on Part A Loan					1.15	1.15	1.15	1.15	1.15	1.15	1.14	1.14	1.13	1.13
Debt Coverage Ratio on Conventional/Other Financing					N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Interest Rate on Reserves	3%				Average Cash Flow as % of Net Income									
Operating Deficit Reserve (ODR) Analaysis														
Maintained Debt Coverage Ratio (Hard Debt)	1.00													
Maintained Operating Reserve (No Hard Debt)	250			Initial Deposit										
Initial Balance				**7,047**	7,047	7,258	7,476	7,700	7,931	8,169	8,414	8,667	8,927	9,194
Total Annual Draw to achieve 1.0 DCR					0	0	0	0	0	0	0	0	0	0
Total Annual Deposit to achieve Maintained DCR					(0)	0	0	0	0	0	0	0	0	0
Total 1.0 DCR and Maintained DCR					(0)	0	0	0	0	0	0	0	0	0
Interest					211	218	224	231	238	245	252	260	268	276
Ending Balance at Maintained DCR					7,258	7,476	7,700	7,931	8,169	8,414	8,667	8,927	9,194	9,470
Maintained Cash Flow Per Unit					455	458	459	457	453	445	434	420	402	380
Maintained Debt Coverage Ratio on Part A Loan					1.15	1.15	1.15	1.15	1.15	1.15	1.14	1.14	1.13	1.13
Maintained Debt Coverage Ratio on Conventional/Other					N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Standard ODR				**0**										
Non-standard ODR				**7,047**										
Operating Assurance Reserve Analysis				408,109										
Required in Year:	1			Initial Deposit										
Initial Balance				**408,109**	408,109	420,352	432,963	445,952	459,330	473,110	487,303	501,922	516,980	532,490
Interest Income					12,243	12,611	12,989	13,379	13,780	14,193	14,619	15,058	15,509	15,975
Ending Balance					420,352	432,963	445,952	459,330	473,110	487,303	501,922	516,980	532,490	548,464
Deferred Developer Fee Analysis														
Initial Balance					724,821	680,263	635,370	590,389	545,585	501,235	457,637	415,105	373,973	334,593
Dev Fee Paid					44,558	44,893	44,980	44,805	44,350	43,598	42,532	41,132	39,380	37,253
Ending Balance Repaid in yı	#N/A				680,263	635,370	590,389	545,585	501,235	457,637	415,105	373,973	334,593	297,339
Mortgage Resource Fund Loan														
Interest Rate on Subordinate Financing	3%			Initial Balance										
Principal Amount of all MSHDA Soft Funds				**1,100,000**	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
Current Yr Int					33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000
Accrued Int					0	33,000	66,000	99,000	132,000	165,000	198,000	231,000	264,000	297,000
Subtotal				% of Cash Flow	1,133,000	1,166,000	1,199,000	1,232,000	1,265,000	1,298,000	1,331,000	1,364,000	1,397,000	1,430,000
Annual Payment Due				**50%**	0	0	0	0	0	0	0	0	0	0
Year End Balance					1,133,000	1,166,000	1,199,000	1,232,000	1,265,000	1,298,000	1,331,000	1,364,000	1,397,000	1,430,000

Cash Flow Projections

	Initial Inflator	Starting in Yr	Future Inflator		11	12	13	14	15	16	17	18	19	20
Income														
Annual Rental Income	1.0%	1	2.0%		1,040,748	1,061,563	1,082,794	1,104,450	1,126,539	1,149,070	1,172,051	1,195,493	1,219,402	1,243,790
Annual Non-Rental Income	1.0%	1	2.0%		8,533	8,704	8,878	9,055	9,236	9,421	9,609	9,802	9,998	10,198
Total Project Revenue					**1,049,281**	**1,070,267**	**1,091,672**	**1,113,506**	**1,135,776**	**1,158,491**	**1,181,661**	**1,205,294**	**1,229,400**	**1,253,988**
Expenses														
Vacancy Loss	3.0%	1	3.0%		31,222	31,847	32,484	33,134	33,796	34,472	35,162	35,865	36,582	37,314
Management Fee	3.0%	1	3.0%		70,330	72,440	74,613	76,851	79,157	81,532	83,977	86,497	89,092	91,764
Administration	3.0%	1	3.0%		146,836	151,241	155,779	160,452	165,266	170,224	175,330	180,590	186,008	191,588
Project-paid Fuel	3.0%	1	3.0%		37,630	38,759	39,921	41,119	42,353	43,623	44,932	46,280	47,668	49,098
Common Electricity	4.0%	1	3.0%		48,381	49,832	51,327	52,867	54,453	56,087	57,769	59,503	61,288	63,126
Water and Sewer	5.0%	1	5.0%		169,405	177,875	186,769	196,108	205,913	216,209	227,019	238,370	250,288	262,803
Operating and Maintenance	3.0%	1	3.0%		100,727	103,748	106,861	110,067	113,369	116,770	120,273	123,881	127,597	131,425
Real Estate Taxes	5.0%	1	5.0%		0	0	0	0	0	0	0	0	0	0
Payment in Lieu of Taxes (PILOT)					37,706	38,162	38,615	39,061	39,501	39,934	40,358	40,774	41,179	41,572
Insurance	3.0%	1	3.0%		35,748	36,821	37,925	39,063	40,235	41,442	42,685	43,966	45,285	46,643
Replacement Reserve	3.0%	1	3.0%		39,511	40,696	41,917	43,175	44,470	45,804	47,178	48,594	50,052	51,553
Other:	3.0%	1	3.0%		0	0	0	0	0	0	0	0	0	0
Other:	3.0%	1	3.0%		0	0	0	0	0	0	0	0	0	0
Subtotal: Operating Expenses					717,496	741,422	766,211	791,896	818,512	846,095	874,684	904,318	935,038	966,888
Debt Service														
Debt Service Part A					297,054	297,054	297,054	297,054	297,054	297,054	297,054	297,054	297,054	297,054
Debt Service Conventional/Other Financing					0	0	0	0	0	0	0	0	0	0
Total Expenses					**1,014,550**	**1,038,477**	**1,063,266**	**1,088,951**	**1,115,566**	**1,143,150**	**1,171,739**	**1,201,372**	**1,232,093**	**1,263,942**
Cash Flow/(Deficit)					**34,731**	**31,790**	**28,407**	**24,555**	**20,209**	**15,341**	**9,922**	**3,922**	**(2,692)**	**(9,954)**
Cash Flow Per Unit					354	324	290	251	206	157	101	40	(27)	(102)
Debt Coverage Ratio on Part A Loan					1.12	1.11	1.10	1.08	1.07	1.05	1.03	1.01	0.99	0.97
Debt Coverage Ratio on Conventional/Other Financing					N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Interest Rate on Reserves	3%													
Operating Deficit Reserve (ODR) Analaysis														
Maintained Debt Coverage Ratio (Hard Debt)	1.00													
Maintained Operating Reserve (No Hard Debt)	250			Initial Deposit										
Initial Balance				**7,047**	9,470	9,754	10,047	10,348	10,659	10,979	11,308	11,647	11,997	9,664
Total Annual Draw to achieve 1.0 DCR					0	0	0	0	0	0	0	0	(2,692)	(9,954)
Total Annual Deposit to achieve Maintained DCR					0	0	0	0	0	0	0	0	0	0
Total 1.0 DCR and Maintained DCR					0	0	0	0	0	0	0	0	(2,692)	(9,954)
Interest					284	293	301	310	320	329	339	349	360	290
Ending Balance at Maintained DCR					9,754	10,047	10,348	10,659	10,979	11,308	11,647	11,997	9,664	**(0)**
Maintained Cash Flow Per Unit					354	324	290	251	206	157	101	40	0	0
Maintained Debt Coverage Ratio on Part A Loan					1.12	1.11	1.10	1.08	1.07	1.05	1.03	1.01	1.00	1.00
Maintained Debt Coverage Ratio on Conventional/Other					N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Standard ODR				**0**										
Non-standard ODR				**7,047**										
Operating Assurance Reserve Analysis				408,109										
Required in Year:	1			Initital Deposit										
Initial Balance				**408,109**	548,464	564,918	581,866	599,322	617,301	635,820	654,895	674,542	694,778	715,621
Interest Income					16,454	16,948	17,456	17,980	18,519	19,075	19,647	20,236	20,843	21,469
Ending Balance					564,918	581,866	599,322	617,301	635,820	654,895	674,542	694,778	715,621	737,090
Deferred Developer Fee Analysis														
Initial Balance					297,339	262,608	230,818	202,412	177,857	157,648	142,306	132,384	128,462	128,462
Dev Fee Paid					34,731	31,790	28,407	24,555	20,209	15,341	9,922	3,922	FALSE	FALSE
Ending Balance	Repaid in y€ #N/A				262,608	230,818	202,412	177,857	157,648	142,306	132,384	128,462	128,462	128,462
Mortgage Resource Fund Loan														
Interest Rate on Subordinate Financing	3%			Initial Balance										
Principal Amount of all MSHDA Soft Funds				**1,100,000**	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
Current Yr Int					33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000
Accrued Int					330,000	363,000	396,000	429,000	462,000	495,000	528,000	561,000	594,000	627,000
Subtotal				% of Cash Flow	1,463,000	1,496,000	1,529,000	1,562,000	1,595,000	1,628,000	1,661,000	1,694,000	1,727,000	1,760,000
Annual Payment Due				**50%**	0	0	0	0	0	0	0	0	0	0
Year End Balance					1,463,000	1,496,000	1,529,000	1,562,000	1,595,000	1,628,000	1,661,000	1,694,000	1,727,000	1,760,000

RESOLUTION #2020-###
BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

Approval to Accept $10,000 Public Art for Communities Grant

WHEREAS, The City of Lansing has recognized, through the enactment of the City of Lansing Public Art Policy established by Executive Order 2019-06, the importance of promoting art in public spaces and public facilities; and

WHEREAS, as stated in Executive Order 2019-06, the City of Lansing has determined that art placed in public spaces animates public and private spaces, rejuvenates structures and streetscapes, improves local business viability and public safety, and brings diverse people together to celebrate and inspire; and

WHEREAS, as stated in Executive Order 2019-06, where possible, the City of Lansing will incorporate or work with outside parties to incorporate art into the interior spaces of public facilities and into the design of all public buildings, ways, bridges, parks, plazas, or other public spaces; and

WHEREAS, the Public Art for Communities Grant program, funded by the Lansing Economic Area Partnership (LEAP) and the PNC Foundation, supports the creation and installation of a public art piece for year-round public display in a highly visible strategic location; and

WHEREAS, the Lansing Economic Development Corporation (LEDC) applied for the Public Art for Communities Grant on behalf of the City of Lansing for the 2020 grant period; and

WHEREAS, through a competitive process, the Lansing Economic Area Partnership (LEAP) awarded the City of Lansing a $10,000 Public Art for Communities Grant to be used for the installation of public art in Reutter Park; and

WHEREAS, The City of Lansing has in the application agreed to provide in-kind services in the form of art piece installation and maintenance; and

WHEREAS, pending approval by the Lansing Brownfield Redevelopment Authority (LBRA) Board, the LBRA will provide $5,000 in matching funds for the project.

NOW, THEREFORE, BE IT RESOLVED, The Lansing City Council approves acceptance of, and the mayor is authorized to execute any necessary agreements for, the Lansing Economic Area Partnership (LEAP) and PNC Foundation's Public Art for Communities Grant in the total amount of $10,000.00 for the 2020 grant period for the City of Lansing.

BE IT FINALLY RESOLVED, the Administration is authorized to receive the funds, create the necessary accounts, and make the necessary transfers for their administration in accordance with the requirements of the grantor.

Andy Schor
Mayor

City Hall - 9th Floor
124 W. Michigan Avenue
Lansing, MI 48933-1694
PH: 517.483.4141 – FAX: 517.483.6066
Lansing.Mayor@lansingmi.gov

Andy Schor, Mayor

OFFICE OF THE MAYOR
CITY OF LANSING, MICHIGAN

January 24, 2020

Lansing Economic Area Partnership
1000 South Washington Avenue, Suite 201
Lansing, MI 48910

Sent electronically to: Dillon Rush, Tri-County Development & Place Making Manager

RE: MUNICIPAL LETTER OF SUPPORT REUTTER PARK PUBLIC ART APPLICATION

Dear Mr. Rush:

The City of Lansing is pleased to extend this letter of support to LEAP and PNC Foundation for the Reutter Park Public Art for Communities Grant application. As partners with the Lansing Economic Area Partnership (LEAP), we were excited to learn from LEAP about this opportunity to enhance the art and culture community for our region and our city.

The City of Lansing encourages place making efforts in order to make our community a unique place enjoyed by residents, local businesses, and visitors to the area. To this end, I created the Mayor's Arts and Culture Commission in 2018 which wrote and administers Lansing's Public Art Policy. This policy confirms the City's focus on enhancing the public realm through the placement of public art for community enjoyment. I believe that Reutter Park is the ideal location for Lansing's next public art piece because of its connectivity to the urban core and direct proximity to new developments aiming to attract new residents and businesses to the city. With the support of the Public Art for Communities Grant, the addition of public art to Reutter Park will strengthen the area's sense of place and create a positive environment that is welcoming to all.

Again, we are thrilled to be considered for the Public Art for Communities Grant. Please feel free to contact me at 517-483-4141 or lansing.mayor@lansingmi.gov.

Sincerely,

Andy Schor
Mayor

01/31/2020

Mr. Dillon Rush
Tri-County Development & Placemaking Manager
Lansing Economic Area Partnership (LEAP)
1000 South Washington Avenue, Suite 201
Lansing, MI 48910

RE: REQUEST FOR PROPOSALS – PUBLIC ART FOR COMMUNITES 2020

Dear Mr. Rush,

The Lansing Economic Development Corporation (LEDC) is pleased to present a proposal for your review on behalf of the City of Lansing. We look forward to partnering with LEAP and the PNC Foundation to create a public art piece in downtown Lansing with the LEAP Public Art for Communities program. Receiving this grant would allow the City of Lansing to install a public art piece in Reutter Park to help enhance the identity of the park both visually and socially as a gathering place.

Reutter Park is known for its historical fountain, its proximity to the Michigan State Capitol, the Capital Area District Library, and its three acres of open green space in the middle of the urban core. Reutter Park has recently been a focus of conversation for revival efforts. With the new and planned addition of nearby apartments, commercial spaces, and transportation improvements, the park can become a major gathering place for residents, workers, and visitors. Enhancing Reutter Park is a City of Lansing priority and installation of public art would be instrumental in enhancing the area's sense of place. Our request for funding an art piece will be the staple in developing the community center potential in Reutter Park.

We appreciate the support of LEAP and the PNC Foundation in helping the City of Lansing strengthen arts and culture in Lansing's prominent downtown park. Please give me call at 517-331-2773 if you require any further information or have any questions concerning this proposal. Thank you for your consideration.

Thank You,

Rachel McIlvaine

Rachel McIlvaine

Public Art for Communities 2020 Grant Application
City of Lansing - Reutter Park
Lansing Economic Development Corporation

Narrative of the municipality's efforts and priority of placemaking initiatives:
As the region's central urban core, placemaking in the City of Lansing is critical in shaping the identity of the capital region. As such, the City of Lansing prioritizes public art and placemaking efforts throughout the city and has made great strides in recent years.

Lansing's riverfront has been a key focus of placemaking initiatives. The recent completion of Rotary Park represented a significant placemaking effort. It includes an ADA kayak launch, a beach, a plaza with a fireplace, a lighted forest, and much more, shaping the park into a true destination for residents and visitors. As one of the city's most important recreational and environmental amenities, creating a sense of place along the Lansing River Trail is important. One popular effort, "ARTpath," temporarily transformed a 3.5 mile stretch of the trail into a walkable gallery, featuring sites and art pieces.

Key corridors throughout the city are also undergoing transformation. The city is proud to support four Corridor Improvement Authorities (CIA), which aim to revitalize and improve business and pedestrian environments along the city's most important corridors. In 2019, development and finance plans for the Michigan Avenue CIA and the Saginaw CIA were approved and CIAs for North Grand River and South MLK were created. These CIAs will enable more concerted placemaking efforts in several of Lansing's most visible areas. In addition to Corridor Improvement Authorities, the city implements a Façade Improvement Program to support local business owners in revitalizing highly visible building facades. This program provides targeted assistance to improve the appearance and structural conditions of facades, which will improve sense of place in key areas throughout the city.

In collaboration with LEAP and the Arts Council of Greater Lansing, the city funds the First Impressions Grant Program which includes the Arts Impact Program, Arts Project Grants, and Mini Pocket Grants for Art. Originally launched in 2013 as the Sense of Place Grant, these programs have supported many impactful placemaking art projects throughout the city. Notable projects include "Below the Stacks" (10 collaborative murals telling Lansing's story in neighborhoods throughout the city), "Lansing Sidewalk Poetry" (etchings of 8 local poems into high visibility sidewalks throughout the city), "Portrait of a Dreamer" (massive stainless steel sculpture located on Michigan Avenue downtown), bike lane murals throughout REO Town, and many free pop-up concerts by the Lansing Symphony Orchestra. The city sees investing in the arts as critical in defining Lansing as a cultural center and promoting creativity and inclusivity.

Past support from the Public Art for Communities Grant has allowed the City of Lansing to further shape its sense of place. Most recently, the Capital Region International Airport's impressive Gateway to Inclusion sculpture was partially funded through this award. The impact of this massive piece cannot be understated. The Public Art for Communities Grant has been instrumental in Lansing's placemaking efforts and will be critical in continuing the positive momentum.

Description on how the public art piece will contribute to the distinct identity for the area and specific placement:
Due to the success of previous public art projects in Lansing, the city sees great value in continuing to invest in public art pieces as a placemaking tool to add to the community's enjoyment of public spaces. Looking to the future, Reutter Park is the ideal location for a transformative public art piece because of

its ability to significantly impact the way thousands of community members experience downtown Lansing.

After years of underuse, a wave of redevelopment activity downtown is drawing attention back to Reutter Park. The area directly adjacent to the park is undergoing a rapid transformation: two new mixed-use housing developments will add over 300 new housing units to the neighborhood by 2022, half of which will come online in 2020. The Metro Place development and the 500 Block redevelopment will both add apartment units in direct proximity to the park. Ample office/commercial space will be available as well. The 500 Block redevelopment project involves the renovation of the former Lake Trust Building, which will create 23,461 sf of office and commercial space by August 2021. In addition, 3,500 sf of office and commercial space will be incorporated in the construction of the project, which will be completed in May 2022.

Metro Place Development on the Corner of W. Lenawee Street & Townsend Street

Interest in renovating Reutter Park has surged in anticipation of the new residents, visitors, and businesses coming into the area. The park's location means that it will serve as the gateway to downtown Lansing. Its revitalization is critical to continuing the area's forward momentum and defining the neighborhood's identity. As development reshapes the surrounding blocks, the city has identified Reutter Park as a priority for placemaking efforts in the Parks and Recreation Department's 5 Year Plan.

The addition of public art to Reutter Park's renovation would enhance the park's identity, foster inclusiveness, and strengthen the neighborhood's sense of place. The placement of a public art piece in the park would both speak to Lansing's heritage and reflect the opportunity for growth in the future. Art would become the centerpiece of the park's revitalization and a defining feature of the neighborhood.

Examples of other placemaking initiatives in the community:

The installation of this public art piece will serve as just the first step in the City's placemaking initiative in Reutter Park. Based on public input gathered from public visioning sessions, the park will be upgraded to offer more community amenities, as well as increased programming. A modern playground, as shown in the rendering, will be installed in the park's northern quadrant. Electric service and new outdoor furniture will be installed in the park's southern quadrant to better accommodate the weekly provision of community services to the homeless. A fundraising effort to fully rehab and restore the park's iconic fountain will kick off later this year. These planned upgrades will allow the park to become a more inviting and inclusive greenspace for downtown community.

The city's timeline for planning improvements to the park aligns with the timeline of the Public Art for Communities Grant's implementation, allowing for maximum coordination and collaboration in the process. The addition of public art during such a critical time in Reutter Park's development will strengthen the park's connection to the surrounding community and maximize the impact of the art piece.

Discussion of how the art piece located at a specific place will enhance business development efforts and attract/retain talent and new businesses to that specific area:

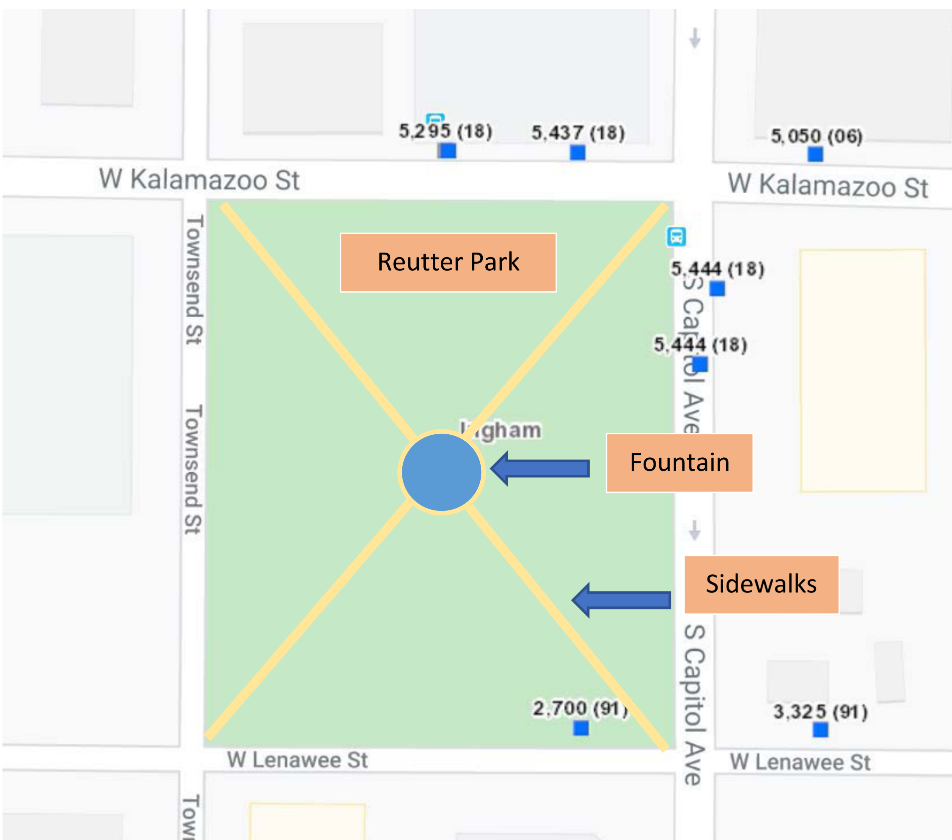
Just one block away from the Michigan State Capitol Building, Reutter Park offers urban greenspace and a venue for public art that is accessible to all members of the Downtown Lansing community. Its location is convenient to downtown businesses, State of Michigan offices, Lansing City Hall, the CATA bus station, and the Capital Area District Library. Because of its proximity to employment hubs, downtown amenities, community services, and new residential developments, the park has the potential to inspire people of all backgrounds to live, work, and play downtown Lansing.

Reutter Park's unique positioning between Lansing's downtown core and several new developments gives it the opportunity to attract new residents and businesses to these developments, spur further economic development in the area, and define the identity of the neighborhood. Providing a beautiful community space with public art and amenities is a powerful tool in enhancing business and resident retention and attraction. Sense of place is a key factor in where talent locates, and talent attracts business. Reutter Park will be the most accessible green space for the area's new residents and businesses. Improving the park's sense of place will attract talent and business activity and improve the area's economic vitality.

The installation of a public art piece, in addition to the other planned placemaking activities, will significantly improve the attractiveness of locating businesses near the park. Reutter Park's high visibility location as the gateway to downtown makes it the ideal location for placement of an impactful public art piece.

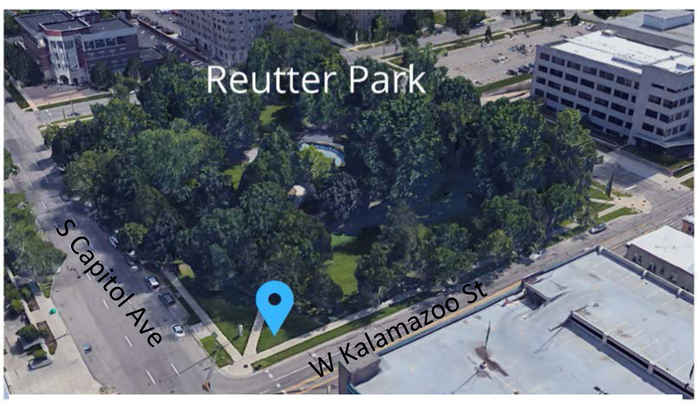
Information related to the visibility of the location (traffic counts, pedestrian counts, etc.):
Reutter Park includes 3 acres of green space in the heart of Lansing's urban core. It is bordered by S Capitol Avenue, W Kalamazoo St, Townsend St, and Lenawee St. Apartments, commercial offices, and restaurants are all within steps of the park, making it the perfect gathering place for a quick lunch break, an after-work meeting spot, or a weekend hang-out. This urban park will only become more popular with the new apartment buildings and commercial spaces under construction across the street. The park has sidewalks on all four sides and originating in each corner connecting to the central fountain. This makes the park a natural shortcut for pedestrians walking to and from their destinations downtown.

Annual average daily vehicular traffic count (AADT) data for the streets surrounding Reutter Park is available from the year 2018. An average of the data points from W Kalamazoo St and S Capitol Ave is 5441 vehicles per day. This data was provided by the Tri-County Regional Planning Commission Traffic Count Database. It is important to note, however, that Capitol Avenue will be transitioning from a one-way to a two-way street later this year. This change is expected to increase the traffic count along Capitol. S Capitol Avenue and W Kalamazoo Street are the busiest streets surrounding the park and the proposed art piece location is at the corner of the park where they meet. The AADT data collection points can be seen on the map below, with the year collected indicated in parentheses after the traffic count number:



Description, including photo or map, of the location of the public art piece:
Reutter Park is split symmetrically into four quadrants with sidewalks leading from each corner to the middle of the park. The park's main entrance is the northeast corner at the intersection of W Kalamazoo St and S Capitol Ave, while the southeast and southwest corners will serve as the entrances to the park for residents and businesses located in the new 500 Block and Metro Place developments, respectively. Outdoor furniture and infrastructure to support the provision of services to the homeless will be installed in the park's southern quadrant and the new playground will be located in the northern quadrant.

We propose placing the art piece at the park's northeast corner to maximize its visibility and impact. The art will serve as a gateway into the park at its most popular entrance. We are also open to proposals for a 4-part series, with the most prominent piece located at the northeast corner and smaller pieces in other corners. This would maintain the park's symmetrical character and further increase visibility of the art.



Views of Reutter Park's northeast corner, at the intersection of S Capitol Ave and W Kalamazoo St

Plans to seek matching dollars from the private sector or community in the form of crowd funding or contribution (matching dollars are not required but encouraged):
The City will fund the installation cost of the art piece, estimated at $500 - $4000 dependent on the artist's design. The Lansing Brownfield Redevelopment Authority will provide matching funds of $5,000. If awarded, we will reach out to additional stakeholders located near Reutter Park regarding their willingness to support this art piece. Potential partners will include but are not limited to the developers of both the new mixed-use buildings, the District Library, Downtown Lansing Inc., and the Friends of Reutter Park.

Plans to seek in-kind support for the project in the form of landscaping, maintenance, lighting, etc.:
This project represents a collaboration between the City's Public Services Department and Parks and Recreation Department. Both departments have already committed their support of this project and will

work together to ensure that the art is appropriately maintained. Reutter Park is well lit, and landscaping and maintenance activities are performed regularly.

Submission of a site prep outline, physical foundation development, continuous maintenance plan, insurance/liability issues and final installation budget and plan:
This art piece will be covered by the City of Lansing's insurance policy. The Public Services Department will prep the site and install the piece and foundation, and the Parks and Recreation Department will perform regular maintenance to ensure the art remains in good condition.

Below is an estimated budget for the creation and installation of the public art. Rather than being paid by the $10,000 grant award, installation costs will be covered by the City. The $10,000 grant and any additional funds raised will go toward the cost of the art and the artist's fee, shown in the table below:

Installation and Site Prep Cost (1 art piece)	$500-$1000 city funds
Installation and Site Prep Cost (4-part series)	$2000-$4000 city funds
Art Piece + Artist Fee	$10,000 grant + $5,000 LBRA match + all additional $ fundraised

Evidence of existence and/or adoption of a public art policy for the community:
The City of Lansing is proud to support public art and placemaking. On August 2, 2019, Mayor Schor issued an Executive Order approving the City of Lansing Public Art Policy and Guidelines as created by the Mayor's Arts and Culture Commission. This Executive Order amended the City's previous art policy, which had been in place since 2014. The policy's goals include "Enhance the urban environment and public spaces throughout the City; Provide public art of exceptional quality which adds to the community's vibrancy and identity of the area; Use public art as a means to foster the community's sense of spirit, pride, and development; Integrate public art into new City facilities," among others. Links to the Executive Order and press release are included below:

https://lansingmi.gov/DocumentCenter/View/8468/Public-Art-Executive-Order

https://www.lansingmi.gov/DocumentCenter/View/8268/PR-Public-Art-Policy-August-12-2019

Description of community plans to jury the artists/art pieces, suggestions for committee members that will draft the RFP and/or jury the pieces:
Should this application be successful, the LEDC will engage with the Mayor's Arts and Culture Commission Public Art Committee to follow the process as outlined in the City of Lansing's Public Art Policy Guidelines. The MAACC Public Art Committee will facilitate the RFP and the selection of members for the Artist Selection Panel. The Lansing Parks Board will also review the selected art piece and craft a recommendation to the Mayor, who will give final approval.

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STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

Friday, April 17, 2020

Sandra Boscia, Applicant
c/o FAMILY DOLLAR STORES OF MICHIGAN, LLC (A VIRGINIA LIMITED LIABILITY COMPANY)
sboscia@familydollar.com

RID # RQ-2004-05970 **Reference/Transaction:** NEW SDM LICENSE ISSUED UNDER MCL 436.1533(5); NEW SUNDAY SALES PERMIT (AM) AT 1625 W MOUNT HOPE AVE, LANSING, MI 48910-2650 IN LANSING CITY IN INGHAM COUNTY

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: FAMILY DOLLAR STORES OF MICHIGAN, LLC (A VIRGINIA LIMITED LIABILITY COMPANY)

Business address and phone number: 1625 W MOUNT HOPE AVE, LANSING, MI 48910-2650 IN LANSING CITY IN INGHAM COUNTY

Home address and phone number of partner(s)/subordinates:
Family Dollar, Inc.; 500 Volvo Pkwy Chesapeake VA 23320; Business phone: 757-321-5000

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (517) 284-6330

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

cc: LANSING CITY chris.swope@lansingmi.gov