### HOUSING INC.







**RFP 836** 

**City Of Ann Arbor Housing Commission** 

Request for Proposal for Affordable Housing Development Consultant and Co-Developer

**Proposal for Co-Developer** 

MHT Housing, Inc.

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gus 533 css2

vantox@mhthousing.net



#### An Affordable Housing Corporation Serving Michigan's Housing Needs

November 6, 2012

City of Ann Arbor Procurement Unit, 5th Floor 301 East Huron Street P.O. Box 8647 Ann Arbor, MI 48107

RE: MHT Housing, Inc.'s Letter of Interest as Co-Developer under the AAHC RFP 836.

To Whom It May Concern,

MHT Housing, Inc. ("MHT") is pleased to provide its submission as the proposed Co-Developer under the Ann Arbor Housing Commission's RFP 836. In accordance with the Ann Arbor Housing Commission's ("AAHC") submission requirements, MHT understands and accepts the scope of services set forth under the RFP, and is fully prepared to commit to performing these services expeditiously as Co-Developer.

MHT has more than 20-years of experience in developing affordable housing throughout Michigan, and, more recently, in Wisconsin and Pacific Northwest. Over the years we have cultivated productive relationships with the top syndicators and lenders in the Low Income Housing Tax Credit industry, and in the communities where we operate. We are in excellent standing with MSHDA and the regional HUD office in Detroit. In addition – and apart from our own portfolio – we enjoy a privileged reputation for our success in consulting with and assisting institutional owners in resolving operational issues associated with their under-performing properties.

MHT welcomes the opportunity to work closely with the AAHC to meet its goals for affordable housing. We believe our years of experience as a sponsor, developer and owner of successful affordable housing apartment communities uniquely qualifies us as Co-Developer. We believe that our commitment to a collaborative process will more than meet the objectives outlined in the

RFP. As an aside, we were pleased to learn that Bob Zinser will be providing you with his submission to serve as Consultant under the RFP. We worked closely with Bob on the sponsorship of a new construction project in Ann Arbor over the past year, and we are confident that Bob would attest to our collaborative approach in joint ventures. We would certainly welcome Bob's inclusion to the team if we are both selected.

Finally, we believe it is important to underscore that our operational success as a developer and owner is due to the excellent property management and compliance services provided by Continental Management. Their trusted performance is integral to our underwriting, and greatly influences our willingness to provide the level of guaranties now required by lenders and investors. Continental Management is widely respected for its professionalism and expertise throughout Michigan, is regarded as a top management company by MSHDA, and was recently named one to the top places to work in the Detroit Free Press. We look forward to better acquainting the AAHC to Continental Management if MHT is selected as Co-Developer.

Thank you for this opportunity to respond as proposed Co-Developer to the RFP.

Sincerely,

T. Van Fox

President, MHT Housing, Inc.

Cc Christopher Bric, Executive Vice President

Project Location (City/State)	Project Name	Owner	Project Size
Detroit, MI	Village Park	Village Park/MHT LDHA, LLC	57
Development Type	Income Levels Served	Ownership Type	Project Cost
(high rise, townhomes)		·	
High Rise	60% AMI and below	Limited Dividend Housing Association, LLC	11,140,241

Subcomponents of Project	Involved? (Yes, No, N/A)	Role
Establish Development Team		
(architect, legal etc.)	Yes	Selected all members of development team including contractor, architect, engineer and legal.
Legal Structure		
	Yes	Created legal structure and entity
Partnerships	NA	
Market Study	Yes	Ordered market study from MSHDA approved agent
Site Analysis	Yes	Conducted preliminary site review and analysis
Environmental Review	Yes	Ordered ESA from MSHDA approved agent
Operating Pro Forma		
	Yes	Developed Operating Pro-forma
Secure Financing		
(include all sources below)		
1:MSHDA Perm	Yes	Secured financing
2: NSP 1 & 3	Yes	Secured financing
3: State and Federal Historic	Yes	Secured financing
4: Home Funds	Yes	Secured financing
5: Brownfield	Yes	Secured financing
Site Plan Approval	Yes	Obtained site plan approval from city
Guarantees		
	Yes	Provide guarantees for project financing
Scope of Construction Work	Yes	Develop scope of work and construction budget
Construction Oversight	Yes	Oversee contractors through duration of project
Section 3		
	Yes	Oversee Section 3 compliance
Davis-Bacon		
	Yes	Oversee Davis-Bacon compliance
Relocation		
	Yes	Oversaw temporary tenant relocation during construction
Marketing and Lease Up	Voc	
Danie anti- Maria	Yes	MHT oversees marketing and lease-up program  Continental Management is the management company and is owned by T. Van Fox,
Property Management	Yes	the president of MHT Housing. Continental & MHT will work closely to manage the asset.

Project Location (City/State) Highland Park, MI	Project Name Benjamin Manor	Owner Benjamin Manor/MHT LDHA LLC	Project Size 81 units
Development Type	Income Levels Served	Ownership Type	Project Cost
(high rise, townhomes)			
Townhomes	60% AMI or below	limited dividend housing association, LLC	7,167,119

Subcomponents of Project	Involved? (Yes, No, N/A)	Role
Establish Development Team		Selected all members of development team including contractor, architect, engineer and legal
(architect, legal etc.)	Yes	council.
Legal Structure		
	Yes	Developed legal structure and entity
Partnerships		
	NA	
Market Study	Yes	Ordered market study from MSHDA approved agent
Site Analysis	Yes	Conducted preliminary site review and analysis
Environmental Review	Yes	Ordered ESA from MSHDA approved agent
Operating Pro Forma		
	Yes	Developed Operating Pro-Forma
Secure Financing		
(include all sources below)		
1: MSHDA	Yes	Secured financing
2: NSP 2 City of Highland Pk.	Yes	Secured financing
3: NSP 1 MSHDA	Yes	Secured financing
4:		
5:		
Site Plan Approval		
	Yes	Obtained site plan approval from city
Guarantees		
*	Yes	Provide guarantees for project financing
Scope of Construction Work	Yes	Develop scope of work and construction budget
Construction Oversight		
	Yes	Oversee construction contractor through duration of project
Section 3		
	Yes	Oversee Section 3 compliance
Davis-Bacon		
	Yes	Oversee Davis Bacon compliance
Relocation		
	NA	No relocation was required during renovation
Marketing and Lease Up		
	Yes	MHT oversees marketing and lease up
Property Management		Continental Management is the management company and is owned by T. Van Fox,
	Yes	the President of MHT Housing. Continental & MHT will work closely to manage the asset.

Project Location (City/State) Highland Park, MI	Project Name Highland Manor	Owner Highland Manor/MHT LDHA LP	Project Size 48 units
Development Type	Income Levels Served	Ownership Type	Project Cost
(high rise, townhomes)			
Apartments	60% AMI and below	Limited Dividend Housing Association, LP	6,099,094

Subcomponents of Project	Involved? (Yes, No, N/A)	Role
Establish Development Team		Selected all members of development team including contractor, architect, engineer & legal
(architect, legal etc.)	Yes	
Legal Structure		
	Yes	Created legal structure and entity
Partnerships		
•	NA	
Market Study	Yes	Ordered market study from MSHDA approved agent
Site Analysis	Yes	Conducted preliminary site review and analysis
Environmental Review	Yes	Ordered ESA from MSHDA approved agent
Operating Pro Forma		
	Yes	Developed Operating Pro-Forma
Secure Financing		
(include all sources below)		
1:1st Mortgage	Yes	Secured financing
2: Tax Credit Equity	Yes	Secured financing
3: Wayne County Home Loan	Yes	Secured financing
4: Brownfield Equity	Yes	Secured financing
5:		
Site Plan Approval	Yes	Obtained site plan approval from city
Guarantees		
	Yes	Provide guarantees for project financing
Scope of Construction Work	Yes	Develop scope of work and construction budget
Construction Oversight		
· ·	Yes	Oversee construction contractor through duration of project
Section 3		
	Yes	Oversee section 3 compliance
Davis-Bacon		
	NA	
Relocation		
	NA	This project was new construction and required no relocation
Marketing and Lease Up		
	Yes	MHT oversees marketing and lease-up
Property Management	Yes	Continental Management is the management company and is owned by T. Van Fox, the president of MHT Housing. Continental & MHT will work closely to manage the asset.

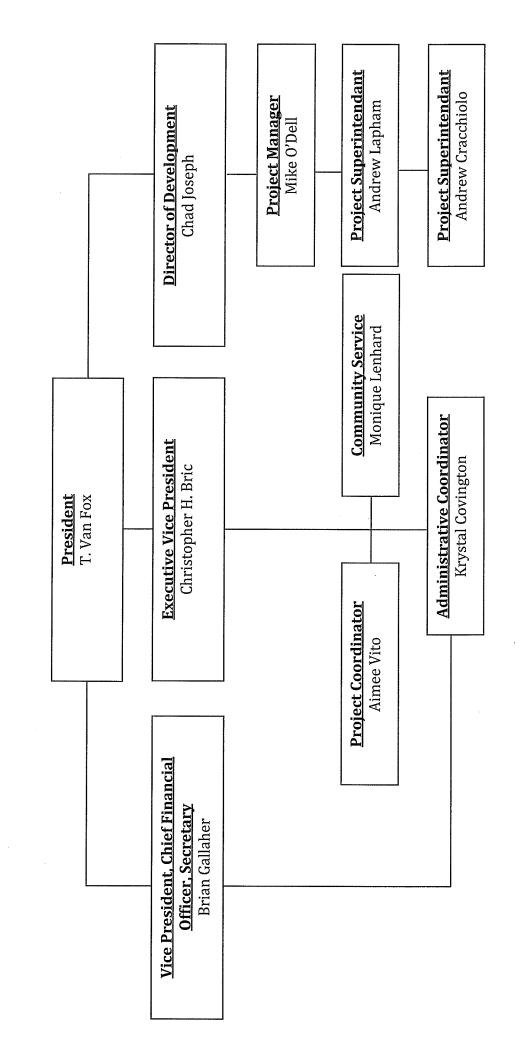
Project Location (City/State)	Project Name	Owner	Project Size
Royal Oak, MI	Village of Royal Oak	Village of Royal Oak/MHT LDHA, LP	147 units
Development Type	Income Levels Served	Ownership Type	Project Cost
(high rise, townhomes)			
Mid Rise & Cottage	60% AMI and below	Limited Dividend Housing Association, LP	18,779,929

Subcomponents of Project	Involved? (Yes,	Role
	No, N/A)	
Establish Development Team		Selected all members of development team including contractor, architect, engineer & legal
(architect, legal etc.)	Yes	and a significant state of the
Legal Structure		
1947000000000000000000000000000000000000	Yes	Developed legal structure and entity
Partnerships		
	NA	
Market Study	Yes	Ordered market study from MSHDA approved agent
Site Analysis	Yes	Conducted preliminary site review and analysis
Environmental Review	Yes	Ordered ESA from MSHDA approved agent
Operating Pro Forma		
	Yes	Developed Operating Pro-Forma
Secure Financing		
(include all sources below)		
1: MSHDA TEAM direct loan	Yes	Secured financing
2: City of Royal Oak CDBG	Yes	Secured financing
3: MSHDA TCAP	Yes	Secured financing
4: MSHDA 1602 funds	Yes	Secured financing
5:4% Tax Credits	Yes	Secured financing
Site Plan Approval		
• •	Yes	Obtained site plan approval from city
Guarantees		
	Yes	Provide guarantees for project financing
Scope of Construction Work	Yes	Develop scope of work
Construction Oversight		
Ü	Yes	Oversee construction contractor through duration of project
Section 3		- Torreto con a donor contractor anough dataton of project
	Yes	Oversee Section 3 compliance
Davis-Bacon		The state of the s
	NA	
Relocation		
	NA	New construction: relocation not necessary
Marketing and Lease Up	-	The state of the s
	Yes	MHT oversees marketing and lease-up
Property Management		Continental Management is the management company and is owned by T. Van Fox,
	Yes	President of MHT Housing, Inc. Continental & MHT will work closely to manage the asset.

Project Location (City/State) Eastpointe, MI	Project Name Oakwood Manor	Owner Oakwood Manor Senior Living/MHT LDHA LLC	Project Size 40 Units
Development Type (high rise, townhomes)	Income Levels Served	Ownership Type	Project Cost
Mid-rise	40 & 50% AMI	Limited Dividend Housing Association, LLC	\$4,262, 340

Subcomponents of Project	Involved? (Yes, No, N/A)	Role
Establish Development Team		Selected all members of development team including contractor, architect,
(architect, legal etc.)	Yes	engineer, and legal
Legal Structure	Yes	Created legal structure and entity
Partnerships	NA	_
Market Study	Yes	Ordered market study from MSHDA approved agent
Site Analysis	Yes	Conducted preliminary site review and analysis
Environmental Review	Yes	Ordered ESA from MSHDA approved agent
Operating Pro Forma	Yes	Developed Operating Pro-Forma
Secure Financing (include all sources below)		
1: NSP 3	Yes	Secured financing
2: NSP 1	Yes	Secured financing
3: HOME	Yes	Secured financing
4: Developer	Yes	Secured financing
5:		
Site Plan Approval	Yes	Obtained site plan approval from city
Guarantees	Yes	Provide guarantees for project financing
Scope of Construction Work	Yes	Develop scope of work and construction budget
Construction Oversight	Yes	Oversee construction contractor through duration of project
Section 3	Yes	Oversee Section 3 compliance
Davis-Bacon	Yes	Oversee Davis Bacon compliance
Relocation	49/4	This project is new construction. No relocation was needed.
Marketing and Lease Up	Yes	MHT oversees marketing and lease-up
Property Management	Yes	Continental Management is the management company and is owned by T. Van Fox, the president of MHT Housing. Continental & MHT will work closely to manage the asset.

## MHT HOUSING, INC. ORGANIZATIONAL CHART



#### **Profile of Principals and Key Staff:**

(ii) The AAHC can expect MHT Housing, Inc.'s key staff to have the ability and experience to prepare all financing applications including the highly competitive 9% LIHTC applications; secure equity investment, conventional debt and aggressively pursue gap financing needs at both local and regional levels; work effectively with MSHDA & HUD representatives to continually meet program requirements (including Section 3); manage all aspects of the construction phase of development (planning and development approvals, permits, selection of the general contractor, construction draws, and compliance with Davis Bacon); oversee place-in-service responsibilities including lease-up, conversion to permanent financing, and obtaining Forms 8609. Key staff also has the knowledge to oversee all lender/ investor reporting with ongoing tax credit and Section 8 compliance.

The success of MHT's portfolio of properties over the past 20 years is indicative of the expertise of MHT's key staff members. In Michigan alone, MHT's success under the Low Income Housing Tax Credit Program has resulted in the allocation of more than \$66 million in tax credits for both newly constructed and rehabilitated apartment communities. In building on this success, MHT has succeeded in its affordable housing ventures in Wisconsin and the Pacific Northwest. Each member of the key staff has had significant involvement of all aspects of the development process as outlined in the AAHC's RFP 836.

The following profiles describe the experience of principles:

#### T. Van Fox, President

Since 1995 Timothy Van Pelt Fox has been involved with the operations and growth of MHT Housing, Inc. In 2004 he became president, continuing to lead the company & establishing a new property management company, Continental Management, LLC. His expert knowledge in the development process, tax credit industry, understanding of municipal approvals, construction, acquisition/rehabilitation requirements, and conceptualization of development possibilities has been the catalyst in developing new construction and the rehabilitation of existing multifamily & senior apartments. Along with his corporate involvement, Mr. Fox is committed to community service, dedicating

time & resources to neighborhood clean-up projects, coordinating dinners for those in need, & contributing to student scholarships. Mr. Fox received his Bachelor of Arts degree in Economics and Business from Olivet College in Olivet, MI.

#### Brian Gallaher, CFO

As Vice President and Chief Financial Officer of MHT Housing, Inc., Brian A. Gallaher oversees all financial matters for MHT Housing, Inc.'s entire portfolio of 42 properties, including financial reporting, audits and taxes. Mr. Gallaher also plays a key role as underwriter in the financial planning of new projects and acquisitions along with securing investors and negotiation of partnership agreements. In his seven years with MHT Housing, Inc., Mr. Gallaher has been instrumental in securing \$95 million in mortgages, \$66 million in tax credits and \$55 million in equity for new properties of MHT Housing, Inc. Prior to coming to MHT Housing in 2004, Mr. Gallaher was the Controller for a large Midwest management company, located in Milford, Michigan, where he was responsible for all aspects of accounting and finance for 92 properties. Mr. Gallaher received his Bachelor of Business Administration in Accounting from Eastern Michigan University, in Ypsilanti, Michigan. He continued on to complete his Master of Science in Corporate Finance at Walsh College, located in Troy, Michigan, graduating Cum Laude.

#### Chad Joseph, Director of Development

As Director of Development, Chad Joseph oversees all facets of project rehabilitation, preservation, and new construction for MHT Housing, Inc. He is responsible for determining the scope of work, negotiating contracts, and works directly with general contractors, sub contractors, architects, engineers, environmental agencies, syndicators, lenders, MSHDA, HUD, and local municipalities. He is also involved in coordinating materials for the tax credit approval process. In 2008, Mr. Joseph directed the completion of seven rehabilitation projects totaling 784 family and senior style units located in Detroit, Milford, Jackson, & Fenton Township. From 2009-2010 he supervised two new construction projects located in Highland Park and Royal Oak. In 2011 he delivered the rehabilitation of 894 units and the new construction of a 66 unit building in Detroit, MI. Mr. Joseph first received his Bachelor of Arts degree in Elementary Education and Social Studies from Olivet College in Olivet, Michigan, then proceeded to obtain his Master of Educational Technology from Central Michigan University in Troy, MI.

#### Christopher Bric, Executive Vice President

Mr. Bric is in charge of expanding MHT's housing mission through the acquisition, development and preservation of affordable housing in MHT's target markets. For the past twenty years, Mr. Bric has enjoyed a diverse career developing, syndicating, and

managing portfolios of Low-Income Housing Tax Credit properties for institutional investors. Prior to joining MHT, Mr. Bric managed a staff of skilled professionals at Capmark in charge of asset resolutions and dispositions, and served as Senior Vice President for PNC MultiFamily Capital in charge of restructuring and repositioning assets that fell short of lending and investment parameters. Mr. Bric also served as Director of Investment for Lennar Affordable Housing, Inc., and Director for Development and Portfolio Management for Pacific Harbor Capital, Inc. (a wholly owned subsidiary of PacifiCorp). Mr. Bric graduated Cum Laude from Southern Oregon State College with a degree in Business, and is a member of the American Institute of Certified Public Accountants, and Oregon Society of Certified Public Accountants.

#### **Certification of Co-Developer's Ability to Start Immediately**

(iii)MHT Housing, Inc. can confidently certify that all key staff members will be available to start immediately to begin working with the AAHC on this multi-project/unit revitalization. MHT continually has several projects in progress in various stages of development and consistently meets project deadlines and schedules for construction completion, lease-up, conversion to permanent financing and securing Forms 8609. There are no current commitments that would prevent staff from allocating the necessary time for this project.

# GENERAL PARTNER/MEMBER EXPERIENCE

				MHTH	MHT HOUSING, INC	S			
				LIHTC Poir	LIHTC Point Score = 20 points				
Name of Project	City and	Jo#	Date of Ownership	mership	Date Last Placed in	Type of	Has the project materially	Does the project have any uncorrected 8823s	Included in Point Total for
Owned	ale.		(mm/dd/yy)	d/yy)	Service (mm)	rnancing	aeiauitea on any	that have been outstanding longer	Owner/uP Experience
			Begin	End			obligation?*	than 6 months?**	Points?
Adams Senior Village	Westland, MI	120	11/1/2003		4/28/1999	LIHTC/ HUD223(F)	ON	NO	YES
Ambrose Ridge	Plainfield Township, MI	84	6/15/1996		2/28/1997	LIHTC	ON	ON	YES
Apple Ridge/Village of Kalamazoo		26	2009		12/1/2005	LIHTC/CONV	ON	NO	YES
Aspen Hills	Garfield Township, MI	70	8/6/2002		8/6/2002	LIHTC / 223(F)	ON	ON	YES
Ballentine Stepping Stones	Lansing, MI	16	1993	2010	1993	GRANTS	ON	NO	YES
Bella Vista Glen	Highland Park, MI	138	2002	10/1/2012	2002	223(F)/MSHDA/ HOME	ON	NO	YES
Benjamin Manor	Highland Park, MI	81	1/31/2012		TBD	NSP/MSHDA	ON	NO	ON
Boulder Creek	Burton, MI	101			TBD	CONV	ON	NO	ON
Brentwood II	Belding, MI	48	7/11/2003		7/11/2003	LIHTC/CONV	NO	NO	YES
Calumet	Detroit, MI	104	12/30/1991		12-31-91 acq; 9- 24-92 rehab	LIHTC/MSHDA	NO	NO	YES
Cass Apartments	detroit, MI	41	11/1/2012			LIHTC/MSHDA	NO	ON	YES
Centerline Park Towers	Center Line, MI	300	4/21/2005		1/1/2006	221(D)(4)/LIHTC	ON	NO	YES
Chase Run	Mt. Pleasant, MI	112	7/12/1997		11/1/1998	CONV/LIHTC	NO	NO	YES

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Included in Point Total for Owner/GP	Experience Points?	YES	NO	YES	YES	NO	NO	YES	YES	YES	YES	YES	YES	ON	YES	YES	YES	YES
Does the project have any uncorrected 8823s that have been	outstanding longer than 6 months?**	NO	ON	NO	NO	NO	NO	NO	NO	ON	NO	NO	NO	NO	NO	NO	ON	NO
Has the project materially defaulted on	any obligation?*	ON	NO	NO	NO	NO	NO	NO	ON	NO	NO	ON	NO	NO	ON	NO	ON	NO
Type of Financino		CONV/LIHTC	MSHDA	MSHDA/CONV.	MSHDA/LIHTC	MSHDA LIHTC	CONV/LIHTC	MSHDA/LIHTC	MSHDA/RAP / LIHTC	LIHTC/CONV	CONV/LIHTC	LIHTC / CONV.	CONV/LIHTC	LIHTC/221(D)(4)	CONV/LIHTC	TAXABLE BOND, LIHTC	MSHDA HOME	HUD/221(D)(4)
Date Last Placed in Service	(mm/dd/yy)	5/6/2001		2/26/1997	7-1-93 acq; 11-5- 93 rehab	11/2/2005	TBD	6-1-94 acq; 12-1- 94 rehab	12-30-91 acq; 8- 1-93 rehab	1/1/2000	1/30/2003	12-20-96 acq; 12- 12-97 rehab	6/20/2003	TBD	6/20/2003	12/17/1993		10/29/2007
nership	d/yy) End											9/8/2010						
Date of Ownership	(mm/dd Begin	9/7/2000	6/1/2011	12/21/1995	6/27/1993	12/28/2010	9/1/10	6/24/1994	12/31/1991	8/28/1998	8/25/2001	12/17/1996	6/20/2003	9/10/2009	6/20/2003	3/15/1993	11/1/2011	12/30/1991
# 0f		48	82	41	151	96	99	336	93	84	72	72	102	48	80	50	83	180
City and State		Mt. Pleasant, MI	Pontiac, MI	Fenton, MI	Fenton, MI	Holt, MI	Detroit, MI	Highland Park, MI	Highland Park, MI	Benton Twp., MI	Benton Twp., MI	Clinton Township, MI	Lansing, MI	Highland Park, MI	Grand Rapids, MI	Oxford, MI	Detroit, MI	Detroit, MI
Name of Project	Owned	Chase Run II	Colonial Meadows	Dauner Haus II	Dauner Haus III	Delhi Stratford Place	Dickerson Manor	Gabrielle	Glendale/ Buena Vista	Harbor Pointe	Harbor Pointe II	Harper Square	Hickory Woods	Highland Manor	Hillcrest Homes/ Walnut Grove	Hope Senior	Jefferson Meadows	Jefferson Square II

		ON COMMENTAL BASE			er began terretaria		-	4.20			***************************************			Salvania de la compansión			CONTRACTOR OF THE PARTY OF THE				
Included in Point Total for	Owner/GF Experience Points?	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES		YES	YES	NO	NO	YES	NO	NO	YES	YES
Does the project have any uncorrected 8823s	that nave been outstanding longer than 6 months?**	NO	ON	NO	NO	NO	NO	ON	ON	NO	NO	NO	NO .	NO	ON	NO	NO	NO	NO	NO	NO
Has the project materially	any any obligation?*	NO	NO	NO	NO	ON	ON	ON	ON	NO	NO	NO	NO N	NO	ON	NO	NO	ON	ON	NO	NO
Type of	rinancing	MSHDA/LIHTC	MSHDA/LIHTC	LIHTC/pass thru	LIHTC/CONV.	CONV/MSHDA	LIHTC/MSHDA	MSHDA/LIHTC	CONV/LIHTC	LIHTC/pass thru	CONV/LIHTC	LIHTC/WHEDA	MSHDA/LIHTC	HUD/ 221(D)(4) /LIHTC	MSHDA/LIHTC/ HOME	LIHTC/CONV	MSHDA/LIHTC	LIHTC/MSHDA	NSP/HOME/ MSHDA	MSHDA/LIHTC	пнтс/нир
Date Last Placed in	Service (mm/dd/yy)	8/20/2007	TBD	5/1/2002	12/20/1996	1992	12/21/1993	6/23/2006	12/19/1996	6/15/2003	10/15/1999	TBD	8/10/2007	4/19/2006	TBD	2/1/2011	8/16/2007	TBD	TBD	6/1/1994	1/4/2002
e of Ownership	d/yy) End				11/1/2011				5/1/2011												
Date of Ow	(mm/dd/yy) Begin E	12/30/1991	2009	5/1/2002	12/17/1996	11/1/2009	6/27/1993	6/23/2006	12/17/1996	6/15/2003	1/12/1997	10/1/2011	8/10/2007	4/19/2006	1/1/2010	1/20/2011	8/16/2007	2/1/2010	2/1/2012	6/14/1993	5/17/2001
# of		180	173	199	95	156	180	270	81	200	111	89	120	56	120	72	200	147	56	100	223
City and	e e e e e e e e e e e e e e e e e e e	Detroit, MI	Detroit, MI	Detroit, MI	Waterford, MI	Detroit, MI	Jackson, MI	Benton Harbor, MI	Grand Blanc, MI	Royal Oak Twp., MI	Flat Rock, MI	St. Francis, WI	Milford, MI	Watervliet, MI	Detroit, MI	Portland, OR	Detroit, MI	Royal Oak, MI	Detroit, MI	Saginaw, MI	Wayne, MI
Name of Project	Owned	McDonald Square II	Palmer Court Townhomes	Parkview Place	Pine Lake	Prince Hall Place	Ridgewood Vista	River Terrace	Riverbend	Royal Oak Towers	Silver Creek	Sacred Heart	South Hill II	Tri-City Village	University Club	Uptown Towers	Van Dyke II	Village of Royal Oak	Village Park	Vista Villa	Westchester Towers

	d)		· · · · · · · · · · · · · · · · · · ·						1								.	www.meet.com	
Included in Point Total for Owner/GP	Experience Points?	NO		-								: .							
Does the project have any uncorrected 8823s	outstanding longer than 6 months?**	NO		ON	ON	ON	ON	NO	NO	NO	NO	NO	NO	NO	NO	NO	ON	NO	ON
Has the project materially defaulted on	any obligation?*	NO		NO	NO	NO	NO	NO	NO.	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Type of		LIHTC/221(D)(4)	FOLIO	HTF Loan	LIHTC/USDA 515	LIHTC/CONV	LIHTC/CONV	LIHTC/CONV	LIHTC/CONV	LIHTC/CONV	LIHTC/OHCS Bonds-MuniMae	LIHTC/WSHFC Bonds	LIHTC/USDA 515	LIHTC/CONV.	LIHTC/USDA 515	LIHTC/USDA 515	LIHTC/USDA 515	LIHTC	LIHTC/CONV
Date Last Placed in	(mm/dd/yy)	TBD	SHELTER AMERICA GROUP PORTFOLIO	9/29/1995	12/18/1997	8/1/1998	3/29/1999	6/20/2000	1/1/2000	2/14/2000	3/26/2006	9/1/2001	1/31/1999	12/31/2003	3/31/200	8/12/2004	12/15/2005	8/18/2007	12/31/1999
e of Ownership	1/yy) End		ELTER AMER						-										
Date of Ow	$(mm/dd/yy)$ Begin $\mid E_1$	4/28/2011	SH	12/28/1993	12/29/1995	Est. 1996	Est. 1997	Est. 1998	Est. 1998	Est. 1998	Est. 2002	Est. 1999	Est. 1999	Est. 2002	Est. 2002	Est. 2002	Est. 2003	Est. 2005	2006
# 0#		529		22	81	240	50	100	116	51	334	250	24	36	36	24	80	51	38
City and	State	Westland, MI		Kirkland, WA	Oak Harbor, WA	Lynnwood, WA	Bothell, WA	Kelso, WA	Lacey, WA	Bellevue, WA	Portland, OR	Everette, WA	Coolidge, AZ	Gig Harbor, Wa	Grays Harbor, WA	Grandview, WA	Mt. Vernon, WA	Issaquah Highlands, WA	Mt. Vernon, WA
Name of Project	Owned	Wildwood		Crestiline Apartments	Oak Bay Station	Woodland Greens	Riverside Landing	Country Run	Summer Ridge	Vasa Creek Woods	Columbia Knoll	Trailside Village	Vah-ki Court	Norwegian Wood	Elma Gardens	Harvest Ridge	Ridgeview Terrace	Lauren Heights	Kulshan
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Name of Project	City and	for the following the followin	Date of Ownership	vnership	Date Last Placed in	Type of	Has the project materially defaulted on	Does the project have any uncorrected 8823s	Included in Point Total for
Owned		3	(M/pp/mm)	d/yy)	Service		any	outstanding longer	Owner/ur Experience
			Begin	End			obligation?*	than 6 months?**	Points?
Creston Point (formerly View Valley)	Renton, WA	476	Est. 2005		6/30/2006	LIHTC	ON	NO	
Summerwind	Ephrata, WA	28	Est. 2005		9/27/2007	LIHTC/USDA 515	ON	NO	
Pioneer Lane	Omak, WA	36	Est. 2005		3/1/2010	LIHTC/USDA 515	ON	ON	
SeaBreeze	Sequim, WA	42	Est. 2005		3/1/2010	LIHTC/USDA 515	ON	NO	
The Seasons	Auburn, WA	332	Est. 2005		2/1/2008		NO	NO	
Heatherwood	Mill Creek, WA	266	Est. 2002		1/30/2004	LIHTC/WSHFC Bonds-USBank	NO	ON	No. of the state o
Mill Pointe	Everette, WA	193	Est. 2002		3/31/2001	LIHTC/CONV.	ON	NO	
Springfield Meadows	Vancouver, WA	290	Est. 2002		3/27/2002	LIHTC/WSHFC Bonds-USBank	NO	NO	
Rainier Glen	Enumclaw, WA	42	Est. 2002		9/30/2008	LIHTC/USDA 515	NO	NO	
									\$

\* A material default on any obligation includes, but is not limited to the following; project foreclosure, filing a bankruptcy petition, or providing a deed in lieu of foreclosure. If answered yes, the project cannot be counted towards the general partner/member experience total. However, explanation can be provided on page 15 of this Addendum. \*\* If the project has any uncorrected 8823s that have been outstanding longer than 6 months, then that project cannot be counted towards the general partner/member experience total. However, explanation can be provided on page 15 of this Addendum.

				4	تسبد
Points					
Successful Properties Points	<b>t</b>	8	12	16	20
Successful					
	2	S	8	Ø	\$
în Service Years.	≥6 units, ≥3 years	≥ 6 units, ≥ 3 years	≥ Gunits, ≥3 years	≥6 units, ≥3 years	≥ 6 units, ≥ 3 years
Project Size, Placed in Service Years	1 project	24 projects	5-8 projects	g-12 projects	t3+ projects
O.	-	14	93	Ġ.	

## Management Experience

		onti	nental N	<b>Tanage</b>	Continental Management, LLC	י		
	LIHTC Poir	oints Score	s = 12 Points	Propert	Properties in Michigan = 4 Points	i = 4 Points		
Name of Project Managed	City and State	# of Units	Date of Management (mm/dd/yy)	nagement d/yy)	Type of Financing	Identify Projects that are	Does the project have any uncorrected 8823s that have been	Included in Point Total for Mgmt
			Begin	End	0	LIHTC	outstanding longer than 6 months?**	Experience Pts?
Algonquin Apartments	Detroit, MI	12	6/12/2009	4/29/2011	MSHDA	LIHTC	No	ou
Arbor Hill	Battle Creek, MI	48	12/1/2011		CONV		No	no
Beacon Square	Pontiac, MI	40	6/1/2012			LIHTC	No	ou
Bella Vista Glen	Highland Park, MI	138	12/1/2004		HOME/223(F)		No	yes
Brookwood Homes	Saginaw, MI	09	5/1/2009		CONV	LIHTC	No	yes
Core City Estates I	Detroit, MI	20	9/18/2009		CONV	LIHTC	No	yes
Core City Estates II	Detroit, MI	99	9/18/2009		CONV	LIHTC	No	yes
Core City West Village	Detroit, MI	09	9/18/2009		HOME	LIHTC	No	yes
Creekside	Detroit, MI	45	9/1/2012				No	no
DayStar Estates	Detroit, MI		4/1/2012			LIHTC		no
Grayhaven Marina	Detroit, MI	190	4/1/2012		MSHDA	LIHTC	No	ou
Heritage Park	Detroit, MI	99	9/18/2009		HOME/CONV	LIHTC	No	yes
Kercheval Townhomes	Detroit, MI	24	9/18/2009		HOME	LIHTC	No	yes
Meadows of Honor	Detroit, MI	17	4/1/2012		CONV	LIHTC	No	no
Meetinghouse at	Benton Harbor, MI	30	6/1/2011		CONV	LIHTC	No	ou
Mildred Smith Manor I	Detroit, MI	78	9/18/2009		MSHDA	LIHTC	No	yes
Mildred Smith Manor II	Detroit, MI	24	9/18/2009		HOME/CONV	LIHTC	No	yes
Park Place	Grand Rapids, MI	165	7/1/2011		MSHDA	LIHTC	0N	ou
Petoskey Place	Detroit, MI	96	9/18/2009		НОМЕ	LIHTC	No	yes
Pilgrim Meadows	Detroit, MI	30	9/18/2009		HOME	LIHTC	No	yes
Mary Marian Control of the Control o								

Name of Project Managed	City and State	# of Units	Date of Management (mm/dd/yy)	nagement Id/yy)	Type of Financing	Identify Projects that are	Does the project have any uncorrected 8823s that have been outstanding longer	Included in Point Total for Mgmt
			Begin	End		LIHTC	than 6 months?**	Pts?
Pilgrim Village	Detroit, MI	22	9/18/2009		NSP/HOME	LIHTC	No	yes
Riverside Apartments	Detroit, MI	67	9/18/2009		HOME	LIHTC	No	yes
Roberts III	Detroit, MI	197	6/1/2011		Sec 236	LIHTC	No	no
Sarah Garrett Homes	Hamtramck, MI	35	2/15/2011		MSHDA	LIHTC	No	no
Shelborne Park II aka	Battle Creek, MI	48	12/1/2011		CONV	LIHTC	No	ou
West Manor	Pontiac, MI	45	9/18/2009		HOME	LIHTC	No	yes
Adams Senior Village	Westland, MI	120	10/1/2004		HUD 223(F)	LIHTC	No	yes
Apple Ridge Apartments	Kalamazoo, MI	56	11/1/2008		CONV	LIHTC	No	yes
Benjamin Manor	Highland Park, MI	81	8/1/2009		NSP/MSHDA	LIHTC	No	yes
Boulder Creek	Burton, MI	101	9/1/2011		CONV		No	ou
Calumet	Detroit, MI	104	2/1/2010		MSHDA		oN	ou
Camelot Hills	Lansing, MI	102	3/1/2008		CONV	LIHTC	No	yes
Centerline Park Towers	Center Line, MI	300	4/1/2007		HUD221(D)4	LIHTC	No	yes
Chase Run	Mt. Pleasant, MI	112	1/1/2005		CONV	LIHTC	No	yes
Chase Run II	Mt. Pleasant, MI	48	1/1/2005		CONV	LIHTC	No	yes
Colonial Meadows	Pontiac, MI	83	6/1/2011		MSHDA	LIHTC	No	ou
Dauner Haus	Fenton, MI	151	2/1/2010		MSHDA	LIHTC	No	ou
Dauner Haus II	Fenton, MI	41	2/1/2010		CONV	LIHTC	No	ou
Delhi Stratford Place	Holt, MI	96	6/1/2010		MSHDA	LIHTC	No	ou
Dickerson Manor	Detroit, MI	99	9/1/2010	-	CONV	LIHTC	No	no
Gabrielle	Highland Park, MI	336	2/1/2010	-	MSHDA	LIHTC	No	ou
Glendale Buena Vista	Highland Park, MI	93	2/1/2010		Sec 236	LIHTC	No	ou
Harper Square	Clinton Twp., MI	72	11/1/2003	9/1/2010	CONV	LIHTC	No	yes
Highland Manor	Highland Park, MI	48	11/1/2010	8/15/2009	HUD 223(F)	LIHTC	No	ou
Hope Senior	Oxford, MI	50	2/1/2010		MSHDA	LIHTC	No	ou
Jefferson Square	Detroit, MI	180	10/1/2007		HUD 221(D)4	LIHTC	No	yes
Jefferson Meadows	Detroit, MI	83	11/1/2011		MSHDA HOME		No	no
McDonald Square	Detroit, MI	180	2/1/2010	-	MSHDA	LIHTC	No	ou

Name of Project Managed	City and State	# of Units	Date of Management (mm/dd/yy)	nagement d/yy)	Type of Financing	Identify Projects that are	Does the project have any uncorrected 8823s that have been outstanding longer	Included in Point Total for Mgmt
	·		Begin	End		LIHTC	than 6 months?**	Pts?
Palmer Court	Detroit, MI	173	5/1/2009		MSHDA	LIHTC	No	yes
Parkview Place	Detroit, MI	199	12/1/2004		PASS THRU	LIHTC	No	yes
Pine Lake	Waterford, MI	95	11/1/2003	11/1/2011	CONV	LIHTC	No	yes
Prince Hall Place	Detroit, MI	156	11/1/2008		MSHDA	LIHTC	No	yes
Ridgewood Vista	Jackson, MI	150	2/1/2010		MSHDA	LIHTC	No	ou
River Terrace	Benton Harbor	270	2/1/2010		MSHDA	LIHTC	No	no
Riverbend	Grand Blanc, MI	81	10/1/2004	5/1/2011	CONV	LIHTC	No	yes
Royal Oak Tower	Ferndale, MI	200	2/1/2010		MSHDA/ SEC 236	LIHTC	No	ou
Silver Creek	Flat Rock, MI	111	11/1/2003		CONV	LIHTC	No	yes
South Hill	Milford, MI	120	2/1/2010		MSHDA	LIHTC	No	no
University Club	Detroit, MI	120	21/1/2010		MSHDA	LIHTC	No	no
Van Dyke Center	Detroit, MI	200	2/1/2010		MSHDA	LIHTC	No	no
Village Park	Detroit, MI	26	8/1/2010		MSHDA	LIHTC	No	ou
Village of Royal Oak	Royal Oak, MI	147	2/1/2010		MSHDA	LIHTC	No	no
Vista Villa	Saginaw, MI	100	1/2/2009		MSHDA	LIHTC	No	yes
Westchester Towers	Wayne, MI	223	10/1/2004		HUD 223(F)	LIHTC	No	yes
Wildwood Apartments	Westland, MI	229	4/28/2011		HUD 221(D)4	LIHTC	No	ou

 $<sup>^{*}</sup>$  Must be the date rent-up began, not date of the start of construction

<sup>\*\*\*</sup> If the project has any uncorrected 8823s that have been outstanding longer than 6 months, then that project cannot be counted towards the management experience total. However, explanation can be provided on page 15 of this Addendum.

Properties in Michigan	1 Point	2 Points	3 Paints	4 Points
Total Properties	4 Points	7 Points	to Points	12 Points 4 Points
Parcel Size, Years Managed	≥ 6 units, ≥ 3 years			
Number of P	+5 Projects	6-11 Projects	12-17 Projects	18+ Projects

<sup>\*\*</sup> Points will only be given to management of LIHTC projects.

#### **Financial**

**(i)Guarantees** - As an experienced developer of affordable housing apartment communities, MHT Housing, Inc. understands the guaranty structures imposed by both lenders and investors as a requirement to raise the necessary capital. In the case of construction loans, MHT will participate as a guarantor under the recourse nature of the loan(s) along with AAHC as co-developer. With respect to investment capital, MHT will also stand behind its share of operating deficit guaranties, as well as the customary tax credit delivery guaranties as required by investors.

Both the operating deficit guaranties and timing adjustors associated with the delivery of Low Income Housing Tax Credits are directly tied to the performance of property management. MHT's confidence in providing these guaranties will be greatly strengthened if the redeveloped properties are managed by Continental Management – MHT's property management agent in Michigan. Continental Management brings years of experience in leasing up new properties, and achieving the performance benchmarks required by lenders and investors, and in so doing mitigates the exposure for developers. If selected, MHT would highly recommend AAHC's participation in touring its properties to better understand Continental Management's expertise.

(ii)Applying & Integrating Multiple Funding Sources – MHT Housing, Inc. has several projects completed within the past 3 years alone that have incorporated several funding sources including LIHTC, HOME, CDBG, FHLB AHP, and Project Based Voucher Supportive Housing Assistance. We have also applied and received Brownfield and Historic Tax Credits. MHT understands it often will take several sources to make a project feasible. MHT's strategy in the past has been to apply for available and applicable funding sources simultaneously, see each application's due diligence requirements through from submission to approval. Work with all funding agencies to fund throughout the construction phase of the project, and fulfill all compliance conditions before, during, and after project completion. Please reference our exhibit 2a.i., attachments 1 of this RFP for the different funding combinations we have used on recent projects.

(iii)Proposed Financing Gap Methods – Conventional debt and equity are often not enough to finance affordable housing development. In recent years green building initiatives have rightly become the norm resulting in greater operational efficiency over the long term, however the cost of construction is generally higher, and frequently requires gap sources to balance development budget needs. In addition, restrictive

rents and today's more stringent underwriting limit the amount of debt that new and redeveloped properties can support, thereby creating the need for subordinate financing. Finally, for all newly constructed and redeveloped properties that are placed in serve after December 30, 2013, the LIHTC equity may be diminished by as much as 20% since the fixed 9% credit amount is scheduled to expire and the 70% Tax Credit Percentage will reset under IRC Section 42(b)(2) – currently 7.38%

MHT's approach to securing all of the financing necessary for the successful development of a property is multifaceted. Depending on project needs, we consider the following: FHLBI Grants, HOME Funds, CDBG Funds, Property Tax Abatements (PILOT Programs), NOFA's published by MSHDA for Gap Financing Sources, and Appropriate Deferral of Development Fee.

**(iv) Participation in Fee Structure & Cash Flow** - Insofar as AAHC will maintain ownership control of the properties slated for redevelopment, a long-term lease structure may have the potential to keep development affordable while generating a stream of cash flow to AAHC. In addition, based on an agreed upon division of development risk and responsibility, AAHC would be entitled to a share of development fees and incentive management fees.

(v)AAHC's Gain of Development & Management Experience - MHT welcomes the opportunity to partner and collaborate with the AAHC in the redevelopment AAHC's portfolio of affordable housing. We envision a close working relationship among our respective staffs in finalizing the construction and development budgets; preparing financing applications – including the Low Income Housing Tax Credit applications; managing the construction phase of development; placing the properties in service and managing lease-up to assure the anticipated timing of tax benefits to investor(s): achieving the operational benchmarks necessary for conversion to permanent financing; and obtaining final allocation of Low Income Housing Tax Credits through the application a receipt of IRS Forms 8609 for the final installment of equity. Through this process, AAHC will develop a comprehensive understanding of the Low Income Housing Tax Credit Program and the intricacies of monitoring costs in relation to qualified basis, and the operational compliance required of owners and property managers.

#### **Construction and Procurement**

(i) In selecting a development team for new projects MHT Housing, Inc. has based much of its success in working as locally as possible with community based businesses. Within this backdrop, MHT Housing, Inc. will develop recommendations for the selection of general contractor(s), architect(s), engineer(s), and environmental firm(s), legal counsel, and accountants to be approved by both AAHC and MHT.

(ii) The strategies used by MHT Housing Inc., that have promoted and successfully utilized MBE/WBE and Section 3 in the development efforts have been with local outreach through Michigan Works – Livingston County as well as through local apprenticeship programs or other local agencies that may help in MBE/WBE and Section 3 participation. MHT Housing, Inc. also has worked with a number of MBE/WBE and Section 3 contractors in the past that would be invited to bid on the project. MHT participates in MSHDA's Section 3 forums and has also been asked by MSHDA to serve on the panel as an expert in utilizing MBE/WBE and Section 3 participants on a project.

MHT Housing, Inc. has recently completed or is in the process of completing the following projects with MBE/WBE and Section 3 labor requirements:

Village Park Apartments, Detroit, MI – 57 unit rehabilitation Benjamin Manor Apartments, Highland Park, MI – 181 unit rehabilitation Cass Community, Detroit, MI – 41 unit renovation Hope Senior, Oxford, MI – 50 unit rehabilitation Vista Villa Apartments, Saginaw, MI – 100 unit rehabilitation

#### 2f) RAD Experience

This exhibit is not applicable as MHT Housing is applying under the Co-Developer application and will not be applying as a Consultant.

#### **Supportive Services**

(i)MHT Housing, Inc. is familiar with the application process and threshold requirements as described under the MSHDA LIHTC Application, Addendum III, Permanent Supportive Housing Set Aside. On previous projects MHT Housing, Inc. has successfully obtained letters of recommendation from continuum of care agencies, completed the memorandum of understanding between owner, management agent, and service agency, identified target populations and successfully applied & completed the process for MSHDA project based vouchers (PBV) assistance.

MHT Housing, Inc. will also score points as an experienced supportive housing development team (Section G.6 of the scoring criteria in the LIHTC Application Scoring Summary). MHT Housing Inc. currently owns and operates the following MSHDA PBV supportive housing units:

Highland Manor, Highland Park, MI – 5 units Wildwood Apartments, Westland, MI – 23 units Benjamin Manor, Highland Park, MI – 22 units Cass Community, Detroit, MI – 41 units **TOTAL – 91 units** 

Continental Management, LLC – recommended management company to the AAHCalso manages these same units and will also score an additional point under the scoring criteria for managing over 50 supportive housing units.

#### **Litigation**

MHT Housing, Inc., nor any member of their staff has ever sued or been sued by HUD, MSHDA, Syndicator, lendor or any other public housing agency.

#### **Previous Default**

MHT Housing, Inc., its affiliates or assigns have never been involved in any instance of non-compliance, or default of any public or private housing transaction.



October 23, 2012

Re: Letter of Recommendation for MHT Housing

Ladies and Gentlemen:

St. James Capital is a HUD approved MAP multifamily lender with headquarters in Bloomfield Hills, Michigan. Our focal point utilizing the HUD programs has been affordable housing for the past 13 years.

In that regard, we have completed numerous financings using the HUD insured programs with MHT Housing, a large nonprofit housing corporation, with headquarters in southeastern Michigan. These loans have included simple refinancing of affordable projects, substantial rehabs, and new construction, typically using either the 4% or 9% low income housing tax credits.

MHT Housing is a professional organization that not only operates very efficiently but also has a sincere concern for their tenants.

I highly recommend MHT Housing and look forward to hopefully completing significant transactions with them in the future.

Sincerely,

ST. JAMES CAPITAL, L.L.C.

Mark Wiedelman

President



www.capfund.net

Conlact us at any of our locations: 877.FOR.GLCF | 877.367,4523

October 26, 2012

Mr. Brian A. Gallaher Chief Financial Officer MHT Housing, Inc. 32600 Telegraph Road, Suite 102 Bingham Farms MI 48025

Dear Brian,

Great Lakes Capital Fund wholeheartedly endorses your proposal to partner with the Ann Arbor Housing Commission. As you know, we have a long-standing partnership with MHT Housing. We have joined forces on about 20 LIHTC properties. We have benefited greatly from the expertise that MHT and your affiliate Continental Management have brought to these developments.

In some previous developments sponsored by other general partners, we determined that the developer needed help in one area or another; and we reached out to MHT to fill the sponsor's capacity gaps. We have always been very happy with the results. Here are some examples:

- In one instance, MHT agreed to join as a co-developer to bring technical and financial strength to the sponsor. MHT effectively managed the following: financial packaging, due diligence permitting, closing, construction, tenant certification, on-going operations, partnership accounting and investor / lender reporting.
- In another situation, we had to replace a general partner and their property manager because the
  development was in a tailspin (high vacancy rate and high operating costs). We selected MHT to
  take over these roles and in a fairly short period of time, you were able to completely turn the
  property around and it is now cash flowing once again.

In many circumstances, we have asked Continental Management to help "nurse" underperforming properties back to health. In all instances, you have attacked issues comprehensively. If utility bills were too high, you've installed energy-saving features, educated tenants about energy conservation and worked with utility providers to correct their billings. If the City has held-up building permits, you've solved problems with their inspectors and with the contractors.

In summary, when the Ann Arbor Housing Commission asked us to recommend developers with whom they might partner, we included MHT/Continental on our short list because you have demonstrated a strong ability to partner well — and to get things done very efficiently.

Sincerely,

Tem Edmiston

Sr. Vice President, Tax Credit Investing

MHT HOUSING, INC.

#### CONSOLIDATED FINANCIAL STATEMENTS MARCH 31, 2012

Kirschner Hutton Perlin, P.C.

Certified Public Accountants
Southfield, Michigan

#### MHT HOUSING, INC.

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#### Kirschner Hutton Perlin, P.C.

Certified Public Accountants

26913 Northwestern Hwy., Suite 510 Southfield, Michigan 48033 - 8444

Telephone: (248) 356-3880 Facsimile: (248) 356-3885

#### Independent Accountants' Review Report

September 25, 2012

To the Board of Directors of MHT Housing, Inc.

We have reviewed the accompanying consolidated statement of financial position of MHT Housing, Inc. as of March 31, 2012, and the related consolidated statements of activity, cash flows and functional expenses for the year ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. generally accepted accounting principles and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with U.S. generally accepted accounting principles.

Kirschner Hutton Perlin, P.C.

#### Kirschner Hutton Perlin, P.C.

#### MHT HOUSING, INC.

#### CONSOLIDATED STATEMENT OF FINANCIAL POSITION

#### MARCH 31, 2012

#### **ASSETS**

CASH	
Restricted (Note 1)	\$ 224,164
Nonrestricted	2,507,931
	2,732,095
ACCOUNTS RECEIVABLE (Notes 1, 2 and 3)	
Project costs	4,802,227
Deferred fees	3,670,842
Developer notes	18,090,275
	26,563,344
LOANO DECENARIO	
LOANS RECEIVABLE - AFFILIATES (Note 4)	2,562,263
LONG-TERM INVESTMENTS (Notes 1 and 5)	
Equity investments in corporations	96,000
PROPERTY AND EQUIPMENT (Notes 1 and 6)	
Land, buildings, improvements and equipment	40,209,974
Less: Accumulated depreciation	( 11,019,721)
Adjustment for co-venture method	11,718,023
	40,908,276
	40,000,210
OTHER ASSET (Note 1)	
Mortgage costs, net of amortization of \$21,177	3,591
	\$ 72,865,569

#### LIABILITIES, MINORITY INTEREST AND NET ASSETS

LIABILITIES Tenant security deposit	\$ 3,750
NOTES PAYABLE (Note 6)  Mortgage notes payable  Notes payable	22,487,038 195,204 22,682,242
MINORITY INTEREST MHT Properties V, Inc 25%	157,099
NET ASSETS - UNRESTRICTED	50,022,478

#### Kirschner Hutton Perlin, P.C.

#### MHT HOUSING, INC.

#### CONSOLIDATED STATEMENT OF ACTIVITIES

#### YEAR ENDED MARCH 31, 2012

SUPPORT AND REVENUE	
Program revenues	
Development fees	\$ 1,296,119
Administrative fees	114,110
Partnership management fees	115,442
Housing projects income	10,092,737
Gain on sale of co-venture housing project	621,013
Gain on sale of property and equipment	4,542
Interest income	1,080,548
Miscellaneous	30,469
	13,354,980
EXPENSES	
Program expenses	
Development	3,229,454
Housing projects operating expenses	7,929,071
Depreciation and amortization - housing projects	874,603
	12,033,128
CHANGE IN NET ASSETS	1,321,852
	, ,
NET ASSETS - BEGINNING OF YEAR	48,700,626
NET ASSETS - END OF YEAR	\$ 50,022,478

## MHT HOUSING, INC.

## CONSOLIDATED STATEMENT OF CASH FLOWS

## YEAR ENDED MARCH 31, 2012

CASH FLOWS FROM OPERATING ACTIVITIES Change in net assets Adjustments to reconcile change in net assets to net cash	\$	1,321,852
provided by operating activities Depreciation Amortization Gain on sale of property and equipment Changes in assets and liabilities Accounts receivable Accounts payable	(	1,078,154 1,874 4,542) 601,917) 1,686
Net cash provided by operating activities		1,797,107
CASH FLOWS FROM INVESTING ACTIVITIES Proceeds from sale of property and equipment Decrease in loans receivable Allocations from co-venture projects Purchase of property and equipment Net cash provided by investing activities	(	88,336 1,363,658 721,055) 241,093) 489,846
CASH FLOWS FROM FINANCING ACTIVITIES Principal payments on mortgage notes payable Principal payments on notes payable Net cash used in financing activities	(	2,961,308) 5,163) 2,966,471)
DECREASE IN CASH	(	679,518)
CASH - BEGINNING OF YEAR	<del></del>	3,411,613
CASH - END OF YEAR	\$	2,732,095
SUPPLEMENTAL INFORMATION Interest paid	\$	51,377

## MHT HOUSING, INC.

# CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

## YEAR ENDED MARCH 31, 2012

	PF	PROGRAM SERVICES		
	DEVELOPMENT	HOUSING PROJECTS - CO-VENTURE	TOTAL	
Salaries Payroll taxes Fringe benefits Office expense Professional fees Property taxes Telephone Travel, entertainment and conferences Legal and accounting Insurance Interest expense Amortization Depreciation Bad debts Contributions	\$ 1,102,289 58,821 227,490 117,834 425,465 21,824 25,960 186,889 79,776 153,919 51,377 1,874 203,551 187,035 97,235	\$ 874,603	\$ 1,102,289 58,821 227,490 117,834 425,465 21,824 25,960 186,889 79,776 153,919 51,377 1,874 1,078,154 187,035 97,235	
Asset management fees	288,115		288,115	
	\$ 3,229,454	\$ 874,603	\$ 4,104,057	

## MHT HOUSING, INC.

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Operations

MHT Housing, Inc. ("Housing") is a nonprofit corporation established in 1990 to operate exclusively for charitable, educational, religious and scientific purposes, including, but not limited to, the more specific purpose of preserving and creating affordable housing for households in the State of Michigan, through the acquisition, rehabilitation or conversion of existing housing stock and the development and construction of new housing stock. Housing is supported primarily through donor contributions, program revenues and distributions from its investments in certain limited partnerships.

Housing owns 100% of the outstanding common stock of MHT Holding Company, Inc. ("MHC"), MHT Holding Company II, Inc. ("Holding") and MHT Properties XX, Inc. ("Prop XX").

Holding owns 100% of the outstanding common stock of MHT Properties, Inc. ("Prop"), MHT Properties VI, Inc. ("Prop VI"), MHT Properties VII, Inc. ("Prop VII"), MHT Properties VIII, Inc. ("Prop VII"), MHT Properties X, Inc. ("Prop X"), MHT Properties X, Inc. ("Prop XI"), MHT Properties XI, Inc. ("Prop XI"), MHT Properties XII, Inc. ("Prop XII"), MHT Properties XVI, Inc. ("Prop XVI"), MHT Properties XVI, Inc. ("Prop XVII"), MHT Properties XVIII ("Prop XVIII), MHT Properties XXII ("Prop XXIII), MHT Properties XXVI ("Prop XXVI"), MHT Properties XXVII ("Prop XXVIII"), MHT Properties XXVII ("Prop XXIII"), MHT Properties XXVII ("Prop XXIII"), MHT Properties XXII ("Prop XXII"), MHT Properties XXII ("

All of these corporations were created to invest in housing projects or other entities involved in activities related to the mission of Housing. The activities Prop VII, and Prop X, Prop XIV, Prop XVIII, Prop XVIII, Prop XXIII and Prop XXV are limited to their investments in certain limited partnerships (see Co-Venture Housing Projects below). The activities of the other MHT Properties entities and Hope Inc. are limited to their respective investments in certain housing projects and limited partnerships.

### MHT HOUSING, INC.

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

## Basis of Presentation

The accompanying consolidated financial statements have been prepared on the accrual basis of accounting except for the accounting for certain sales contracts described below and include the accounts of Housing and its subsidiaries. Any minority interests are included in the Consolidated Statement of Financial Position. All material intercompany transactions have been eliminated.

The investment in Hope Inc. is accounted for under the equity method. The investments in the limited partnerships by Prop XX, by the subsidiaries of Holding, and Hope Inc. are accounted for under the cost method.

#### Promises to Give

Contributions are recognized when a donor makes a gift to Housing that is, in substance, unconditional. Contributions restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are made. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets. There were no contributions received in the year ended March 31, 2012.

#### Contributed Services

During the fiscal year ended March 31, 2012 there were no contributed services meeting the requirements for recognition in the financial statements.

#### Income Taxes

Housing is exempt from federal income taxes as an organization described in Section 501(c)(3) of the Internal Revenue Code. Prop XX, Hope Inc., MHC, Holding and all of Holding's affiliates are subject to income taxes. There are no current or deferred income taxes attributable to these for-profit corporations; therefore, income taxes have not been included in the consolidated financial statements.

Tax years that remain subject to examination by the Internal Revenue Service are 2009 through 2011.

### MHT HOUSING, INC.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Restricted Cash

Restricted cash represents security for a letter of credit in connection with a housing project.

#### Accounts Receivable

Accounts receivable consists of project costs which primarily represent operating advances to various housing projects owned by Housing and its affiliates and deferred fees (see Note 2). Project costs receivable are shown net of an allowance for doubtful accounts in the amount of \$1,485,000.

### Mortgage Costs

Mortgage costs are being amortized on a straight-line basis over the term of the mortgage note payable incurred in connection with the purchase of Housing's building and improvements located in Bingham Farms, Michigan.

#### Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

#### Property and Equipment

Donations of property and equipment are recorded as support at their estimated fair value, except for the contributions of property received pursuant to the sales contracts described below. Because these contracts are being accounted for under the co-venture method of accounting, the contributions received are not recorded until the involvement of Housing in the related partnership is discontinued. All other property donations are reported as unrestricted support unless the donor has restricted the donated assets to a specific purpose. Assets donated with explicit restrictions regarding use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Absent donor stipulations regarding how long those donated assets must be maintained, Housing reports expirations of donor restrictions when the donated property or acquired assets are placed in service as instructed by the donor. Housing reclassifies temporarily restricted net assets to unrestricted net assets at that time. Property and equipment are depreciated using the straight-line method over estimated useful lives ranging from 5 to 12 years for furniture and equipment and 40 years for real property.

### MHT HOUSING, INC.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

	Co-Venture Housing Projects	•	Housing Operating Assets	Total
Property and equipment Less: Accumulated depreciation Co-Venture adjustments	\$ 35,926,287 (10,159,482) 11,718,023	\$	4,283,687 (860,239)	\$ 40,209,974 (11,019,721) 11,718,023
	\$ 37,484,828	\$	3,423,448	\$ 40,908,276

### Impairment of Long-Lived Assets

The Corporation reviews its property and equipment for impairment whenever events or changes in circumstances indicate that the carrying value of an asset may not be recoverable. When recovery is reviewed, if the undiscounted cash flows estimated to be generated by the property are less than their carrying amounts, management compares the carrying amount of the property to its fair value in order to determine whether an impairment loss has occurred. The amount of the impairment loss is equal to the excess of the asset's carrying value over its estimated fair value. No impairment loss has been recognized during the year ended March 31, 2012.

#### MHT HOUSING, INC.

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### Co-Venture Housing Projects

Housing has entered into sales contracts for the sale of certain housing projects that were acquired by Housing for a bargain purchase price. The difference between the fair market value of the housing projects and bargain purchase price resulted in an unrestricted contribution to Housing. The contributions were recognized for tax purposes in the year of purchase; however, because of the continued involvement of Housing in the partnerships, the sales contracts are accounted for under the co-venture method of accounting and accordingly, the contributions are not recorded for book purposes until the involvement of Housing in the housing projects is discontinued. The details of the sales contracts are as follows:

	Date of Sales Contracts				
	6/16/1994	5/17/2001	5/1/2002	8/1/2002	6/18/2003
Fair market value Down-payments Assumptions of mortgage notes Second mortgage notes Bond funds	\$ 2,701,005 8,639,891 2,354,791	\$ 850,000 5,600,000	\$ 1,000,000 5,763,000	\$ 340,000 2,450,000 850,000	\$ 1,025,000 5,925,000
Total sales contracts	13,695,687	6,450,000	6,763,000	3,640,000	6,950,000
Bargain purchase prices	10,769,596	5,600,000	5,763,000	2,790,000	5,925,000
Unrestricted contributions	\$ 2,926,091	\$ 850,000	\$ 1,000,000	\$ 850,000	\$ 1,025,000
Second mortgage interest rates Second mortgage maturities	2018	5.48% 2036	2037	5.50%	3.65%

### MHT HOUSING, INC.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

	Date	of Sales Contracts
	6/19/2003	7/10/2003
Fair market value Assumptions of mortgage notes Down payments	\$ 3,367,522	\$ 1,025,000
Second mortgage notes	800,000	525,000
Total sales contracts	4,167,522	1,550,000
Bargain purchase prices	3,367,522	1,025,000
Unrestricted contributions	\$ 800,000	\$ 525,000
Second mortgage interest rates	6.15%	6.15%

Under the co-venture method of accounting, the housing projects remain an asset of Housing and are depreciated. The mortgage debt assumed by the acquiring partnerships is reflected in the consolidated statement of financial position. The second mortgage notes receivable arising from the sales contracts are not recorded. Interest accrued by the partnerships on the second mortgage notes amounted to \$7,144,359 as of March 31, 2012. Results of operations of the acquiring partnerships (before depreciation and payments to Housing) are reflected in the consolidated statement of activity after adjustment for cash paid into or out of operations by other investors. The income or loss from operations is added to or subtracted from the cost of the projects. Cash paid by Housing in support of operations is added to the cost of the projects. Cash collected by Housing as payments on the sales and principal payments made by the acquiring partnerships on the mortgage notes are reflected as reductions of the cost of the projects. A refinanced mortgage note is reflected as an increase to the cost of the project. The net adjusted cost of the co-venture housing projects is as follows:

### MHT HOUSING, INC.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Original purchase price	\$ 35,240,118
Less adjustments of co-venture method:	
Down payments on sales contracts	(3,041,005)
Costs of sales	1,362,612
Refinanced mortgage notes	1,196,853
Principal payments on mortgage notes	(10,594,203)
Principal payments on land contracts and second mortgage notes	(831,265)
Net income from partnerships after adjustment for payments	
to housing and limited partners, partnership management fees earned	
and cash distributions to general partners	24,435,720
Interest received on second mortgage notes	(124,520)
Total co-venture adjustments	 12,404,192
Less: Accumulated depreciation	 (10,159,482)
Net adjusted cost of co-venture housing projects	\$ 37,484,828

## 2. DEFERRED FEES RECEIVABLE

Under the terms of the partnership and development agreements, Housing and the general partners are entitled to receive development fees and partnership management fees. The development fees are earned as construction or rehabilitation is completed and are paid in accordance with schedules contained in the various agreements and from operational cash flow of the projects. If the fees remain unpaid as of certain due dates, the respective general partners will be required to contribute additional capital to the partnerships equal to the unpaid portion. During the year ended March 31, 2012, Housing earned development fees totaling \$1,296,119 and partnership management fees of \$115,442.

Deferred fees receivable include amounts due more than one year in the future for services performed on development projects. The deferred amount receivable as of March 31, 2012 is \$5,824,697. They are payable from the proceeds of limited partner capital contributions and future cash flow of the related partnerships and are due in various installments and will be paid in full at varying dates through 2023. These payments have primarily been discounted by 4.25% with some amounts being fully reserved for a total of \$2,153,855.

### MHT HOUSING, INC.

#### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

## 3. DEVELOPER NOTES RECEIVABLE

Developer notes receivable consists of advances made by Housing in connection with seven housing projects accounted for under the co-venture method of accounting. Housing advanced \$16,592,693 to the purchasing entities in the form of developer notes bearing interest at 5% - 7%. Interest income is payable from available cash flow from the projects. Interest income in the amount of \$846,989 was accrued and \$459,141 was paid for the year ended March 31, 2012. The notes are collateralized by a second mortgage on the projects. Developer notes receivable consist of the following at March 31, 2012:

Principal	balance	of	notes	
Accrued	interest			

\$ 15,535,581 2,554,694

\$ 18,090,275

### 4. TRANSACTIONS WITH RELATED PARTIES

Loans Receivable - Affiliates

Loans receivable - affiliates consists of the following:

Hope Seniors Non-Profit Housing Corporation	\$ 97,250
Continental Management	1,133,040
Vista Villa Nonprofit Housing Corporation	41,008
MHT Housing IV, Inc.	960,000
Officers and their affiliates	 330,965

\$ 2,562,263

The above loans are noninterest bearing and due on demand. Current repayment of the above loans is not anticipated.

### Asset Management Fees

Asset management fees in the amount of \$288,115 were paid to an affiliate of Housing for asset management services rendered.

### MHT HOUSING, INC.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

### 5. LONG-TERM INVESTMENTS

Equity investment in corporation consists of Holding's interest in Hope Inc. (50%). The carrying amounts are the result of the contributions by this entity of certain assets and notes payable adjusted for a share of net income or loss (equity method), as follows:

Equity investment in corporation:

Notes payable to corporation

Prorated share of net income or loss

\$ 97,295 (1,295)

\$ 96,000

### 6. NOTES PAYABLE

Mortgage notes payable consist of the following:

Mortgage notes payable - assumed under the terms of the sales contracts described in Note 1, Co-venture housing projects. The mortgage notes are due in various monthly installments totaling \$258,284, including interest at rates ranging from 5.25% to 7.50% with maturity dates 2013 through 2038.

\$21,229,025

Mortgage note payable - due in monthly installments of \$3,150 plus interest at 3% over the thirty day LIBOR rate (currently 3.24%) based upon a twenty year amortization period. The balance of approximately \$568,000 is due September 1, 2013 - collateralized by Housing's building and improvements located in Southfield, Michigan.

618,495

Mortgage note payable - due in monthly installments of \$4,473 plus interest at 4% over the monthly LIBOR rate (currently 4.24%). The balance of approximately \$537,000 is due February 26, 2014 - collateralized by Housing's building and improvements located in Bingham Farms, Michigan.

639,518

\$22,487,038

### MHT HOUSING, INC.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

## 6. NOTES PAYABLE (CONTINUED)

Notes payable consist of the following:

Noninterest bearing demand note payable to Hope Inc. in exchange for its common stock, of which 50% is due to Holding from the other stockholder of Hope Inc. Current repayment of this loan is not anticipated.

194,500

Noninterest bearing demand notes payable to certain partnerships by various subsidiaries of Holding in exchange for their general partnership interest in the partnerships. Current repayment of this loan is not anticipated.

704

\$ 195,204

Aggregate maturities of the notes payable are as follows:

2013	\$ 944,127
2014	2,078,554
2015	975,980
2016	1,044,498
2017	1,117,893
Thereafter	16,521,190
	\$ 22,682,242

### 7. PENSION PLAN

Housing sponsors a defined contribution plan covering full-time employees who meet certain service and age requirements. Contributions are based on 8% of salary and are invested in split-dollar life insurance (the cash value of which has been assigned to Housing) or a 403(b) tax-sheltered annuity. The pension cost is calculated as the policy premiums incurred, adjusted for the change in the cash value of the insurance policies. Contributions to the plan amounted to \$64,778 for the year ended March 31, 2012.

### MHT HOUSING, INC.

## NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

### 8. CONTINGENCIES

Under the terms of the various partnership and development agreements executed in connection with the admission of limited partners, Housing and the respective General Partners act as guarantors in each of the partnerships regarding completion and operation of the projects and achievement of the projected tax credits. They have also guaranteed:

- 1. The due and punctual performance by the general partners of all their obligations under the partnership and development agreements.
- 2. Repurchase of the interests of the investor limited partner of certain partnerships, if certain construction, financing, operating and tax credit benchmarks are not achieved.
- 3. Against the recapture of any of the credits that would result from the decrease in qualified basis during the low income housing tax credit compliance period.
- 4. To fund operating reserves and/or deficits of certain partnerships. Such advances, if any, are subject to repayment terms specified in the respective partnership agreements.
- 5. That certain off-site environmental conditions of one of the partnerships have been fully remediated, and that the partnership is subject to a payment in lieu of property taxes calculated at 4% of shelter rents rather than the ordinance amount of 10% of shelter rents.
- To indemnify MSHDA from any losses which may occur as a result of the State of Michigan exercising its oil, gas, coal, mineral and aboriginal antiquities rights with respect to certain partnership property.
- 7. To indemnify various lenders and investors against any claims resulting from violations of environmental regulations.

## 9. CONCENTRATION OF CREDIT RISK

Financial instruments which potentially subject the Corporation to concentration of credit risk consist principally of periodic temporary investments of excess cash. The Corporation places its temporary excess cash in a money market fund with a high credit quality financial institution. At times, such investments may be in excess of the FDIC insurance limit.

### 10. SUBSEQUENT EVENTS

The Corporation has evaluated events and transactions through September 25, 2012, the date which the financial statements were available to be issued.

# ATTACHMENT 2: NON-COLLUSION AFFIDAVIT

I, T. Van Fox	, as the President	. of
(Name)	(Owner, Partner, Officer, Rep	
MHT Housing, Inc.	, the respondent ti	hat has submitted the (Name of
Organization)		
attached proposal. I am fully informed respect pertinent circumstances respecting such bid. S		
Neither the said respondent nor any of its offininterest, including this affidavit, has in any with any other respondent, firm or person to sofor which the attached bid has been submitted in any manner, directly or indirectly, sought by attached bid or any other respondent, or to fix other respondent, or to secure through any coadvantage against the owner or any person in	way colluded, conspired, connived, or submit a collusive or sham proposal in ad or to refrain from bidding in conne- y other respondent, firm or person to ax any overhead, profit or cost elemer collusion, conspiracy, connivance or un	r agreed, directly or indirectly, in connection with the contract ction with such contract, or has of ix the price or prices in the of the proposal price of the
The price or prices quoted in the attached pro conspiracy, connivance or unlawful agreemen owners, employees, or parties in interest, inch	nt on the part of the respondent or ar	
Signed:	Title: President	
Subscribed and sworn to before me this Subscribed and sworn to be	day of November, 2012	

## ATTACHMENT 3: PROPOSALS SUBMISSION AGREEMENT

## By signing below the representative of the firm hereby certifies that:

I/we have examined the Scope of Service and basic requirements and hereby agree to offer the services as stipulated and set forth herein.

I/we agree that this submission may not be withdrawn for a period of ninety (90) calendar days after the scheduled submission deadline.

The submission is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation, and is not submitted in conformity with any agreement or rules of any group, association or corporation.

I/we have not solicited or induced any person, firm or corporation to refrain from submitting. I/we will not discriminate against any employee or applicant for employment because of race, creed, color or national origin in connection with the performance of work.

I/we have carefully prepared this submission, and the required information is accurate. The information submitted does not contain falsified records.

Respectfully submitted by:

MHT Housing, Inc.		
Firm		_
32600 Telegraph Rd. Suite 102; B	ingham Farms, MI 48025	
Address		
248-833-0550	248-833-0551	
Phone	Fax	
mhthousing.net		
Webpage		
PRIMARY CONTACT		
T. Van Fox	President	
Name	Title	
248-833-0552	vanfox@mhthousing.net	
Phone	E-Mail	-
Signature	Date	
•		

# ATTACHMENT 1: EXPERIENCE WORKSHEET

Project Location (City/State) Detroit, MI	Project Name Village Park	Owner Village Park/MHT LDHA, LLC	Project Size 57
Development Type (high rise, townhomes)	Income Levels Served	Ownership Type	Project Cost
High Rise	60% AMI and below	Limited Dividend Housing Association, LLC	11,140,241

Subcomponents of Project	Involved? (Yes,	Role	
	No, N/A)		
Establish Development Team		Selected all members of development team including contractor, architect, engineer and legal.	
(architect, legal etc.)	Yes		
Legal Structure			
	Yes	Created legal structure and entity	
Partnerships			
	NA		
Market Study	Yes	Ordered market study from MSHDA approved agent	
Site Analysis	Yes	Conducted preliminary site review and analysis	
Environmental Review	Yes	Ordered ESA from MSHDA approved agent	
Operating Pro Forma		Oracica Lortholit MollibA approved agent	
	Yes	Developed Operating Pro-forma	
Secure Financing			
(include all sources below)			
1:MSHDA Perm	Yes	Secured financing	
2: NSP 1 & 3	Yes	Secured financing	
3: State and Federal Historic	Yes	Secured financing	
4: Home Funds		Secured financing	
5: Brownfield	Yes Yes		
Site Plan Approval	res	Secured financing	
Siec Flair Approvar	Yes	Obtained site plan approval from city	
Guarantees	100	Columned site plan approval from City	
o darantee e s	Yes	Provide guarantees for project financia s	
Scope of Construction Work	Yes	Provide guarantees for project financing	
Construction Oversight	162	Develop scope of work and construction budget	
Construction Oversight	Yes	0	
Section 3	103	Oversee contractors through duration of project	
Section 5	Yes	Overes a Coeffee 2	
Davis-Bacon	168	Oversee Section 3 compliance	
Davis-DdCUII	V	Outron Burks B	
Relocation	Yes	Oversee Davis-Bacon compliance	
neiocation	V		
D.C. all attended to	Yes	Oversaw temporary tenant relocation during construction	
Marketing and Lease Up			
	Yes	MHT oversees marketing and lease-up program	
Property Management	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	Continental Management is the management company and is owned by T. Van Fox, the president of MHT Housing. Continental & MHT will work closely to manage the asset.	
	Yes	will work closely to manage the asset.	

# ATTACHMENT 1: EXPERIENCE WORKSHEET

Project Location (City/State) Eastpointe, MI	Project Name Oakwood Manor	Owner Oakwood Manor Senior Living/MHT LDHA LLC	Project Size 40 Units
Development Type (high rise, townhomes)	Income Levels Served	Ownership Type	Project Cost
Mid-rise	40 & 50% AMI	Limited Dividend Housing Association, LLC	\$4,262, 340

Subcomponents of Project	Involved? (Yes, No, N/A)	Role
Establish Development Team		Selected all members of development team including contractor, architect,
(architect, legal etc.)	Yes	engineer, and legal
Legal Structure	Yes	Created legal structure and entity
Partnerships	NA	
Market Study	Yes	Ordered market study from MSHDA approved agent
Site Analysis	Yes	Conducted preliminary site review and analysis
Environmental Review	Yes	Ordered ESA from MSHDA approved agent
Operating Pro Forma	Yes	Developed Operating Pro-Forma
Secure Financing (include all sources below)		
1: NSP 3	Yes	Secured financing
2: NSP 1	Yes	Secured financing
3: HOME	Yes	Secured financing
4: Developer	Yes	Secured financing
5:		
Site Plan Approval	Yes	Obtained site plan approval from city
Guarantees	Yes	Provide guarantees for project financing
Scope of Construction Work	Yes	Develop scope of work and construction budget
Construction Oversight	Yes	Oversee construction contractor through duration of project
Section 3	Yes	Oversee Section 3 compliance
Davis-Bacon	Yes	Oversee Davis Bacon compliance
Relocation	ANA	This project is new construction. No relocation was needed.
Marketing and Lease Up	Yes	MHT oversees marketing and lease-up
Property Management	Yes	Continental Management is the management company and is owned by T. Van Fox, the president of MHT Housing. Continental & MHT will work closely to manage the asset.

MHT

# **References**

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<sup>\*</sup>Please find also enclosed letters of recommendation.