

AGENDA

ANN ARBOR HOUSING DEVELOPMENT CORPORATION REGULAR MEETING

September 20, 2023

Meeting Time: 7:00
Location: West Arbor and
Virtual on Zoom

Meeting Link:

<https://a2gov.zoom.us/j/95623646774?pwd=bHZSWHFvcVQ3VIREK2ViUHg5Y0Rxdz09>

Passcode: 476042

ID: 956 2364 6774

877-853-5247 US Toll Free Phone Dial-In

- I. APPROVAL OF AGENDA
- II. APPROVAL OF MINUTES
 - A. Regular Board Meeting Minutes of July 19, 2023
- III. NEW BUSINESS
 - A. Resolution 23-20: Approval of \$370,000 contract with Homeland Solar for Creekside Court
 - B. Discussion of development projects
 - C. Current Financial Statements 2023
- IV. ADJOURNMENT

MINUTES

ANN ARBOR HOUSING DEVELOPMENT CORPORATION REGULAR MEETING

July 19, 2023

Meeting Time: 7:00
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President Meadows convened the meeting at 7:06

Board Members present: Deanna Boer, Lee Meadows, Matt Weber, Patricia Jenkins

Board Members absent: Jennifer Hall, Steven Daniels, Thierry Batalonga

I. APPROVAL OF AGENDA

Boer moved and *Weber* seconded.

Motion approved 4 – 0 (Boer, Meadows, Weber, Jenkins - yes, 0 – no)

II. APPROVAL OF MINUTES

Boer moved and *Weber* seconded.

Motion approved 4 – 0 (Boer, Meadows, Weber, Jenkins - yes, 0 – no)

III. NEW BUSINESS

A. Resolution 23-18 Catherine FHLBI Authorization

Jenkins moved and *Boer* seconded.

Motion approved 4 – 0 (Boer, Meadows, Weber, Jenkins - yes, 0 – no)

B. Resolution 23-19 Supportive Services Contracts

Weber moved and *Boer* seconded.

Motion approved 4 – 0 (Boer, Meadows, Weber, Jenkins - yes, 0 – no)

C. Current Financial Statements 2023

IV. ADJOURNMENT

Weber moved and *Boer* seconded. Meeting adjourned at 7:19 p.m.

R-23-20

Resolution to approve a contract with Homeland Solar for \$370,000.00

The AAHC has been consulting with Homeland Solar for 5 years to design a solar array for the roofs on Creekside Court, State Crossing and other AAHC properties. Section 5.4.2 of the AAHDC's purchasing policy does not require a competitive bidding process for energy performance contracts.

5.4.2 Form of Solicitation. Other than A/E services, developer-related services, tenant supportive services and energy performance contracting, competitive proposals shall be solicited through the issuance of an RFP.

However, section 17.1 of the purchasing policy states that the AAHDC board must approve contracts over \$250,000.

17.1 Authority. The Board appoints and delegates procurement authority to the Executive Director (ED) in the amount not to exceed \$250,000 and is responsible for ensuring that any procurement policies and procedures adopted are appropriate for the Agency. All procurements that exceed \$250,000 must have approval from the Board prior to award and/or contract execution.

Attached is a copy of the scope of work from Homeland Solar. The funding source for the contract is a federal EDI (Economic Development Initiative) grant that was secured by the City of Ann Arbor through Representative Dingell's office. The grant is a reimbursement grant, and the AAHDC must pay for the work and will be reimbursed by the City of Ann Arbor. Federal regulations such as Davis-Bacon wages and section 3 compliance are required. The AAHDC has hired a separate contractor, to ensure compliance with these regulations.

RESOLVED, That the Ann Arbor Housing Development Corporation board appropriates funds and approves the contract for \$370,000.00 with Homeland Solar to install solar panels and battery back-up at Creekside Court.

July 7, 2023

Ann Arbor Housing Development Corporation
 727 Miller
 Ann Arbor, MI 48103

On behalf of Homeland Solar, here is our service agreement for a ballasted rooftop solar PV system at:

Creekside Court Apartments, 3425 Platt Road, Ann Arbor 48104

The solar system will maximize solar output on each of 5 buildings – A, B, C (Club House), D, and E. For A, B, D, and E, three (3) - 240V single-phase 11.4kW inverters will be mounted on a steel post and plywood structure at the east end of each building near the utility meter. The solar system will tap into the CT cabinet to back-feed the single meter on each of these buildings. For the Club House, one (1) - 240V single-phase 11.4 inverter will be mounted on the north wall of the laundry room where a 16kWh battery for Club House backup will also be located.

Flush-mounted 535W bifacial panels will be used on A, B, D, and E. The bottom row of panels will have snow guards to prevent snow and ice from falling from the second floor to avoid possibly injuring someone. Flush-mounted 410W Black mono panels will be used on the Club House.

Turnkey Installation of a 148.53 kW PV Solar - \$370,000 (\$2.49/Watt)

Creekside Court Apartments									
	Address	# Panels	Watts/Panel	Solar kW	Solar kWh	AC/DC	Usage kWh	% Offset	\$ Cost
A - North	3421 Platt	71	535	37.985	47,200	1243	47,680	99.0%	\$ 86,250
B	3423 Platt	59	535	31.565	38,300	1213	43,440	88.2%	\$ 77,350
C - Club House	3425 Platt	23	410	9.43	10,400	1103	11,824	88.0%	\$ 42,750
D	3427 Platt	72	535	38.52	47,700	1238	58,360	81.7%	\$ 86,850
E - South	3429 Platt	58	535	31.03	38,700	1247	41,200	93.9%	\$ 76,800
		283	2550	148.53	182,300	1227	202,504	90.0%	\$370,000

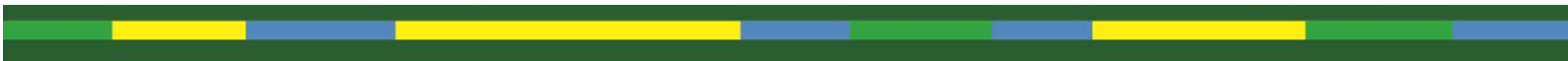
Note: This proposal includes Davis-Bacon Act compliance wages.

Terms: A \$35,000 down payment is due at signing with a second \$100,000 payment at onsite construction commencement. An additional \$100,000 is due upon installation completion and Ann Arbor permit approvals. The balance of \$ 135,000 is due at finalization of Ann Arbor permits.

Prepared By: Larry Kerber, 734-476-4230, Larry@HomelandSolar.com

Accepted as to terms and conditions:

Authorized by: _____ **Date** _____



Equipment and Warranties:

- 260 – Heliene 535W bifacial panels - 15-year product, 25-year power output warranty
- 23 – Heliene 410W mono panels – 25-year product, 25-year power output warranty
- 12 - SolarEdge 11.4kW Single-phase inverters, 12-year warranty, extendable
- 1 – SolarEdge 11.4kW Energy Hub Single-phase inverter, 12-year warranty, extendable
- LG-Chem RESU16H (16 kWh) battery – 10-year performance at 70% of nameplate
- SolarEdge DC Power Optimizers for each panel, 25-year warranty
- IronRidge Racking with RoofTech Mounting – 25-year warranty
- All electrical wiring, design work and engineering, plus permits
- Homeland Solar 5-year warranty on all labor and the installation work for all materials.

Our solar installation proposal has these features:

- Forecast of annual generation of 182,000+ kWh (estimated 90% offset of usage)
- DTE’s Distributed Generation tariff for export energy credits
- 30% Elective Payment (direct-pay), plus potential for 20% allocated credit for qualified low-income residential projects (pending guidance)
- Safe DC architecture, i.e., when the grid-tie inverter is disconnected (turned off) or grid power is down, the solar array voltages are reduced to safe levels by the DC optimizers.
- With internet access, you will have 24/7/365 monitoring of the solar system.

Data Sheets for specified and referenced materials (see attachments) are included as part of the proposed services.

Capacity and Layout: Homeland Solar anticipates that this design will be approved by DTE and Ann Arbor permitting authorities. We cannot guarantee this, however, and so changes may be required. Any changes will be discussed and agreed to by both parties.

Let’s Make It A Solar World



148.53 kW Roof-mounted Solar PV

Building A - 37.99 kW



Building B - 31.57 kW





Building D - 38.52 kW



Building E - 31.03 kW





Club House with Battery Backup – 9.43 kW



Budget Comparison

Period = Jul 2023

Book = Accrual ; Tree = ysi_is

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
3400-00-000 GRANT INCOME									
3415-00-000 Other Government Grants	4,485	683,086	(678,601)	(99)	4,485	683,086	(678,601)	(99)	8,197,036
3415-15-000 DDA Revenue	25,110	-	25,110	N/A	25,110	-	25,110	N/A	-
3418-00-000 Grant Revenue	150,000	3,333	146,667	4,400	150,000	3,333	146,667	4,400	40,000
3499-00-000 TOTAL GRANT INCOME	179,595	686,419	(506,824)	(74)	179,595	686,419	(506,824)	(74)	8,237,036
3610-00-000 Investment Income - Unrestricted	854	92	762	829	854	92	762	829	1,100
3612-00-000 Loan Interest Revenue	-	-	-	N/A	-	-	-	N/A	980,000
3651-01-000 Affordable Housing Millage Revenue	138,056	-	138,056	N/A	138,056	-	138,056	N/A	-
3651-02-000 Mental Health Millage Revenue	111,455	-	111,455	N/A	111,455	-	111,455	N/A	-
3651-03-000 Marijuana Rebate Fund Revenue	186,107	-	186,107	N/A	186,107	-	186,107	N/A	-
3999-00-000 TOTAL INCOME	616,067	686,511	(70,444)	(10)	616,067	686,511	(70,444)	(10)	9,218,136
4000-00-000 EXPENSES									
4100-00-000 ADMINISTRATIVE									
4100-99-000 Administrative Salaries									
4110-00-000 Administrative Salaries	728	945	217	23	728	945	217	23	11,342
4110-11-000 Temporary Help	-	1,250	1,250	100	-	1,250	1,250	100	15,000
4110-50-000 Contract Employees-Admin	1,563	3,692	2,129	58	1,563	3,692	2,129	58	44,310
4110-60-000 Contract-Property Management	1,487	1,606	119	7	1,487	1,606	119	7	19,268
4110-61-000 Contract Property Management-OT	3	-	(3)	N/A	3	-	(3)	N/A	-
4110-99-000 Total Administrative Salaries	3,781	7,493	3,712	50	3,781	7,493	3,712	50	89,920
4139-00-000 Other Admin Expenses									
4171-00-000 Auditing Fees	-	-	-	N/A	-	-	-	N/A	1,500
4182-00-000 Consultants	3,013	22,480	19,467	87	3,013	22,480	19,467	87	269,764
4184-00-000 Contractor Expense - Admin	3,220	-	(3,220)	N/A	3,220	-	(3,220)	N/A	-
4189-00-000 Total Other Admin Expenses	6,233	22,480	16,247	72	6,233	22,480	16,247	72	271,264
4190-00-000 Miscellaneous Admin Expenses									
4190-03-000 Advertising	260	-	(260)	N/A	260	-	(260)	N/A	-
4190-04-000 Office Supplies	-	500	500	100	-	500	500	100	500
4190-20-000 Bank Fees	10	160	150	94	10	160	150	94	160
4190-22-000 Other Misc Admin Expenses	115	5,195	5,080	98	115	5,195	5,080	98	62,336
4191-00-000 Total Miscellaneous Admin Expenses	385	5,855	5,470	93	385	5,855	5,470	93	62,996
4199-00-000 TOTAL ADMINISTRATIVE EXPENSES	10,399	35,828	25,429	71	10,399	35,828	25,429	71	424,180
4200-00-000 TENANT SERVICES									
4220-00-000 Resident Council	-	208	208	100	-	208	208	100	2,500
4220-01-000 Other Tenant Svcs.	93,774	-	(93,774)	N/A	93,774	-	(93,774)	N/A	-
4220-02-000 Tenant Services Support	250,459	241,836	(8,623)	(4)	250,459	241,836	(8,623)	(4)	2,902,036
4299-00-000 TOTAL TENANT SERVICES EXPENSES	344,233	242,044	(102,189)	(42)	344,233	242,044	(102,189)	(42)	2,904,536
4410-50-000 Contract Employees Maintenance	704	645	(59)	(9)	704	645	(59)	(9)	7,744

Balance Sheet

Period = Jul 2023

Book = Accrual ; Tree = ysi_bs

		Current Balance
1000-00-000	ASSETS	
1100-00-000	CASH	
1110-00-000	Unrestricted Cash	
1111-81-001	AAHDC - Savings - CSB	1,342,001
1111-82-000	AAHDC Checking-Chelsea Bank	915,041
1111-99-000	Total Unrestricted Cash	<u>2,257,042</u>
1119-00-000	TOTAL CASH	2,257,042
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1129-99-000	Allowance for Doubtful Accounts-Other	(16,138,945)
1135-04-000	A/R City of Ann Arbor	167,925
1135-05-000	A/R Miscellaneous	11,375,072
1145-00-000	Accrued Interest Receivable	3,480,835
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVABLE	<u>(1,115,113)</u>
1160-00-000	OTHER CURRENT ASSETS	
1211-00-000	Prepaid Insurance	775
1299-00-000	TOTAL OTHER CURRENT ASSETS	<u>775</u>
1300-00-000	TOTAL CURRENT ASSETS	1,142,704
1400-01-000	FIXED ASSETS	
1400-06-000	Buildings	5,000,000
1400-08-000	Furniture and Equipment-Admin.	189,744
1405-03-000	Accum Depreciation-Furn & Equip Admin	(17,710)
1405-90-000	TOTAL FIXED ASSETS	<u>5,172,034</u>
1493-00-000	Notes Receivable - LIHTC	1,283,038
1499-00-000	TOTAL NONCURRENT ASSETS	<u>6,455,072</u>
1999-00-000	TOTAL ASSETS & DEFERRED OUTFLOW OF RESOURCES	7,597,776
2111-00-000	A/P Vendors and Contractors	671,205
2200-00-000	Deferred Revenue	110,776
2200-01-000	Deferred Revenue - Affordable Housing Millage	(138,056)
2200-02-000	Deferred Revenue - Mental Health Millage	(111,455)
2200-03-000	Deferred Revenue - Marijuana Rebate Fund	(92,333)
2299-00-000	TOTAL CURRENT LIABILITIES	<u>440,137</u>
2310-00-000	Notes Payable-LT	1,500,000
2399-00-000	TOTAL NONCURRENT LIABILITIES	<u>1,500,000</u>
2499-00-000	TOTAL LIABILITIES	1,940,137
2802-00-000	Contributed Capital	67,437
2805-99-000	TOTAL CONTRIBUTED CAPITAL	<u>67,437</u>
2809-00-000	RETAINED EARNINGS:	
2809-02-000	Retained Earnings-Current Year	3,738,402
2809-04-000	Unrestricted Net Assets	1,679,766
2809-05-000	Invested in Capital Assets, Net of Related Debt	172,034
2809-99-000	TOTAL RETAINED EARNINGS:	<u>5,590,202</u>
2899-00-000	TOTAL EQUITY	<u>5,657,639</u>
2999-00-000	TOTAL LIABILITIES AND EQUITY	<u>7,597,776</u>
9999-99-000	TOTAL OF ALL	-

4410-51-000	Contract Employees-Maint-OT	7	-	(7)	N/A	7	-	(7)	N/A	-
4416-00-000	Contractor Expense - Maintenance	882	-	(882)	N/A	882	-	(882)	N/A	-
4419-00-000	Total General Maint Expense	1,594	645	(949)	(147)	1,594	645	(949)	(147)	7,744
4499-00-000	TOTAL MAINTENANCE EXPENSES	1,594	645	(949)	(147)	1,594	645	(949)	(147)	7,744
4500-00-000	GENERAL EXPENSES									
4510-20-000	Liability Insurance	155	136	(19)	(14)	155	136	(19)	(14)	1,636
4521-00-000	Misc. Taxes/Liscenses/Insurance	-	40	40	100	-	40	40	100	40
4525-00-001	Development Expense - General	10,670	-	(10,670)	N/A	10,670	-	(10,670)	N/A	-
4525-00-002	Development Expense - Maple Tower	374	-	(374)	N/A	374	-	(374)	N/A	-
4525-00-003	Development Expense - River Run	150,764	-	(150,764)	N/A	150,764	-	(150,764)	N/A	-
4525-00-006	Development Expense - Colonial Oaks	3,064	-	(3,064)	N/A	3,064	-	(3,064)	N/A	-
4525-00-009	Development Expense - 121 Catherine	61,431	-	(61,431)	N/A	61,431	-	(61,431)	N/A	-
4525-00-010	Development Expense - 350 S. Fifth Ave	15,082	-	(15,082)	N/A	15,082	-	(15,082)	N/A	-
4540-00-000	Affiliated Entities Support	2,325	-	(2,325)	N/A	2,325	-	(2,325)	N/A	-
4570-01-000	Bad Debt Recovery	-	-	-	N/A	-	-	-	N/A	880,000
4599-00-000	TOTAL GENERAL EXPENSES	243,865	176	(243,689)	(138,460)	243,865	176	(243,689)	(138,460)	881,676
5000-00-000	NON-OPERATING ITEMS									
5210-00-000	Operating Transfers OUT	-	416,667	416,667	100	-	416,667	416,667	100	5,000,000
5999-00-000	TOTAL NON-OPERATING ITEMS	-	416,667	416,667	100	-	416,667	416,667	100	5,000,000
8000-00-000	TOTAL EXPENSES	600,090	695,360	95,270	14	600,090	695,360	95,270	14	9,218,136
9000-00-000	NET INCOME	15,977	(8,849)	24,826	281	15,977	(8,849)	24,826	281	-