



May 19, 2021

Sarah Bontrager, Housing and Public Services Manager
City of Elk Grove
8401 Laguna Palms Way
Elk Grove, CA 95758

Re: City of Elk Grove Request for Proposals
Development, Construction, and Operation of An Affordable Housing Project

Dear Sarah:

Please find attached Mutual Housing California’s concept proposal for the development of 100-unit Senior and 100-unit Family affordable housing communities in the City of Elk Grove. Both projects will be financed with tax-exempt bonds and 4% Federal and State Low-Income Housing Tax Credits. The Senior project will also obtain financing from the State’s Multifamily Housing Program while the Family project will include conventional permanent debt. Both projects will require a \$5 million contribution of City funds. Should Mutual Housing be selected by the City to proceed with either development, we would anticipate obtaining City entitlements and all necessary financing commitments in 2022, commencing construction in early 2023 , with completion in the Spring/Summer 2024.

Mutual Housing acknowledges and takes no exceptions to the conditions stated in the City’s Request for Proposals RFP. Please feel free to contact me should you have any questions regarding our proposal. I can be reached at roberto@mutualhousing.com or 971-401-9140. Thank you for your consideration of our proposal.

Sincerely,

Roberto Jimenez
Chief Executive Officer

2. Table of Contents

Section 3	Qualifications and Experience
Section 4	Project Description
Section 5	Site Control Description/Evidence and Valuation
Section 6	Project Expected Timeline
Section 7	Zoning and Entitlements
Section 8	Sources and Uses of Funds
Section 9	Operating Proforma
Section 10	Low-Income Housing Tax Credits
Section 11	Conflict of Interest Statement
Section 12	Insurance
Section 13	Exceptions
Section 14	Supportive Information



3. Qualifications and Experience

Mutual Housing California is a nonprofit affordable housing developer, owner, manager, and resident services provider headquartered in Sacramento. Since its founding in 1988, Mutual Housing has been working in concert with local governments, social service agencies, and neighborhood groups to develop high quality, sustainable, and permanently affordable rental housing. With in-house expertise in development, finance, construction management, property management, resident services, and accounting, we work with teams of experienced designers, private and public lenders and investors, and contractors to ensure that each of our developments is designed, constructed, and operated in a manner which ensures long-term financial viability, physical sustainability, and resident and neighborhood pride.

Mutual Housing's current portfolio includes 19 multifamily communities totaling over 1,100 units in Sacramento and Yolo Counties. We also began construction in October 2020 on two new communities with another slated for a September 2021 start, and have several other projects in our development pipeline. Our developments house a wide variety of populations—including working families, seniors, farmworkers, developmentally disabled, as well as those who have been homeless or are at risk of homelessness. To finance our developments, Mutual Housing staff has developed expertise in underwriting and obtaining financing from a variety of private and public funding sources. We have long-standing relationships with convention lenders such as Wells Fargo, Bank of America, Bank of the West, Citibank, and BBVA Compass, as well as with Low-Income Housing Tax Credit (LIHTC) investors such as National Equity Fund, Wells Fargo Bank, Merritt Capital, and Raymond James. In addition to these private funding sources, Mutual Housing has been very successful in obtaining funds via public funding programs, in particular the California Tax Credit Allocation Committee's (CTCAC) "9%" and "4%" Low-Income Housing Tax Credit (LIHTC) programs and numerous programs administered by the State Department of Housing and Community Development (HCD) and California Housing Finance Agency. We also have extensive experience in working with local government agencies to utilize HOME, CDBG, and Housing Trust Fund funding programs as well as Project- and Tenant-Based Voucher rental assistance programs. With its historically strong corporate balance sheet, Mutual Housing can self-fund predevelopment costs associated with its projects.



Mutual Housing California, a California nonprofit public benefit corporation, was incorporated on November 1, 1988 in Sacramento. Mutual Housing Management is an affiliate California nonprofit public benefit corporation, incorporated October 24, 2012 in Sacramento. They are recognized as tax-exempt under Section 501(c)(3) and Section 501(c)(4), respectively, of the Internal Revenue Code. Mutual Housing’s 2021 budget is \$5.8 million in revenue with \$5.2 million in expenses. Revenue sources are project developer fees, partnership management fees, interest earned on related party loans, social services fees, and grant income.

Key Staff:



Roberto Jimenez, Chief Executive Officer—Roberto has 15 years of experience in the affordable housing industry, which includes multifamily housing development, property management, resident services, and resident job training. He served as Executive Director of Farmworker Housing Development Corporation (FHDC) in Woodburn, Oregon from 2005-2016.

During this time, he tripled the size of FHDC’s affordable housing portfolio, developed or rehabbed 330 units of diverse multifamily housing, and managed a variety of resident services programs. He then launched Evolve Workforce and Property Management, a non-profit third-party property management company with a focus on creating job training opportunities in the management of affordable rental housing. From 2016 to early 2018, Roberto was Real Estate Development Director at Cabrillo Economic Development Corporation in Ventura, California. In January 2018, he became Chief Executive Officer of Mutual Housing. Roberto earned an Executive Education Degree at the Achieving Excellence in Community Development program at the Kennedy School of Government, Harvard University, and a B.A. in comparative literature from the University of Oregon. Roberto will be authorized to execute the Letter of Intent, ground lease, and regulatory agreement between the Respondent and the State.



Keith Bloom, Director of Acquisitions—Keith is responsible for identifying new development opportunities for Mutual Housing. He has 30 years of development experience in both the affordable and market-rate multifamily industries. Keith’s responsibilities for “pipeline development” require him to work in close partnership with numerous local government agencies, community-based organizations, and development communities. It also requires him to have an in-depth understanding of local, state, and federal

financing programs, in particular the federal LIHTC “9%” and “4%” programs as well as the many

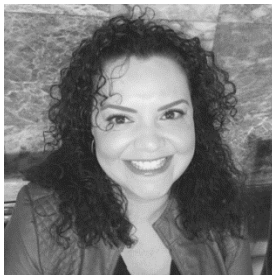


State programs. Prior to joining Mutual Housing in 2013, Keith worked for 11 years with Thompson|Dorfman Partners, a Bay Area market-rate multifamily developer. From 1989 to 1999, Keith served as Project Manager and Development Director for Community Housing Opportunities Corporation (CHOC), a nonprofit affordable housing developer headquartered in Davis. Keith obtained a B.A. in Political Science from Stanford University and Master's in Management from the Graduate School of Management at the University of California at Davis.



Holly Wunder-Stiles, Director of Housing Development—Holly oversees all housing development processes, including acquisitions, financing, and construction. Holly has 25 years of experience in affordable housing development and finance. Before joining Mutual Housing in 2005, she served as Community Development Loan Officer for Rural Community Assistance Corporation, financing affordable housing, community facilities, and water and wastewater projects in rural communities. Prior to that, Holly was Project

Manager for South County Housing in Gilroy, where she was responsible for single-family self-help development and multifamily new development and rehabilitation projects. Holly holds a M.A. in public policy from the Kennedy School of Government at Harvard University and a B.A. in Political Science from Stanford University.



Winter Chaslow, Director of Property Management—As Director of Property Operations, Winter is responsible for directing, administering, and coordinating the daily operational activities of Mutual Housing Management, Mutual Housing's affiliate property management company. Winter oversees her team to ensure that Mutual Housing's properties are well managed and maintained and remain financially and physically sustainable. She has 15 years

of experience in regulatory compliance and property operations management of affordable multi-family housing. Prior to joining Mutual Housing, Winter held leadership roles in property management and compliance working for both non-profit and for-profit firms in Sacramento and the Bay Area. With Mercy Housing, Winter oversaw the organization's Sacramento-area permanent supportive housing portfolio. These properties housed the most vulnerable populations, including people coming out of homelessness. Winter earned her B.A. degree in Business Management from Western Governor's University.





Anne-Marie Flynn, Community Development Officer--Anne-Marie manages the complex inter-department relationships at Mutual Housing, ensuring the collaboration necessary for the organization's long-term sustainability through donor and programs support. Her responsibilities include oversight of Resource Development, Community Organizing, and Communications. Ms. Flynn has more than 20 years of experience in nonprofit management and development in the Sacramento region. As a staff person and consultant, she has helped many local organizations develop and implement their programs, train their staff and volunteers, and raise funds to support our communities. Ms. Flynn has a B.A. in Sociology from University of California at Los Angeles, and an M.S. in International Agricultural Development from the University of California at Davis.



Julie Goldfine, Chief Financial and Operations Officer--Julie has lent a progressive perspective to the raw numbers of accounting during her 20 years of work on behalf of private and nonprofit organizations. She has spent more than half of her career in the LIHTC financing field, gaining a breadth of understanding in working out bond financing, loan conversions, cost conversions, and the evaluations of the financial feasibility of LIHTC projects. At Mutual Housing, Julie oversees accounting, asset management, and information technology. Prior to joining Mutual Housing, she worked for eight years at St. Anton Partners, LLC, as Chief Financial Officer/Chief Operating Officer. She also previously served as the accounting manager for Parker Development Company, a land developer, homebuilder, and property management company. She obtained her CPA license in 1998. Julie has a Bachelor of Accountancy from the University of San Diego.

Contact information:

3321 Power Inn Road, Suite 320, Sacramento, CA 95826

Office: (916) 453-8400

Roberto Jimenez, roberto@mutualhousing.com

Keith Bloom, keith@mutualhousing.com

Holly Wunder-Stiles, holly@mutualhousing.com



Keith will be responsible for the implementation of the project through the completion of entitlements. Once entitlements are obtained, Holly will take over responsibility for the project's financing and construction.

Affordable Housing Projects:

Of Mutual Housing's existing 19-property portfolio and its two projects currently under construction, 19 properties include financing via the LIHTC program and 12 include funding from a variety of state or federal funding programs. See attached Mutual Housing's list of real estate owned which details our extensive experience in securing LIHTC equity, private and public debt, and in several cases project-based rental assistance for our projects. The following are examples of Mutual Housing's affordable housing developments over the past five years:



Mutual Housing at Spring Lake, Woodland

Located in Woodland, Mutual Housing at Spring Lake provides 101 one-, two-, three-, and four-bedroom flats and townhomes for agricultural workers and their families. The project was developed in two phases, with the first phase completed in February 2015 and the second phase in June 2019. Community features include a central outdoor common area, children's play area, basketball court, and community gardens. A large community building contains a large room for classes, meetings, and social events, computer lab, multi-purpose room, and leasing office. Project financing included "9%" LIHTC equity provided by Wells Fargo, Citibank conventional term loan, USDA 514 Farm Labor Housing term loan and 521 Rental Assistance program for all units, and a City of Woodland "soft" loan. The first phase of Mutual Housing at Spring Lake was the first certified Zero Net Energy rental housing built in the United States and was selected as a 2015 Housing Innovation Award winner by the U.S. Department of Energy, and in 2017 was one of two housing developments internationally to receive the United Nations' World Habitat Award as an exemplary model of innovative and sustainable housing as well as resident leadership development.

Local Jurisdiction Contact:

Ken Hiatt, City Manager, City of Woodland, (530) 661-5800, \$2,400,000 funding



Lavender Courtyard by Mutual Housing, Sacramento

Lavender Courtyard by Mutual Housing is a rental community located at 16th and F Streets in downtown Sacramento. Construction commenced in October 2020, with completion slated for Spring 2022. This 53-unit development will provide permanently affordable housing to low-income seniors 62 years of age and older and will be welcoming to seniors of the local LGBT community. The development will be a four-story structure constructed on a currently vacant .6-acre lot, at a density of 88 units per acre. The ground floor will include a manager's office, community room, space for resident services, common laundry rooms, two residences and 17 parking spaces. A 4,000 square-foot central courtyard will provide residents with beautifully landscaped open space, socializing areas with bench seating, and a barbeque area. The upper three floors will be accessed via an elevator. Green building materials, energy-efficient HVAC systems and lighting, energy star rated appliances, as well as water-efficient plumbing fixtures will be incorporated into each unit. There will be roof top solar panels that will offset the energy usage of the common spaces. Lavender Courtyard is being financed with LIHTC equity from Enterprise, "soft" loans from MHP and Sacramento Housing and Redevelopment Agency (SHRA), and a grant from the Harry and Jeannette Weinberg Foundation. The Sacramento County Housing Authority has also committed 24 Project-Based Vouchers for units that will be reserved for seniors coming out of homelessness.

Local Jurisdiction Contact:

Christine Weichert, Director of Development Finance, Sacramento Housing & Redevelopment Agency, \$2,900,000 funding



Adelante by Mutual Housing, Davis

Adelante by Mutual Housing is located just east of the intersection of 5th Street and Pole Line Road in Davis. Construction commenced in October 2020, with completion scheduled for February 2022. This community will provide 38 one-, two-, and three-bedroom homes for families. Sixteen homes will be reserved for families with children who are participating in the CalWorks program, including up to five Transitional Age Youth households who have aged out of the foster care system. The community will be a single three-story building on a 1-acre parcel, achieving a density of 37 units per acre. The ground floor will include a manager's office, community room, space for resident services, and common laundry rooms. The upper two floors will be accessed via an elevator. Outdoor courtyards to the building's east and north will provide residents with beautifully landscaped open space, socializing areas, and a play area for the children. Adelante will also include many of the "Green" building elements included in the Lavender Courtyard project as well as a roof-mounted solar array. The project is being financed with tax-exempt bonds from Wells Fargo Bank, tax credit equity from Enterprise, and "soft" loans from the State Multifamily Housing Program, Federal Home Loan Bank's Affordable Housing Program, and City of Davis. The project's land was also donated by the developer of the adjacent student-housing project.

Local Jurisdiction Contact:

Kelly Stachowicz, Assistant City Manager, City of Davis, (530) 757-5602 ext. 5802, \$2,400,000 funding



Mutual Housing on the Boulevard, Sacramento

Mutual Housing on the Boulevard is located on Stockton Boulevard just south of Florin Road in an urbanized area of unincorporated Sacramento County. All financing has been committed, building permit processing and financial closing are both in process, with construction scheduled to commence in October 2021 and to be completed in Summer 2023. The development is located on a vacant 5.3-acre parcel and will include 127 homes for families as well as formerly homeless households. At the North side of the development's entrance will be a 3-story, elevator served building with 68 apartments including one-, two-, and three-bedroom units. At the ground level is 5,000 square feet of community and social service space. At the interior of the site will be 59 apartments organized as one-, two-, and three- bedroom walk-up flats and attached town homes. Onsite amenities will include an outdoor plaza, tot lot for young children, playground for older children, basketball court, barbeque areas, community gardens, and indoor children's playroom and after-school space. The project's financing will include a conventional tax-exempt term loan from Chase Bank, tax credit equity from Enterprise, and a "soft" loans from the State No Place Like Home Program and SHRA.



Local Jurisdiction Contact:

Christine Weichert, Director of Development Finance, Sacramento Housing & Redevelopment Agency, \$6,900,000 funding



Victory Trio Resyndication and Rehabilitation

In Winter 2021, Mutual Housing completed the major refinancing and rehabilitation of its “Victory Trio” development, which is comprised of three of its properties located in North Sacramento. Totalling 91 units of family housing, the 55-unit Mutual Housing at Dixieanne, 21-unit Victory Townhomes, and 15-unit Norwood Annex underwent \$7 million in exterior and interior rehabilitation. Additionally, several units were modified to accommodate mobility-challenged residents. Roof-mounted photovoltaic systems were also added to each of the properties. The rehabilitation process required the need to temporarily relocated residents offsite, the process being complicated by the impacts of the Covid-19 pandemic. Financing included a conventional tax-exempt term loan from Chase Bank, tax credit equity from Raymond James, and “soft” loans from the Federal Home Loan Bank’s Affordable Housing Program and SHRA.



Local Jurisdiction Contact:

Christine Weichert, Director of Development Finance, Sacramento Housing & Redevelopment Agency, \$3,500,000 funding



The following architect, general contractor, financial consultant, and legal counsel will be part of Mutual Housing’s development team. Each team member has extensive experience in the affordable housing industry and has teamed with Mutual Housing in executing numerous affordable housing developments in the Sacramento area over the past thirty years.

Mogavero Architects (Architect)



David Mogavero, Senior Principal—Since 1984, Mogavero Architects designs buildings and communities with the goal to inspire sustainability and create places with meaning. Its award-winning architecture, planning and urban design services have been provided to clients throughout California, from small towns to intensely urban settings. The firm has extensive experience in the areas of affordable housing, student housing, mixed-use and sustainable development. David’s practice has embraced the full range of progressive community design, including high density mixed-use infill and holistic building systems. David’s roles as developer and environmental advocate help him conceive projects that are economically viable and sensitive to the community and the environment. David earned a B.A. in Architecture at the State University of New York in 1974.

Affordable Housing Projects in past five years:

- Lohse Apartments, Roseville, for Mercy Housing—Urban infill, 4-story building, 58 affordable family units over subterranean parking, completed 2018.
- Bartlett Commons, Davis, for CFY Development—3-story buildings, 62 affordable family units with tuck-under parking, completed 2018.
- Main Street Plaza, Roseville, for Meta Housing—4-story buildings, 65 affordable family units with tuck-under parking, completion 2021.
- Lavender Courtyard, Sacramento, for Mutual Housing California—4-story building with central courtyard, 53 affordable units for seniors with ground-level parking garage, completion Spring 2022.
- WEST, for CA Ventures—5-story building with concrete podium over retail, 286 market-rate units with freestanding “wrapped” garage, completion 2022.

Contact information:

1331 T St, Sacramento, CA 95811

Office: (916) 443-1033

David Mogavero, dmogavero@mogaveroarchitects.com



Sunseri Construction (General Contractor)



Donny Lieberman, President and CEO--Sunseri Construction is a general contracting company headquartered in Chico with operations in California and Nevada. Founded in the early 1970's, Sunseri primarily serves organizations providing affordable multi-family and senior housing. This mission has been realized with the construction of over 8,000 units of housing for low-income seniors, families, homeless individuals, and people needing assistance. It is a California licensed general contractor, in good standing with the State of California Contractor Licensing Board. Donny Lieberman has been President/CEO since 1990. Sunseri partners with its clients from the early stage of project inception. It assists the project team with budgets, scheduling, and value engineering. Sunseri has long standing relationships with HUD, HCD, CalHFA, and Sacramento Housing and Redevelopment Agency (SHRA) as well as with the major lenders and investors servicing affordable housing providers. Sunseri is very experienced in implementing hiring practices to promote disadvantaged businesses and individuals and Section 3 hiring as well as achieving both MBE/WBE participation in its projects.

Affordable Housing Projects in past five years:

- Tabora Gardens, Antioch, for Satellite Affordable Housing Associates—85-unit, double-loaded corridor affordable community for veterans, seniors, and people with special needs. Completed March 2018.
- Zettie Miller's Haven, Stockton, for Service First of Northern California--82-unit, garden-style apartment community for low-income veterans, seniors, persons with mental illness, and people with special needs. Completed March 2017.
- Mutual Housing at Spring Lake Phase 2, Woodland, for Mutual Housing California—39-unit garden-style apartment community for low-income farmworkers and their families. Completed May 2019.
- Valley Springs, Carson City, Nevada, for Northern Nevada Community Housing—62-unit, double-loaded corridor, workforce housing community with preference given to veterans. Completed August 2020.



- Woodland, Phase 2, for Palm Communities and North Valley Catholic Social Services—20-unit, garden-style, apartment community for families, and persons mental health issues and/or at risk of homelessness. Completed August 2020.

Contact information:

48 Comanche Ct, Chico, CA 95928

Office: (530) 891-6444

Donny Lieberman, dl@sunsericonstruction.com

California Housing Partnership Corporation (Financial Consultant)



Laura Kobler, Director, Sacramento Region--Founded in 1988 in San Francisco, California Housing Partnership Corporation (CHPC) is a nonprofit real estate finance and tax credit syndication consultant that has assisted nonprofit housing developers throughout California build and preserve more than 18,000 affordable homes. CHPC advises clients on financial strategies to raise LIHTC equity and private debt, select LIHTC investor partners and

private lenders, negotiate investor and lender deal points, prepare financial projections, and assist in obtaining funding from a wide array of competitive public programs. Laura joined CHPC in 2003. She provides development and financial technical assistance and training opportunities to nonprofit corporations and public agencies throughout Northern California. Previously, Laura served as the Director of Housing Development for Sacramento Mutual Housing Association (SMHA) (renamed, Mutual Housing California), where she oversaw the organization's development of new rental housing and acquisition and rehabilitation of existing properties. Prior to joining SMHA, Laura was Housing Program Manager and Project Manager at Rural California Housing Corporation (now part of Mercy Housing California), where she was responsible for the development of 27 multi- and single-family affordable housing developments. Laura received a B.A. in English from California State University, Sacramento, and is a graduate of the LISC Housing Development Training Institute.

Affordable Housing Projects:

CHPC provides ongoing financial consultant services to many of the major nonprofit affordable housing developers throughout California, including Bridge Housing of San Francisco, EAH Housing of San Rafael, Visionary Home Builders of Stockton, East Bay Asian Local Development Corporation of Oakland, and Mutual Housing California, all of whom have projects under development in multiple jurisdictions throughout the state.



Contact information:

301 Battery Street, 5th Floor

San Francisco, CA 94111

(415) 561-6700

Laura Kobler, lkobler@chpc.net

Gubb & Barshay (Legal Counsel)



Scott Barshay, Founding Partner—Established in 1993, Gubb & Barshay is nationally known as one of the premier law firms specializing in the field of affordable housing. Based in Oakland, the firm is recognized for its expertise in the LIHTC and State housing finance programs. The firm provides legal counsel throughout the entire development process, with a focus on financial structuring and closing of LIHTC syndications. One of the firm’s founders, Scott specializes in affordable housing, real estate and tax matters, syndications, and nonprofit law. He has assisted clients in analyzing underwriting risks, documenting transactions, and negotiating favorable loan provisions. He also has been involved in structuring numerous LIHTC syndications and advising clients on tax, fair housing, and relocation matters. Scott graduated from Duke University in 1981, summa cum laude with an B.A. in Economics, and received his J.D. from Harvard University Law School in 1985, cum laude.

Affordable Housing Projects:

Gubb & Barshay provides ongoing legal counsel services to many of the major nonprofit affordable housing developers throughout California, including Bridge Housing of San Francisco, Eden Housing of Hayward, MidPen Housing of Foster City, Mercy Housing California of San Francisco, Los Angeles, and Sacramento, and Mutual Housing California, all of whom have projects under development in multiple jurisdictions throughout the state.

Contact Information:

505 14th Street, Suite 450

Oakland, CA 94612

(415) 781-6600

Scott Barshay, sbarshay@gubbandbarshay.com



4. Project Description

Mutual Housing is proposing two different Concept Projects:

Senior Housing

Old Town Courtyard will provide 100 units of permanently affordable housing to low-income seniors 62 years of age and older. It will be located on a site of 1.5 to 2 acres and developed at a density of 50 to 67 units per acre. The development's location will be near the City's Old Town, making it pedestrian-friendly for its elderly residents who will be able to walk to nearby amenities including restaurants, parks, grocery stores, health care services, library, and public transportation. The building's architecture will reflect the design vision outlined in the City's Old Town Elk Grove Special Planning Area Design Standards and Guidelines. For financing purposes, it is assumed that the project will not be located in a Difficult to Develop Area or Qualified Census Tract.

The community will be a three-story wood frame building surrounding an interior courtyard. (A four-story building could also be achieved if allowed by City zoning and appropriate within the neighborhood's context.) The ground floor will include a centrally located main entrance and lobby, along with onsite manager and resident services offices, a community room for resident socializing and events, common laundry, and maintenance rooms. Residences will also be located on the first floor. The upper two floors will be accessed via a lobby elevator as well as a stairway, with units located on both sides of a double-loaded corridor. The residences will include 80 one-bedroom/one-bath and 20 two-bedroom/one-bath units (one of which will be the manager's unit). All units will include design elements such as grab bars and accessible countertops and cabinets to enable the senior residents to easily "age-in-place". Fifteen percent of the units will be mobility accessible, far exceeding the 5% federal requirement. A centralized outdoor courtyard will provide plentiful landscaped open space, socializing areas with bench seating and barbeque area. Because of the targeted low-income senior population, it is anticipated that the onsite surface parking required will be no more than .5 spaces per unit and adequate to meet the needs of the residents, guests, property management staff, and service providers. Reducing the site area needed for parking will increase the area available for housing.

The homes will be affordable to seniors whose incomes are between 30% (\$19,050 for a one-person household and \$21,750 for a two-person household) and 40% (\$25,400 for a one-person household



and \$29,000 for a two-person household) of Sacramento County’s Area Median Income (AMI). Rents (including utilities) will range from \$510 to \$612 for one-bedroom units and \$680 to \$816 for two-bedroom units.

As in all Mutual Housing developments, onsite staff will promote resident involvement and community building at Old Town Courtyard. The community will be assigned a Mutual Housing community organizer who will get to know every household as well as their talents and challenges. Community organizers will also identify third-party service providers to offer residents a variety of programs--such as health and nutrition education, job counseling, low cost or free food, and other social services. We will also assign social work and nursing interns to this community.

The 100-unit Old Town Courtyard’s total development cost will be \$39.8 million, or \$398,000 per unit. It will be very similar in its building type and programming to that of Mutual Housing’s Lavender Courtyard senior housing development described in “3. Qualifications and Experience”.

Family Housing

Elk Grove Family Housing will provide 100 units of permanently affordable housing to low-income families. It will be built on an approximately 4-acre site ideally located in northwest Elk Grove in close proximity to schools, shopping, health care, and recreational areas. For financing purposes, it is assumed that the project will be located west of Highway 99 in a Difficult to Develop Area and a Highest Resource Census Tract.

The community will be comprised of several 3-story “garden-style walk-up” residential buildings surrounding a centrally located 3,000 square foot community center. The site will include significant outdoor social gathering areas with bench seating and barbecues, two children’s play areas, and a half-court basketball court. The homes’ floor plans will be “stacked flats”. Of the 100 homes, 92 will be for “workforce” housing while 8 will be reserved for formerly homeless or at-risk households. Mutual Housing will work closely with local service providers, such as Sacramento Self-Help Housing, Lutheran Social Services, and those providing services to Transitional Age Youth households, to provide supportive case management services to the formerly homeless/at-risk households. We have long-standing relationships with several local services providers in collaboratively providing supportive services at several of our existing properties.



The unit types will include 25 one-bedroom/one-bathroom, 50 two-bedroom/one-bathroom homes (one of which will be the manager’s unit), and 25 three-bedroom/two-bathroom homes. The community center will house offices of the onsite property manager and resident organizer. It will also include a multi-purpose room to be utilized by residents for activities ranging from after school programs for children, adult education programs, to social events. The building will also house a community laundry room which will open onto an outdoor play area.

A total of 125 onsite parking spaces, at a ratio of 1.25 spaces per unit, will be provided. (A large portion of these spaces will be “tuck-under” spaces, which are necessary to reduce the amount of site area needed for parking and therefore increase the number of homes.) The amount of onsite parking will be consistent with actual parking demand experienced at Mutual Housing’s existing properties. And as at several of Mutual Housing’s existing properties, the Elk Grove Family Housing community will also include a zero-emission “car share” vehicle, bike and scooter “share” programs, and be in close proximity to public transit service, all of which will serve to reduce residents’ reliance on automobiles and associated onsite parking.

Rents will be permanently affordable to households earning from 30% to 60% of Sacramento’s Area Median Income (AMI), or \$27,180 to \$54,360 for a family of four. Specifically:

- 10 homes will be affordable to households earning 30% AMI, with rents (including utilities) at \$510 for a one-bedroom unit, \$612 for a two-bedroom unit, and \$706 for a three-bedroom unit.
- 15 homes will be affordable to those earning 40% AMI, with rents from \$680 for a one-bedroom unit, \$816 for a two-bedroom unit, to \$942 for a three-bedroom unit.
- 30 homes will be affordable at 50% AMI, with rents from \$850 for a one-bedroom unit, \$1,020 for a two-bedroom unit, to \$1,178 for a three-bedroom unit.
-
- 44 homes will be affordable at 60% AMI, with rents from \$1,020 for a one-bedroom unit, \$1,224 for a two-bedroom unit, to \$1,413 for a three-bedroom unit.

As noted above, 8 of the project’s units (6 one-bedroom and 2 two-bedroom units) will be reserved for formerly homeless or at risk of homeless households. These residents will pay 30% of their income



and will receive rental assistance via Project-Based Vouchers that will fund the difference between their payments and Fair Market Rent.

The 100-unit Elk Grove Family Housing project's total development cost will be \$39.5 million, or \$395,000 per unit. The project will be very similar in its building type and programming to that of Mutual Housing's 61-unit New Harmony family housing development located in Davis, completed in 2013 and pictured below:



For both the Old Town Courtyard and Elk Grove Family Housing projects, Mutual Housing will perform annual income recertifications and adjust unit affordability accordingly. We will also place tenant-based Housing Choice Voucher (HCV or Section 8) holders into units with the highest income level (generally 60% units) when such units are available, and when such units are not available adjust unit affordability as soon as possible. Mutual Housing will also work with the City to address homelessness, including by implementing a policy moving Elk Grove households experiencing homelessness to the top of the waitlist for any vacant unit for which they are qualified.



5. Site Control Description/Evidence and Valuation

Not applicable.



6. Project Expected Timeline

The timeline below applies to both the Old Town Courtyard and Elk Grove Family Housing, with the exception of different construction and lease-up periods as noted.

Milestone	Date	Key Prerequisite Milestone / Contingency
Obtain site control	10/21	Mutual Housing selected by City Council by 8/21
Perform site due diligence (e.g. Phase 1, geotechnical, title)	11/21	Begin once site control obtained
Submit application for planning entitlements/approvals	12/21	Design and submit entitlement plans to City once site control obtained
Complete planning entitlement process	3/22	Assumes City staff-level approval, 3-month process
City approval and TEFRA to apply for bond allocation	4/22	
Submit joint application for bonds and 4% tax credit allocation	5/22	CDLAC/TCAC require entitlements in place at time of application
Obtain bond and 4% tax credit allocation	8/22	Assumes same CDLAC/TCAC schedule as 2021
Bid construction and term loan, tax credits to lenders and investors	8/22	Bid after bond and 4% tax credit allocation obtained
Select lenders and tax credit investor	10/22	
Select contractor	8/22	Selected via RFQ process
Prepare detailed cost estimate	10/22	
Submit plans and application(s) for plan check and building permit	11/22	Begin construction documents after obtain bond and 4% allocation, assumes 3 months to design and submit
Complete plan check, building permits ready, pay building and impact fees	2/23	Assumes 3 months to complete City plan check
Negotiate and execute construction contract	2/23	
Closing of all financing, begin construction	2/23	Must close all financing and begin construction within 180 days from receipt of bond and 4% tax credit allocations
Complete construction	4/24 Senior 7/24 Family	
Full lease-up	7/24 Senior 10/24 Family	



7. Zoning and Entitlements

Mutual Housing has extensive experience in obtaining project entitlements and environmental approvals.

Recent examples include the complex and discretionary approval processing through Sacramento County of our 108-unit Cornerstone by Mutual Housing project in South Sacramento. Beginning in Fall 2019, staff began working with County Planning, Transportation, Public Works, Environmental, Fire, Building, and several other departments to develop a project plan that would meet County zoning and design standards. Mutual presented the project at public hearings in front of the neighborhood Community Planning Advisory Council in late 2019 and mid-2020. The project was also presented to the County Design Review Advisory Commission and lastly Planning Commission for their review and approval. Tentative Subdivision Map, Design Review, Mitigated Negative Declaration, and State Density Bonus approvals were obtained in January 2021.

Another simpler and quicker entitlement process was Mutual Housing's Wong Center project in downtown Sacramento. Staff submitted an entitlement application for the 150-unit project to the City of Sacramento in January 2021. The project required only staff-level approval (i.e. no public hearings), and after reviewing and requesting minor modifications to the plans, the City issued its Site Plan and Design Review approval of the project in April 2021. CEQA approval was not required, as the City determined that the project was consistent with previously approved environmental review.

Every project's entitlement and environmental review processes are different. Mutual Housing has been successful in processing its projects by working very closely with local government staff, the projects' surrounding neighborhoods, and elected officials.



8. Sources and Uses of Funds

Old Town Courtyard

Uses:

Estimated total development cost will be \$39.8 million. Line items include:

- **Land, \$500,000**—Cost estimate is based on Mutual Housing’s previous site searches in Elk Grove.
- **Hard Cost, \$26.8 million**--Estimate is based on current pricing recently provided by general contractor Sunseri Construction on two Mutual Housing senior housing projects in downtown Sacramento, one currently under construction and the other anticipated for a Spring 2022 construction start. Sunseri has extensive experience building affordable multifamily housing throughout California including several successful Mutual Housing developments. The project’s hard cost estimate assumes payment of prevailing wages based on the additional assumption that one of the project’s funding sources will be the State Multifamily Housing Program (MHP), which requires prevailing wage.
- **Hard Cost Contingency, \$1.3 million**—Owner contingency, equal to 5% of the base construction budget, will be required by the construction lender and investor.
- **Permits & Fees, \$2.3 million**—Entitlement processing, plan check, permit, and impact fees as listed on the City of Elk Grove’s websites.
- **Architecture & Engineering, \$950,000**—Design and construction administration services of the architect, landscape architect, engineers, and energy consultant.
- **Finance-Related Expenses, \$1.8 million**—Fees and expenses charged by the construction lender, bond issuer fees, California Tax Credit Allocation Committee (CTCAC) and Debt Limit Allocation Committee (CDLAC) fees, syndication consultant, and legal counsel. Finance-related expenses also include \$963,000 in construction loan interest incurred during the 15-month construction and 6-month lease-up/term loan conversion periods.
- **Builders Risk Insurance, \$250,000**—This estimate is based on costs on several current Mutual Housing projects and provided by its broker, Gallagher Construction Services, an insurance provider to developers and contractors nationwide. Gallagher indicates that builder’s risk pricing



has escalated dramatically over the past few years due to insurers incurring major losses from hurricanes, floods, and wildfires throughout the country.

- **Capitalized Operating Reserve, \$365,000**—Required by investors and lenders to protect a project’s operations from potential negative cash flow. It is based on six months of operating expenses, replacement reserves, and non-contingent debt service.
- **Capitalized Transition Reserve, \$209,000**—Required by MHP to protect a project’s operations from potential negative cash flow. It is based on one year of rental assistance, in the event the federal government were to terminate Project-Based Voucher rental assistance assumed to be provided on twenty of the project’s units.
- **Other Soft Costs, \$433,000**—Appraisal, market study, environmental assessment, cost audit, furnishings, marketing/lease up activities, title/recording/escrow fees, and soft cost contingency.
- **Developer Fee, \$4.9 Million**—Calculated per TCAC regulations. It compensates the developer for financial risk taken and overhead costs incurred during a project’s predevelopment, construction, and operational phases. The fee also strengthens Mutual Housing’s balance sheet, which is essential when we are providing operating deficit and tax credit guarantees to the tax credit investor partner during our 15-year partnership.

Sources:

Estimated total development funding sources will be \$39.8 million. Sources include:

- **City of Elk Grove, \$5.0 million**--As with all affordable housing developments, the Old Town Courtyard project will first require a commitment of local funds from the City of Elk Grove. To be competitive for MHP and LIHTC funding programs, a project must include in its application evidence of a local “soft” funding commitment. It is assumed that this project will obtain a \$5 million soft loan commitment in addition to a commitment of 20 Project-Based Vouchers (PBVs) from the City.
- **Multifamily Housing Program (MHP), \$14.6 million**--After receiving a commitment from the City, Mutual will then apply to HCD for \$14.6 million in MHP funding under its Senior Housing set aside. The MHP loan will require a “hard” debt service payment of .42% simple interest on the loan’s principal amount for a minimum of the first 30 years of the loan’s 55-year term. Mutual Housing has been very successful in obtaining MHP funding, with its Lavender Courtyard and



Adelante projects having received awards in Fall 2019. Program guidelines are currently undergoing revisions, most notably related to the average affordability “tiebreaker” upon which MHP funds are awarded. Based on the results of the first three MHP funding rounds, Mutual Housing believes that Old Town Courtyard’s average affordability tiebreaker of 35% of Sacramento County’s Median Area Income will be a very competitive.

- **Low-Income Housing Tax Credits, \$17.2 million**--After receiving an MHP funding award, Mutual will then apply to CTCAC for 4% federal and 30% state LIHTCs as well as to CDLAC for tax-exempt bonds. It is estimated that the LIHTCs will generate \$17.2 million in equity (given that the City’s Old Town is not located in a Qualified Census Tract or Difficult to Develop Area, it is assumed that the project’s eligible basis will not receive a 30% “boost”). Based on recent discussions with several investors and syndicators, we have assumed a value of \$.90 in equity per \$1 in 4% federal tax credits, and \$.88 in equity per \$1 in state tax credits. Since early 2020, tax credit equity pricing has decreased significantly due in part to an increased supply of California tax credit projects on the market as well as Covid-19’s negative impact on the economy. We will request bids from multiple investors to obtain the most favorable terms. Like the MHP funds, the LIHTC and bond funding processes are very competitive. However, as with MHP funding, Mutual Housing is very experienced in obtaining LIHTC and bond awards, most recently in Spring 2020 for its Lavender Courtyard and as well as in Winter 2021 for its Stockton Boulevard Family and Permanent Supportive Housing project. CDLAC regulations will be revised in late 2021/early 2022, including the “tiebreaker” upon which its bonds and CTCAC’s tax credits are awarded. It is anticipated that the tiebreaker will favor those projects that include a relatively large number of units, target special needs populations such as seniors, include significant rent savings relative to local fair market rents, and maximize State funding sources, all of which favor Old Town Courtyards.
- **Deferred Developer Fee, General Partner Equity, \$3.0 million**—Of these funds, \$928,000 will be repaid to Mutual Housing over the project’s first fifteen years of operations to the extent cash flow is available. The remainder will be permanently contributed to the project by Mutual Housing as an equity contribution.
- **Private Term Loan, \$0**—Because of the project’s deeply targeted affordability levels a conventional term loan cannot be supported.



The proposed financing sources are the most compatible with the proposed project and senior population it will serve, will have very competitive MHP and CDLAC tiebreakers, and therefore will give Old Town Courtyard the highest probability of being funded. Financing structures that included other State funding programs, such as CTCAC’s “9%”, Affordable Housing and Sustainable Communities (AHSC), and No Place Like Home (NPLH) programs, were considered. However, we do not believe that Old Town Courtyard will meet the competitive criteria of either of the 9% or AHSC programs nor will it be consistent with the significant permanent supportive housing requirements of NPLH.

See attached summary Old Town Courtyard financial proforma.

Elk Grove Family Housing

Uses: Estimated total development cost will be \$39.5 million. Cost line items (with descriptions noted only if different from those of the Old Town Courtyard line item descriptions) include:

- **Land, \$1 million**
- **Hard Cost, \$25.5 million**--Estimate is based on current pricing recently provided general contractor Sunseri Construction on two Mutual Housing family housing projects in south Sacramento, one anticipated for a Spring 2022 construction start and the other still in the planning stages. The project’s hard cost estimate does not assume payment of prevailing wages because it will not be utilizing any State funding sources (e.g. MHP) that require prevailing wage. Elk Grove Family Housing’s construction cost per square foot is significantly less than that of the Old Town Senior project not only because prevailing wage will not be required but also because of its simpler, more efficient “garden-style walk-up” design relative to the Old Town Senior’s more complex and less efficient “double-loaded corridor” design.
- **Hard Cost Contingency, \$1.3 million**
- **Permits & Fees, \$2.5 million**
- **Architecture & Engineering, \$1.1 million**
- **Finance-Related Expenses, \$2.0 million**—Finance-related expenses include \$1.2 million in construction loan interest incurred during the 18-month construction and 7-month lease-up/term loan conversion periods.



- **Builders Risk Insurance, \$325,000**
- **Capitalized Operating Reserve, \$552,000**
- **Other Soft Costs, \$436,000**
- **Developer Fee, \$4.8 Million**

Sources:

Estimated total development funding sources will be \$39.5 million. Sources (with descriptions noted only if different from those of the Old Town Courtyard source descriptions) include:

- **City of Elk Grove, \$5.0 million**—It is assumed that this project will obtain a \$5 million “soft” loan commitment as well as a commitment of 8 Project-Based Vouchers (PBVs) from the City. The PBVs will provide rental assistance on units set aside for formerly homeless/at risk families.
- **Low-Income Housing Tax Credits, \$24.1 million**--After receiving a City funding commitment, Mutual will then apply to CDLAC for tax-exempt bonds and CTCAC for 4% Federal and 30% State LIHTCs. As previously noted, LIHTC and bond funding processes are very competitive. However, because the project will be located in a “Highest Resource” census tract per CTCAC’s Opportunity Map, under CDLAC regulations Elk Grove Family Housing will be given a funding priority over all projects not located in such census tracts. This is a major advantage in competing for bond and tax credit financing.
- **Deferred Developer Fee, General Partner Equity, \$3.4 million**—Of these funds, \$1.2 million will be repaid to Mutual Housing over the project’s first fifteen years of operations to the extent cash flow is available. The remainder will be permanently contributed to the project by Mutual Housing as an equity contribution.
- **Private Term Loan, \$7 million**—Based on Mutual Housing’s recent conversations with lenders and consultants, our projections assume a tax-exempt term loan with a 4.75% interest rate, a 35-year amortization, 15-year term, and a first-year debt service coverage ratio of 1.15.

The proposed financing sources are the most compatible with the proposed project and family population it will serve, will be very competitive under the CDLAC scoring system, and therefore will give Elk Grove Family Housing the highest probability of being funded. As with Old Town



Courtyard, alternative financing structures were considered but the project will not meet either the competitive scoring criteria or program requirements of these programs.

See attached summary Elk Grove Family Housing financial proforma.

For both the Old Town Senior and Elk Grove Family projects, the City's \$5 million will be structured as a "residual receipts" loan, with ongoing repayment made to the extent cash flow remains after the project's operating expenses, reserves, "hard" debt service, partnership management fees, and deferred developer fees have been paid. This "residual receipts" structure is typical in affordable housing projects, particularly those that provide rents that are made affordable to very low and extremely low-income households. Over time, projects can generate sufficient cash flow to begin repaying "soft" loans, but a repayment schedule must be developed in coordination with and approval by the private lender, State public lender, and investor.



SUMMARY FINANCIAL PROFORMA -- OLD TOWN COURTYARD

GENERAL INFORMATION

Proforma Date: 5/19/21
 Project Name: Elk Grove Senior Housing
 Project Type: Senior
 Project Location: Elk Grove
 Number of Units: 100
 Average Affordability: 34.9%

SOURCES & USES

Uses:		Sources:			
Land	\$500,000	Perm Loan	\$0	4.75%	15 Term 35 Amo
Building	0	Tax Credit Equity	17,177,244	4%	\$0.90 Fed \$0.88 State
Relocation	0	State Public "Soft" Loan	14,562,644	MHP	34.95% T-B
Hard Cost	26,775,000	Local Public "Soft" Loan	5,000,000	City	
Hard Cost Contingency	1,338,800	Local Land "Donation"	0	State	Long-term de minimus lease
Permits & Fees	2,270,000	Permits & Fees Waivers	0		
A&E	950,000	Other "Soft" Loan	0		
Taxes & Insurance	250,000	Seller Carryback Loan	0		
Construction Loan Interest	963,152	Assumed Debt	0		
Other Financing Costs	886,115	Sponsor Loan	0		
Other Soft Costs	118,000				
Soft Cost Contingency	250,000				
Capitalized Op & Trans Reserves	573,738				
COSR	0	Deferred Developer Fee	927,750		
Developer Fee	4,938,153	GP Capital Contribution	2,145,319		
Total	\$39,812,958		\$39,812,958		

UNIT & AFFORDABILITY MIX -- OLD TOWN COURTYARD

Unit Type	Tenant-Paid Rent						Rental Assistance				Total
	# of Units	% AMI	TCAC Gross Rent/Mo	Utility Allowance	TCAC Net Rent/Mo	Total TCAC Rent/Yr	# of Units	FMR Net Rent/Unit/Mo	RA/Unit (FMR Net - TCAC Net)	Total Rent Asst/ Yr	Total GPR/ Yr
1 BR	40	30%	\$ 510	\$ 70	\$ 440	\$ 211,200	16	\$ 1,260	\$ 820	\$ 157,440	\$ 368,640
	40	40%	680	70	610	292,800	0	1,260	650	0	292,800
	80						16				
2 BR	10	30%	\$ 612	\$ 87	\$ 525	\$ 63,000	4	\$ 1,592	\$ 1,067	\$ 51,216	\$ 114,216
	9	40%	816	87	729	78,732	0	1,592	863	0	78,732
	19						4				
2 BR	1	Mngr	\$ -	\$ -	\$ -	\$ -					
TOTAL	100					\$ 645,732	20			\$ 208,656	\$ 854,388

TOTAL DEVELOPMENT COST BUDGET -- OLD TOWN COURTYARD

	Total Cost	Acquisition Basis	New Constr/Rehab Basis	Non Basis	Basis for Energy Credit
Land	\$ 500,000			\$ 500,000	
Building	0	0			
Legal - Acquisition	0	0			
Transfer Tax - Acquisition	0	0			
Relocation - Permanent	0			0	
Relocation - Temporary	0		0		
Hard Cost:					
Structures	26,775,000		26,775,000	0	
Onsite improvements (included in "Structures")	0		0	0	
Offsite Improvements	0		0	0	
Solar	0		0	0	0
General Conditions (included in "Structures")	0			0	
Contractor overhead and profit (included in "Structures")	0			0	
Contractor liability insurance (included in "Structures")	0			0	
Bond (included in "Structures")	0			0	
Security (included in "Structures")	0			0	
Personal Property (included in "Structures")	0			0	
Commercial Space	0			0	
Construction Contingency	1,338,800		1,338,800	0	
Entitlement Processing	20,000		20,000		
Permits and Fees	2,250,000		2,250,000		0
Architecture & Engineering	950,000		950,000		0
Environmental Studies	5,000		5,000		
Appraisals	7,500		7,500		
Market Study	7,500		7,500		
Legal (Loan Closing, Organizational, Syndication)	80,000		60,000	20,000	
Syndication Consultant	75,000			75,000	
Investor Due Diligence/Legal	0			0	
Taxes and Insurance during Construction	250,000		250,000		
Predevelopment Loan Fees & Interest	10,000		10,000		
Construction Lender Fees & Expenses					
Constr Loan Fee	280,314		280,314	0	
Constr Loan Expenses	50,000		50,000	0	
Constr Loan Legal	55,000			55,000	
Issuer Fee	65,059			65,059	
Issuer Monitoring Fee	28,031			28,031	
Issuer Counsel	60,000			60,000	
CDLAC Application & Filing Fee	11,011			11,011	
CDLAC Performance Deposit	100,000			100,000	
CDLAC Performance Deposit Refund	(100,000)			(100,000)	
CDIAC Fee	5,000			5,000	
Construction Loan Interest:					
Construction Period	586,908		586,908	0	0
Lease-Up Period	469,526			469,526	
NOI during Lease Up	(93,282)			(93,282)	
Permanent Lender Fees & Expenses					
Perm Loan Fee	0			0	
Perm Loan Expenses	20,000			20,000	
Perm Loan Legal	25,000			25,000	
Title, Recording, & Escrow	65,000		50,000	15,000	
TCAC Application & Monitoring Fees	56,700			56,700	
Cost Audit	18,000			18,000	
Furnishings	30,000		30,000	0	
Marketing/Lease Up	50,000			50,000	
Soft Cost Contingency	250,000		250,000	0	
Capitalized Operating Reserve	365,082			365,082	
Capitalized Transition Reserve	208,656			208,656	
Capitalize Operating Subsidy Reserve	0			0	
Developer fee	4,938,153	0	4,938,153	0	0
	\$ 39,812,958	\$ -	\$ 37,859,175	\$ 1,953,783	\$ -

TAX CREDIT & TIE-BREAKER CALCULATIONS -- OLD TOWN COURTYARD

Cost Efficiency

Total Eligible Basis		\$37,859,175
Total Unadjusted Threshold Basis Limit		\$31,351,440
4% Limits @ Sacramento County		
Studio	Units \$	261,141 \$0
1 BR	80 Units \$	301,093 \$24,087,440
2 BR	19 Units \$	363,200 \$6,900,800
3 BR	Units \$	464,896 \$0
4 BR	Units \$	517,923 \$0
2 BR	1 Mngr Unit \$	363,200 \$363,200
Plus: 2%/per 1% of Units <=35%+1%/per 1%>35% & <= 50% AMI	80%	\$25,081,152
Plus: Prevailing Wage	Yes 20%	6,270,288
Plus: Parking Structure	No 0%	-
Plus: Day Care Center	No 0%	-
Plus: Local Development Impact Fees		1,800,000
Plus: 100% Special Needs	No 0%	-
Plus: Elevator	Yes 10%	3,135,144
Plus: Renewable Energy 50% Total	No 0%	-
Plus: Renewable Energy 75% Common	No 0%	-
Plus: 15% > T24	No 0%	-
Plus: Irrigate w/ Reclaimed Water	No 0%	-
Plus: Comm Gardens 60SF/Unit	No 0%	-
Plus: Alt Flooring Units	No 0%	-
Plus: Alt Flooring Comm Area	No 0%	-
Plus: EPA Indoor Air Plus Program	No 0%	-
Total Adjusted Threshold Basis Limit		\$67,638,024
\$ Eligible Basis Over/(Under) Threshold Basis Limit		(\$29,778,849)
% Eligible Basis Over/(Under) Threshold Basis Limit		-44%
High Cost Factor		56%

Determination of Eligible & Qualified Basis

Total Eligible Basis		\$37,859,175
Less: 50% of Renewable Energy Credit		-
Total Unadjusted Eligible Basis		37,859,175
Total Adjusted Threshold Basis Limit		67,638,024
Lower of Eligible Basis or Threshold Basis		37,859,175
Voluntary Basis Reduction (APPLIES ONLY TO 9% PROJECT)		-
Requested Basis After Voluntary Basis Reduction		37,859,175
QCT/SADDA Adjustment?		-
Total Adjusted Eligible Basis		37,859,175
Applicable Fraction:	100%	
Total Qualified Basis		\$37,859,175
Total Adjusted Qualified Basis		\$37,859,175

Equity Proceeds

Adjusted Qualified Basis, After Credit Reduction:		\$37,859,175
Applicable Percentage		4.00%
Annual Federal Credit		1,514,367
Total Federal Credits		15,143,670
Total Renewable Energy Credits		-
Total State Credits		-
Total State "Super" Credits		4,033,704
Total Farmworker State Credits		-
Total Tax Credit Equity Proceeds		\$17,177,244

PERMANENT PERIOD SOURCES & USES -- OLD TOWN COURTYARD	Total Cost	Perm Loan	Soft Loan(s)	Tax Credit Equity	Def Dev Fee	GP Cap Contrib
Land	\$ 500,000	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -
Building	-	-	-	-	-	-
Legal - Acquisition	-	-	-	-	-	-
Transfer Tax - Acquisition	-	-	-	-	-	-
Relocation - Permanent	-	-	-	-	-	-
Relocation - Temporary	-	-	-	-	-	-
Hard Cost:	-	-	-	-	-	-
Structures	26,775,000	-	11,962,840	14,812,160	-	-
Onsite improvements (included in "Structures")	-	-	-	-	-	-
Offsite Improvements	-	-	-	-	-	-
Solar	-	-	-	-	-	-
General Conditions (included in "Structures")	-	-	-	-	-	-
Contractor overhead and profit (included in "Structures")	-	-	-	-	-	-
Contractor liability insurance (included in "Structures")	-	-	-	-	-	-
Bond (included in "Structures")	-	-	-	-	-	-
Security (included in "Structures")	-	-	-	-	-	-
Personal Property (included in "Structures")	-	-	-	-	-	-
Commercial Space	-	-	-	-	-	-
Construction Contingency	1,338,800	-	1,338,800	-	-	-
Entitlement Processing	20,000	-	20,000	-	-	-
Permits and Fees	2,250,000	-	2,250,000	-	-	-
Architecture & Engineering	950,000	-	950,000	-	-	-
Environmental Studies	5,000	-	5,000	-	-	-
Appraisals	7,500	-	7,500	-	-	-
Market Study	7,500	-	7,500	-	-	-
Legal (Loan Closing, Organizational, Syndication)	80,000	-	80,000	-	-	-
Syndication Consultant	75,000	-	75,000	-	-	-
Investor Due Diligence/Legal	-	-	-	-	-	-
Taxes and Insurance during Construction	250,000	-	250,000	-	-	-
Predevelopment Loan Fees & Interest	10,000	-	10,000	-	-	-
Construction Lender Fees & Expenses	-	-	-	-	-	-
Constr Loan Fee	280,314	-	280,314	-	-	-
Constr Loan Expenses	50,000	-	50,000	-	-	-
Constr Loan Legal	55,000	-	55,000	-	-	-
Issuer Fee	65,059	-	65,059	-	-	-
Issuer Monitoring Fee	28,031	-	28,031	-	-	-
Issuer Counsel	60,000	-	60,000	-	-	-
CDLAC Application & Filing Fee	11,011	-	11,011	-	-	-
CDLAC Performance Deposit	100,000	-	100,000	-	-	-
CDLAC Performance Deposit Refund	(100,000)	-	-	(100,000)	-	-
CDIAC Fee	5,000	-	-	5,000	-	-
Construction Loan Interest:	-	-	-	-	-	-
Construction Period	586,908	-	491,908	95,000	-	-
Lease-Up Period	469,526	-	469,526	-	-	-
NOI during Lease Up	(93,282)	-	-	(93,282)	-	-
Permanent Lender Fees & Expenses	-	-	-	-	-	-
Perm Loan Fee	-	-	-	-	-	-
Perm Loan Expenses	20,000	-	-	20,000	-	-
Perm Loan Legal	25,000	-	-	25,000	-	-
Title, Recording, & Escrow	65,000	-	16,718	48,282	-	-
TCAC Application & Monitoring Fees	56,700	-	56,700	-	-	-
Cost Audit	18,000	-	18,000	-	-	-
Furnishings	30,000	-	30,000	-	-	-
Marketing/Lease Up	50,000	-	50,000	-	-	-
Soft Cost Contingency	250,000	-	250,000	-	-	-
Capitalized Operating Reserve	365,082	-	73,738	-	-	-
Capitalized Transition Reserve	208,656	-	-	-	-	-
Capitalize Operating Subsidy Reserve	-	-	-	-	-	-
Developer fee	4,938,153	-	-	1,865,084	927,750	2,145,319
TOTAL PERMANENT PERIOD	39,812,958	-	19,562,644	17,177,244	927,750	2,145,319

PROJECT SUMMARY -- ELK GROVE FAMILY HOUSING

GENERAL INFORMATION

Proforma Date: 5/19/21
 Project Name: San Juan Motel
 Project Type: Family
 Project Location: Elk Grove
 Number of Units: 100
 Average Affordability: 50.0%

SOURCES & USES

Uses:		Sources:				
Land	\$1,000,000	Perm Loan	\$7,004,032	4.75%	15 Term	35 Amo
Building	0	Tax Credit Equity	24,167,009	4%		\$0.90 Fed \$0.88 State
Relocation	0	State Public "Soft" Loan	0			
Hard Cost	25,486,765	Local Public "Soft" Loan	5,000,000			
Hard Cost Contingency	1,274,300	Local Land Donation	0			
Permits & Fees	2,520,000	Other "Soft" Loan	0			
A&E	1,100,000	Seller Carryback Loan	0			
Taxes & Insurance	325,000	Assumed Debt	0			
Construction Loan Interest	1,214,174	Sponsor Loan	0			
Other Financing Costs	878,578	Additional Gap Funds Required	0			
Other Soft Costs	110,500					
Soft Cost Contingency	250,000					
Capitalized Op & Trans Reserves	552,455					
COSR	0	Deferred Developer Fee	1,188,514			
Developer Fee	4,809,811	GP Capital Contribution	2,162,028			
Total	\$39,521,583		\$39,521,583			

UNIT & AFFORDABILITY MIX -- ELK GROVE FAMILY HOUSING												
Unit Type	Tenant-Paid Rent						Rental Assistance				Total	
	# of Units	% AMI	TCAC Gross Rent/Mo	Utility Allowance	TCAC Net Rent/Mo	Total TCAC Rent/Yr	# of Units	FMR Net Rent/Unit/Mo	RA/Unit (FMR Net - TCAC Net)	Total Rent Asst/ Yr	Total GPR/ Yr	
1 BR	3	30%	\$ 510	\$ 70	\$ 440	\$ 15,840	6	\$ 1,260	\$ 820	\$ 59,040	\$ 74,880	
	10	40%	680	70	610	36,600	0	1,260	650	0	36,600	
	10	50%	850	70	780	74,880	0	1,260	480	0	74,880	
	10	60%	1,020	70	950	102,600	0	1,260	310	0	102,600	
	25						6					
2 BR	4	30%	\$ 612	\$ 87	\$ 525	\$ 25,200	2	\$ 1,592	\$ 1,067	\$ 25,608	\$ 50,808	
	19	40%	816	87	729	43,740	0	1,592	863	0	43,740	
	19	50%	1,020	87	933	190,332	0	1,592	659	0	190,332	
	19	60%	1,224	87	1,137	313,812	0	1,592	455	0	313,812	
	49						2					
3 BR	3	30%	\$ 706	\$ 105	\$ 601	\$ 21,636	0	\$ 2,315	\$ 1,714	\$ -	\$ 21,636	
	13	40%	942	105	837	50,220	0	2,315	1,478	0	50,220	
	13	50%	1,178	105	1,073	64,380	0	2,315	1,242	0	64,380	
	12	60%	1,413	105	1,308	188,352	0	2,315	1,007	0	188,352	
	25						0					
2 BR	1	Mngr	\$ -	\$ -	\$ -	\$ -						
TOTAL	100					\$1,127,592	8			\$ 84,648	\$1,212,240	

TOTAL DEVELOPMENT COST BUDGET -- ELK GROVE FAMILY HOUSING

	Total Cost	Acquisition Basis	New Constr/Rehab Basis	Non Basis	Basis for Energy Credit
Land	\$ 1,000,000			\$ 1,000,000	
Building	0	0			
Legal - Acquisition	0	0			
Transfer Tax - Acquisition	0	0			
Relocation - Permanent	0			0	
Relocation - Temporary	0		0		
Hard Cost:					
Structures	25,486,765		25,486,765	0	
Onsite improvements (included in "Structures")	0		0	0	
Offsite Improvements	0		0	0	
Solar	0		0	0	0
General Conditions (included in "Structures")	0			0	
Contractor overhead and profit (included in "Structures")	0			0	
Contractor liability insurance (included in "Structures")	0			0	
Bond (included in "Structures")	0			0	
Security (included in "Structures")	0			0	
Personal Property (included in "Structures")	0			0	
Commercial Space	0			0	
Construction Contingency	1,274,300		1,274,300	0	
Entitlement Processing	20,000		20,000		
Permits and Fees	2,500,000		2,500,000		0
Architecture & Engineering	1,100,000		1,100,000		0
Environmental Studies	5,000		5,000		
Appraisals	0		0		
Market Study	7,500		7,500		
Legal (Loan Closing, Organizational, Syndication)	80,000		60,000	20,000	
Syndication Consultant	75,000			75,000	
Investor Due Diligence/Legal	0			0	
Taxes and Insurance during Construction	325,000		325,000		
Predevelopment Loan Fees & Interest	10,000		10,000		
Construction Lender Fees & Expenses					
Constr Loan Fee	203,872		203,872	0	
Constr Loan Expenses	50,000		50,000	0	
Constr Loan Legal	55,000			55,000	
Issuer Fee	50,968			50,968	
Issuer Monitoring Fee	27,183			27,183	
Issuer Counsel	60,000			60,000	
CDLAC Application & Filing Fee	10,714			10,714	
CDLAC Performance Deposit	100,000			100,000	
CDLAC Performance Deposit Refund	(100,000)			(100,000)	
CDIAC Fee	5,000			5,000	
Construction Loan Interest:					
Construction Period	682,973		682,973	0	0
Lease-Up Period	531,201			531,201	
NOI during Lease Up	0			0	
Permanent Lender Fees & Expenses					
Perm Loan Fee	70,040			70,040	
Perm Loan Expenses	20,000			20,000	
Perm Loan Legal	25,000			25,000	
Title, Recording, & Escrow	75,000		60,000	15,000	
TCAC Application & Monitoring Fees	60,800			60,800	
Cost Audit	18,000			18,000	
Furnishings	30,000		30,000	0	
Marketing/Lease Up	50,000			50,000	
Soft Cost Contingency	250,000		250,000	0	
Capitalized Operating Reserve	552,455			552,455	
Capitalized Transition Reserve	0			0	
Capitalize Operating Subsidy Reserve	0			0	
Developer fee	4,809,811	0	4,809,811	0	0
	\$ 39,521,583	\$ -	\$ 36,875,221	\$ 2,646,361	\$ -

TAX CREDIT & TIE-BREAKER CALCULATIONS -- ELK GROVE FAMILY HOUSING

Cost Efficiency

Total Eligible Basis		\$36,875,221	
Total Unadjusted Threshold Basis Limit		\$37,309,725	
4% Limits @ Sacramento County			
Studio	Units \$	261,141	\$0
1 BR	25 Units \$	301,093	\$7,527,325
2 BR	49 Units \$	363,200	\$17,796,800
3 BR	25 Units \$	464,896	\$11,622,400
4 BR	Units \$	517,923	\$0
2 BR	1 Mngr Unit \$	363,200	\$363,200
Plus: 2%/per 1% of Units <=35%+1%/per 1%>35% & <= 50% AMI		66%	\$24,496,284
Plus: Prevailing Wage	No	0%	-
Plus: Parking Structure	No	0%	-
Plus: Day Care Center	No	0%	-
Plus: Local Development Impact Fees			2,000,000
Plus: 100% Special Needs	No	0%	-
Plus: Elevator	No	0%	-
Plus: Renewable Energy 50% Total	No	0%	-
Plus: Renewable Energy 75% Common	No	0%	-
Plus: 15% > T24	No	0%	-
Plus: Irrigate w/ Reclaimed Water	No	0%	-
Plus: Comm Gardens 60SF/Unit	No	0%	-
Plus: Alt Flooring Units	No	0%	-
Plus: Alt Flooring Comm Area	No	0%	-
Plus: EPA Indoor Air Plus Program	No	0%	-
Total Adjusted Threshold Basis Limit			\$63,806,009
\$ Eligible Basis Over/(Under) Threshold Basis Limit			(\$26,930,788)
% Eligible Basis Over/(Under) Threshold Basis Limit			-42%
High Cost Factor			58%

Determination of Eligible & Qualified Basis

Total Eligible Basis		\$36,875,221	
Less: 50% of Renewable Energy Credit		-	
Total Unadjusted Eligible Basis		36,875,221	
Total Adjusted Threshold Basis Limit		63,806,009	
Lower of Eligible Basis or Threshold Basis		36,875,221	
Voluntary Basis Reduction (APPLIES ONLY TO 9% PROJECT)		-	
Requested Basis After Voluntary Basis Reduction		36,875,221	
QCT/SADDA Adjustment?		11,062,566	
Total Adjusted Eligible Basis		47,937,788	
Applicable Fraction:		100%	
Total Qualified Basis		\$47,937,788	
Total Adjusted Qualified Basis		\$47,937,788	

Equity Proceeds

Adjusted Qualified Basis, After Credit Reduction:		\$47,937,788	
Applicable Percentage		4.00%	
Annual Federal Credit		1,917,512	
Total Federal Credits		19,175,115	
Total Renewable Energy Credits		-	
Total State Credits		-	
Total State "Super" Credits		7,854,343	
Total Farmworker State Credits		-	
Total Tax Credit Equity Proceeds		\$24,167,009	

PERMANENT PERIOD SOURCES & USES -- ELK GROVE FAMILY HOUSING	Total Cost	Perm Loan	Soft Loan(s)	Tax Credit Equity	Def Dev Fee	GP Cap Contrib
Land	\$ 1,000,000	\$ 682,973	\$ -	\$ 317,027	\$ -	\$ -
Building	-	-	-	-	-	-
Legal - Acquisition	-	-	-	-	-	-
Transfer Tax - Acquisition	-	-	-	-	-	-
Relocation - Permanent	-	-	-	-	-	-
Relocation - Temporary	-	-	-	-	-	-
Hard Cost:	-	-	-	-	-	-
Structures	25,486,765	6,321,059	-	19,165,706	-	-
Onsite improvements (included in "Structures")	-	-	-	-	-	-
Offsite Improvements	-	-	-	-	-	-
Solar	-	-	-	-	-	-
General Conditions (included in "Structures")	-	-	-	-	-	-
Contractor overhead and profit (included in "Structures")	-	-	-	-	-	-
Contractor liability insurance (included in "Structures")	-	-	-	-	-	-
Bond (included in "Structures")	-	-	-	-	-	-
Security (included in "Structures")	-	-	-	-	-	-
Personal Property (included in "Structures")	-	-	-	-	-	-
Commercial Space	-	-	-	-	-	-
Construction Contingency	1,274,300	0	-	1,274,300	-	-
Entitlement Processing	20,000	-	-	20,000	-	-
Permits and Fees	2,500,000	-	569,293	1,930,707	-	-
Architecture & Engineering	1,100,000	-	1,100,000	-	-	-
Environmental Studies	5,000	-	5,000	-	-	-
Appraisals	-	-	-	-	-	-
Market Study	7,500	-	7,500	-	-	-
Legal (Loan Closing, Organizational, Syndication)	80,000	-	80,000	-	-	-
Syndication Consultant	75,000	-	75,000	-	-	-
Investor Due Diligence/Legal	-	-	-	-	-	-
Taxes and Insurance during Construction	325,000	-	325,000	-	-	-
Predevelopment Loan Fees & Interest	10,000	-	10,000	-	-	-
Construction Lender Fees & Expenses	-	-	-	-	-	-
Constr Loan Fee	203,872	-	203,872	-	-	-
Constr Loan Expenses	50,000	-	50,000	-	-	-
Constr Loan Legal	55,000	-	55,000	-	-	-
Issuer Fee	50,968	-	50,968	-	-	-
Issuer Monitoring Fee	27,183	-	27,183	-	-	-
Issuer Counsel	60,000	-	60,000	-	-	-
CDLAC Application & Filing Fee	10,714	-	10,714	-	-	-
CDLAC Performance Deposit	100,000	-	100,000	-	-	-
CDLAC Performance Deposit Refund	(100,000)	-	-	(100,000)	-	-
CDIAC Fee	5,000	-	-	5,000	-	-
Construction Loan Interest:	-	-	-	-	-	-
Construction Period	682,973	-	587,973	95,000	-	-
Lease-Up Period	531,201	-	531,201	-	-	-
NOI during Lease Up	-	-	-	-	-	-
Permanent Lender Fees & Expenses	-	-	-	-	-	-
Perm Loan Fee	70,040	-	70,040	-	-	-
Perm Loan Expenses	20,000	-	20,000	-	-	-
Perm Loan Legal	25,000	-	25,000	-	-	-
Title, Recording, & Escrow	75,000	-	75,000	-	-	-
TCAC Application & Monitoring Fees	60,800	-	60,800	-	-	-
Cost Audit	18,000	-	18,000	-	-	-
Furnishings	30,000	-	30,000	-	-	-
Marketing/Lease Up	50,000	-	50,000	-	-	-
Soft Cost Contingency	250,000	-	250,000	-	-	-
Capitalized Operating Reserve	552,455	-	552,455	-	-	-
Capitalized Transition Reserve	-	-	-	-	-	-
Capitalize Operating Subsidy Reserve	-	-	-	-	-	-
Developer fee	4,809,811	-	-	1,459,269	1,188,514	2,162,028
TOTAL PERMANENT PERIOD	39,521,583	7,004,032	5,000,000	24,167,009	1,188,514	2,162,028

9. Operating Proforma

See attached.



10. Low-Income Housing Tax Credits

Not applicable. To be financially feasible, both the Old Town Senior and Elk Grove Family project would require an award of 100% of CTCAC's Capital Region's "9%" tax credits. Based on our extensive experience with both the "9%" and "4% CTCAC programs, Mutual Housing does not believe obtaining this level of "9%" funding is realistic and therefore will pursue "4%" tax credit financing.



11. Conflict of Interest Statement

There are no activities or relationships of the Mutual Housing California that would create a conflict of interest for Mutual Housing California or the City of Elk Grove.



12. Insurance

See attached.





May 17, 2021

Sarah Bontrager, Housing and Public Services Manager
City of Elk Grove
8401 Laguna Palms Way
Elk Grove, CA 95758

Re: Insurance Requirements

Dear Sarah,

Mutual Housing California's insurance program meets the insurance requirements listed in Attachment B of the request for proposal with the exception of our current general liability policy, which includes a \$1,000,000 per occurrence/personal and advertising injury which is the industry standard limit on a primary commercial general liability policy. If a \$2 million limit is required by the City, we can obtain this level of coverage.

If you have any questions regarding or need any additional information, please feel free to contact me at (916) 453-8400.

Thanks,

A handwritten signature in blue ink that reads "Julie Goldfine". The signature is fluid and cursive.

Julie Goldfine
CFOO

jsg

13. Exceptions

Mutual Housing California takes no exceptions to the City of Elk Grove's RFP requirements.



14. Supportive Information

None provided.

