

DWELLING PLACE OF GRAND RAPIDS
REAL ESTATE DEVELOPMENT AND ASSET MANAGEMENT COMMITTEE

April 8, 2019

Approved May 13, 2019

MEMBERS PRESENT Juan Daniel Castro, Rich Kogelschatz, George Larimore & Mike McDaniels (via video conference), Pete VanderVeen

MEMBERS ABSENT Mike DeVries

STAFF PRESENT Jessica Beeby, Chris Bennett, Kim Cross, Rebecca Long, Scott Page, Zoe Post, Steve Recker, Dennis Sturtevant, Stephen Wooden

The meeting was convened at 11:33 AM by Mr. Kogelschatz.

**APPROVAL OF
MINUTES**

Minutes of the Dwelling Place RED & Asset Management Committee meeting of March 11, 2019 were approved by motion of Pete VanderVeen, supported by Mike McDaniels and carried unanimously.

**2018 YEAR-END NW
MFI QUARTERLY
REPORT REVIEW**

Ms. Long distributed a 4th quarter breakdown of bin scores for all properties and presented a complete property-by-property strategic plan detailing 2019 short- and long-term goals based on 2018 year-end data. Additional comments and notable items *not* included in these documents are as follows:

Calumet, Elmdale, Goodrich, Herkimer, Kelsey, LHA, Martineau, Midtown, New Hope, Reflections, Villa Esperanza: No additional comments.

Portfolio-wide: Staff are developing a new process to address causes of a high average days vacant rate (maintenance issues, slow referral process).

Biermeister: Only metric with a bin score lower than 1 was curb appeal (bin 4) due to graffiti and some exterior paint.

Chaffee: As with other properties along Division, low resident satisfaction rate because of safety and security concerns.

Commerce: A change in the referral process and several deaths caused high turnover and vacancy, which has been improved but still needs attention. The new RSC position will cause a lower cash flow rate but should help improve tenant receivables, recertification time, and resident satisfaction rates. CRM software will also address communication issues between staff and residents.

Ferguson: Improved average days vacant from 191 to 115. No longer accepting referrals, as staff are still finding temporary housing for residents during the upcoming renovation. Future MFI data will count the property as inactive until the renovation is complete (estimated November of 2020).

Grandville: May be used to house Ferguson residents during renovation.

Harvest Hill: Complications with the RD program mean the prepayment of RD mortgage has been cancelled; after reamortization paperwork is processed, prepay paperwork will be resubmitted to exit the RD program.

Lenox: Turnover improvement rate was corrected on the strategic plan—it should be 44%, not 22%.

Peterlien: Improved collection rate to 70%, but still needs to create incentives for residents to reach threshold. An area adjacent to the parking lot, already torn up from a burst pipe, will be used to expand the community garden program.

Roosevelt: Referral process is running smoothly.

Verne Barry: HAP referral process brought average days vacant down to 29 days, which meets the threshold for this property. Curb appeal noted some graffiti and the need for masonry repair.

West Shore: Neighboring parcel has been sold.

Weston: Plans are in early stages of development to explore possibility of building on the empty lots next to Weston as part of the long-term plan.

White River: One of the lowest ratings from the Resident Satisfaction Survey; a NeighborWorks-funded AmeriCorps VISTA volunteer for rural community gardens may help to address these concerns.

1434 ALPINE AVE NW ACQUISITION

The owner of a parcel neighboring Harrison Park has discussed possibly selling her land for the amount quoted on Zillow. The parcel could be used to house Ferguson residents or as part of the greater Harrison Park project. The Committee reached consensus for staff to explore this possible acquisition and return with a recommendation.

OTHER BUSINESS

Mr. Sturtevant requested to bring in Michael Brown of Burlington Associates to advise in the process of creating a community land trust (CLT). The cost of the consultation could be deferred by a NeighborWorks grant. **The contract with Mr. Brown of Burlington Associates was approved by motion of Pete VanderVeen, supported by Juan Daniel Castro and carried unanimously.**

PROJECT UPDATES

Burton: On schedule.

Harrison Park: About two months behind schedule due to lack of framers. Still projected to meet delivery schedule.

Pine: Demolition of school building is complete.

Plaza Roosevelt: Still in design stage and slated to close in September; investor proposals look promising.

ADJOURNMENT

The meeting was adjourned at 1:12 PM by Mr. Kogelschatz.