

DWELLING PLACE OF GRAND RAPIDS
BOARD OF DIRECTORS
December 4, 2019
UNAPPROVED MINUTES

MEMBERS PRESENT Annamarie Buller, David Byers, Thomas Carpenter, Juan Daniel Castro, Sadie Erickson (via phone) Francine Gaston (via phone), Kyle Irwin, Rich Kogelschatz, Gil Segovia, Rick Stevens, Larry Titley, Tommie Wallace, Renee Williams (via phone)

STAFF PRESENT Kim Cross, Rebecca Long, Karen Monroe, Zoe Post, Steve Recker, Justin Rhodes, Jenn Schaub, Latrisha Sosebee, Dennis Sturtevant, Stephen Wooden

The meeting was convened at 7:32 AM by Annamarie Buller.

MISSION MOMENT The board watched a video about neighborhood revitalization work that Dwelling Place is doing with Huntington Bank.

APPROVAL OF CONSENT AGENDA The consent agenda for the December 4, 2019 meeting contained the following items:

1. Board of Directors minutes (10/02/19)
2. Committee minutes:
 - a. Executive Committee minutes (09/10/19)
 - b. Finance Committee minutes (08/28/19)
 - c. Governance Sub-committee minutes (09/17/19)
 - d. Marketing & Development Committee minutes (09/24/19)
 - e. Marketing & Development Committee minutes (10/29/19)
 - f. RED & Asset Management Committee minutes (09/09/19)
 - g. Resident Engagement Committee minutes (09/23/19)
3. Finance Policy & Procedure Manual (10/30/19 Updates)
4. Board Calendar

Mr. Byers requested that staff offer additional clarification on agenda item 3. Mr. Recker explained that the finance manual changes are due to updated thresholds from HUD.

Consent agenda for the meeting was approved by motion of Gil Segovia, supported by Kyle Irwin, and carried unanimously.

ST. JAMES MERCANTILE LOAN RESOLUTION Mr. Sturtevant explained that Dwelling Place, as a 10% owner of the St. James development, agreed to act as guarantor of loans from Mercantile Bank, which requires specific additional language for the resolution. The board elected Ms. Irwin to act as a temporary secretary, as Ms. Gaston could not be physically present at the meeting. **Motion to approve the resolution was made by Larry Titley, supported by Juan Daniel Castro and carried unanimously.**

CEO GOALS All board members will receive a comprehensive online survey to review CEO performance. As several survey questions assess progress on 2019 goals, Mr. Sturtevant briefly shared additional details about the 2019 and 2020 lists of goals, which the board received in advance of the meeting.

**MARTINEAU
COMMUNITY LAND
TRUST**

Mr. Sturtevant updated the board on our progress in forming a Community Land Trust (CLT) for West Michigan. This topic was discussed in a board meeting in the previous year as a new line of business for the organization to consider. The CLT model for affordable housing is a form of shared equity home ownership. Under this model, the Dwelling Place CLT entity would own the land while home buyers would own the improvements on the land. Initially, Dwelling Place plans to convert Martineau Apartments, New Hope Homes and Grandville Homes from rental to homeownership. Qualified buyers within a certain income bracket could purchase the improvements at a discounted cost. In exchange for selling the home at a reduced rate, the owner agrees to limit their profits from a sale of the property to just 25% of its appreciated value, making it affordable to the next buyer. CLTs also have the right of first refusal should the owner decide to sell, and a low income buyer was not immediately available to purchase the unit. The CLT also functions as a backstop to prevent foreclosure of the properties. No current residents would be displaced as a result of the planned conversion. Residents will have first option to buy if they qualify for financing and units would only become available to sell as residents move out.

Initial start up costs for the CLT will be defrayed by two grants from DGRI and NeighborWorks totalling \$150,000 and a similar amount that Dwelling Place would contribute from sales proceeds. Dwelling Place would recoup about \$2.6 million from the remaining sales proceeds, maintain control of the land via the CLT, and continue to own two commercial spaces in the Martineau project. The business plan for the CLT is about halfway finished, and the RED & Asset Management Committee plans to have a recommendation for the Board at the February meeting.

**FREQUENT USERS
SYSTEMS
ENGAGEMENT
(FUSE)**

After 9 months of review with about 30 community partners, Dwelling Place is launching a Frequent Users Systems Engagement (FUSE) project to help address behavioral health problems in the Heartside neighborhood. Now well-funded, the initiative will engage social services, housing, health care, and law enforcement to focus on the top consumers of community resources in the area. A kickoff meeting with the Corporation for Supportive Housing will take place in mid-January.

**UPDATES AND
ANNOUNCEMENTS**

Annual Appeal / Board Financial Ask

The Dwelling Place annual report along with a flyer and donation envelope was sent out today as part of the annual appeal. Board members may meet with Ms. Sosebee to personalize these mailings. Donations of any size can be given via check or online.

Capital Campaign for Affordable Housing

Dwelling Place received a \$450,000 grant from the Wege Foundation, \$10,000 from Wolverine, and has applied for a \$100,000 grant from the Steelcase Foundation. The gap, initially around \$4 million, is now down to about \$2.9 million. If necessary, Dwelling Place may use its developer fee to cover the remaining costs.

Dwelling Place Archive

Staff met with Gordon Olson, retired city historian, and Matt Ellis, City of Grand Rapids Archive Assistant, to discuss the creation of a Dwelling Place archive. Mr. Olson will assist in creating a framework and Mr. Ellis has volunteered to host the archive at the public library. Next steps involve gathering, identifying, and organizing documents from legal counsel and various Dwelling Place locations.

Heartside Clinic Closing Update (GRBJ Article & Response)

The Grand Rapids Business Journal printed a correction addressing a miscommunication in a recent article about the closing of Mercy Health's Heartside Clinic. As landlord, Dwelling Place did not require Mercy Health to vacate as the article incorrectly indicated.

ADJOURNMENT

The Board of Directors meeting was adjourned at 9:12 AM by Annamarie Buller.