AGENDA

I. 7:30 Mission Moment

II. 7:35 Approval of Consent Agenda (Action Required)
    Enclosures:
    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

III. 7:40 St. James Mercantile Loan Resolutions (Action Required)
     Enclosures:
     1. Memo from Tim Orlebeke
     2. Resolution RE St. James

IV. 7:45 CEO Goals: Progress on 2019 Goals and Presentation of 2020 Goals
    Enclosures:
    1. CEO Goals for 2019 (Progress Report)
    2. CEO Goals for 2020

V. 8:00 Martineau Community Land Trust (CLT) Presentation

VI. 8:15 Frequent Users Systems Engagement (FUSE) Presentation
    Enclosure:
    1. Talking Points

VII. 8:40 Updates & Announcements
     1. Ferguson Apartments
     2. Annual Appeal / Board Financial Ask
     3. Capital Campaign for Affordable Housing
     4. Dwelling Place Archive
     5. Heartside Clinic Closing Update (GRBJ Article & Response)

VIII. 9:00 Adjournment

Supplemental Materials:
1. Memo RE CLT & FUSE Projects from Annamarie Buller
2. DGRI Martineau Project CLT Presentation
3. CSH FUSE Overview
4. Schedule of 2020 Board/Committee Meetings
MEMBERS PRESENT  Annamarie Buller, David Byers, Juan Daniel Castro, Francine Gaston, Kyle Irwin, Rich Kogelschatz, Rick Stevens, Marvin Thomas, Larry Titley, Tommie Wallace

MEMBERS ABSENT  Thomas Carpenter, Sadie Erickson, Gil Segovia, Renee Williams

STAFF AND GUESTS PRESENT  Chris Bennett, Kim Cross, Jonathan DeHaan, Sarah Ellis, Julia Ervin, Amy Henderson, Heather Ibrahim, Rebecca Long, Brian Molhoek, Karen Monroe, Zoe Post, Justin Rhodes, Jenn Schaub, Latrisha Sosebee, Haley Stichman, Dennis Sturtevant, Alonda Trammell

The meeting was convened at 106 S. Division Ave at 7:30 AM by Annamarie Buller.

MISSION MOMENT  The board watched a video of Debora Sloan, a commercial tenant of Dwelling Place and owner of Natural Hair Solutions.

APPROVAL OF CONSENT AGENDA  The consent agenda for the October 2, 2019 meeting contained the following items:

1. Board of Directors minutes (08/07/19)
2. Committee minutes:
   a. Executive Committee minutes (07/09/19)
   b. Executive Committee minutes (08/13/19)
   c. Finance Committee minutes (06/26/19)
   d. Finance Committee minutes (07/31/19)
   e. Governance Sub-committee minutes (07/16/19)
   f. Marketing & Development Committee minutes (06/25/19)
   g. Marketing & Development Committee minutes (08/27/19)
   h. RED & Asset Management Committee minutes (06/10/19)
   i. Resident Engagement Committee minutes (07/16/19)
   j. Resident Engagement Committee minutes (08/13/19)
3. Updated Committee Descriptions
   a. Executive Committee Description
   b. Finance Committee Description
   c. Marketing & Development Committee Description
   d. RED & Asset Management Committee Description

Consent agenda for the board of directors meeting was approved by motion of Juan Daniel Castro, supported by Francine Gaston, and carried unanimously.

HEARTSIDE NPHC COC GRANTS  The Dwelling Place Board of Directors meeting was temporarily suspended.

The Heartside NPHC Board of Directors meeting convened at 7:39am.

Motion to approve resolutions to apply for renewal of grant funding from HUD Continuum of Care for Commerce, Ferguson, and Verne Barry was made by Annamarie Buller, supported by Francine Gaston and carried unanimously.

The Heartside NPHC Board meeting adjourned at 7:40am and the Dwelling Place Board of Directors meeting resumed.
FERGUSON CLOSING

Mr. Sturtevant distributed a memo describing a significant delay in the closing date for Ferguson Apartments. The environmental review, which was nearly finalized by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), was insufficient for HUD approval and will require further testing. This could negatively affect Dwelling Place’s ability to meet LIHTC deadlines, cause further relocation of residents, and reduce Dwelling Place cash reserves. Staff are working with MSHDA and EGLE representatives, environmental consultants, and legal counsel to resolve the issue and will keep the board apprised of further developments.

REVIEW OF ANNUAL BOARD CALENDAR

Board members expressed interest in holding board meetings in other locations but raised concerns over remote access to the meetings. The board decided to hold at least one meeting a year at another Grand Rapids location—the annual meeting or Board retreat were raised as possible opportunities—and additional out-of-office meetings could be held if appropriate technology could be secured.

BOARD RECRUITMENT & RETENTION PLAN

Ms. Buller invited discussion over the Board Recruitment & Retention Plan. Mr. Sturtevant pointed out the matrix of community partners, which aims to document connections between the Dwelling Place Board and other organizations to ensure the board is able to easily identify individuals that fit its current needs. Approval of the Board Retention & Recruitment Plan was approved by motion of Rick Stevens, seconded by Rich Kogelschatz and carried unanimously.

PRESENTATION FROM COMMUNITY BUILDING & ENGAGEMENT DEPARTMENT

After dividing into two groups, the Board learned about each area of the Community Building & Engagement Department: economic development, volunteer engagement, marketing and branding, community gardening, community arts, and resident leadership. Staff presented information on both inward- and outward-focused programming that engaged residents of all ages, connecting them to resources, opportunities, and their communities.

RESIDENT ENGAGEMENT COMMITTEE RESTRUCTURE

Motion to approve the revised Resident Engagement Committee Description, Governance Procedures, Project Evaluation/Selection Criteria, and Resident Leadership Council Structure was made by Juan Daniel Castro, seconded by Francine Gaston and carried unanimously.

UPDATES AND OTHER BUSINESS

A volunteer event at Muskegon Heights will take place on October 11 to help install a senior exercise park. Staff and Board may contact Ms. Ibrahim for more information.

Plaza Roosevelt is set to close this month; Harrison Park and Pine Avenue have recently started taking applications and referrals with move-ins set to begin in December.

Dwelling Place has received several grants in the past few weeks: $15,000 for strategic planning, $50,000 for costs associated with the creation of a community land trust, and $100,000 for portfolio strengthening.

ADJOURNMENT

The Board of Directors meeting was adjourned at 9:00 AM by Annamarie Buller.
DWELLING PLACE OF GRAND RAPIDS
EXECUTIVE COMMITTEE
September 10, 2019
Approved November 12, 2019

MEMBERS PRESENT
Annamarie Buller, David Byers, Juan Daniel Castro, Rick Stevens, Larry Titley

MEMBERS ABSENT
Francine Gaston, Renee Williams

STAFF PRESENT
Zoe Post, Dennis Sturtevant

The meeting was convened at 8:05 AM by Ms. Buller.

APPROVAL OF MINUTES

Minutes of the Dwelling Place Executive Committee meeting of August 13, 2019 were approved by motion of Larry Titley, supported by Rick Stevens and carried unanimously.

BOARD SELF-ASSESSMENT

The last Board self-assessment was completed in August 2018 and indicated several EIG areas for improvement. Though the Committee determined not to implement Board self-assessments this year, review of what has already been done to address these areas and what technical or adaptive changes still need to be made will be added to the Governance Committee rolling agenda. The discussion may include term limits for Committee members, frequency of Committee/Board meetings, and when to implement a new self-assessment survey.

COMMITTEE NOMINATION & APPOINTMENT PROCESS

The Committee discussed a short committee application and the role of committee chairs in the appointment process. After reviewing the Dwelling Place bylaws, which state that appointment of committee members is a Board responsibility that can be delegated as necessary, the Committee decided to put the issue before the Governance Committee. Ms. Buller will draft a recruitment process for the next meeting agenda.

NEIGHBORWORKS GRANT REQUEST STATUS

Strategic Plan & HR Collaborative Consulting Grant
Dwelling Place received $15,000, more than enough to cover the cost of strategic planning with Steve Crandall.

Strategic Investment Fund
The $50,000 grant for the creation of a Community Land Trust (CLT) was approved. There is also a pending $100,000 grant from DGRI for this same initiative. Together, this will cover consulting costs with Michael Brown, appraisals of the buildings for the CLT, and legal bills.

Real Estate Growth Cohort
The $25,000 grant was not funded, but Dwelling Place will still continue with the cohort.

NTI Scholarship Slots
Dwelling Place received 11 NTI slots to be used primarily for staff.
PROJECT UPDATES

**Ferguson:** Complications from 3 different loans and the RAD conversion has pushed the projected closing date to September 27. About 40 residents are staying at Ferguson; the rest have temporarily or permanently relocated to other properties. As the budget came in below the estimate, there will likely not be a deficit.

**Plaza Roosevelt:** Following the capital campaign, the funding gap is about $2 million; the project is so attractive, however, that Mr. Sturtevant may return to some foundations to ask for additional funding.

**Harrison Park:** Nearly completed; about a $400,000 deficit.

**Pine Ave:** About 30% done; $600,000 deficit.

**Garfield Lofts:** Came in under budget and is starting to lease up.

**Roosevelt Apartments Exercise Park:** Nearly completed. Republic Services provided a $50,000 grant and additional foundations will be approached to address the remaining $120,000 shortfall. A dedication for the park will take place October 11.

**Our Westside Story Fundraiser:** Approaching $70,000 in pledges with additional tickets sales to follow.

OTHER BUSINESS

Mr. Sturtevant has been selected for the AIA David D. Smith Humanitarian Award, which he will receive October 17th.

To ensure a timely review of the bylaws, mission, and other documents, Mr. Stevens will draft an annual Board calendar for the Committee.

Mr. Sturtevant will distribute a list of remote locations that could accommodate a full Board meeting for the Board’s consideration.

**Resolution to proceed with the Madison Lofts project was approved by motion of Larry Titley, supported by Annamarie Buller and carried unanimously.**

ADJOURNMENT

The Executive Committee adjourned at 9:32 AM by Ms. Buller.
MEMBERS PRESENT: David Byers, Angela Sanborn, Holly Jacoby, Sadie Erickson

MEMBERS ABSENT: Michael McDaniels, Gil Segovia

STAFF PRESENT: Karen Monroe, Steve Recker, Scott Page, Grace Thuo, Jessica Johnson, Brandon Watson, Rebecca Long, Jessica Beeby, Liz Mui, Chris Bennett, Kim Cross, Dennis Sturtevant

The meeting was convened at 12:03 pm by David Byers.

APPROVAL OF JULY MINUTES

Minutes of the Finance Committee meeting of July 31, 2019 were approved by motion of Ms. Jacoby, supported by Ms. Erickson and carried unanimously.

REVIEW OF 2ND QUARTER FINANCIAL STATEMENTS

Mr. Recker reviewed the updated financial ratios from Neighborworks. A negative trend was noted, due to the recent construction activity, which created an increase in current liabilities and a slight decrease in cash. In the next few months, a projected $4-5 million will be out for development projects.

Ms. Jacoby requested a cash flow construction budget to better understand the projected risks. Mr. Recker will share his spreadsheet.

Next, Mr. Recker reviewed the following documents:

- Financial Dashboard
- Global Balance Sheet
- Dwelling Place Global Programs Income Statement
- Properties and Related Entities Income Statement

ANNOUNCEMENTS/UPDATES

Mr. Sturtevant shared about “Our Westside Story” Dwelling Place Fundraiser taking place on Wednesday, September 25, 2019, at the Bissell Tree House at John Ball Zoo. The Westside Story theme is our way of celebrating our housing and community partnerships in six projects located on Grand Rapids’ West Side. Ms. Mui forwarded the sponsorship information and materials to the Finance Committee.

PROPOSED AGENDA AND NEXT MEETING DATE

The next Finance Committee meeting will be held on Wednesday, September 25, 2019 at 12:00 pm.

ADJOURNMENT

The Finance Committee meeting was adjourned at 1:01 pm by Ms. Sadie Erickson.
The meeting was convened at 9:05 AM by Juan Daniel Castro.

**APPROVAL OF MINUTES**

Minutes of the Governance Sub-committee meeting of July 16, 2019 were approved by motion of Annamarie Buller, supported by Rick Stevens and carried unanimously.

**ANNUAL PLANNING SCHEDULE**

Mr. Sturtevant distributed a draft of an annual planning schedule and possible meeting locations with available dates. The Executive and/or Governance Committee will use this schedule when planning Board meetings and consent agendas. The Sub-committee added ratification of actions of all affiliate entities to the list of June items. The CEO annual review will be a survey for the full Board, the results of which will be discussed by the Executive Committee.

**EIG ACTION PLAN REVIEW**

The Sub-committee discussed its role for the organization and whether or not it should continue as a standing committee or cease meeting. Mr. Castro described the Executive Committee as acting on behalf of the Board between meetings; the Governance Sub-committee acts as the HR department for the Board, concentrating on Board recruitment, training, and nurturing. The Sub-committee agreed, but stipulated that members of the Governance Committee must be familiar with Dwelling Place, limiting membership to current and former Board members or individuals with considerable experience or expertise, as determined by the Committee. Motion to make the Governance Committee a standing committee was made by Annamarie Buller, supported by David Byers and carried unanimously.

The responsibilities outlined in the Excellence in Governance Work Plan originally assigned to the EIG Committee will be reviewed by the Governance Committee at its next meeting and added to future agendas as necessary.

**BOARD COMMITTEES NOMINATION AND RECRUITMENT**

Ms. Buller drafted a committee recruitment process that would allow Committee Chairs to facilitate recruitment themselves or contact the Board Chair or Governance Committee for assistance in the recruitment process. The Governance Committee would vet candidates before extending an invitation to serve on the committee. The topic was tabled to give Committee members time to review the document more thoroughly.

**Term limits for committee/Board members**

Though the Committee recognized the value in periodically recruiting new members, particularly at the committee level, it determined not to establish term limits for the full Board at this time.
Review of Board Member equity checklist
Minor edits—page numbers, numbering of questions, changing “best” for “preferred”—were made to the checklist and the Committee approved the Equity Checklist by consensus. The Checklist will be added to the Board agenda as a separate item.

<table>
<thead>
<tr>
<th>BOARD MEMBER PARTICIPATION THRESHOLD ASSESSMENT TOOLS</th>
<th>To facilitate discussion and create an established threshold of participation, the Committee decided to distribute the Board attendance sheet and the sample Board performance matrix from BoardSource at the February Board meeting. A financial ask may also be added to the December or February agenda.</th>
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| REVIEW OF COMMITTEE DESCRIPTIONS | After reviewing the committee descriptions, the Committee recommended by consensus that the documents be added to the consent agenda for Board approval. |

| OTHER BUSINESS | Status of orientation for new Board members
Ms. Post will organize a tour of a variety of Dwelling Place properties based on the interests of the new Board members and availability of property staff. Other Board members may sign up for the tour at the October Board meeting. |

| Update on Steve Robbins for inclusion initiatives | Once the DEI plan is finalized, Mr. Robbins will be hired to critique and introduce the plan as part of a larger Dwelling Place 40th anniversary event with other community members. Mr. Castro and Mr. Sturtevant will check in with Mr. Robbins to hear his thoughts. |

| ADJOURNMENT | The Governance Sub-committee meeting was adjourned at 10:38 AM by Juan Daniel Castro. |
MEMBERS PRESENT  Rick Stevens, Leah Carpenter, Tommie Wallace

MEMBERS ABSENT  Thomas Carpenter, Kyle Irwin

STAFF PRESENT  Jessica Beeby, Kim Cross, Sarah Ellis, Zoe Post, Jenn Schaub, Latrisha Sosebee, Denny Sturtevant

The meeting was convened at 10:07am by Rick Stevens.

APPROVAL OF MINUTES  A minor correction to the minutes regarding the date of the June meeting was adjusted. **Minutes of the Marketing and Development Committee meeting of August 27, 2019 were approved with edits by consensus.**

DONATIONS SINCE LAST MEETING  Donations have increased significantly due to the September fundraising event. Combined with in-kind donations, ticket sales (~$2,500), and auction items, **Our Westside Story** has reached its $100,000 fundraising goal.

OUR WESTSIDE STORY UPDATE  About 141 people are expected to attend the event, which will open at 5:30pm and begin programming at 6:45pm. After an introduction from Annamarie Buller and a video featuring Dwelling Place collaboration on the West side, first ward commissioner Kurt Reppart will speak about his call to action in West side neighborhoods and Dwelling Place’s response.

UPDATES / ANNOUNCEMENTS  With Dwelling Place completing 40 years in 2020, staff will brainstorm ways to celebrate the work of Dwelling Place and the stories of its residents.

The 2018 Community Report is finished and will be sent out to the mailing list separate from the newsletter. It will also be distributed at the upcoming West side event.

A year-end donations appeal will go out the week before Thanksgiving, both in the mail and electronically.

Staff will meet this month to adjust the Resource Development Plan for 2020 to fit marketing and branding goals and include appropriate metrics. When completed, a draft will be given to the Committee to review.

Staff will also meet to discuss Spanish translation services for the housing fact sheet and other materials.

Several staff-organized tours—for Fifth-Third Bank employees, Studio C staff, and 6th grade students from Rockford—have taken place to highlight Dwelling Place services, partnerships, and available resources in the Heartside neighborhood.

ADJOURNMENT  Mr. Stevens adjourned the meeting at 10:51 AM.
MEMBERS PRESENT  Leah Carpenter, Rick Stevens

MEMBERS ABSENT  Thomas Carpenter, Kyle Irwin, Tommie Wallace

STAFF PRESENT  Jessica Beeby, Amy Henderson, Zoe Post, Latrisha Sosebee

The meeting was convened at 10:03am by Rick Stevens.

APPROVAL OF MINUTES  Minutes of the Marketing and Development Committee meeting of September 24, 2019 were approved with edits by consensus.

DONATIONS SINCE LAST MEETING  Funding from the Our Westside Story event accounted for 69% of all funding dollars raised to date, and pushed total dollars over 50% of the annual goal. An increase in donations is expected as the year-end appeal starts.

2019 FUNDRAISER REVIEW  Feedback on Our Westside Story was largely positive and attendees appreciated the relaxed atmosphere and pace of the event. Suggestions for a future event included limiting the silent auction to 12 items and combining several smaller gifts into larger baskets. Total income for the event—not including some substantial in-kind donations—was $106,440 and the estimated cost was $20,958 for a net of over $85,000. A summary of the event and Dwelling Place mugs will go out as a thank-you to event participants and sponsors.

2019 ANNUAL APPEAL  Ms. Sosebee distributed a draft of the annual appeal: a copy of the community report in a sleeve that describes highlights from the year and invites recipients to make a year-end gift. The mailings will be sent out before Thanksgiving in transparent envelopes. The Committee made suggestions to crop the back cover photo, add colored boxes to match the community report, and create captions for the front cover.

2020 RESOURCE DEVELOPMENT PLAN  Per the Strategic Plan, staff is composing a Resource Development Plan to reflect updated marketing and branding goals. The Plan is due February 2020, but an initial draft will be available to the Committee at the next meeting for feedback. Mr. Stevens advised connecting resident stories with appeals for donations as much as possible to emphasize the impact of donor gifts.

40TH CELEBRATION  In honor of Dwelling Place’s 40th anniversary, 40 stories from past and present residents, Board members, staff, community members, and buildings will be collected and shared throughout the year, culminating in the creation of a coffee table book. Staff and Board are encouraged to give names of potential storytellers to Ms. Sosebee. In addition, staff will meet to discuss creating a Dwelling Place archive at the Grand Rapids Public Museum.

OTHER BUSINESS  Collections Drive Update  Several groups have held successful collection drives for 68 welcome home baskets at Harrison and Pine Apartments.

ADJOURNMENT  Mr. Stevens adjourned the meeting at 11:03 AM.
The meeting was convened at 11:36 AM by Mr. Kogelschatz.

**APPROVAL OF MINUTES**

Minutes of the Dwelling Place RED & Asset Management Committee meeting of June 10, 2019 were approved by motion of Mike McDaniels, supported by George Larimore and carried unanimously.

**2ND QUARTER MFI REVIEW**

Ms. Long presented second quarter MFI numbers, noting that each metric is now measured against a threshold determined by staff to indicate whether or not it is performing according to its set yearly goal. Additional comments and notable items discussed are as follows:

- **Net Cash Flow as % of GPI**: Overall increased (Q1 0.56% to Q2 5.74%) and is significantly lower than Midwest peers (16%). These numbers are due to annual Yardi system licenses coming online and repairs on the heating/cooling system at BSP and a water main break at Peterlien.

- **Operating Expenses as % of GPR less DSC**: Overall meeting goal for portfolio average. Notable expenses included maintenance at Peterlien (water main) and West Shore (plumbing) and costs associated with unit turns.

- **Vacancy as % of GPR**: Overall improvement from Q1 (4.15%) to Q2 (2.96%), which is lower than Midwest average of 4.58%. Several properties in lower bins held units for the Ferguson relocation or had high commercial space vacancy.

- **Collection Rate**: Overall decreased slightly (Q1 94% to Q2 92%), which is consistent with Midwest peers (Q2 94%). Rates were affected by tenants who consistently pay late, or pay on time but only part of the rent, or were behind on rent and were later evicted.

- **Debt Service Coverage Ratio**: No threshold was listed; Ms. Long will consult the proformas to develop an appropriate threshold. Overall ratio has improved (Q1 1.97 to Q2 2.05).

- **Turnover (Annualized)**: Overall turnover has improved (Q1 25% to Q2 20%), which is slightly higher than the Midwest average (19%). BSP, Calumet, and Chaffee had only 2 move-outs each but the small number of units makes for a high turnover percentage. Other properties had resident deaths or are holding units in anticipation of the creation of a CLT.
Average Days Vacant: Overall there was a decrease to Q2 47 days from Q1 57 days versus a Midwest average of 59 days. Several properties holding units for Ferguson transfers had higher rates than usual.

Curb Appeal: Missing data due to hesitance over curb appeal volunteers visiting DV properties and inconsistencies across curb appeal evaluators.

UPDATES

CLT Appraisals
After some hiccups in getting floor plans, Jeff Genzink will have appraisals for New Hope Homes and Martineau Apartments in about two weeks. A $50,000 grant from Neighbor Works has been approved and DGRI is currently reviewing a $100,000 grant proposal for the Martineau project; a decision should be announced in the next 2 weeks.

200 Madison
In accordance with agreements made at previous Committee meetings, Madison Lofts intends to submit a tax credit application and include Dwelling Place in the joint venture agreement at 200 Madison. Supporting resolutions were drafted and will be put before the Board and/or Executive Committee. **The Committee reached consensus to recommend these resolutions for approval. George Larimore recusing himself due to a possible conflict of interest.**

PROJECT

FIRST UMC and Hope Church in Holland
With Ryan Kilpatrick working on acquiring adjacent properties, preliminary due diligence now requires engagement of architects for conceptual designs. Mr. Bennett explained that a request for fee proposals from the architects involved would be more appropriate than a full RFP. **Motion to proceed with this request was made by George Larimore, seconded by Mike McDaniels and carried unanimously.** Staff will also consult the Committee policies for specifics on this process.

Ferguson
Mr. Sturtevant presented a resolution to sell Ferguson Condo Unit 1 to Ferguson Apartments LDHA LLC and sell Units 2 and 3 to Dwelling Place NPHC. **Motion to recommend this resolution for approval by the Board was made by Mike McDaniels, seconded by George Larimore and carried unanimously.**

Harrison Park: Almost 75% completion; unexpected cost from design issues with Progressive will be covered by the developer fee.

Pine Ave: About 20-25% completion.

Plaza Roosevelt: Bids are back; currently has about a $2 million gap in financing for which Mr. Sturtevant is doing philanthropic fundraising and will complete a grant application for Wege Foundation soon.

ADJOURNMENT

The meeting was adjourned at 1:06 PM by Mr. Kogelschatz.
MEMBERS PRESENT  Annamarie Buller, Leah Carpenter, Marvin Thomas, Tommie Wallace  
MEMBERS ABSENT  Thomas Carpenter  
STAFF PRESENT  Jessica Beeby, Heather Ibrahim, Zoe Post, Jenn Schaub, Latrisha Sosebee, Dennis Sturtevant, Alonda Trammell

The meeting was convened at 10:06 AM by Ms. Buller.

APPROVAL OF MINUTES  Minutes of the Resident Engagement Committee meeting of August 13, 2019 were approved by motion of Tommie Wallace, supported by Marvin Thomas and carried unanimously.

REVIEW AND RECOMMENDATION OF UPDATED RECORDS  The Committee did a final review of the following documents: Resident Engagement Committee Description, Resident Governance Procedures, and Project Evaluation-Selection Criteria. Motion to recommend these items for Board approval was made by Annamarie Buller, seconded by Marvin Thomas, and carried unanimously.

Ms. Schaub explained changes made to the Resident Leadership Council (RLC) Structure Template that create a multi-tiered protocol to address actions of an RLC member that do not align with Dwelling Place mission/vision/values. Motion to recommend this document for Board approval was made by Marvin Thomas, seconded by Tommie Wallace and carried unanimously.

ANNUAL BUDGET & PROGRAM DEVELOPMENT PROCESS  Mr. Sturtevant distributed a draft of the CB&E Budget and Program Development Process aimed at clarifying and simplifying the process and developing a calendar in coordination with the Finance department. CB&E staff would create a plan in response to resident survey results and other property data and present it to the Committee for review prior to Board approval. The Committee expressed some questions about the need for more precise language in the document and that the calendar should have more specific parameters to hold the Committee accountable. The packet for the next meeting will include tracking metrics and property data to review alongside the budget document.

ADJOURNMENT  The Resident Engagement Committee was adjourned at 11:35 PM by Ms. Buller.
Finance Committee,

In 2018 legislation was passed to raise the micro purchase threshold from $3,000 to $10,000 and the simplified acquisition threshold from $150,000 to $250,000. Recipients of federal funding were not allowed to adopt these changes in their procurement policies until the definitions and amounts were updated in the Code of Federal Regulations (C.F.R.). Our HUD representatives recently provided us with a memo from the Office of Management and Budget (OMB) which allows recipients early adoption before the updates. We would like to request permission from the finance committee to increase our procurement policy minimums to match these new thresholds retroactive to January 1, 2019.
6. Periodically, but no less frequently than every six (6) years, the Board of Directors or one of its standing committees will, in conjunction with the CEO, CFO and COO, conduct a review of the performance of the Independent Auditing Firm, Legal Counsel and Insurance Broker(s) contracted to provide services to the organization. This review will be conducted to evaluate performance and to determine if a solicitation of bids for services is warranted to improve services or to reduce costs. In any case where a solicitation of bids is warranted, a minimum of 3 firms shall be considered.

7. Formal competitive bidding practices will be exercised when contracting for goods and services according to the guidelines below: (Threshold amounts effective January 1, 2019)

a. **Below $10,000 3,000**
   Dwelling Place may procure goods or services without obtaining phone quotes or written bids, provided the procurement is approved as part of the budget process by the CEO or other authorized staff. However, when practical, Dwelling Place will obtain price information from potential vendors prior to procurement. In those cases where Dwelling Place regularly procures goods or services from a particular vendor, a periodic review will be made to determine if it would be advantageous to utilize other vendors for the provision of the subject goods and services.

b. **$10,000 3,000 – 250,000 10,000**
   Unless incorporated as part of the budget process, Dwelling Place shall obtain at least three price quotes via email or some other written form. Dwelling Place may proceed with procurement based on the lowest and qualified bid received, confirmed in writing.

c. **$250,000 10,001 and above**
   Dwelling Place shall send a written solicitation for bids to a minimum of three potential vendors. This solicitation shall:
   
   i. Clearly set forth all requirements that the bidder/officer must fulfill, including the last date on which bids/offers will be accepted. All other factors to be used by Dwelling Place in evaluating bids/offers must also be clearly stated.

   ii. Be based upon a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such a description shall not contain features which unduly restrict competition. "Brand name or equal" descriptions may be used as a means to define the performance or other salient requirements of procurement, and when so used, the specific features of the named brand which must be met by bidders/offered must be conveyed in writing to all parties who have expressed an interest to bid.

   iii. Require the submission of a written bid/offerer that contains adequate information for evaluation purposes. Clarifications provided to one potential...
BOARD OF DIRECTORS
ANNUAL PLANNING SCHEDULE
Board Approved: TBD

FEBRUARY
- Review of Mission and Bylaws
- Conflict of Interest Disclosure Update
- Review of Signing Authority for Financial Accounts
- Review Board Committee Composition
- Update Board contact information

APRIL
- Review of Board Governance Policies
- Review of Annual Fund Development Plan

JUNE
- Annual Audit Review
- Election of Dwelling Place of Grand Rapids NPHC Officers
- Appointment/Election of Dwelling Place Foundation Board of Directors and Officers
- Acknowledgement of Retiring Board Members
- Ratify Actions Taken on Behalf of Related Entities

AUGUST
- Review of Personnel Policies
- Review of Diversity, Equity, and Inclusion Plan

OCTOBER
- CEO Annual Review
- NeighborWorks Reporting Survey

DECEMBER
- Review and Approval of Annual Budget
- Review and Update Strategic Plan
- Establish Annual Board Goals
DWELLING PLACE PROPERTIES
WITH BOARD MEETING ACCOMMODATIONS

1. Reflections Senior Apartments *(Available anytime but tight parking)*
2. Harrison Park Apartments *(Available anytime in 2020)*
3. Franklin Apartments *(Available in 2021)*
4. Herkimer and Commerce Courtyard Apartments *(Available anytime)*
5. Weston Apartments *(Available anytime but tight parking)*
6. Midtown Apartments *(Available anytime but in Holland)*
7. Roosevelt Apartments *(Available anytime but in Muskegon Heights)*
8. St. James Apartments *(Available anytime)*
9. 106 S. Division Avenue Offices *(Available anytime but tight parking)*
10. Ferguson Apartments *(Available in 2021)*
MEMORANDUM

TO: DENNIS STURTEVANT

FROM: TIMOTHY ORLEBEKE/ORLEBEKE MACKRAZ PC

DATE: NOVEMBER 20, 2019

RE: DWELLING PLACE BOARD RESOLUTION RELATED TO THE ST. JAMES PROJECT

BACKGROUND:

Dwelling Place committed to support the Genesis St. James development by participating as a co-developer. To that end, it first signed a Master Development Agreement as of March 30, 2016, which was submitted with Genesis’ April 1, 2016 LIHTC Application. The project was not funded in that round, but was funded in the October round. An Amended and Restated Master Development Agreement was signed in connection with the syndication, which closed late in 2017. That Agreement commits Dwelling Place to guarantee bank loans to the St. James Limited Dividend Housing Association Limited Partnership, including a loan from Mercantile Bank. The Agreement also requires Genesis to indemnify Dwelling Place if its Guaranty is enforced by the bank in an amount greater than the developer fee it actually received. Now the Mercantile loan is closing.

RESOLUTIONS:

There are Dwelling Place resolutions in place supporting its involvement in the St. James project and authorizing the Chief Executive Officer to sign all additional documents, but Mercantile requires specific additional language and also requires that Dwelling Place appoint more than one authorized signer. The Mercantile loan officer has approved the language in the attached Resolutions.

The attached Resolutions approve Dwelling Place’s guaranty of the St. James/Mercantile Bank loan, ratify the prior execution of the Amended and Restated Master Development and Participation Agreement, and provide for two authorized signers.
RESOLUTIONS OF THE BOARD OF DIRECTORS OF
DWELLING PLACE OF GRAND RAPIDS NONPROFIT HOUSING CORPORATION

At a meeting of the Board of Directors of Dwelling Place of Grand Rapids Nonprofit Housing Corporation, Inc., a Michigan nonprofit corporation (“Corporation”), properly convened and held on the 4th day of December, 2019, the Board, after deliberation and discussion, and upon motion duly made, seconded, and passed, RESOLVED, the following:

WHEREAS, a Michigan limited partnership known as St. James Limited Dividend Housing Association Limited Partnership ("Partnership") was formed to acquire, develop, finance, own, maintain, operate and sell or otherwise dispose of a multifamily apartment complex to be known as St. James Apartments located in Grand Rapids, Michigan ("Project"); and

WHEREAS, St. James GP LLC is the General Partner of the Partnership and the Corporation is a member of the General Partner; and

WHEREAS, the Partnership wishes to enter into a commercial loan agreement with Mercantile Bank of Michigan to provide additional financing for the Project in the amount of $400,000.00 to be secured by a mortgage ("Mercantile Loan"); and

WHEREAS, the Corporation wishes to participate in the Project as a developer and also as a guarantor of Partnership and General Partner obligations; and

WHEREAS, the Corporation anticipates receiving directly or indirectly certain financial benefits from the Partnership in exchange for various services with regard to the Corporation’s participation in and development of the Project; and

WHEREAS, the Corporation desires to ratify its execution of that certain Amended and Restated Master Development and Participation Agreement made as of September 30, 2016 between the Corporation and Genesis Non-profit Housing Corporation as co-developers of the Project ("Master Development Agreement"); and

WHEREAS, the Corporation desires to authorize the execution and delivery, as may be necessary, of any and all documents necessary to effectuate its participation in the Project and its guaranty of the obligations of the Partnership and/or the General Partner related to the Mercantile Loan.

NOW, THEREFORE, the following Resolutions are duly adopted:

IT IS RESOLVED that the Corporation is authorized to participate in the development of the Project and to guaranty the obligations of the Partnership and General Partner related to the Mercantile Loan.

IT IS FURTHER RESOLVED that Dennis Sturtevant, Chief Executive Officer of the Corporation, or Annamarie Buller, Chairperson of the Corporation, is authorized, on behalf of the Corporation, at any time after the adoption of this resolution and without further action by or authority or direction from the Board of Directors of the Corporation, to execute, as may be required of the Corporation, all documents necessary to effectuate the Corporation’s participation in the development and operation of the Project, all documents necessary to
effectuate the Corporation’s guaranty of Partnership and General Partner obligations related to the Mercantile Loan, and any other documents with regard to the foregoing matters in such form and containing such provisions as may be deemed appropriate by such Officer and the Corporation's legal counsel.

IT IS FURTHER RESOLVED that the execution of the Master Development Agreement is hereby ratified and affirmed.

IT IS FURTHER RESOLVED that any prior actions taken on behalf of the Corporation with regard to the foregoing matters or its support of the Project are hereby ratified and affirmed.

Dated: December 4, 2019

___________________________________
Francine Gaston
Secretary
Dwelling Place of Grand Rapids
Nonprofit Housing Corporation
Dwelling Place

2019 CEO Goals

Dennis Sturtevant

Goals

1. Work with the board to facilitate the creation of a new Strategic Plan for 2019 – 2021. Complete

2. Complete closings and initiate construction for new housing projects including Franklin Apartments, Grandville Apartments and Ferguson Apartments. All but Ferguson Complete

3. Complete construction and partial to full lease up for new housing projects including Harrison Park Apartments, Pine Avenue Apartments and joint venture projects with LINC UP (Garfield Lofts) and Genesis NPHC (St. James Apartments). Complete

4. Finalize plan to restructure and renovate Harvest Hill Apartments (Rockford, Michigan) project outside of USDA Rural Housing program. In Progress – Prepayment Plan approved by RD

5. Fully implement dash-board reporting for Board reports in conjunction with our Director of Asset Management who is participating as a Tableau fellow through NeighborWorks. The Tableau Foundation will issue two 3-year licenses to Dwelling Place on completion of her fellowship. Tableau is an international company, based in Seattle, that specializes in the creation of interactive data visualization products focused on business intelligence. In Progress – Rebecca Long still in fellowship training

6. Work with the Governance Committee, Executive Committee and full Board to complete plans for full implementation of new board governance initiatives. Complete

7. Complete review process for converting Martineau Apartments, Grandville Homes and New Hope Homes from rental to home ownership. In Progress


9. Complete plan for sale or reuse of surplus properties in Whitehall and on Fuller Street in Grand Rapids. In Progress for Whitehall property. Fuller property has no buyer

10. Finalize Heartside Neighborhood plan to address behavioral health and economic development issues In Progress with FUSE Implementation planned for 2020
Dwelling Place

2020 CEO Goals

1. Construction completion of the following housing projects
   a. Harrison Park Apartments
   b. Pine Avenue Apartments
   c. Grandville Apartments
   d. Franklin Apartments
   e. Ferguson Apartments

2. Implement Community Land Trust Initiative including:
   a. Formation of legal entity to own land and land leases
   b. Identification of initial qualified buyers in conjunction with local lenders.
   c. Completion of needed repairs/renovations on CLT properties

3. Complete Rural Development (RD) loan prepayment process for Harvest Hill Apartments (Rockford, Michigan) including restructuring the MSHDA LIHTC regulatory agreement to allow all units to rent at 60% of area median income.

4. Implement FUSE Initiative in the Heartside Neighborhood with health care, social service and governmental agency partners.

5. Support Board Succession Planning effort by researching, identifying and sharing NeighborWorks resources for succession planning.


7. Maintain Dwelling Place’s strong cash position as evidenced by an overall increase of at least 5% in cash and traded securities in Dwelling Place and the Dwelling Place Foundation.

8. Maintain at least an 85% positive resident approval rating for Dwelling Place based on annual resident survey results.
INTRODUCTION

The Dwelling Place Board of Directors met in June of 2019 to assess current progress on the 2016 Strategic Plan and to form concentrations for the new plan period (remainder of 2019 through 2022). It was agreed that the same core initiatives adopted for the 2016 plan should be continued with updated goals. These core initiatives are:

- Growth
- Succession Planning for Board and Staff
- Creating Greater Community Awareness of the Organization
- Staff Training and Development

INITIATIVE I GROWTH: The board affirmed the overall Dwelling Place Growth Plan that was adopted in June of 2017. For the 2019-2022 time period, Dwelling Place will pursue the following objectives:

Under the guidance of the Real Estate Development and Asset Management Committee, Dwelling Place will:

- Grow and improve its Real Estate portfolio by generating a total of 400 new or renovated units by year end 2022 within its 15 county NeighborWorks jurisdiction.
- Consider the creation of a Community Land Trust (CLT) to convert several existing Dwelling Place properties from rental housing to a shared equity program.
- Participate in the NeighborWorks Real Estate Growth Cohort
- Develop and approve a specific staffing and workspace plan in response to expected growth by January 31, 2020

INITIATIVE II CEO SUCCESSION: The planned retirement date for current CEO, Dennis Sturtevant, is July 30, 2021. A succession plan for his replacement will be determined and implemented by July 30, 2020.

- A special Search Committee will be established by March 31, 2020 to oversee this process. This Committee will recommend the hiring of an appropriate Search Firm for this purpose, who will then be responsible for:
  - Recruiting schedule and timeline
  - Job Description update
  - Review of Dwelling Place Mission/Vision/Values
  - Review of Executive Limitations Policies (Governance Documents)
  - Positioning of Dwelling Place as an attractive employer
  - Coordinating candidate sourcing, interviewing, and overall selection process.
INITIATIVE III BOARD SUCCESSION: Since the last plan period, the Board has participated in Excellence in Governance Program through NeighborWorks and created a Governance Committee charged with developing and implementing a Recruitment, Orientation and Support plan for the Board.

Under the direction of the Governance Committee the Board will implement the 2019 Board Member Recruitment & Onboarding Plan which incorporates:

- Talent Recruitment Strategy
- Community Outreach Strategy
- Candidate Interview and Evaluation Process
- Onboarding of new members: Training, Integration, Mentorship.

INITIATIVE IV COMMUNITY AWARENESS: A comprehensive Branding Plan was adopted in 2018. Collateral materials have been developed but not yet disseminated. Stronger community awareness alerts Dwelling Place of opportunities for growth and helps connect us to key demographics. While fundraising is not the primary purpose of building awareness, it is another benefit that can be realized through a systematic plan.

- Under the guidance of the Marketing and Development Committee, a specific annual plan for various marketing and communication activities will be established by February 1 of each plan year. This plan will include:
  - A schedule of events, activities or information that will further the community understanding and support of Dwelling Place.
  - Marketing resources needed
  - Budget
  - Associated Fundraising Goal
  - Associated Staffing needs

INITIATIVE V STAFF DEVELOPMENT: Much has been done in determining succession for the Officers of the organization and growth plans for next level professionals. Staff surveys have been conducted, and training plans designed. Because this is primarily owned by the Administration rather than the Board, the focus needs to be on the Administration establishing further actions on this topic and determining the best way to inform the Board of progress.

- Management will continue to consider succession opportunities for next level professional staff using the Talent Capacity Building Plan and other evaluation tools. Formal plans will be shared with the Board and appropriate committees by December 31 of each year.
- An employee development plan will be created, updated, and incorporated in annual performance assessments that identify incumbent training needs and opportunities (Dwelling Place Staff Training Plan) effective with the 2019 employee evaluation cycle but not later than December 31, 2019.
- The Management will provide a comprehensive update of staff development progress to the board twice per year.
- In 2020, Management will explore and recommend ways to enhance internal Human Resource activities, including development of internal training programs, retention strategies, staff engagement activities and other initiatives.
FUSE Talking Points

Heartside Partners

- Westminster Church
- Mercy Health Saint Mary’s
- Spectrum Health
- Rockford Construction
- LaGrave CRC
- DGRI
- GRFD
- Planning Department City of Grand Rapids
- Rockwell Republic
- Bethlehem Lutheran Church
- Degage Ministries
- Guiding Light
- Heartside Ministry
- Cherry Health
- 1st Ward City Commissioners
- GRPD
- Network180
- Dwelling Place
- Mel Trotter Ministries
- Heartside Neighborhood Association
- Multiple other Heartside business owners

EMS Calls

- LaGrave Fire District is 2.05% of the area of Grand Rapids with 16.36% of total City EMS calls.
- 2339 calls per year over last four years.
- 15 Super Users (over 11 calls per year) responsible for 305 calls in 2017, some seen in excess of 40 times.
- Cost of treatment: (GRFD, EMS, ER) can be $930-$2,140 depending on acuity.
Complex Care Emergency Room Frequent Users

- Mercy Health ER reports minimum of 25 regulars for substance abuse and co-occurring disorders with only 2 actually housed.

**Integrating with Other Initiatives**

- Mel Trotter (Inebriate Center and Recuperation Center)
- Grand Rapids Fire Department (Call reduction initiative)
- City of Grand Rapids Planning Department (Quality of Life Study)
- Kent County Super Utilizers Group (High utilizers across three systems)
- Kent County Crisis Intervention team (De Escalation for behavioral health interactions)
- Behavioral health convening group (Network 180, Forest View and others)
- City of Grand Rapids (Redesign of South Division and Sheldon Avenues)
- City of Grand Rapids/DGRI (Pekich Park Re-Design)
- City of Grand Rapids/DGRI (Public Restroom Initiative)
- DGRI (Other GR Forward planning and projects)
- State of Michigan (Legislative Task Force on Behavioral Health)
- Dwelling Place (Ferguson Restructuring)
- GVSU (Family Health Clinic expansion plan)
- Network180 (Kent County Crisis Center planning)

**Housing Components**

- Dwelling Place with Verne Barry Place, Commerce Courtyard and Ferguson Apartments and other Dwelling Place housing resources
- Genesis NPHC
- Continuum of Care
- Other Housing providers to ensure choice/options
  - i. Community Rebuilders
  - ii. Well House
  - iii. ICCF
In the last fiscal year, Heartside Health Center served 3,251 unique patients, 3.6% of them uninsured, 22.7% with Medicare and 56.7% with Medicaid. *Photo by Justin Dawes*

**Saint Mary’s to lose $4M in funding**

Hospital will restructure five health centers, which includes closure of one.

By *Justin Dawes*

November 15, 2019

The Mercy Health Saint Mary’s hospital will no longer be the operator of five federally funded health clinics.

The hospital is restructuring five federally qualified health centers after being told the Health Resources and Services Administration will discontinue about $4 million in annual federal funding over the next several months. That’s about half of the funding needed to run the clinics, the other half coming from Mercy Health.

FQHCs provide primary and preventive care regardless of patients’ ability to pay or health insurance status.

HRSA representatives informed Mercy Health it can no longer overlook noncompliance of grant requirements related to clinic governance, according to Dr. Hyung Kim, Mercy Health Saint Mary’s president. Neither the federal requirements nor the health system’s FQHC structure have changed; the federal requirements are just stricter than before, he said.

The grant requires FQHC patients comprise at least half of the board of directors that has fiduciary responsibility for the FQHC. While the clinics do have a board that exceeds that requirement, the hospital board has overseen the fiduciary responsibilities; this would mean that at least half of the hospital board would need to include clinic patients, Kim said.

“As important and as visible as our five FQHCs are, they're really just a small part of the broader ministry. To have the board be disproportionately FQHC patients just would not make sense,” Kim said. “And this is the reason why FQHCs tend not to be a part of larger health systems like ours.”
Instead, the hospital will no longer oversee the clinics and is determining how to restructure or transfer ownership of each one.

Heartside Health Center in downtown Grand Rapids, 359 S. Division Ave., is the only clinic set to close. The clinic will see patients until Dec. 20 and be available to patients by phone until Dec. 30. Patients were notified by mail in early November.

Staff has been working with other local practices to plan for patient transitions and are calling patients, posting fliers in nearby facilities and informing patients who come into the office. Staff is helping all patients choose new providers and transfer medical records.

In the last fiscal year, Heartside Health Center served 3,251 unique patients, 3.6% of them uninsured, 22.7% with Medicare and 56.7% with Medicaid, Mercy Health said.

Kim said there’s a concentration of organizations in that area that all provide health services to basically the same population, including the GVSU College of Nursing Family Health Center, the FQHC Cherry Health and Mel Trotter.

“Because of that concentration of resources, we were confident that our patients’ needs would be met,” Kim said. “We’ve informally had conversations with leaders of all those places about how we can work together to make sure our patients’ needs get met.”

The broader plan for the remaining clinics was developed as part of a formal discernment process on how to move forward with each location.

“The needs of all of our patients will be met even though one of our five practices will be closing,” Kim said.

Browning Claytor, 1246 Madison Ave. SE in Grand Rapids, will remain open and continue to serve the South East Community Association and Madison area neighborhoods of Grand Rapids and beyond. The clinic will become a primary care outpatient department operated by the health system’s medical group, Mercy Health Physician Partners.

Clinica Santa Maria, 730 Grandville Ave. SW in Grand Rapids, will remain open and continue to serve Roosevelt Park and neighboring communities.

It likely will do so as part of a different existing FQHC in Grand Rapids, which has yet to be determined. Kim said Mercy Health also would have a presence on the clinic board after it transitions to a new owner.

Mercy Health will continue serving Plaza Roosevelt residents with pharmacy and lab services.

For “synergy and sustainability,” Mercy Health said dental services may transfer from the present location of Mercy Health Dental Clinic, 781 36th St. SE in Grand Rapids, to Clinica Santa Maria. Whether the 36th Street location will continue operations is yet to be determined, but Mercy Health will offer some dental services in Roosevelt Park, Kim said.

In association with Mercy Health Lakeshore, Sparta Health Clinic, 475 S. State St. in Sparta, will become a rural health clinic operated by Mercy Health Physician Partners. Sparta will continue with its contract to serve migrant workers.

Dr. Kristen Brown, president of Mercy Health Physician Partners, said other organizations are stepping up to make sure patients are served, and Mercy Health is working with them to ensure the outside funding can remain in West Michigan.

The FQHC that takes on new patients would be able to apply for at least some of the funding that Mercy Health lost, Kim said.
Mercy Health will announce agreements with other organizations as they become official.

Between the separate operations of Saint Mary’s and Muskegon, Mercy Health donates more than $90 million annually toward supporting health care for those who can’t afford it, as well as toward other nonprofits, local economies and surrounding businesses, Brown said.

Brown said using nearly 10% of those funds to instead operate five clinics would not be the most effective way to enhance health care.

“We have to be the best stewards of our financial dollars, and we can spread more care by partnering in the community,” Brown said.

“The FQHC model isn't a model that Mercy Health can support. We can still live out our mission to serve the vulnerable population. We just can't do it under that structure.”

Brown said the Heartside staff’s “sole purpose” has been to serve the patients at the clinic, and Mercy Health is working with them to help them transition.

“This is a really hard transition for them because they've invested so much,” she said.

The staff is eligible to apply for other positions within the system.

“We are very sad about closing the practice, but we think it's in the best interest of the organization and the community,” Brown said.

Justin Dawes

Justin Dawes is a Grand Rapids Business Journal staff reporter who covers economic development, health care, higher education, nonprofits, travel and tourism, the lakeshore and county government. Email Justin at jdawes at grbj dot com. Follow him on Twitter @dawes_justin
Mr. Dawes,

I am writing to offer a correction to your story about Mercy Health's closing of the Heartside Clinic in the Grand Rapids Business Journal. This is important to our organization because Dwelling Place is the landlord for the Heartside Clinic. The article quotes Dr. Kim as stating "that before their funding cut, that the landlord had informed Mercy Health they would need to find a new location by the end of the year, so the health care system was determining how to deal with that, anyway."

Dwelling Place has never indicated to Mercy Health that they would need to vacate the premises at any time in the future. In fact, their current lease runs through October of 2021 which would have precluded any such demand on our part. We only learned about their planned closing after rumors began circulating in the neighborhood and we then contacted Mercy Health directly to confirm.

My only other recent communication with Mercy Health regarding their tenancy occurred in Spring of 2018 when their Facilities Director asked me via email if we would be willing to extend their lease beyond 2021, to which I responded affirmatively.

Just thought you should be aware as I am now having to spend time in the community explaining that the story was not accurate regarding our role in their closing.

Dennis Sturtevant
Chief Executive Officer
101 Sheldon SE
Grand Rapids, Michigan 49503
616-855-0410

Justin Dawes
Gemini Media staff writer
Grand Rapids Business Journal: economic development, health care, nonprofit, education, tourism
Grand Rapids Magazine
401 Hall St. SW, Suite 331
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On Fri, Nov 22, 2019 at 9:21 PM Justin Dawes wrote:

That line has been removed, and we'll publish a correction in the next print edition. Mercy Health confirmed they were mistaken in saying that.

Sorry about the inconvenience, and thanks for making us aware.

Justin Dawes
Gemini Media staff writer