

DWELLING PLACE OF GRAND RAPIDS

FINANCE COMMITTEE

April 24, 2019

*Approved May 29, 2019*

**MEMBERS PRESENT:** Angela Sanborn, Sadie Erickson, Holly Jacoby (phone), Michael McDaniels (phone)

**MEMBER ABSENT:** David Byers, Chelsea Schaefer

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

The meeting was convened at 12:02 pm by Sadie Erickson.

**APPROVAL OF  
MARCH MIN**

**Minutes of the Finance Committee meeting of March 27, 2019 were approved by motion of Michael McDaniels, supported by Sadie Erickson and carried unanimously.**

**INSURANCE REVIEW**

Darryl Mulder from Buiten Insurance will present at the next meeting.

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

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

**Bridge Street Place:** Staff are developing a new process to address the causes of high average days vacant rate (maintenance issues/slow referral process).

**Chaffee:** As with other properties along Division, low resident satisfaction rate were reported due to 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 low 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.

**Elmdale:** Had been challenged by HUD and Fair Housing in regards to eligibility. There is no documentation to prove that Elmdale is specifically for individuals with Chronic Mental Illness.

**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 2020).  
Currently in the process of relocating 40 residents.

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

**Harvest Hill:** Complications with the RD program meant the prepayment of RD mortgage had 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. The parking lot, which was torn up from a burst pipe, will be used to expand the community garden program.

**Roosevelt:** Referral process is running smoothly. New Maintenance Technician, Jason Turgeon, will start Thursday, April 25th. William (Rudy) Bylund will be retiring July 1st.

**Verne Barry:** HAP referral process changes 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:** Sale of adjacent land not used by the property is near closing.

**Weston:** Plans are being discussed to build on the empty lot 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 may help to address these concerns.

## **UPDATES / ANNOUNCEMENTS**

The Board is in the process of restructuring the Resident Engagement Committee. The goal is to create resident engagement activities from a property-to-property standpoint.

Discuss with John Wynbeek to present Genesis reports to Genesis Board.

Ask Kim to present at future meeting about the eviction process and costs.

**Pine Avenue:** Excavating process.

**Harrison Park:** Under construction - Framing southern portion first.

**Plaza Roosevelt:** Design phase - Start construction early October.

**Garfield Lofts:** Joint venture with LINC Up and Dwelling Place.

## **PROPOSED AGENDA/ NEXT MEETING DATE**

The next Finance Committee meeting will be held on Wednesday, May 29, 2019 at 12:00 pm.

## **ADJOURNMENT**

The Finance Committee meeting was adjourned at 1:28 pm by Sadie Erickson.