

DWELLING PLACE OF GRAND RAPIDS  
FINANCE COMMITTEE  
April 29, 2020

**MEMBERS PRESENT:** David Byers, Troy Stressman, Sadie Erickson, Gil Segovia, and Troy Zapolski

**MEMBERS ABSENT:** Holly Jacoby, Angela Sanborn, and Michael McDaniels

**GUESTS:** Annamarie Buller

**STAFF PRESENT:** Dennis Sturtevant, Steve Recker, Jessica Johnson, Brandon Watson, Rebecca Long, Kim Cross, Laurie Mullennix, Chris Bennett, Grace Thuo, Francisco Ramos Jr. and Karen Monroe

**COMMENCEMENT** The meeting was convened at 12:06 pm by Mr. Byers.

**APPROVAL OF MARCH MINUTES** **There was no discussion or edits to the Minutes of the Finance Committee meeting of March 25, 2020 as presented. With no objections indicated Mr. Byers declared the minutes approved.**

**CLT UPDATE** Mr. Sturtevant presented the Community Land Trust program. It will start with converting Martineau, New Hope Homes, and Grandville Homes. The project will be partially financed with grants already secured and new grants over the next two years. The secured grants include \$100,000 from DGRI for Martineau and \$50,000 from NeighborWorks for any CLT expenses. Dwelling Place expects to recoup over \$2 million from sale proceeds. Mr. Byers asked how the CLT program will be impacted in a declining market. Mr. Sturtevant explained there would be less proceeds to Dwelling Place if the value of the property declined. Ms. Erickson asked how we would be funding renovations, and Mr. Sturtevant stated that we would be utilizing internal construction loans and certain renovation costs have already been incurred to improve the properties. He also noted the project is still in the very early stages but there's enough resources to be prepared for any contingencies.

**1st QUARTER FINANCIAL** Mr. Recker presented the 1<sup>st</sup> quarter financials. He stated that there was enough cash and cash equivalents to get through the Covid-19 crisis. Based on the key financial ratios Dwelling Place is performing better than its NeighborWorks peers due to the cash on hand and trading securities. The liquidity and cash flow ratios have a negative trend due to high construction activity which increased liabilities. Mr. Recker then presented the Balance Sheet and the Income Statement. Mr. Segovia asked what are the three main concerns facing Dwelling Place during this crisis and what are the prevention measures. Mr. Recker stated

DWELLING PLACE OF GRAND RAPIDS  
FINANCE COMMITTEE  
April 29, 2020

rental income will be affected if tenants are not able to pay rent. Ms. Monroe presented monthly data for current tenant receivables from December 2019 to April 2020 compared to data for December 2018 to April 2019. The data showed that the tenant receivables have increased significantly, especially for the month of April. Mr. Sturtevant added Dwelling Place received a grant to assist fifty residents with \$500 to cover expenses such as rent. There's also an unrestricted \$20,000 grant from United Way to assist with rent. The eligibility criteria to residents receiving this grant is still being determined. The Paycheck Protection Program Loan Dwelling Place received will also assist with payroll expenses which will offset the increase in bad debt from uncollectible rent. Mr. Sturtevant explained information regarding whether rent needed to be paid during the Covid-19 crisis was not accurately interpreted by many. Letters have been sent out to tenants to inform them rent must still be paid during this time.

**UPDATES AND  
ANNOUNCEMENTS**

Mr. Recker reported the Paycheck Protection Program (PPP) loan was approved for \$758,000, which will be used to support eight weeks of payroll and benefits. Mr. Byers introduced Troy Zapolski who is rejoining the Dwelling Place Board and the Finance Committee.

**PROPOSED AGENDA  
AND NEXT MEETING  
DATE**

The next Finance Committee meeting will be held on Wednesday, May 27th from 12:00 PM to 1:30 PM.

**ADJOURNMENT**

The Finance Committee meeting was adjourned at 1:30 PM by Mr. Byers.