

Agenda Packet



Date: June 4th 3:00 PM

Location: City Hall Commission Chambers

Members:

Virginia Beard
Eric Brown
Daniel Drent
Cassandra Oracz
Jeffrey King

Lindsey Reames
Christopher Romero
Monica Steimle-App
Mark Washington
Tabitha Williams

- I. Call to Order
- II. Roll Call
 - a. Introduction of new member – Jeffrey King
 - b. Brief introduction by existing members (name, experience, interest in affordable housing)
- III. Approval of Minutes
 - a. Approval of minutes from March 18, 2025 meeting (Attached)
- IV. Action Items
- V. Discussion Items
 - a. Community Master Plan discussion (Memo Attached)
 - b. Subcommittee status updates (verbal update only)
 - c. FY2026 Neighborhood Investment Plan update (verbal update only)
 - d. RFP #1 funding round update (written report only; no discussion anticipated)
- VI. Public Comment

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City Hall, 300 Monroe Ave NW, 49503, Commission Chambers

- I. Call to Order by Chair Brown at 9:03 am
- II. Roll Call – Absent Members: Tabitha Williams (excused) and City Manager Mark Washington
- III. Approval of Minutes
 - a. A motion was made to approve the minutes by Board Member Daniel Drent. The motion was seconded by Vice Chair Monica Steimle - App, and the minutes are approved.
- IV. Action Items
 - a. Recommendation to the City Commission for award of \$746,000 from the Affordable Housing Fund to projects as identified through the Community Development FY 2026 Neighborhood Investment Plan Process. Deputy City Manager Kate Berens introduced the action item and turned the presentation over to Connie Bohatch and Erin Banchoff. The Board was asked to endorse a recommendation for allocating \$746,000 from the Affordable Housing Fund as part of the FY2026 Neighborhood Investment Plan (NIP) process.

Community Development staff outlined the extensive planning, outreach, and review processes, highlighting the comprehensive vetting of funding proposals aligned with the City's strategic and Consolidated Plans. Notably, over 450 organizations and individuals were engaged in the outreach and application support process.

The Board's subcommittee (comprising Board Members Daniel Drent, Virginia Beard, and Christopher Romero) reviewed eligible proposals, focusing on projects that prioritized new unit creation under "Outcome 3" of the plan.

Recommended Projects for Affordable Housing Fund Allocation:

Habitat for Humanity – Pleasant Hill Development

- \$546,000
- 27 affordable, deed – restricted condo units (2-3 bedrooms)
- 30% minority and women-owned contractor goal
- First multi-unit condo project by Habitat in Grand Rapids

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Mel Trotter Ministries

- \$200,000
- 2 affordable homeownership units
- Units are not deed-restricted

The Affordable Housing Fund as part of the FY2026 Neighborhood Investment Plan (NIP) has total unit impact of 29 units with an approximate cost per unit of \$25,724. Berens suggested the board make a motion to authorize. Daniel Drent made the motion and Monica Steimle-App seconded. Motion passed unanimously. The Board thanked the Community Development Department for their work. Chair Brown and other members commended the transformational nature of the Habitat project and suggested organizing a site visit in the future.

V. Discussion Items

- a. RFP #1 Project Updates. Deputy City Manager Berens noted that a written update on RFP #1 funding agreement status was provided in the meeting packet. She also shared that a communications strategy is being developed to improve public awareness and project tracking for affordable housing initiatives.

The Planning Department will present at the next Board meeting in June, covering updates on the Community Master Plan and proposed zoning changes to support higher-density housing development.

- b. Affordable Housing Fund Board Governance. Deputy City Manager Berens provided an update regarding the governance of the Grand Rapids Local Land Bank. The current interim governance via the Brownfield Redevelopment Authority will continue until July 2025, after

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which a transition to a seven-member board is planned. A meeting with the Mayor is scheduled to discuss governance matters further.

- c. Board Vacancy. Board Member Lindsey Reames inquired about the status of filling the vacant Board seat. Deputy City Manager Berens confirmed that the Committee on Appointments is actively considering candidates, with input being gathered from the Board Chair and Vice Chair.

VI. Public Comment

- a. No public comments were received.

VII. Adjournment by Chair Brown at 9:25 am

MEMORANDUM

CITY OF GRAND RAPIDS

Date: May 30, 2025

To: Chair Brown, Members of the Affordable Housing Fund Board

From: Mary Kate Berens, Deputy City Manager

Subject: **Community Master Plan Presentation**

The June 2025 Affordable Housing Fund Board meeting will feature a presentation by members of the City's Planning team around the recently adopted Community Master Plan (CMP), and the engagement and activities anticipated now around implementation of the plan. Staff will focus in on the policies and next steps most relevant to the work of the Board, as well as ways for Board members to be involved in or stay abreast of the next phase of work. The discussion is anticipated to touch on:

1. CMP alignment with plans
2. Overview of CMP recommendations for the "Great Neighborhoods" Chapter.
3. Example of how we are working to implement recommendations, including a development proforma exercise.
4. CMP next steps (i.e. Zoning Ordinance update)
5. Ways the AHF can engage in next steps; partner, help inform implementation strategies and use CMP to inform funding decisions

If you'd like to review the CMP in its entirety either before or after the discussion next week, you can find the plan at this link: <https://www.grandrapidsmi.gov/Government/Programs-and-Initiatives/Community-Master-Plan/Bridge-to-Our-Future-Online-Plan>

Cc: Kristin Turkelson, Planning Director
Rowan Brady, Planning Supervisor

**Community Development Department
Affordable Housing Fund Project Status Report**

Organization/Project	Award/ Fund Source	Period of Performance	Planned Outcome	Status to Date	Funds Drawn to Date
Amplify GR <i>Boston Square Together II (F2)</i>	\$540,000 ARPA	9/1/24 – 9/30/26	57 affordable rental units	Construction 16% complete	\$0
Commonwealth Development Corporation of America <i>Lexington Apartments</i>	\$1,500,000 ARPA	7/26/23 – 3/31/25	39 affordable rental units for seniors	Construction complete, preparing for occupancy	\$1,490,000
Dwelling Place of GR NHC <i>2080 Union Site Condos</i>	\$600,000 ARPA	9/1/23 – 6/30/25	At least 6 households will receive purchase price subsidy to buy one of 42 project units	Construction 95% complete Two properties sold with ARPA purchase price subsidies, and eight additional homebuyers income certified by the City	\$118,560
Genesis NHC <i>Leonard Apartments</i>	\$1,200,000 ARPA	8/1/24 – 1/31/26	55 affordable rental units for seniors	Construction 44% complete	\$1,140,000
New Development Corporation <i>SF Homeownership Construction/Rehab</i>	\$240,000 ARPA	<u>House 1</u> : Completed <u>House 2</u> : 9/1/24 -11/30/25	2 affordable homes (1 new construction and 1 rehab) for sale to homebuyers under 80% of AMI	<u>House 1</u> : Sold 1/23/25 <u>House 2</u> : Construction 80% complete	<u>House 1</u> : \$120,000 <u>House 2</u> : \$112,000
Habitat for Humanity of Kent County <i>Pleasant Hills Phase III</i>	\$546,000 AHF	TBD	27 condominiums for sale to income-qualified households (All units under 120% AMI with 16 units under 80% AMI)	Funds awarded 5/20/25	\$0
Mel Trotter Ministries <i>Single Family Homeownership</i>	\$200,000 AHF	TBD	2 affordable homes for sale to homebuyers under 80% AMI	Funds awarded 5/20/25	\$0

COMPLETED PROJECTS		
Organization/Project	Amount Expended/ Fund Source	Outcome
LINC Up NHC <i>Avenue H Apartments</i>	\$394,418 ARPA	10 affordable rental units for seniors (addition to existing 10-unit building)
61st District Court <i>Eviction Diversion Initiative</i>	\$220,663 ARPA	46 households received financial assistance to prevent homelessness
AYA Youth Collective <i>Supportive Housing Services for Youth</i>	\$270,000 ARPA	38 youth-led households exited to permanent housing