

## Agenda Packet



Date: September 2<sup>nd</sup> 12:00 PM

Location: City Hall Commission Chambers

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**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
- III. Approval of Minutes
  - a. Approval of June 4, 2026 meeting minutes
- IV. Action Items
- V. Discussion Items
  - a. September Board Workshop Agenda Pre-reads (memo and attachments)
    - i. Housing Needs Assessment and Update
    - ii. City of Grand Rapids Strategic Plan & Metrics (excerpt)
    - iii. City of Grand Rapids Neighborhood Investment Plan
  - b. Prior Funded Projects report (attached, no discussion anticipated)
- VI. Public Comment



**City of Grand Rapids**  
**Affordable Housing Fund Board Meeting Agenda**  
Thursday, June 4, 2026, 3:00 pm  
City Hall, 300 Monroe Ave NW, 49503, Commission Chambers

**I. Call to Order**

Chair Brown called the meeting to order at 3:00 p.m.

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**II. Roll Call**

**Present:** Virginia Beard, Cassandra Oracz, Lindsey Reames, Christopher Romero, Monica Steimle-App, Jeffrey King, Mark Washington

**Absent (Excused):** Daniel Drent and Tabitha Williams

A quorum was established.

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**III. Approval of Minutes**

Motion: Approval of the March 19, 2026 meeting minutes.

**Moved by:** City Manager Washington **Seconded by:** Jeffrey King

The motion carried unanimously.

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**IV. Action Items**

There were no action items for consideration.

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**V. Discussion Items**

**A. Update from City Commission Presentation and Feedback – Grow the Fund Recommendations**

Deputy City Manager Kate Berens provided an update regarding the Affordable Housing Fund Board's recommendations presented to the City Commission on April 14, 2026 concerning opportunities to grow the Affordable Housing Fund through local revenue bond financing and other innovative funding mechanisms.

Berens reported that the City Commission expressed strong support for continuing the Board's work and advancing the next phase of due diligence. Commissioners responded positively to the Board's recommendation to explore municipal financing tools and discussed the possibility of pairing future financing mechanisms with voter-approved funding sources to further increase affordable housing investment capacity.

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Staff outlined the proposed next steps, including:

- Engaging potential public-sector partners that may be needed to support issuance and administration of financing tools, such as housing and economic development entities.
- Refining housing production targets and affordability goals to better understand where financing tools could be most effective in addressing capital gaps.
- Identifying and securing additional subject matter expertise, including legal, financial, and bond-related professionals, to assess implementation requirements, risks, and operational structures.

Berens noted that the work would continue through the Grow the Fund Subcommittee, with periodic updates provided to the full Board. She also suggested reviewing subcommittee membership to ensure adequate capacity for the anticipated workload.

Board members discussed the importance of maintaining momentum around affordable housing solutions and leveraging community interest in sustainable housing investments.

Board Member Beard inquired about additional areas where outside expertise may be needed. Staff indicated that bond counsel, legal counsel, and financial experts specializing in bond issuance would likely be necessary as the work advances.

City Manager Mark Washington encouraged broad participation from community partners and stakeholders, noting that this represents a transformational opportunity for the City and should be supported through collaborative investment and expertise.

Staff indicated that subcommittee meetings would be scheduled in advance of the Board's September meeting, with progress updates anticipated at that time.

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**B. Update on Final Distribution from 201 Market Sale Proceeds**

Berens provided an update regarding proceeds from the sale of the 201 Market Avenue property.

The transaction closed on April 1, 2026, and the City received the initial \$10 million payment required under the purchase agreement. After accounting for carrying costs and related expenses, approximately \$9.595 million will be transferred to the Affordable Housing Fund.

Staff recommended convening a strategic planning retreat prior to Labor Day to revisit and refresh the Board's investment priorities before determining how to allocate the newly available funding.

The proposed retreat would include:

- A review of projects funded through the Affordable Housing Fund to date, including geographic distribution, unit mix, ownership versus rental outcomes, and affordability levels.

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- Updates on emerging opportunities currently being monitored by the Board and staff, including:
  - Accessory Dwelling Unit (ADU) initiatives;
  - The Grand Rapids Local Land Bank Authority;
  - Emerging developer support programs; and
  - Other affordable housing investment opportunities.
- Discussion and refinement of Board investment priorities.
- Direction regarding future funding distribution processes and timelines.

Board members expressed support for conducting the retreat and recognized the significance of the funding opportunity.

City Manager Washington suggested that the Board consider land acquisition as a strategic investment priority. He noted that Grand Rapids Public Schools continues to evaluate surplus properties and that the City's right of first refusal on certain properties may create future opportunities for affordable housing development. He encouraged consideration of partnerships and co-investment opportunities that could leverage Affordable Housing Fund resources for property acquisition.

Chair Brown emphasized the importance of maintaining momentum and acknowledged the significant progress represented by the receipt of the sale proceeds.

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### **C. Prior Funded Projects Report**

Staff presented the Prior Funded Projects Report and invited questions from Board members.

Board members discussed the status of several funded projects.

Chair Brown asked whether there were any concerns regarding the Habitat for Humanity Pleasant Hills Phase III project. Staff indicated there were no concerns and noted that construction is expected to begin in July 2026.

Board Member Reames inquired about the remaining balance of funds associated with the Genesis Leonard Apartments project, noting that the project's period of performance had concluded. Staff explained that a portion of the award remains held as retainage until all project documentation is received and final closeout requirements are completed. Staff anticipates that the remaining funds will be fully drawn.

No additional questions were raised regarding project status updates.

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**VI. Public Comment**

- **Mayor David LaGrand**

Mayor David LaGrand addressed the Board regarding the Grand Rapids Local Land Bank Authority.

The Mayor provided background on state legislation that enabled cities, including Grand Rapids, to establish local land banks. He explained that while the Land Bank Authority has begun operations and assembled a knowledgeable governing board, it currently lacks sufficient capital to pursue strategic property acquisitions.

Mayor LaGrand encouraged the Board to consider dedicating a significant portion of the newly available 201 Market proceeds to the Land Bank Authority. He stated that additional capital would allow the Land Bank to proactively acquire properties, assemble development opportunities, and support transformative affordable housing projects throughout the city.

He highlighted several potential opportunities, including school properties, underutilized church properties, and other strategic sites where land assembly could facilitate affordable housing development. Mayor LaGrand emphasized that a well-capitalized land bank could accelerate housing production and ensure that the benefits of land disposition remain within the community.

- **Judith T.**

Judith commented regarding the Amplify GR Boston Square Together II project. They asked whether the project had fully expended its awarded funds and referenced prior guidance they had received regarding expenditure deadlines.

Staff acknowledged the question and indicated they would follow up with regarding the project's status and funding timeline.

No additional public comments were offered.

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**VII. Board Member Comments**

Board members discussed scheduling considerations for the proposed strategic planning retreat.

Staff indicated that a scheduling poll would be distributed and reiterated the goal of holding the retreat prior to Labor Day.

The Board confirmed that its next regular meeting is scheduled for September 2026.

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**VII. Adjournment**

There being no further business, Chair Brown adjourned the meeting at 3:29 p.m.

# MEMORANDUM

CITY OF GRAND RAPIDS

**TO:** Chair Brown, Affordable Housing Fund Board Members

**FROM:** Mary Kate Berens, Deputy City Manager

**SUBJECT:** Advance Review Materials for September Workshop

The Board will be having a prioritization workshop on September 16, 2026 in order to refresh priorities and provide direction on ways to invest the funds available as a result of the City's sale of the 201 Market property. The workshop will generally be organized as follows:

- Presentation of foundational information, including
  - Fund balance and projections
  - Overview of investments to date; and
  - Other City initiatives that may have some alignment with Board objectives
- Facilitated prioritization conversation
- Discussion and direction on next steps

We will not be asking the Board to make specific project or program award recommendations. After the prioritization work and Board discussion, it's expected that staff will have enough information and direction to set a work plan for developing recommendations for investing the available funds.

The time allowed for the workshop is limited, and to make best use of time, we are providing some additional background information at the regular meeting of the Board on September 2. Attached to this memo are several plans and studies that provide more detail on the overall state of housing and housing needs in the community, as well as some foundational city policy documents related to housing. It will be helpful to skim these materials in advance of the workshop; as your level of interest allows, some of you may choose to dive deeper into some of them, but that is not required to be prepared for the workshop.

Staff will present an overview and highlights of these documents on September 2. We will not be doing detailed presentations, just hitting the key take-aways and considerations as Board members prepare for the workshop on September 16.

Attachments:

- [Affordable Housing Fund Board 2023 Retreat Summary Report](#)
- [Housing Needs Assessment Handout](#)
- [Grand Rapids Housing Production v. Need](#)
- [Housing Gap Estimate FAQ](#)
- [City Strategic Plan \(portion only\)](#)

- [City's 2027-2031 Consolidated Housing and Community Development Plan](#)
- [City's FY 2027 Annual Action Plan](#)

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

| Organization/Project                                                          | Award Amount/<br>Fund Source/<br>Fiscal Year | Period of<br>Performance                                        | Planned Outcome                                                                                                        | Status to Date                                                                                           | Funds Drawn<br>to Date |
|-------------------------------------------------------------------------------|----------------------------------------------|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|------------------------|
| <b>Amplify GR</b><br><i>Boston Square Together II (F2)</i>                    | \$540,000<br>ARPA<br>FY 2024                 | 9/1/24 – 9/30/26                                                | 57 affordable rental units                                                                                             | Construction completed; 32 of the 57 units are leased.                                                   | \$490,000              |
| <b>Genesis NHC</b><br><i>Leonard Apartments</i>                               | \$1,200,000<br>ARPA<br>FY 2024               | 8/1/24 – 1/31/26                                                | 55 affordable rental units for seniors                                                                                 | Construction completed; 53 of the 55 units are leased.                                                   | \$1,140,000            |
| <b>Habitat for Humanity of Kent County</b><br><i>Pleasant Hills Phase III</i> | \$546,000<br>AHF<br>FY 2026                  | 6/1/26 – 11/30/28                                               | 27 condominiums for sale to income-qualified households (All units under 120% AMI with 16 units under 80% AMI)         | Construction began in late July 2026.                                                                    | \$0                    |
| <b>Mel Trotter Ministries</b><br><i>Single Family Homeownership</i>           | \$200,000<br>AHF<br>FY 2026                  | House 1:<br>10/15/25 - 12/31/26<br>House 2:<br>4/1/26 - 6/30/27 | 2 affordable homes for sale to homebuyers under 80% AMI                                                                | House 1: 98% of construction completed. House 2: Construction is anticipated to begin in September 2026. | \$92,000               |
| <b>New Development Corporation</b><br><i>Single Family Homeownership</i>      | \$120,000<br>AHF<br>FY 2027                  | TBD                                                             | 1 affordable home for sale to a homebuyer under 80% AMI                                                                | Project expected to be under contract by September 30, 2026.                                             | \$0                    |
| <b>M Village</b><br><i>Duplex Homes</i>                                       | \$580,954<br>AHF<br>FY 2027                  | TBD                                                             | 20 condominiums for sale to income-qualified households (All units under 120% AMI with at least 5 units under 80% AMI) | Project expected to be under contract by December 31, 2026.                                              | \$0                    |

| COMPLETED PROJECTS                                                                        |                                                 |                                                                                                          |                                                                                                 |
|-------------------------------------------------------------------------------------------|-------------------------------------------------|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| Organization/Project                                                                      | Amount Expended/<br>Fund Source/<br>Fiscal Year | Period of Affordability                                                                                  | Outcome                                                                                         |
| <b>Dwelling Place of GR NHC</b><br><i>2080 Union Site Condos</i>                          | \$598,628<br>ARPA<br>FY 2024                    | 20 years for each home<br>beginning on the date of sale;<br>homes sold between 8/9/2024<br>and 11/5/2025 | 8 households under 80% of AMI<br>received a purchase price subsidy<br>to buy an affordable home |
| <b>New Development Corporation</b><br><i>SF Homeownership Construction/Rehab</i>          | \$240,000<br>ARPA<br>FY 2024                    | House 1: 1/23/25 – 1/22/30<br>House 2: 12/11/25 – 12/10/45                                               | 2 affordable homes (1 new<br>construction and 1 rehab) sold to<br>homebuyers under 80% of AMI   |
| <b>Commonwealth Development<br/>Corporation of America</b><br><i>Lexington Apartments</i> | \$1,500,000<br>ARPA<br>FY 2024                  | 2/18/25 – 2/17/45                                                                                        | 39 affordable rental units for<br>seniors                                                       |
| <b>LINC Up NHC</b><br><i>Avenue II Apartments</i>                                         | \$394,418<br>ARPA<br>FY 2024                    | 11/8/24 – 11/7/44                                                                                        | 10 affordable rental units for<br>seniors (addition to existing 10-<br>unit building)           |
| <b>61<sup>st</sup> District Court</b><br><i>Eviction Diversion Initiative</i>             | \$220,663<br>ARPA<br>FY 2024                    | N/A                                                                                                      | 46 households received financial<br>assistance to prevent<br>homelessness                       |
| <b>AYA Youth Collective</b><br><i>Supportive Housing Services for Youth</i>               | \$270,000<br>ARPA<br>FY 2024                    | N/A                                                                                                      | 38 youth-led households exited<br>to permanent housing                                          |