

Agenda Packet



Date: March 19th 9:00 AM

Location: City Hall Commission Chambers

Members:

Virginia Beard
Eric Brown
Daniel Drent
Cassandra Oracz
Lindsey Reames

Christopher Romero
Monica Steimle-App
Jeffrey King
Mark Washington
Tabitha Williams

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
 - a. Approval of meeting minutes from February 5, 2026
- IV. Action Items
 - a. Recommendation to City Commission for awards from the Affordable Housing Fund to projects as identified through the Community Development FY 2027 Neighborhood Investment Plan Process (memo attached)
- V. Discussion Items
 - a. Review draft transmittal of Board work on tools considered to grow the size of the Affordable housing fund (memo to follow under separate cover)
 - b. Prior Funded Project status report (written update only, no discussion anticipated)
- VI. Public Comment

City of Grand Rapids
Affordable Housing Fund Board Meeting Agenda
Thursday, February 5, 2026, 2:00 pm
City Hall, 300 Monroe Ave NW, 49503, Commission Chambers

I. Call to Order

Chair Eric Brown called the meeting to order at 2:00 PM.

II. Roll Call

Present:

Virginia Beard, Eric Brown, City Manager Mark Washington, Cassandra Oracz, Jeffrey King, Lindsey Reames, Christopher Romero, Monica Steimle-App, Tabitha Williams

A quorum was established.

III. Approval of Minutes

A motion to approve the minutes from December 18, 2025 was made and seconded. Minor clarification was discussed regarding attendance timing; no amendments were made.

Motion carried unanimously.

IV. Action Items

A. Revised Resolution Re: 2027 Neighborhood Investment Plan (Resolution 26-01)

Deputy City Manager Kate Berens presented a revised resolution concerning the allocation of Affordable Housing Fund (AHF) dollars through the Community Development FY 2027 Neighborhood Investment Plan (NIP) process.

At its December 18, 2025, meeting, the Board adopted a resolution calculating available funds as of December 31, 2025. Since that time, an additional Payment In-Lieu of Taxes (PILOT) deposit of approximately \$176,000 was made to the AHF in January. Staff recommended repealing the prior resolution and adopting a revised resolution calculating available funds as of January 31, 2026, to maximize available funding.

As outlined in the February 2, 2026, memorandum

- \$700,954 would be allocated through the Community Development FY 2027 NIP process.
- \$233,651 would remain available for emerging opportunities or other individual efforts.
- The required \$250,000 minimum fund balance would be maintained.

The resolution (Resolution 26-01) formally repeals Resolution 25-01 and authorizes allocation of 75% of available fund balance as of January 31, 2026

City of Grand Rapids
Affordable Housing Fund Board Meeting Agenda
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During discussion, members inquired about anticipated future deposits, including potential proceeds from the closing of 201 Market. Staff indicated that up to \$10 million could be considered as part of the City Commission's FY27 budget process, depending on final decisions and timing.

Staff also clarified a technical correction in the resolution language: funds are structured as loans (with repayment required in cases of non-compliance) not grants, and terminology was revised accordingly.

Motion to approve Resolution 26-01.

Supported.

Motion carried unanimously.

V. Discussion Items

a. Staff Updates – Items of Interest to the Board

Ms. Berens provided an overview of materials included in the agenda packet

1. Accessory Dwelling Unit (ADU) Task Force

The ADU Task Force has completed its review and presented recommendations to the City Commission. Staff are evaluating which recommendations are feasible to incorporate into current and future work plans, including potential budget implications and partnership opportunities.

Possible engagement with the Board's Emerging Opportunities Subcommittee may occur if specific recommendations align with Affordable Housing Fund priorities.

Board members requested a future presentation on the Michigan Statewide Housing Plan, which is referenced within the Consolidated Housing and Community Development Plan Executive Summary

2. Emerging Developer Grant Program (Brownfield Redevelopment Authority)

Staff provided background on the Emerging Developer Grant (EDG) Program update recently presented to the Brownfield Redevelopment Authority

Key highlights include:

- 22 approved grant awards across 30 parcels
- 335 potential residential units
- \$3,114,118 approved/earmarked to date
- 75% conversion rate to active development projects for first-year awardees

City of Grand Rapids
Affordable Housing Fund Board Meeting Agenda
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The program has generated high demand and demonstrates early success in supporting small-scale and emerging developers. Staff are evaluating success metrics and long-term outcomes, including unit production and business sustainability.

The Board discussed the potential future role of AHF dollars in augmenting emerging developer efforts and the need to proactively develop a process for allocating AHF emerging opportunity funds.

b. Update on Funded Projects

The Community Development Department provided a written status report

Community Development Department Affordable Housing Fund Project Status Report					
Organization/Project	Award Amount/ 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	62% of construction completed	\$490,000
Genesis NHC <i>Leonard Apartments</i>	\$1,200,000 ARPA	8/1/24 – 1/31/26	55 affordable rental units for seniors	Construction completed. In lease-up phase.	\$1,140,000
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 May 20, 2025	\$0
Mel Trotter Ministries <i>Single Family Homeownership</i>	\$200,000 AHF	House 1: 10/15/25 – 12/31/26 House 2: TBD	2 affordable homes for sale to homebuyers under 80% AMI	Funds awarded May 20, 2025	\$0

The Chair inquired specifically about projects that had not yet drawn funds. Staff confirmed that projects remain on track and are progressing as anticipated.

VI. Public Comment

No public comments were offered.

Adjournment

The meeting adjourned at 2:21 p.m.

MEMORANDUM

CITY OF GRAND RAPIDS

TO: Affordable Housing Fund Board Members

FROM: Selma Tucker, Director
Community Development Department

Daniel Drent, Jeffrey King, and Christopher Romero
Affordable Housing Fund Board Subcommittee Members

SUBJECT: **Grand Rapids Affordable Housing Fund – Presentation of Funding Recommendations through the Community Development FY 2027 Neighborhood Investment Plan Process**

Recommendations will be presented for the use of \$700,954 from the Affordable Housing Fund (AHF) to be allocated through the City's FY 2027 Neighborhood Investment Plan (NI Plan) funding process. AHF Board Subcommittee members and Community Development Department staff reviewed proposals received under NI Plan Outcome 2, which focuses on the creation and preservation of affordable housing. The AHF Board will be asked to affirm the recommendations that align with its mission and priorities.

Background. On February 5, 2026, the AHF Board passed a corrected resolution recommending that 75 percent of available AHF dollars as of January 31, 2026, be allocated to projects through the Community Development Department's annual funding process (\$700,954). The Neighborhood Investment Plan serves as the City's framework for investing various housing and community development resources in a single streamlined process. This includes Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds that support affordable housing. The AHF Board established a subcommittee to work with Community Development staff to review project proposals and make funding recommendations.

Public Notice and Comment Opportunity. FY 2027 NI Plan funding recommendations will be presented to the City Commission on March 31, 2026. Some sources of funds to be allocated through the NI Plan funding process require a 30-day public comment period and public hearing. AHF proposed investments will also be included and available for public comment. Interested parties may submit written comments to the Community Development Department at communitydev@grcity.us from March 31, 2026 through April 29, 2026. Input will also be invited at a public hearing before the City Commission on April 14, 2026.

Award Approval. Final NI Plan funding awards, including AHF allocations, are scheduled to be approved by the City Commission on May 12, 2026.

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

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Amplify GR <i>Boston Square Together II (F2)</i>	\$540,000 ARPA	9/1/24 – 9/30/26	57 affordable rental units	65% of construction completed	\$490,000
Genesis NHC <i>Leonard Apartments</i>	\$1,200,000 ARPA	8/1/24 – 1/31/26	55 affordable rental units for seniors	Construction completed. In lease-up phase.	\$1,140,000
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 May 20, 2025. Project is not yet under contract. Construction is anticipated to start summer of 2026.	\$0
Mel Trotter Ministries <i>Single Family Homeownership</i>	\$200,000 AHF	House 1: 10/15/25 - 12/31/26 House 2: 4/1/26 - 6/30/27	2 affordable homes for sale to homebuyers under 80% AMI	House 1: 25% of construction completed House 2: Construction is anticipated to start spring of 2026.	\$12,000

COMPLETED PROJECTS		
Organization/Project	Amount Expended/ Fund Source	Outcome
Dwelling Place of GR NHC <i>2080 Union Site Condos</i>	\$598,628 ARPA	8 households under 80% of AMI received a purchase price subsidy to buy an affordable home
New Development Corporation <i>SF Homeownership Construction/Rehab</i>	\$240,000 ARPA	2 affordable homes (1 new construction and 1 rehab) sold to homebuyers under 80% of AMI
Commonwealth Development Corporation of America <i>Lexington Apartments</i>	\$1,500,000 ARPA	39 affordable rental units for seniors
LINC Up NHC <i>Avenue II 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