

City of Grand Rapids
Affordable Housing Fund Board Meeting Agenda
Monday, March 1st, 2023 Noon-2:00 pm
City Hall, 300 Monroe Ave NW, 49503, Commission Chambers

- I. Call to Order by Chair Talen at 12:04pm
- II. Roll Call-Beard, Washington, Reames, Williams absent.
- III. Approval of Minutes
 - a. Approval of Minutes from February 1, 2023-moved by Drent, seconded by Steimle-App, motion carried.
- IV. Action Items
- V. Discussion Items
 - a. Subcommittee Update on RFP #1, Ryan Kilpatrick and Chair Talen
 - i. Mr. Kilpatrick summarized the applications received: 29 applications, 910 total units proposed, \$25.2M in total funding requests. For Housing services: 6 applications, \$3.4M in total funding requests, \$7.1M in total cost of services.
 - b. Updated RFP #1 Schedule, Kate Berens
 - i. Staff is coordinating with Community Development and Federal Formula grants to leverage funding. Awards will be available to the public on March 14 and a public hearing will be on March 28. We will work with the Board to find available time the week of March 20th for the Board to meet to hear final recommendations from the Subcommittee. Final recommendation to the Commission will be at the meeting on March 28th.
 - ii. Chair Talen acknowledged and thanked Mr. Kilpatrick and City staff for doing the heavy lifting of this process. Scoring the applications is hard work and there are lots of moving parts and pieces that have to be coordinated. He also thanked Mr. Brown, Ms. Oracz and Mr. Drent for their work on the subcommittee.
 - c. Staff Reminder of Absence Protocol

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- i. Ms. Berens spoke from a staff perspective about the bylaws that cover attendance and referenced Section 2 of the bylaws that state if there are more than three consecutive absences, that is cause for removal from the Board. There is an administrative request that asks for 48 hours' notice from the staff and the Chair so absences can be tracked.
- ii. Ms. Berens noted from the Dec. 2022 meeting that Ms. Beard has been assigned by her employer to a visiting teaching post in Washington DC. She noted that she would miss more than three meetings, but it was after she was appointed to the Board and staff will continue to update her. Chair Talen noted that he and Vice Chair Brown had a discussion and understood the situation and hoped others would as well. No opposition from the Board members.

VI. Updates

- a. Ms. Berens gave an overview of housing needs that have grown within the City and within the region. We have not added units at the pace we had wanted for a variety of reasons (supply chain issues, inflation, etc.). This is still a significant need for the community and a high priority for the City and this Board.

VII. Public Comment-none

VIII. Adjournment at 12:20pm by Chair Talen