

AGENDA



DOWNTOWN DEVELOPMENT AUTHORITY

Board Members:

Luis Avila • Mayor Rosalynn Bliss • Kayem Dunn • Jermale Eddie • Greg McNeilly • Jen Schottke • Diana Sieger
Al Vanderberg • Rick Winn

Wednesday, June 14, 2023
8:00 a.m. Meeting
29 Pearl Street, NW Suite #1

- | | | |
|---|--------|---------|
| 1. Call to Order | | |
| 2. Approve May 10, 2023 Minutes (8:01)
(enclosure) | Motion | Winn |
| 3. Accept May 31, 2023 Financials (8:03)
(enclosure) | Motion | Chapman |
| 4. Monroe Center Tree Lighting (8:05)
(enclosure) | Motion | Eledge |
| 5. Wayfinding Signage Implementation (8:15)
(enclosure) | Motion | Eledge |
| 6. Downtown Liquor License Request: Daisies Place (8:25)
(enclosure) | Motion | Eledge |
| 7. Community Rebuilders Funding Recommendation (8:35)
(enclosure) | Motion | Kelly |
| 8. Executive Director Report (8:45) | Info | Kelly |
| 9. Public Comment (8:50) | | |
| 10. Adjournment (8:55) | | |



MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY
May 10, 2023

1. Call to Order – This meeting was called to order at 8:03AM by Chair Rick Winn.

Attendance

Members Present: Luis Avila (partial meeting), Mayor Rosalynn Bliss, Kayem Dunn, Jermale Eddie (partial meeting), Greg McNeilly, Jen Schottke, Diana Sieger (partial meeting), Al Vanderberg (partial meeting), and Rick Winn.

Members Absent:

Others Present: Josh Naramore (Mobile GR), Tim Kelly (Executive Director), Jessica Wood (Legal Counsel), Tricia Chapman (Treasurer), Mandy McDaniel (Recording Secretary), Mark Miller, Bill Kirk, Kendsie Channing, Melvin Eledge (DGRI Staff).

2. Approve Meeting Minutes from April 12, 2023
Motion: Mayor Bliss, supported by McNeilly, moved approval of the April 12, 2023, Meeting Minutes with changes. Motion carried unanimously.
4. Accept Preliminary April 30, 2023, Financials
Chapman reviewed financials. McNeilly asked what is considered "Miscellaneous Revenue". Chapman stated it is primarily reimbursements, such as Valent-Ice sculptures.
Motion: McNeilly, supported by Mayor Bliss, motioned to accept Statement D: April 30, 2023, Expenditures. Motion carried unanimously.
5. Budget Adoption
Kelly stated this body approved the FY24 proposed budget at the April board meeting. On May 9, 2023, the City Commission approved the budget, and now the final step is to adopt the budget.
Motion: Schottke, supported by Dunn, motioned to Adopt the FY2024 DDA Budget. Motion carried unanimously.

6. DASH Funding Contribution

Kelly stated this request is to continue support the DASH, an agreement between the DDA, the City of Grand Rapids, and Monroe North Increment Authority (MNTIFA). The DASH remains a priority and is part of the GR Forward Master Plan. Kelly introduced Josh Naramore, from Mobile GR, to discuss the new route and timing of service.

Naramore presented an overview and the new route which will run Wednesday through Friday, 7 am – 12 am, Saturday, 11 am - 1 am, and Sunday, 11 am - 5 pm. Currently there is a driver shortage, so service is not available Mondays and Tuesdays. However, the plan is to ultimately operate seven days a week.

Today's request is a three-year extension of the MOU ending June 30, 2026. As proposed, the DDA and MNTIFA would contribute \$300,000 (\$25,000 per month) and \$100,004 (\$8,333 monthly). These amounts are budgeted in the DDA and TIFA budgets for FY2024 and reflected in their 5-year priority plans.

Motion: Member Vanderberg, supported by McNeilly, motioned to approve extension of the DASH MOU with Mobile GR for an additional three years and for an amount not to exceed \$300,000 annually in FY24 through FY26 for the continued operation of DASH services. Motion carried unanimously.

7. Market Avenue Riverfront Design Services

Miller stated that the Market Avenue Riverfront project, often called 201 Market, proposes to complete design and engineering services for the river's edge from Fulton to Wealthy. The city-owned property is complex land with rail tracks and City operations currently held there. After reviewing three submitted responses to the RFQ, the qualification review committee selected a team led by Viridis with sub-consultants Fishbeck, Progressive AE, and MTC to develop a proposed scope and fee. The services are split into a preliminary design phase (from June 2023 through September 2023) and a design and bidding phase (from October 2023 through November 2024). To continue to move the project forward, DGRI recommends that the DDA fund the preliminary design phase of the project for \$362,327. It is recommended that a 10% contingency of \$36,000 be included in this authorization, bringing the total amount to \$398,327.

Mayor Bliss inquired if we will be able to use some of the Greenway Funds for design work. Miller stated that is in process with the Grand River Network and Board of Advisors. For now, we will need to move forward with the project, or we won't meet the deadline of December 2026.

Mayor Bliss asked if this project is in coordination with the designers looking to develop 201 and the Amphitheater. Miller replied, yes, there is good integration and site coordinators did weigh in on the selection of the consultant team.

UNAPPROVED MINUTES

Motion: Member Avila, supported by Mayor Bliss, motioned to approve funding for \$398,327 for professional services for Grand River East Riverfront project. Motion carried unanimously.

8. Riverwalk Design Profession Services

Miller stated in October 2020, the DDA authorized funding for an amount not-to-exceed \$50,000 to complete design and engineering services for the reconstruction of the riverwalk from the Blue Bridge to Louis Street. This project included the redesign of the walk to have enhanced accessibility to the water's edge and structural improvements to the walkway. The walkway has been closed for approximately 4 years.

To date, the project design and engineering have been completed and an EGLE permit was approved in January 2023. The project team is still awaiting a CLOMR permit before the project can be bid on. As with many of the river edge projects, the EGLE permitting cycle took longer than originally anticipated and resulted in multiple plan revisions during the process. The permitting process included new, more stringent requirements for work below the ordinary highwater mark and delays tied to the ongoing river restoration permitting process. As a result, the design layout, cut/fill calculations, and permitting documents were revised multiple times to address EGLE requirements and comments.

These additional efforts have resulted in additional professional services in the amount of \$20,500. For reference, it is anticipated that once the CLOMR permit is secured this project can start construction.

Winn inquired on the timing. Kelly stated FEMA application went in end of April. We are hopeful we will receive a permit this summer. Miller added the funding is there, we just need a permit.

Motion: Member Vanderberg, supported by Mayor Bliss, motioned to approve additional funding for \$20,500 for additional professional services for the riverwalk from the Blue Bridge to Louis Street. Motion carried unanimously.

9. Downtown Plantings

Eledge presented an overview of the current downtown plantings and plans for the upcoming year. We are currently servicing over 225 planters downtown, 25 of which were added in the last year. With the help of our partners MiCandy and the Ambassadors we planted almost 46,000 plants across all four seasons—keeping downtown looking green and fresh all year long. This year we are adding a pollinator bed with local plants and flowers, if this addition is successful, we may include more pollinator beds in the coming years. The total cost of the services is \$180,225, which includes a small contingency for unexpected needs. The total request to the DDA is for an amount not to exceed \$62,725. The remainder of the cost will be covered by the Downtown Improvement District and the Monroe North TIFA.

Motion: Member McNeilly, supported by Member Dunn, motioned to approve funding for an amount not to exceed \$62,725 for Flower planting and Beautification contractual services in FY24. Motion carried unanimously.

10. DNN Update

Channing presented a Downtown Neighbor Network (DNN) update, including information on a their QR code. This update allows all the neighbors access to downtown information, such as upcoming events, joining the DNN, and the current work of our sub committees. The DNN is an advisory board made up of 16 members, who are seeking to be the “doers” of downtown. The members are broken up into sub committees, covering downtown Safety, Food Access, Communications, and Events. Channing invited the board to their upcoming event, Neighborhood Pizza Night at Peppino’s. Our goal is to create opportunities for downtown neighbors to connect and create solutions together.

Member McNeilly inquired about the DNN Downtown boundary; Channing informed the board the boundary is not different from DDA boundaries. Member McNeilly then inquired about how many residents are within the boundary. Channing informed the board we are currently at 6,700 residents, approaching 7,000 quickly.

11. Executive Director Report

Kelly expressed gratitude to the entire team regarding the Budget Process. Kelly highlighted the past and upcoming events, including the Grand Opening of Las Canchas (Futsal Courts), that took place last weekend. Kelly reminded the board that this coming Saturday is the Riverbank Run.

Additionally, Relax at Rosa started last Thursday and is every Thursday between now and the end of September. Our team has selected artists for ticket booth mural and will start the approval process with the city in July. The ArtPrize venue and vendor registration went live! Additionally, our team continues to coordinate with ArtPrize for the major installations which were approved last month.

Lastly, we are already planning for WOW 24, we have an RFP out for Activation Grants, which will be open through June 16th. Our team is currently combing through the proposals for our major installations, we have over 107 proposals this year.

12. Public Comment

None.

13. Board Member Comment

Mayor Bliss expressed thanks to the entire team, and thanked Kendsie for doing a great job connecting neighbors together downtown. Mayor Bliss also inquired abouts retail updates for recommendations that have been made, progress, and outcomes. Kelly informed the board that this summer we will have policy revisions for ways we can use our tools differently/better, but we will give an update at that time too.

Mayor Bliss also inquired about the timeline regarding improvements to Social Zones on Monroe Center. Kelly informed the board that there was a reconfiguration to the zone near the House of Wine but we will provide a status update on the others.

UNAPPROVED MINUTES

Mayor Bliss inquired about the construction of Lyon Square and Riverwalk. Kelly informed the board we still must go out to BID and as soon as the permit comes it will go out to BID.

14. Adjournment

The meeting adjourned at 9:04 am

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

DATE: June 8, 2023

TO: Rick Winn
Chairman

**Agenda Item 3
June 14, 2023
DDA Meeting**

FROM: Tricia Chapman
Administrative Services Officer II

SUBJECT: Interim Financial Statements as of May 31, 2023

Attached are the Authority's interim financial statements for the first eleven months of the Authority's fiscal year ending June 30, 2023. The attached statements include:

Statement A: Balance Sheet

Statement B: Comparison of FY2023 Budget vs Actual Results

Statement C: Statement of FY2023 Project Expenditures

Statement D: Schedule of Expenditures

The Authority's balance sheet on Statement A indicates the Authority is in a strong position financially with sufficient Pooled Cash to support development plan expenditures for FY2023 and beyond.

The Authority has spent approximately 91.2% and 51.9% of its budgeted appropriations in the Non-Tax and Local Tax funds respectively.

I will not be able to attend the June meeting however, please contact me at 616-456-3848 or at tchapman@grcity.us if you have any questions

Attachments

STATEMENT A
DOWNTOWN DEVELOPMENT AUTHORITY
Balance Sheet
May 31, 2023

	<u>Non-Tax Funds</u>	<u>Local Tax Increment</u>	<u>TOTAL</u>
ASSETS			
Pooled Cash and Investments	\$ 3,852,204	\$ 6,669,479	\$ 10,521,683
Petty Cash	-	500	500
Misc Receivable	1,650	-	1,650
General Fixed Assets	-	87,021,944	87,021,944
Accumulated Depreciation on Fixed Assets	-	(64,969,440)	(64,969,440)
TOTAL ASSETS	<u><u>\$ 3,853,854</u></u>	<u><u>\$ 28,722,483</u></u>	<u><u>\$ 32,576,337</u></u>

LIABILITIES AND FUND EQUITY

Liabilities

Current Liabilities	\$ -	\$ 27	\$ 27
Parking Revenue Payable	34,305	-	34,305
Deposit - Area 4 Developer Damage	1,000	-	1,000
TOTAL LIABILITIES	<u><u>35,305</u></u>	<u><u>27</u></u>	<u><u>35,332</u></u>

Fund Balance / Equity:

Investments in General Fixed Assets, net of Accumulated Depreciation	-	22,052,504	22,052,504
Non-Tax Increment Reserve	3,818,494	-	3,818,494
Reserve for Authorized Projects	-	6,607,652	6,607,652
Reserve for Compensated Absences	-	8,928	8,928
Reserve for Encumbrances	55	53,372	53,427
TOTAL FUND EQUITY	<u><u>3,818,549</u></u>	<u><u>28,722,456</u></u>	<u><u>32,541,005</u></u>

TOTAL LIABILITIES & FUND EQUITY	<u><u>\$ 3,853,854</u></u>	<u><u>\$ 28,722,483</u></u>	<u><u>\$ 32,576,337</u></u>
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STATEMENT B

DOWNTOWN DEVELOPMENT AUTHORITY Comparison of FY2023 Budget vs Actual Results July 1, 2022 - May 31, 2023

	Non-Tax Funds		Local Tax Increment		Total	
	Budget	Actual	Budget	Actual	Budget	Actual
REVENUES						
Property Tax Increment - General	\$ -	\$ -	\$ 8,360,858	\$ 9,076,932	\$ 8,360,858	\$ 9,076,932
Property Tax Increment - Prior Year Appeals	-	-	(15,000)	(4,420)	(15,000)	(4,420)
Property Tax Increment - Gainsharing Rebates	-	-	(1,251,879)	(1,378,536)	(1,251,879)	(1,378,536)
Interest - General	42,390	311,307	73,981	559,790	116,371	871,097
Property Rental - Buildings and Facilities	72,000	66,000	-	-	72,000	66,000
Property Rental - DASH Parking Lots	350,000	446,477	-	-	350,000	446,477
Contributions - Lyon Square Reconstruction	-	-	1,750,000	600,000	1,750,000	600,000
Reimbursements and Miscellaneous Revenues	42,000	102,218	5,000	-	47,000	102,218
TOTAL REVENUES	\$ 506,390	\$ 926,002	\$ 8,922,960	\$ 8,853,766	\$ 9,429,350	\$ 9,779,768
EXPENDITURES						
<u>GR Forward Projects:</u>						
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor	\$ 15,000	\$ 5,994	\$ 4,382,500	\$ 430,429	\$ 4,397,500	\$ 436,423
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population	118,750	53,204	1,710,000	1,583,418	1,828,750	1,636,622
Goal #3: Implement a 21st Century Mobility Strategy	-	-	2,105,000	1,283,491	2,105,000	1,283,491
Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy	50,000	50,930	570,000	398,827	620,000	449,757
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming	1,915,901	1,803,773	3,120,000	1,308,928	5,035,901	3,112,701
Total GR Forward Projects	\$ 2,099,651	\$ 1,913,901	\$ 11,887,500	\$ 5,005,093	\$ 13,987,151	\$ 6,918,994
Administration	-	-	1,500,000	1,939,838	1,500,000	1,939,838
Debt Service for Bond Issues	-	-	753,700	387,400	753,700	387,400
TOTAL EXPENDITURES	\$ 2,099,651	\$ 1,913,901	\$ 14,141,200	\$ 7,332,331	\$ 16,240,851	\$ 9,246,232
EXCESS / (DEFICIT)	\$(1,593,261)	\$ (987,899)	\$ (5,218,240)	\$ 1,521,435	\$ (6,811,501)	\$ 533,536
BEGINNING FUND BALANCE		4,806,448		27,201,021		32,007,469
ENDING FUND BALANCE		\$ 3,818,549		\$ 28,722,456		\$ 32,541,005

STATEMENT C

DOWNTOWN DEVELOPMENT AUTHORITY Statement of FY2023 Project Expenditures As of May 31, 2023

Project Name	%	FY2023 Project Budgets	Expenditures		Remaining FY2023 Budgets	% of Budget spent
			May	Fiscal Year		
River Governance		897,500	28,859	341,684	555,816	38.07%
Lyon Square Improvements		1,750,000	-	-	1,750,000	0.00%
River Edge Improvements		1,735,000	-	88,745	1,646,255	5.11%
GRForward Goal # 1 - Local Tax Increment	31.33%	\$ 4,382,500	\$ 28,859	\$ 430,429	\$ 3,952,071	9.82%
Downtown Speakers Series		10,000	-	-	10,000	0.00%
Riverwalk Assessment		5,000	-	407	4,593	8.14%
River Economic Opportunity Initiative		-	-	5,587	(5,587)	0.00%
GRForward Goal # 1 - Non-Tax Increment	0.11%	\$ 15,000	\$ -	\$ 5,994	\$ 9,006	39.96%
Development Project Guidance		35,000	3,897	43,281	(8,281)	123.66%
Development Project Reimbursements		1,600,000	-	1,527,664	72,336	95.48%
Downtown Enhancement Grants		75,000	-	12,473	62,527	16.63%
GRForward Goal # 2 - Local Tax Increment	12.23%	\$ 1,710,000	\$ 3,897	\$ 1,583,418	\$ 126,582	92.60%
Heartside Quality of Life Implementation		54,550	-	15,788	38,762	28.94%
Neighborhood Engagement Programs		64,200	938	37,416	26,784	58.28%
GRForward Goal # 2 - Non-Tax Increment	0.85%	\$ 118,750	\$ 938	\$ 53,204	\$ 65,546	44.80%
Accessibility and Mobility Repairs		150,000	12,775	81,302	68,698	54.20%
Bicycle Friendly Improvements		20,000	-	-	20,000	0.00%
DASH North Shuttle Services		375,000	-	202,500	172,500	54.00%
New Downtown Circulator Infrastructure		40,000	-	-	40,000	0.00%
Streetscape Improvements		1,220,000	20,389	905,012	314,988	74.18%
Wayfinding System Improvements		300,000	9,701	94,677	205,323	31.56%
GRForward Goal # 3 - Local Tax Increment	15.05%	\$ 2,105,000	\$ 42,865	\$ 1,283,491	\$ 821,509	60.97%
Economic Development and Innovation		570,000	17,581	398,827	171,173	69.97%
GRForward Goal # 4 - Local Tax Increment	4.08%	\$ 570,000	\$ 17,581	\$ 398,827	\$ 171,173	69.97%
Downtown Workforce Programs		50,000	-	50,930	(930)	101.86%
GRForward Goal # 4 - Non-Tax Increment	0.36%	\$ 50,000	\$ -	\$ 50,930	\$ (930)	101.86%
Calder Plaza Improvements		200,000	-	-	200,000	0.00%
Downtown Marketing and Inclusion Efforts		420,000	60,124	399,059	20,941	95.01%
Downtown Tree Plantings		150,000	-	125,805	24,195	83.87%
Heartside Public Restroom Facilities Construction		150,000	-	-	150,000	0.00%
Parks Design		50,000	6,480	105,694	(55,694)	211.39%
Public Realm Improvements		2,095,000	56,350	641,463	1,453,537	30.62%
State of Downtown Event & Annual Report		25,000	-	26,943	(1,943)	107.77%
Urban Recreation Improvements		30,000	1,142	9,964	20,036	33.21%
GRForward Goal # 5 - Local Tax Increment	22.31%	\$ 3,120,000	\$ 124,096	\$ 1,308,928	\$ 1,811,072	41.95%
DGRI Event Production		501,000	16,257	602,128	(101,128)	120.19%
Diversity / Inclusion Programming		20,000	-	-	20,000	0.00%
Downtown Ambassador Program		277,901	48	253,480	24,421	91.21%
Experience - Miscellaneous		25,000	5,000	26,423	(1,423)	105.69%
Major Event Sponsorship		90,000	-	-	90,000	0.00%
Project and Fixed Asset Maintenance		5,000	-	6,035	(1,035)	120.70%
Public Space Activation		872,000	50,596	838,819	33,181	96.19%
Rosa Parks Circle Skating Operations		50,000	-	-	50,000	0.00%
Special Events - Office of		75,000	-	75,000	-	100.00%
Winter Avenue Building		-	61	1,888	(1,888)	0.00%
GRForward Goal # 5 - Non-Tax Increment	13.70%	\$ 1,915,901	\$ 71,962	\$ 1,803,773	\$ 112,128	94.15%
TOTAL	100.00%	\$ 13,987,151	\$ 290,198	\$ 6,918,994	\$ 7,068,157	49.47%

STATEMENT D
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of FY2023 Expenditures
May 2023

Source	Date Posted	Vendor	Purpose / Project	Description	Amount
Local	5/12/2023	Brownfield Redevelopment Authority	Brownfield Series 2012A Bonds	Brownfield Debt Subsidy - Ionia S of Wealthy	75,000.00
					<u>75,000.00</u>
Local	5/10/2023	City / County Joint Building Authority	Series 2013B - DeVos Place Bonds	Principal Paid 12/1/2022	300,000.00
Local	5/10/2023	City / County Joint Building Authority	Series 2013B - DeVos Place Bonds	Interest Paid 12/1/2023	12,200.00
					<u>312,200.00</u>
Local	5/15/2023	Disability Adv of Kent Co	Accessibility & Mobility Repairs	DAKC April 2023 Inclusive Design	12,775.00
					<u>12,775.00</u>
Local	5/2/2023	City Treasurer - Budget Office	Administration	IET - Operating Transfer A-87	12,990.58
Local	5/18/2023	Dickinson Wright PLLC	Administration	DDA Legal Services 4/23	6,074.00
Local	5/23/2023	American United Life-Group Div	Administration	OneAmerica Life Insurance 06/23	5,980.64
Local	5/15/2023	McAlvey Merchant & Associates	Administration	Governmental Consulting 04/23	5,500.00
Local	5/18/2023	Dickinson Wright PLLC	Administration	DDA Legal Services 4/23	5,060.00
Local	5/16/2023	Federal Square Building Co. #1, LLC	Administration	Office Space Lease May 23	4,945.32
Local	5/18/2023	Dickinson Wright PLLC	Administration	DDA Legal Services 4/23	3,740.00
Local	5/8/2023	Lisa M Cooper	Administration	HR Consultant services 05/23	3,019.78
Local	5/27/2023	City of Grand Rapids	Administration	Staff services - payroll period ended 05/27/2023	2,400.99
Local	45045	City of Grand Rapids	Administration	Staff services - payroll period ended 04/29/2023	2,187.60
Local	5/13/2023	City of Grand Rapids	Administration	Staff services - payroll period ended 05/13/2023	2,187.58
Local	5/15/2023	US Bank National Association	Administration	Admin (DDA) Furniture	2,012.61
Local	5/15/2023	Worksighted, Inc.	Administration	Worksighted CRIT	1,746.14
Local	5/15/2023	US Bank National Association	Administration	Admin (DDA only): Conference and Travel	1,642.91
Local	5/15/2023	US Bank National Association	Administration	ADMIN: Conference & Travel : DDA	1,606.55
Local	5/18/2023	Dickinson Wright PLLC	Administration	DDA Legal Services 4/23	1,342.00
Local	5/15/2023	US Bank National Association	Administration	ADMIN: Supplies DDA	1,134.00
Local	5/2/2023	City Treasurer - Risk Management	Administration	Monthly General Insurance Allocation	963.67
Local	5/18/2023	Dickinson Wright PLLC	Administration	DDA Legal services: May 2023	659.50
Local	5/18/2023	Dickinson Wright PLLC	Administration	DGRI Legal Services - DDA	609.76
Local	5/30/2023	Blue Cross Blue Shield of Mich	Administration	Insurance Premiums 05/23	530.31
Local	5/8/2023	Worksighted, Inc.	Administration	Worksighted Microsoft 365	490.34
Local	5/16/2023	Federal Square Building Co. #1, LLC	Administration	Office Space Rental or Lease May	484.64
Local	5/15/2023	US Bank National Association	Administration	Admin (DDA): Misc	479.09
Local	5/30/2023	Metro FiberNet, LLC	Administration	Internet/Phone at 29 Pearl St NW 05/23-06/23	364.54
Local	5/15/2023	Worksighted, Inc.	Administration	Worksighted Systems Engineer	271.23
Local	5/8/2023	Field & Fire Cafe LLC	Administration	Staff Lunch 4/23	224.27
Local	5/22/2023	Cellco Partnership	Administration	Cell Phone Service 04/23	200.00
Local	5/30/2023	Federal Square Building Co. #1, LLC	Administration	Utility Service: Electric 05/23-06/23	188.02
Local	5/1/2023	Federal Square Building Co. #1, LLC	Administration	Utility Service: Electric 03/23	185.15
Local	5/15/2023	US Bank National Association	Administration	Admin (DDA) Food & Bev	177.73
Local	5/15/2023	US Bank National Association	Administration	Admin (DDA) Supplies	114.26
Local	5/2/2023	James Peacock III	Administration	Expense Reimb Sept 22	109.94
Local	5/7/2023	Pure Water Partners LLC	Administration	Water Cooler Lease 04/23	99.78
Local	5/30/2023	ACO Inc	Administration	Supplies: Painting for Office	41.07
Local	5/16/2023	Model Coverall Service Inc	Administration	Floor Mat Rental 02/23-06/23	31.02
Local	5/30/2023	ACO Inc	Administration	Supplies: Painting for Office	20.25
					<u>69,815.27</u>
Local	5/22/2023	Progressive Architecture	Development Project Guidance	ProgressiveAE Soccer District Visioning	3,897.00
					<u>3,897.00</u>
Local	5/30/2023	A Glimpse of Africa	Dntn Marketing & Inclusion Efforts	Sponsorship for Glimpse of Africa Festival 2023	10,000.00
Local	5/15/2023	Edgar Omar Arredondo	Dntn Marketing & Inclusion Efforts	AVES Films WOW Recap 23	9,675.00
Local	5/30/2023	James Forrest Hughes	Dntn Marketing & Inclusion Efforts	Relax at Rosa 2023 A/V Support 1 of 3	5,919.96
Local	5/15/2023	Asher Legacy Group	Dntn Marketing & Inclusion Efforts	Asher Legacy Group Weekly Jazz Series	5,000.00
Local	5/30/2023	Julius Rogers	Dntn Marketing & Inclusion Efforts	Justice For All: Sponsor	5,000.00
Local	5/30/2023	Mexican Heritage Association of West M	Dntn Marketing & Inclusion Efforts	Mexican Heritage Assoc of WM: Verde Sponsor	5,000.00
Local	5/15/2023	Disability Adv of Kent Co	Dntn Marketing & Inclusion Efforts	DAKC 2023 Comprehensive Sponsorship	4,000.00
Local	5/30/2023	Erika Townsley	Dntn Marketing & Inclusion Efforts	Photography 04/23	3,600.00
Local	5/22/2023	Roosevelt Park Nghbrhd Assn	Dntn Marketing & Inclusion Efforts	Angling for All Sponsorship	2,000.00
Local	5/15/2023	Bryan Esler Photo, Inc.	Dntn Marketing & Inclusion Efforts	Photographer: DGRI Misc photos	1,845.00

continued on the next page

STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures - FY2023

Page 2

Source	Date	Vendor	Purpose / Project	Description	Amount
<i>Continued from previous page</i>					
Local	5/1/2023	Serendipity Publishing LLC	Dntn Marketing & Inclusion Efforts	West MI Women April/May	1,500.00
Local	5/15/2023	Hillhouse LLC	Dntn Marketing & Inclusion Efforts	Hillhouse Screen Printing T-shirt	1,387.50
Local	5/30/2023	Swift Printing & Communications	Dntn Marketing & Inclusion Efforts	Swift Printing: Posters/Flyers	1,238.94
Local	5/15/2023	US Bank National Association	Dntn Marketing & Inclusion Efforts	Marketing: Subscription & Publications	1,132.60
Local	5/3/2023	Adtegrity.com, Inc.	Dntn Marketing & Inclusion Efforts	Media Place Partners March Impressions	929.55
Local	5/15/2023	Serendipity Publishing LLC	Dntn Marketing & Inclusion Efforts	Serendipity Media	829.00
Local	5/15/2023	Brian Hedrick	Dntn Marketing & Inclusion Efforts	Design Services 04/23	350.00
Local	5/15/2023	Swift Printing & Communications	Dntn Marketing & Inclusion Efforts	Swift Printing: Relax at Rosa Postcard	285.55
Local	5/15/2023	Promotional Impact	Dntn Marketing & Inclusion Efforts	Green Giftz Badge & Lanyard	259.35
Local	5/15/2023	US Bank National Association	Dntn Marketing & Inclusion Efforts	Marketing: Advertising	155.99
Local	5/15/2023	OUTFRONT Media	Dntn Marketing & Inclusion Efforts	Grand Rapids Poster Production	125.00
Local	5/15/2023	US Bank National Association	Dntn Marketing & Inclusion Efforts	Marketing: Supplies	75.00
Local	5/22/2023	Fifth Third Bank	Dntn Marketing & Inclusion Efforts	Fifth Third P-card Account Refund/Tim Kelly	(184.40)
					60,124.04
Local	5/22/2023	GR Area Chamber of Commerce	Economic Development & Innovation	Retail Retention & Attraction Contract 3/23	4,375.00
Local	5/8/2023	GR Area Chamber of Commerce	Economic Development & Innovation	Retail Retention & Attraction Contract 4/23	4,375.00
Local	5/15/2023	Grand Rapids Community Foundation	Economic Development & Innovation	OUR GR Community Foundation Sponsor	2,500.00
Local	5/15/2023	OUTFRONT Media	Economic Development & Innovation	Grand Rapids Posters Unit #00054481	2,232.00
Local	5/8/2023	OUTFRONT Media	Economic Development & Innovation	Oakes Billboard 4/23	2,232.00
Local	5/15/2023	Nikaira Willis	Economic Development & Innovation	SMS Digital Marketing	600.00
Local	5/15/2023	Little Space Studio LLC	Economic Development & Innovation	Little Space studio Business Workshop 06/21/23	500.00
Local	5/15/2023	Costar Realty Information Inc	Economic Development & Innovation	Commercial real estate analytics subscription 5/23	489.13
Local	5/15/2023	US Bank National Association	Economic Development & Innovation	Economic Development: Books	150.00
Local	5/30/2023	Field & Fire Cafe LLC	Economic Development & Innovation	Business Catering 05/23	127.80
					17,580.93
Local	5/7/2023	Progressive Architecture	Parks Design	Professional Services 03/23	6,480.75
					6,480.75
Local	5/8/2023	Lions & Rabbits Center for the Arts	Public Realm Improvements	Futsal Courts Murals 4/23	15,000.00
Local	5/1/2023	MKSK Inc	Public Realm Improvements	Van Andel Plaza Construction Phase 2 10/21	7,093.00
Local	5/15/2023	Uline Inc	Public Realm Improvements	Uline Supplies 04/23	4,272.32
Local	5/14/2023	Eric Gale Goodson	Public Realm Improvements	Downtown security services 5.1.23	4,140.00
Local	5/14/2023	Eric Gale Goodson	Public Realm Improvements	Downtown security services 4.26.23	4,140.00
Local	5/15/2023	Eric Gale Goodson	Public Realm Improvements	Downtown security services May 23	4,140.00
Local	5/22/2023	Eric Gale Goodson	Public Realm Improvements	Downtown security services 05.15	4,140.00
Local	5/30/2023	Eric Gale Goodson	Public Realm Improvements	Downtown security services 05.23	4,140.00
Local	5/4/2023	Eric Gale Goodson	Public Realm Improvements	Downtown security services April 23	4,140.00
Local	5/15/2023	US Bank National Association	Public Realm Improvements	Public Relm Improvement: Supplies	2,381.95
Local	5/15/2023	Uline Inc	Public Realm Improvements	Uline Supplies 04/23	2,136.16
Local	5/9/2023	Uline Inc	Public Realm Improvements	Uline Supplies 04/23	333.86
Local	5/22/2023	Bazen Electric	Public Realm Improvements	Electrical services/Repair	292.64
					56,349.93
Local	5/15/2023	Angel City Advisors, LLC	River Governance	Grand River Equity Framework 02/23	14,695.10
Local	5/30/2023	Guidehouse Inc.	River Governance	DGRI ARPA Consult & Labor Services	12,576.15
Local	5/1/2023	Vias, LLC	River Governance	Transcreation Services Equity Framework	1,120.00
Local	5/15/2023	US Bank National Association	River Governance	River Governance: Food & Bev	462.86
Local	5/15/2023	US Bank National Association	River Governance	River Governance: Misc	5.52
					28,859.63
Local	5/30/2023	Bazen Electric	Streetscape Improvements	Electrical Services Futsal Courts	14,332.00
Local	5/15/2023	Newco Design Build LLC	Streetscape Improvements	Newco Sand & Seal in Parklet	2,200.00
Local	5/15/2023	City Treasurer - Public Services	Streetscape Improvements	DGRI Monthly Trash Disposal April 2023	1,249.75
Local	5/30/2023	Grand Rapids Nehemiah Project	Streetscape Improvements	600 Snow Removal	690.00
Local	5/22/2023	Icon Sign Company, LLC	Streetscape Improvements	Icon Sign - Clear Vinyl	542.30
Local	5/30/2023	Bazen Electric	Streetscape Improvements	Electrical services/Repair	451.25
Local	5/22/2023	Bazen Electric	Streetscape Improvements	Electrical services/Repair	252.50
Local	5/1/2023	Katerberg co., Inc	Streetscape Improvements	Grapids - Ionia	232.50
Local	5/30/2023	Katerberg co., Inc	Streetscape Improvements	Grapids Irrigation 185 Oakes St	168.24
Local	5/30/2023	Katerberg co., Inc	Streetscape Improvements	Grapids Irrigation 225 MI Street NW	162.00
Local	5/18/2023	Kammering & Roodvoets Inc	Streetscape Improvements	Market & Fulton Cont. 1	108.26
					20,388.80

continued on the next page

STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures - FY2023

Page 3

Source	Date	Vendor	Purpose / Project	Description	Amount
<i>Continued from previous page</i>					
Local	5/15/2023	Mydatt Service Inc	Urban Recreation Improvements	Block by Block Supplies Invoice	765.55
Local	5/15/2023	Mydatt Service Inc	Urban Recreation Improvements	Block by Block Supplies Invoice	196.15
Local	5/8/2023	Kerkstra Portable Restroom Svc Inc	Urban Recreation Improvements	Skate Park portable restrooms 4/23	180.00
					<u>1,141.70</u>
Local	5/30/2023	RLR Associates, Inc.	Wayfinding System Improvements	RLR DT Wayfinding	9,701.08
					<u>9,701.08</u>
Non-Tax	5/22/2023	Beer Me Bro LLC	DGRI Event Production	Bridge Blast Grant 7/17	5,000.00
Non-Tax	5/22/2023	Phase Six Moving	DGRI Event Production	Phase Six Moving	4,575.00
Non-Tax	5/24/2023	West Michigan Center for Arts & Techno	DGRI Event Production	WMCAT iBall Sponsorship	3,500.00
Non-Tax	5/22/2023	United Rentals (North America), Inc.	DGRI Event Production	Equip rental 05/23	1,077.10
Non-Tax	5/8/2023	GR Area Chamber of Commerce	DGRI Event Production	Sponsorship: Athena Awards 4/23	1,000.00
Non-Tax	5/22/2023	Loeks Theatres, Inc.	DGRI Event Production	Studio C Celebration Cinema Studio Park	730.00
Non-Tax	5/15/2023	US Bank National Association	DGRI Event Production	DGRI Events: Local Business Expense	171.00
Non-Tax	5/15/2023	US Bank National Association	DGRI Event Production	DGRI Events: Food & Beverages	125.28
Non-Tax	5/15/2023	US Bank National Association	DGRI Event Production	DGRI Events: Supplies	47.23
Non-Tax	5/5/2023	Consumers Energy	DGRI Event Production	1030 4058 7935 23/04 612 Dewey Ave	31.63
					<u>16,257.24</u>
Non-Tax	5/19/2023	City Treasurer - Mobile GR	Downtown Ambassador Program	Monthly Parking Billing - May 2023	48.00
					<u>48.00</u>
Non-Tax	5/9/2023	The Right Place Inc	Experience - Miscellaneous	Malcom Gladwell Event Partner	5,000.00
					<u>5,000.00</u>
Non-Tax	5/15/2023	US Bank National Association	Neighborhood Engagement Program	Neighborhood Engagement Programs: Food/Bev	788.63
Non-Tax	5/15/2023	US Bank National Association	Neighborhood Engagement Program	Neighborhood Engagement Programs: Books	148.90
					<u>937.53</u>
Non-Tax	5/22/2023	Creos Experts-Conseils Inc	Public Space Activation	Optik Rental Fee (1 of 3)	26,735.60
Non-Tax	5/30/2023	Rock Solid Productions Inc.	Public Space Activation	Rock Solid Productions	13,924.00
Non-Tax	5/22/2023	Valerie Wahna	Public Space Activation	Valeria Wahna Life is but a Dream 1 of 2	5,000.00
Non-Tax	5/30/2023	Swift Printing & Communications	Public Space Activation	Swift Printing: Labels	1,560.96
Non-Tax	5/22/2023	Jasmine Janine Bruce	Public Space Activation	Interior Community Mural Retainer	1,450.00
Non-Tax	5/15/2023	Erion Gabrielle Adams	Public Space Activation	DAKC April 2023 Inclusive Design	1,000.00
Non-Tax	5/15/2023	US Bank National Association	Public Space Activation	Public Space Activation: Supplies	558.28
Non-Tax	5/22/2023	Valerie Wahna	Public Space Activation	Valeria Wahna Starlight addition	150.00
Non-Tax	5/22/2023	Grand Rapids Running Tours	Public Space Activation	Athena / GR Chamber Walking Tour	100.00
Non-Tax	5/15/2023	US Bank National Association	Public Space Activation	Public Space Activation: Equipment Rental	66.20
Non-Tax	5/30/2023	Maegan Karas	Public Space Activation	Maegan Karas Pop Up Performance	60.00
Non-Tax	5/15/2023	US Bank National Association	Public Space Activation	Public Space Activation: Food & Bev	42.51
Non-Tax	5/31/2023	ACO Inc	Public Space Activation	Credit Memo	(9.29)
Non-Tax	5/22/2023	Fifth Third Bank	Public Space Activation	Fifth Third P-card Account Refund/Kim Van Driel	(42.30)
					<u>50,595.96</u>
Non-Tax	5/5/2023	Consumers Energy	Winter Ave NW Building	1030 2027 1245 23/04 Winter DDA share	60.73
					<u>60.73</u>

TOTAL EXPENDITURES \$ 747,213.59

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: June 9, 2023

TO: Downtown Development Authority

FROM: Melvin Eledge Jr.
Director of Operations

SUBJECT: Monroe Center Lighting 2023

Agenda Item #04
June 14, 2023
DDA Meeting

In 2014 DGRI took over the holiday décor for Downtown Grand Rapids and worked to develop and enhance some of our downtown public spaces during the winter season. Over the years we have continued this tradition both by replacing and updating the lights with décor. We have kept maintaining existing infrastructure and expanding the footprint incrementally each year.

During the FY23 budget planning process replacement of the Monroe Center holiday lighting was identified as a need and scheduled for replacement in Fiscal Year 2025. However, the trees on Monroe Center where the lights are installed need pruning and maintenance which will require the lights to be removed before the work can commence, and replaced once it has wrapped up.

Rather than re-install the lights again this year and remove and install new lights next year, staff, along with our partners at DeVries Landscaping, recommend replacing the lights this season once the tree maintenance is completed.

Recommendation:

Approve the expenditure not to exceed \$30,888 for the removal, replacement and installation of the holiday/winter lighting on Monroe Center.

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: June 9, 2023
TO: Downtown Development Authority
FROM: Melvin Eledge Jr.
Director of Operations

Agenda Item #05
June 12, 2023
DDA Meeting

SUBJECT: Downtown Wayfinding Implementation – Phase D

In 2015 the GR Forward plan laid out, among other priorities, the improvement of the navigation and wayfinding system throughout Downtown Grand Rapids. In June 2020 DGRI took its first steps towards realizing this goal with the hiring of Progressive AE and RLR to design a wayfinding system that:

- Focuses more on enhancing pedestrian experience.
- Appeals to a broader segment of Downtown pedestrians using inclusive design principles.
- Creates opportunities to upgrade to 21st century wayfinding strategies such as interactive kiosks and mobile applications.
- Allows for easier maintenance and updating.
- Aligns and integrates the on-street and skywalk wayfinding systems.

In November 2022 the DDA authorized staff to enter into an agreement with Universal Sign Systems to fabricate and install new wayfinding signage for Phase B (Center City), outlined in that agreement was the ability to retain Universal Sign Systems for future phases.

Phase A (Skywalk) was completed in late Winter, Phase B (Center City) is currently in the process of being deployed and Phase C (Parking Signage) is currently accepting bids. Now that work on the previous phases is concluding we're ready to move onto Phase D (Active Work Zones and Areas Outside of Center City). Universal Sign Systems quoted the fabrication and installation to be \$165,056 – which is accounted for in the FY 24 budget. Installation should begin in mid to late August wrapping up in early October.

Recommendation: Authorize funds not to exceed \$185,863, which includes a 12% contingency, for the fabrication and installation of Wayfinding signage outlined in Phase D.

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: June 9, 2023
TO: Downtown Development Authority
FROM: Melvin Eledge Jr., Director of Operations
SUBJECT: Downtown Liquor License - Daisies Place

Agenda Item #06
June 14, 2023
DDA Meeting

The City Commission policy establishing procedures for the review and approval of development area liquor licenses requires the City Clerk to forward any such requests in the DDA district to the DDA Board for review and recommendation. In evaluating a proposal, the DDA Board may consider how the issuance of a license would promote economic growth in a manner consistent with adopted goals, plans or policies of the district.

Kaydee Enterprise, LLC d/b/a Daisies Place is requesting DDA Board consent to the issuance of a Development District liquor license for their location at 15 Ionia Ave SW. Additional information on the business is attached.

Staff has reviewed the applicant's request and believes it meets the investment, activity and seating capacity requirements and as such it is recommending approval of the application. If approved by the DDA Board, the request will proceed to the City Commission for consideration.

Recommendation: Approve the resolution for the issuance of a development area liquor license for d/b/a Daisies Place, LLC at 15 Ionia Ave SW.

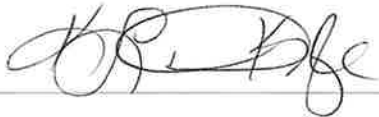
Kaydee Enterprise, LLC
d/b/a Daisies Place
15 Ionia Ave. SW, Suite 140
Grand Rapids, MI 49503
(616) 264-9418

March 22, 2023

To The City of Grand Rapids:

My name is Karmin Dixon-Kyle and I am applying for a DDA Liquor License in downtown Grand Rapids for my new restaurant Daisies Place. The downtown area is full of various restaurants and bars that offer a variety of options for dining and entertainment. My plan for Daisies Place will be to bring a big city feel to the local area that will include a unique brunch experience and social networking day parties.

The mission of Daisies Place is to provide tasty, brunch-style food and customer service with a big city feel. I will use my background in customer service and management to offer our guests a unique dining and socializing alternative in Grand Rapids. I aim to develop a loyal customer following that will help us to become a leader in community service.

A handwritten signature in black ink, appearing to read 'K. Dixon-Kyle', is written over a horizontal line.

**DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF GRAND RAPIDS**

**RESOLUTION SUPPORTING ISSUANCE OF A LIQUOR LICENSE
FOR A BUSINESS LOCATED IN A DOWNTOWN DEVELOPMENT DISTRICT**

Board member_____, supported by Board member_____, moved the adoption of the following resolution:

WHEREAS, the Downtown Development Authority of the City of Grand Rapids (the “DDA”) was created by the City Commission on October 16, 1979, and operates pursuant to the authority of Act 57 of 2018, and

WHEREAS, the State of Michigan has provided for the issuance of additional licenses within the DDA district, as authorized by Public Act 501 of 2006, being MCL 436.1521a (the “Act”), and

WHEREAS, Kaydee Enterprise LLC, d/b/a Daisies Place located at 15 Ionia Ave SW Grand Rapids, Michigan, 49503, has applied to the City for approval of a license under the Act, and is located within the DDA district, and

WHEREAS, Kaydee Enterprise LLC, d/b/a Daisies Place, in its application, has indicated its intention to operate a restaurant and bar, and

WHEREAS, the application has been forwarded to the DDA for review and consideration.

WHEREAS, that the DDA finds that the issuance of a liquor license to Kaydee Enterprise LLC, d/b/a Daisies Place as proposed would promote economic growth by:

1. Operating in a manner that would be consistent with adopted goals, policies and plans of the district, particularly by promoting the competitiveness and vitality of downtown Grand Rapids as a destination for dining, arts and tourism.
2. Facilitating private investment and promote economic growth in the leased space at 15 Ionia Ave SW.
3. Supporting the creation of several full and part-time jobs in the district.

NOW, THEREFORE, BE IT RESOLVED, that the Downtown Development Authority of the City of Grand Rapids recommends issuance of a Development District Liquor License to Kaydee Enterprise LLC, d/b/a Daisies Place located at 15 Ionia Ave SW Grand Rapids, Michigan, 49503 above all others.

YEAS: Board members _____

NAYS: Board members _____

ABSTAIN: Board members _____

ABSENT: Board members _____

RESOLUTION DECLARED ADOPTED.

Dated:

Timothy Kelly
Executive Director

CERTIFICATION

I, the undersigned duly qualified and Secretary of the Downtown Development Authority of the City of Grand Rapids (the "DDA"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the DDA at a regular meeting held on _____, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

DDA Secretary

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: June 9, 2023

TO: Downtown Development Authority

FROM: Tim Kelly, AICP
Executive Director

SUBJECT: Community Rebuilders Funding Support

Agenda Item #07
June 14, 2023
DDA Meeting

At their meeting on June 13, 2023, the Grand Rapids City Commission will consider approving \$500,000 for a contract with Community Rebuilders to initiate a Geo Targeted Housing Outreach Program. The Program is intended to help unsheltered homeless individuals obtain permanent housing and will initially focus on Monroe Center and the Louis Campau Promenade in Downtown.

Additional information on Community Rebuilders and the recommendation to the City Commission are included here as attachments. To support this work, it is recommended that the DDA contribute \$150,000 out of its FY24 budget. This funding would be in addition to that provided by the City, as well as expected contributions from other private, public and philanthropic sources.

Recommendation: Authorize funds not to exceed \$150,000 to support the work of Community Rebuilders in re-housing individuals in Downtown Grand Rapids.



CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

DATE: June 13, 2023

TO: Mark Washington, City Manager

COMMITTEE: Committee of the Whole

LIAISON: Mark Washington, City Manager

FROM: Connie M. Bohatch, Managing Director of Community Services
Community Development Department

SUBJECT: **Resolution approving a \$500,000 agreement with Community Rebuilders for the Geo Targeted Housing Outreach Program**

Attached is a resolution authoring execution of an agreement with Community Rebuilders for the Geo Targeted Housing Outreach Program. This program will help unsheltered homeless individuals obtain permanent housing. The agreement is in an initial amount of \$500,000 for a period beginning June 1, 2023, through September 30, 2025.

Community Rebuilders will conduct geographically targeted, housing focused street outreach with unsheltered individuals to develop housing plans, relocate to interim housing or shelter, conduct housing search, and obtain supportive services. This targeted outreach approach was piloted as a one-time project from October 2021 through September 2022. Significant permanent housing outcomes were achieved with persons experiencing long-term, street homelessness in the downtown and other areas.

In response to rising concerns about homelessness in Kent County, and based on learnings from the piloted project, Community Rebuilders proposed a three- to four-year program be implemented countywide through public-private partnerships. This proposal focused on a longer-term, more sustainable strategy to address encampments and secure permanent housing for unsheltered persons. It also supports increased partnership and coordination with a variety of existing services to maximize community resources.

The effort will focus initially on Monroe Center and Louis Campau Promenade engaging with our most vulnerable residents. Interim housing will be provided with financial assistance for rapid re-housing up to twelve months and permanent housing up to twenty-four months. This program along with other measures, such as the “fusion center,” will support the health and safety of the unhoused and restore public spaces to their intended use.

City funds from the American Rescue Plan Act (ARPA) are intended to launch the

program. Financial commitments are anticipated in the near future from philanthropic and private and public sector partners, including the Grand Rapids Downtown Development Authority. Those resources may be added to this agreement to be managed by the Community Development Department.

YOUR COMMITTEE OF THE WHOLE recommends adoption of the following resolution authoring execution of an agreement with Community Rebuilders for the Geo Targeted Housing Outreach Program.

RESOLVED:

1. That an agreement between the City and Community Rebuilders for the Geo Targeted Housing Outreach Program in an amount not to exceed Five Hundred Thousand Dollars (\$500,000) is hereby approved; and
2. That the agreement period shall be from June 1, 2023, through September 30, 2025; and
3. That upon approval as to form by the City Attorney, the Mayor is authorized to execute said agreement, related documents, partner agreements and necessary modifications, including amending the dollar amount and extensions of time.

Prepared by Connie M. Bohatch


CORRECT IN FORM
DEPARTMENT OF LAW

COMMUNITY REBUILDERS

GEO TARGETED HOUSING OUTREACH AND RESTORATION BRIEF May 2023

This document provides a summary of key elements of the action plan necessary for the Geographically Targeted Housing Outreach and Restoration Plan conducted under the leadership of Community Rebuilders.

Community Rebuilders recommends a comprehensive ongoing effort to restore all encampment areas one site at a time.

Goals

1. To connect individuals who are unsheltered to housing and services
2. Restore and maintain streets and encampment areas to their intended purpose.

Objectives:

1. Ensure stakeholders communicate a shared purpose and approach throughout the community when addressing unsheltered homeless populations residing in groups/encampments
2. Mobilize a more effective and efficient system for responding to unsheltered homelessness and restoring community spaces to their intended purpose
3. Provide lasting solutions by matching the right level of services and housing with the unhoused population while preventing the forced dispersal of people from areas and preventing relocation to other encampment areas
4. Maintain restored areas through effective monitoring and preventive intervention
5. Gather and utilize program data to align resources and address systems gaps

Action Plan: There are four phases to the action plan necessary to successfully conduct re-housing and restoration efforts.

PHASE 1. LISTEN, ENGAGE, INFORM, PLAN

Community Rebuilders will convene a stakeholder team and host a kick-off meeting to:

1. Define target area and timeline
2. Detail known information about the population (health concerns, chronicity, victimization, criminal behaviors, etc.)
3. Document any immediate health and safety concerns.
4. Discuss concerns and constraints
5. Coordinate with Continuum of Care to ensure an established prioritization pool

Once an area is prioritized for immediate intervention, housing-focused outreach teams listen and learn key information from unsheltered persons in the area. They greet individuals and share that the location is not sustainable for human habitation. The focus is on the strengths of the individuals and housing and service options.

Key activities include:

1. Providing housing options that relate to individual needs and choices.
2. Securing necessary housing documentation and assisting individuals in securing their personal belongings.
3. Mapping of needed housing resources specific to the unhoused individual
4. Sharing with the stakeholder team any hazards, concerns, and/or alternative interventions needed
5. Determine with the unhoused population the last date the area will be occupied while communicating urgency

-

PHASE 2. INITIATING INITIATE HOUSING AND SERVICE PLANS

Community Rebuilders will work with unhoused individuals in the area to:

1. Identify interim accommodations, and negotiate and document agreements for accommodations as necessary.
2. Confirm area closing date with occupants
3. Initiate transfers to interim accommodations and secure personal belonging
4. Execute individualized plans for permanent housing and voluntary supportive services

-

PHASE 3 IDENTIFIES NEEDS AND MONITOR SITE RESTORATION

Partnership with key stakeholders in monitoring the site is essential as Community Rebuilders staff will be actively working with individuals to secure resources, housing, and services. Staff will not be in the geographic area at this time.

1. City officials will post a Notice to Vacate (as necessary) in accordance with City ordinances and policies and monitor the site daily.
2. Community Rebuilders will work to enlist the unhoused in cleaning the area and supporting others in the restoration process.
3. Occupant safety and restoration plan will be reviewed with occupants who are still at the site.
4. Officials will be present for expanded hours to clean the area, answer questions and deter returning to the area by the unhoused.
5. Individuals that were unsheltered will be offered opportunities to help with the restoration process, i.e. messaging, clean up, etc.

Phase 4: Maintain the Restored Site and Promote Quality of Life for unsheltered populations one geographical area at a time

Once the site has been restored, it is critical to maintain the condition in the area. City officials monitor the site daily for cleanliness and unsheltered population. If the unsheltered population is present after posting outreach, provide information about emergency shelter, health services, campgrounds, food services, etc. and message that the area is not safe for unsheltered living accommodations.

1. City officials will enforce ordinances and policies to maintain the restored area.
2. Officials will post completion of restoration with notice of where others can go for assistance
3. Housing stability and site restoration outcomes will be reported and monitored

Community Rebuilders recommends consideration of the following as officials work to finalize restoration and maintenance of site plans:

- We recommend an approach that details positive measures to prevent and eliminate homelessness by adopting policy, cross-sectional strategies, and programs as well as the implementation of laws that support human rights and community health and well-being.

-

- Create an Unsheltered Health and Safety Committee

The City should appoint Community Rebuilders as organizational leaders to unite cross-system partners around shared public health and safety goals related to reducing unsheltered homelessness and connecting unsheltered persons to housing and services. The group would facilitate data sharing, establish metrics and define roles for partners involved and provide communication channels. Community Rebuilders stands ready with the expertise to lead and facilitate this group.

This group will also partner with others to focus on effective discharge planning for the unsheltered population released from law enforcement custody for misdemeanor nuisance crimes such as theft, vandalism, and drug possession.

Reduce downtown homelessness through connection to appropriate resources and realignment of Outreach programs and ordinances

Outreach efforts should be coordinated and refocused on producing outcomes:

1. Outreach should identify and help to secure any life-sustaining emergency care that is needed
2. Messaging that unsheltered homelessness is not acceptable and resources are available to ensure detrimental health and community outcomes are avoided.
3. Outreach should increase acceptance rates for housing, shelter, services, and family reunification; these should be priority activities
4. Increased support from neighbors and businesses- positive feedback and reduction of complaints.
5. Outreach in the community should collectively utilize HMIS (Homeless Management Information System) in full compliance with the HUD data definitions and standards.
6. HOT (Homeless Outreach Team) specifically should be trained and mobilized to complete a monthly unsheltered count. Community Rebuilders would train HOT to conduct and map these counts.

Avoid Criminalizing Homelessness

Criminalizing homelessness is expensive. It can cost three times more to enforce anti-homeless laws than to find housing for people who don't have it. Criminalization fills jails up with people who are more likely to be victims of violent crime than perpetrators and with people who need treatment (which jails are not equipped to provide) for mental and substance use disorders. And, most importantly, criminalization does not reduce the number of people experiencing homelessness. It breaks connections people had made with providers trying to help and exacerbates homelessness and the conditions that lead to it—such as health problems and racial disparities. (United States Interagency Council on Homelessness <https://www.usich.gov/news/collaborate-dont-criminalize-how-communities-can-effectively-and-humanely-address-homelessness/>)

Considering Ordinances: While we rely on the City of Grand Rapids for review and knowledge of the current ordinances we wish to provide recommendations for consideration.

Housing First: Housing must and should be your first approach to addressing homelessness.

Focus on Conduct not the Status of persons: Refrain from focusing on a person's status and instead focus on conduct. Refrain from any ordinance related to camping and unhoused/unsheltered homeless. Homelessness should be treated as a housing and health crisis not a problem for the criminal justice system to solve. There is a better way to respond to homelessness—one that results in fewer tents, more people in homes, and more cost savings—and it starts with collaboration, and housing not criminalization of homelessness.

Designated Prohibited Areas: Consider adjustments to the definition of the encampment – For example, Encampment is defined to mean camp, camp facility, and storage of personal property, sleeping in public places not fit for human habitation. Consider the potential of ordinances related to designated prohibited areas. Create protocol and perhaps ordinances specific to the geo-targeted areas—designated prohibited areas—areas where housing and services have been provided as well as within a 5-block radius of emergency shelter services. Ensure a standard operating procedure for enforcement and removals in prohibited areas.

Avoid Camping Ordinances: Avoid ordinance that place bans on camping in public spaces and criminalize homeless individuals for actions that are inseparable from their status because the actions are involuntary and unavoidable consequences of being human and homeless when there is inadequate shelter. The Eighth Amendment outlaws the punishment of unavoidable conduct.

Rely on a Personal Property Ordinance: The ordinance should clearly outline the storing of personal property in areas being prohibited. When areas are cleared they should be posted with signage that the location is within a prohibited area and camping or storing personal property in the area is prohibited. Clearly inform of due process to remove their property. That includes posting notifications requiring the removal of the property and giving them time to remove it. When removing property, collecting inventory and holding policy should be clearly in place and allow for the owner's retrieval within 90 days.

Address Aggressive Panhandling: We wish to draw attention to prior efforts of the city going back as far as 2012 and 2017 to address panhandling. The legal issues with regulating panhandling have result in courts overturning panhandling ordinances and lawsuits that result in compensation for panhandlers. We should already have ordinances that address menacing and intimidating behavior that we can rely upon.

Review and Utilize an Immediate Hazard Ordinance: "Immediate hazard" means an encampment where people camping outdoors are at risk of serious injury or death beyond that caused by increased exposure to the elements, or their presence creates a risk of serious injury or death to others, or the encampment presence is causing imminent compromise to the structural integrity of the surrounding location. Immediate hazard encampments include but are not limited to encampments at highway shoulders and off-ramps, areas exposed to moving vehicles, areas that can only be accessed by crossing driving lanes outside of a legal crosswalk, and landslide-prone areas, and along or on top of river levees, or other critical environmental areas, where the lack of sanitation facilities results in human solid or liquid waste being discharged therein.

Review and Utilize the Obstruction ordinance: Expand legal definition if needed and support enforcement when there is a significant risk to life, public health, or safety. Define significant risks to life, public health, or safety to meet the needs of the city and its concerns. Address conduct in the ordinance, maintaining access to sidewalks, walkways, recreation, etc.

Downtown Vitals Report Downtown Development Authority



Produced June 9, 2023
for the month of May 2023

Summary of Downtown Vital Signs

Most Recently Completed Month: **May 2023**

New Businesses

+2 in May
vs. 2.4 5-yr avg.
+6 year-to-date
p. 3

Storefront Vacancy Rates

-3% vs. April
-3% vs. 2-yr avg.
p. 4

Office Space Vacancy Rates

+1% vs. Q4 2022
+29% vs. 5-yr avg.
+6% vs. 15-yr avg.
p. 5

Office Space Rental Rates

+\$0.22 vs. Q4 2022
+\$2.57 vs. 5-yr avg.
+\$5.12 vs. 15-yr avg.
p. 5

Housing Occupancy

-0.2% vs. Q4 2022
+2% vs. 5-yr avg.
+2% vs. 15-yr avg.
p. 6

(Apr) Hotel Occupancy

-3% vs. March
-9% vs. Apr 2022
+0.4% vs. 5-yr avg.
p. 7

Visitor Activity Counts

-9% vs. April
-7% vs. May 2022
p. 8

Employee Activity Counts

+5% vs. April
+17% vs. May 2022
p. 8

Resident Activity Counts

-9% vs. April
+11% vs. May 2022
p. 8

(Apr) Consumer Spending

-13% vs. March
+2% vs. Apr 2022
p. 11

(Mar) DASH Ridership

+22% vs. February
+21% vs. Mar 2022
p. 12

(Mar) City Employment

+0.2% vs. February
+2% vs. Mar 2022
+2% vs. 5-yr avg.
p. 13

Editorial Notes

Activity Tracking (p. 8-9)

Notably for the last few months, the month over month slope for visitor activity has been equivalent in 2023 to that of the 5-year average. Overall counts remain higher in 2023 than compared to the 5-year average.

Storefront Business Openings in 2023

Retail

Pochi's Sweet Designs*
Open Door Bakery
Celebri-T Floral & Design
One of a Kind Vintage

Food & Beverage

Services

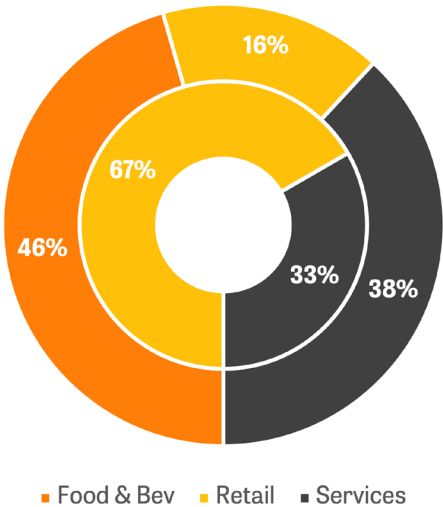
City Nail Bar
Key Bank

Additionally:

Zabház Expansion
Second Vibess Expansion

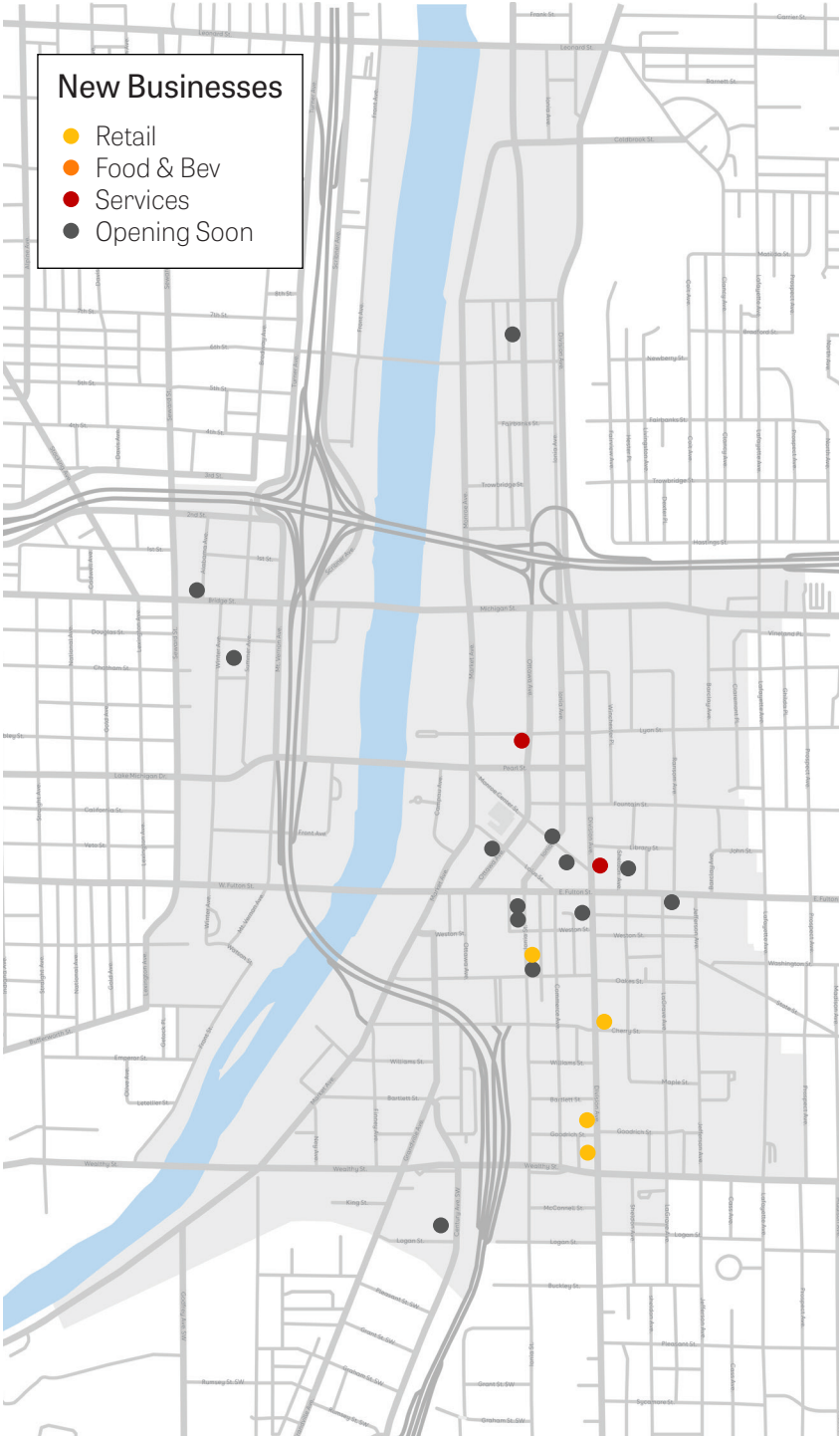
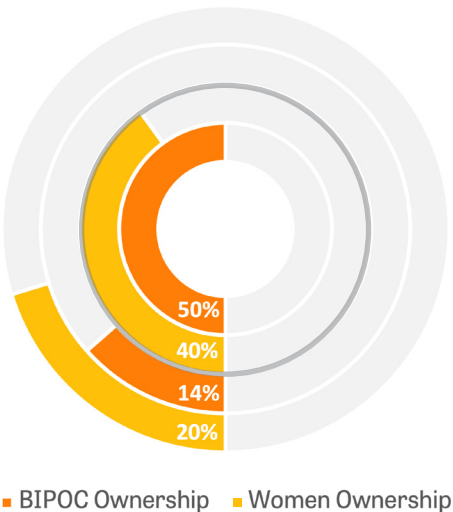
Business Mix of Storefronts

Overall: Outer Ring
New in 2023: Inner Ring



Business Ownership of Storefronts

Overall: Outer Rings
New in 2023: Inner Rings



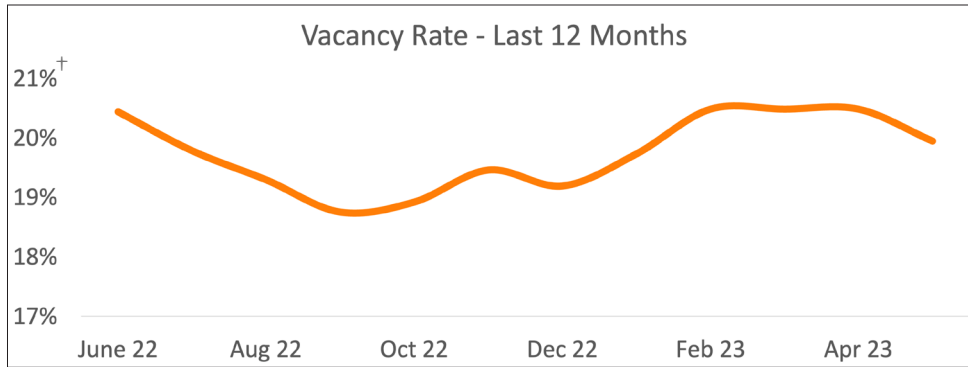
Source: Downtown Grand Rapids Inc.

Storefront Vacancies & Recent Closures

8
storefront
businesses have
closed in 2023
(**2** in May)

2023 Closures:
25% Food & Bev
50% Retail
25% Services

3%
decrease in
vacancy rate
over May

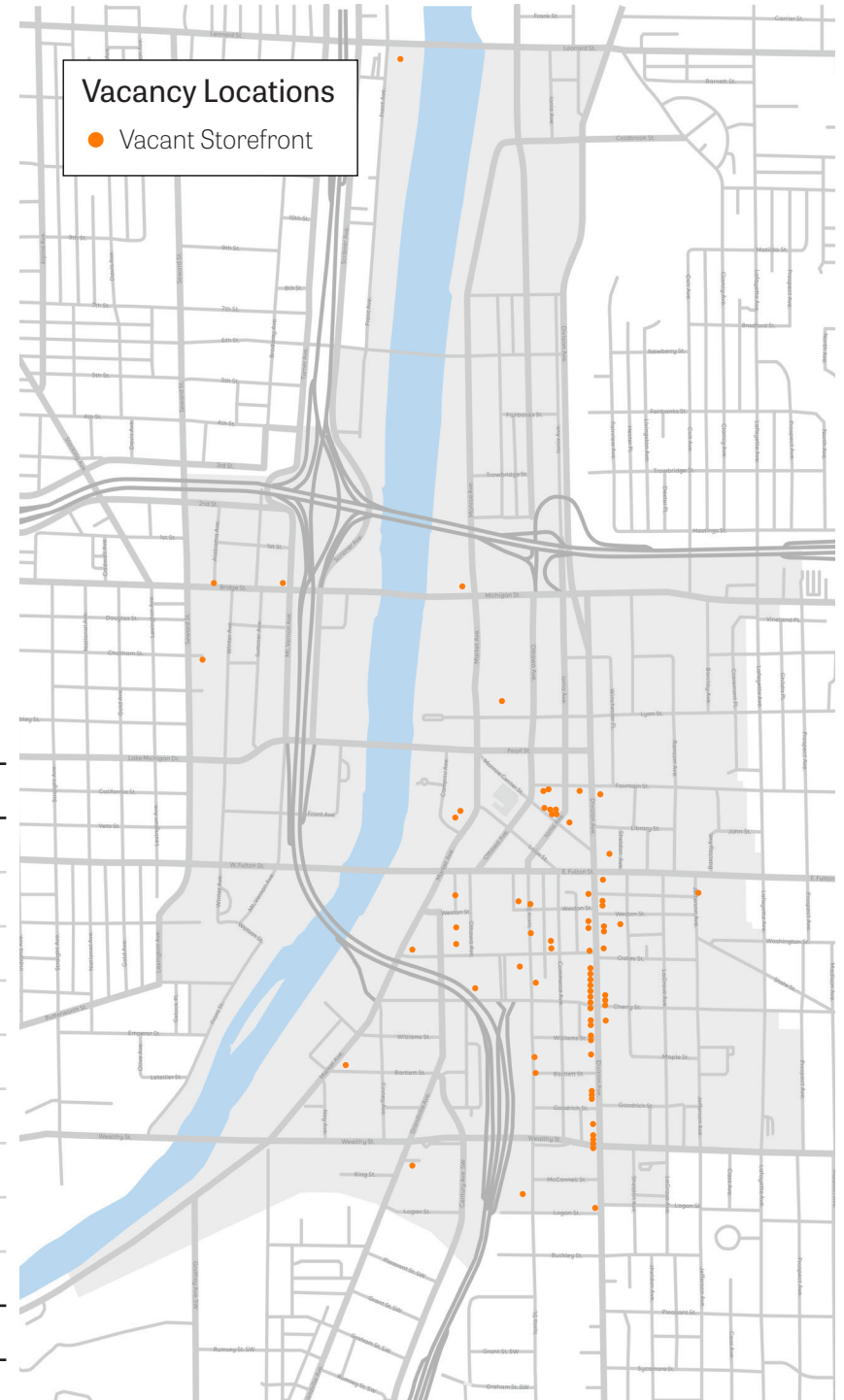


	Storefronts	Vacancies	Vacancy %	Sq Ft Available
Bridge Street	22	2	9%	3,835 sq ft
Center City	116	23	20%	~102,192 sq ft
<i>Monroe Center*</i>	52*	10*	19%*	~59,292 sq ft*
Fulton & Jefferson	21	1	5%	~4,000 sq ft
Heartside: Division	99	33	33%	~87,561 sq ft
Heartside: Ionia	69	10	14%	41,960 sq ft
Heartside: C. Chavez	14	4	29%	21,087 sq ft
Monroe North	26	1	4%	~3,000 sq ft
Other	4	1	25%	500 sq ft
DISTRICT TOTALS:	371	74	20%	~264,135 sq ft



**DOWNTOWN
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AUTHORITY**

*Monroe Center is a subset of Center City and is not included in District Totals
*truncated y-axis to highlight month-over-month changes

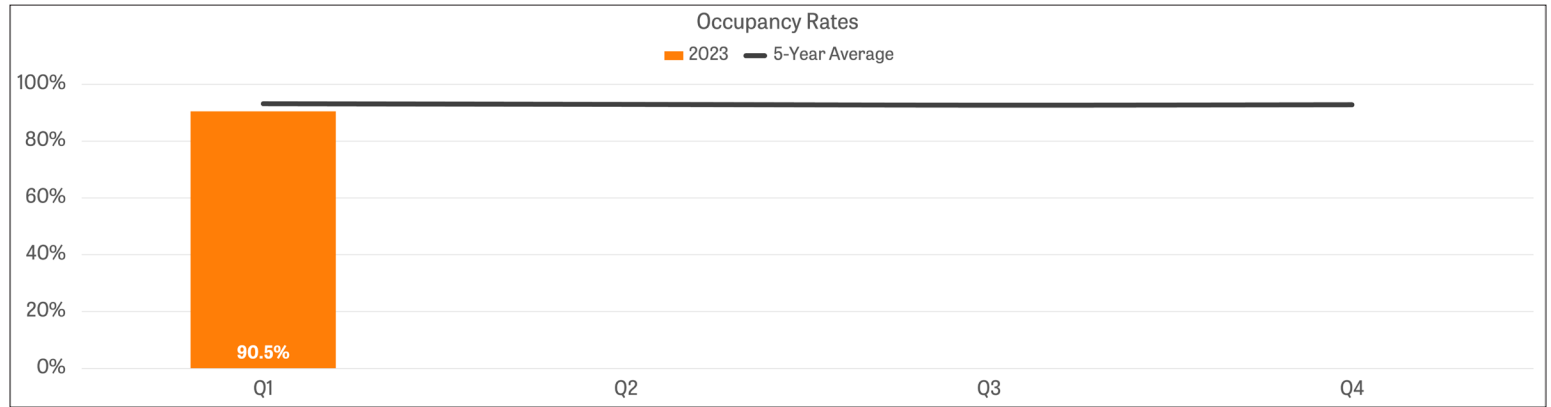


Source: Downtown Grand Rapids Inc.

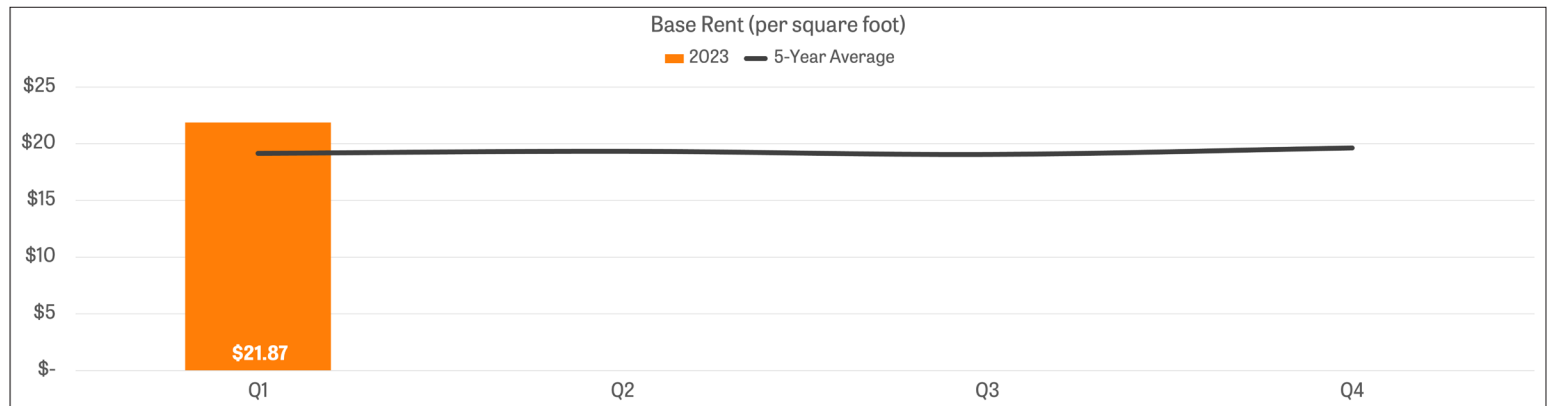
9.2M sq ft of occupied space in Q1 2023

965k sq ft of vacant space in Q1 2023

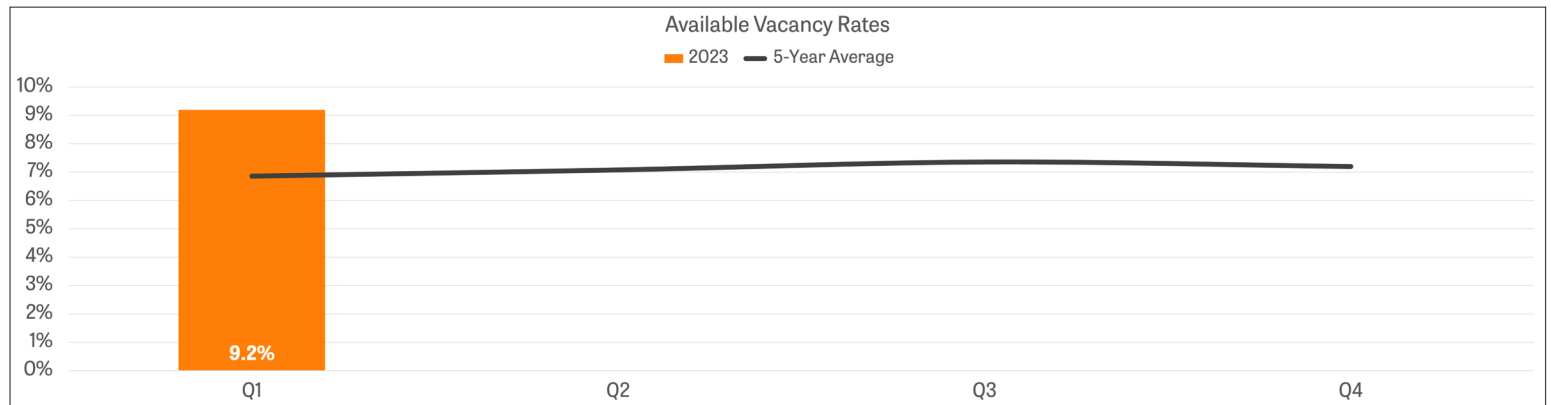
3%
decrease in average
occupancy in
2023 compared to
5-year average



13%
increase in average
rental rates in
2023 compared to
5-year average
(\$2.57/sq ft)



29%
increase in average
vacancy in 2023
compared to
5-year average



Housing Overview

Updated Quarterly

2%

increase in
occupancy rate in
Q1 2023 vs. overall
5-year average
(97% vs. 94%)

0.2%

decrease in
occupancy rate in
Q1 2023 vs. Q4 2022

13%

increase in
asking rent rate in
Q1 2023 vs. overall
5-year average

2%

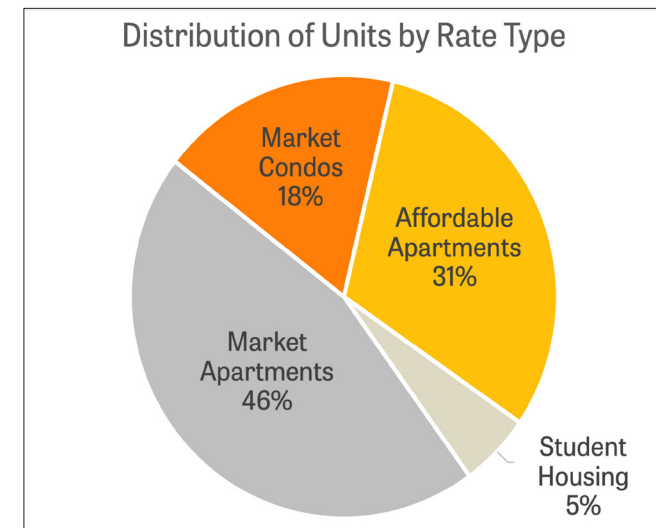
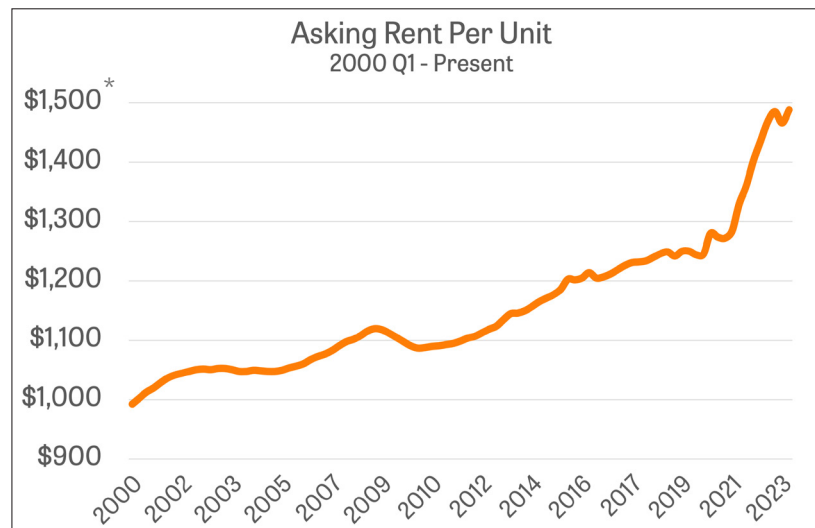
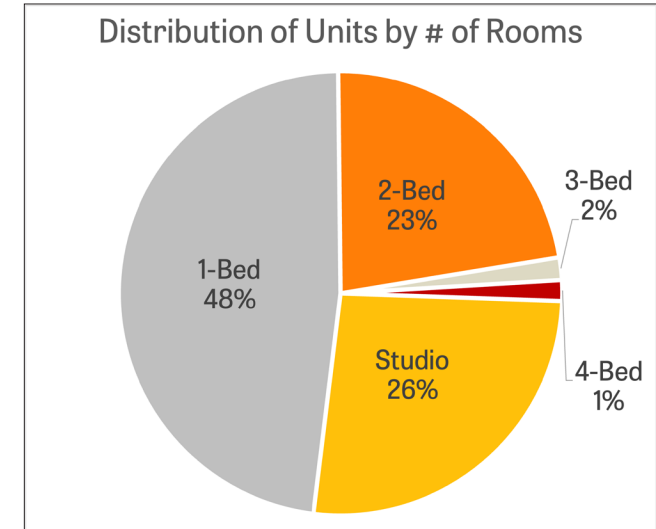
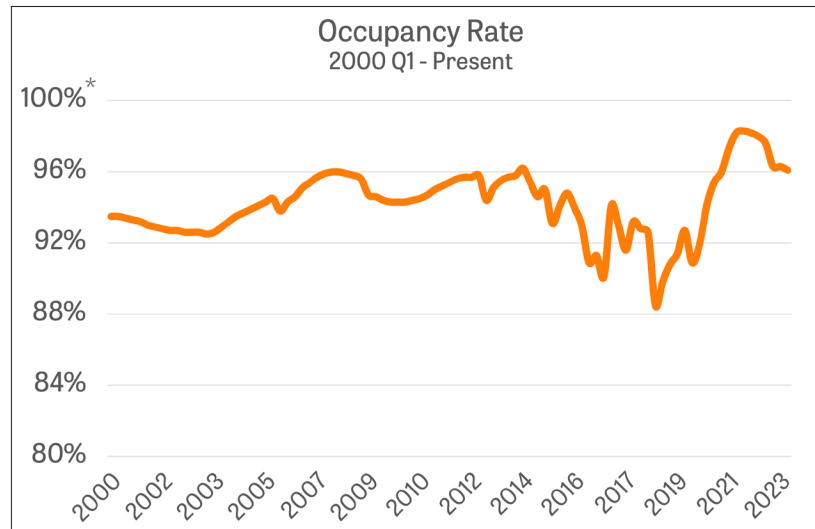
increase in
asking rent rate in
Q1 2023 vs. Q4 2022

193

units under construction

1,087

units in planning



*truncated y-axis to highlight changes

Source: CoStar &
Downtown Grand Rapids Inc.



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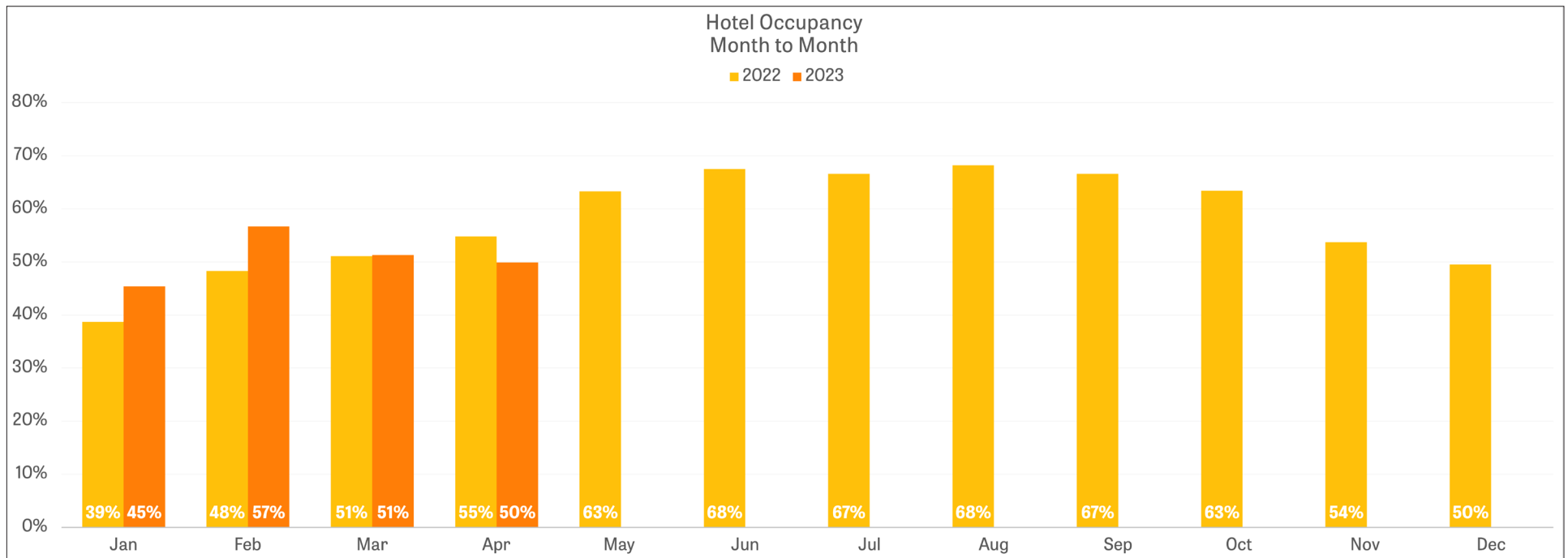
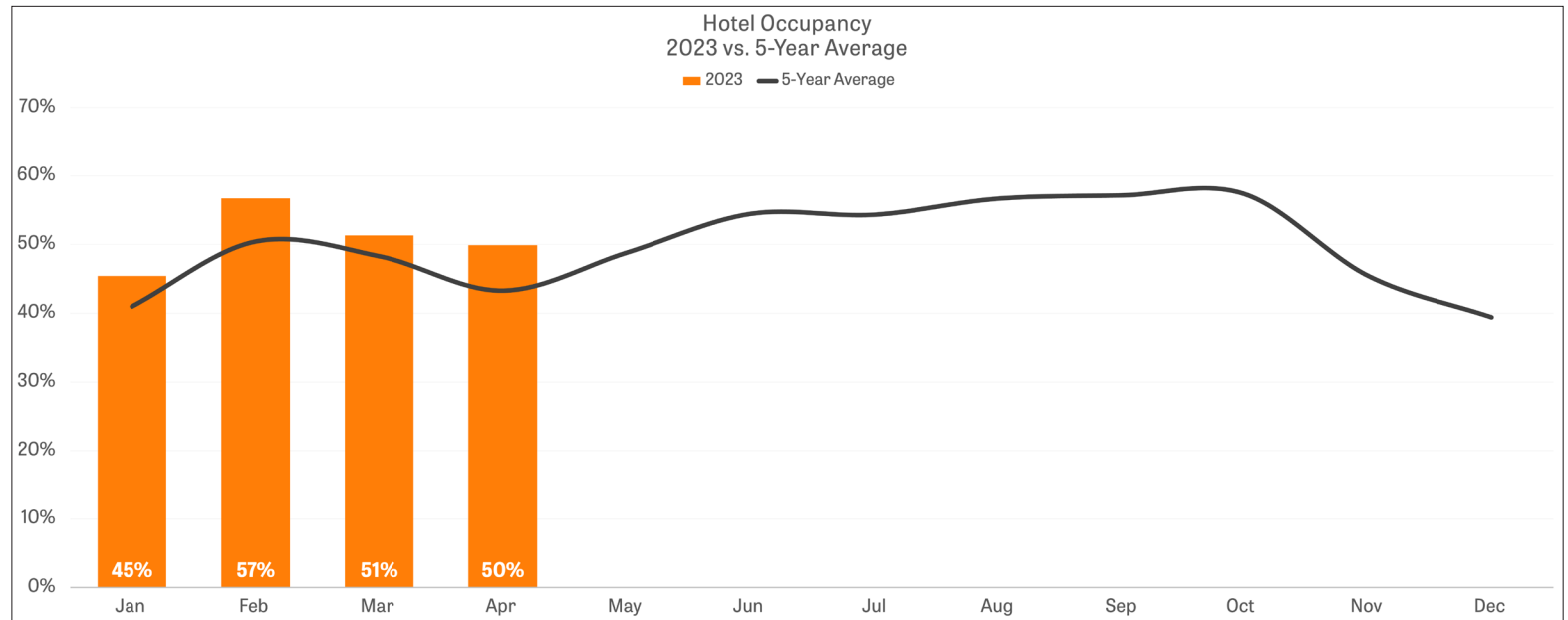
Hotel Occupancy

2%

increase in average
hotel occupancy in
2023 vs. 5-year average

12%

decrease in average
hotel occupancy in
2023 vs. 2022 so far

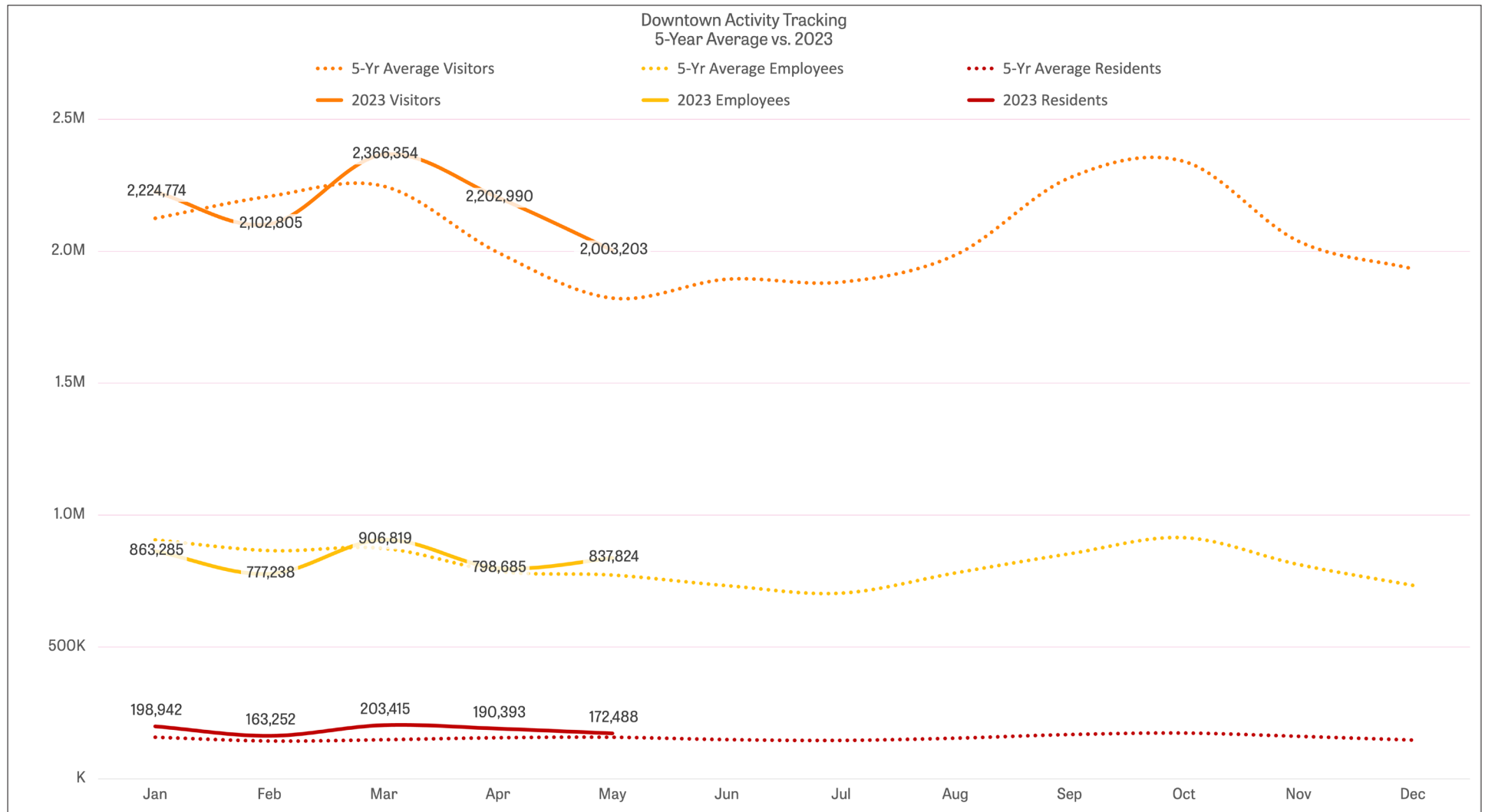


Source: Smith Travel Research via CoStar



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Downtown Activity Tracking



Source: Placer.ai

10%
increase in **visitor**
activity this month
vs. 5-year May average

8%
increase in **employee**
activity this month
vs. 5-year May average

36,427
estimated **employee**
population in May

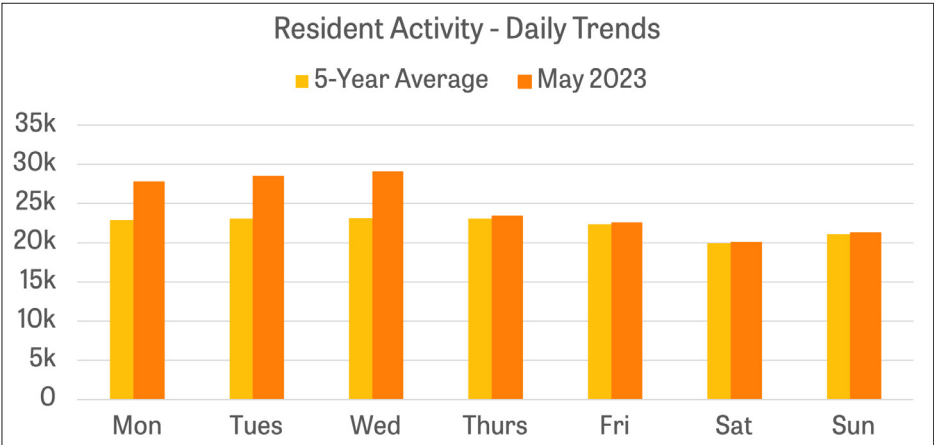
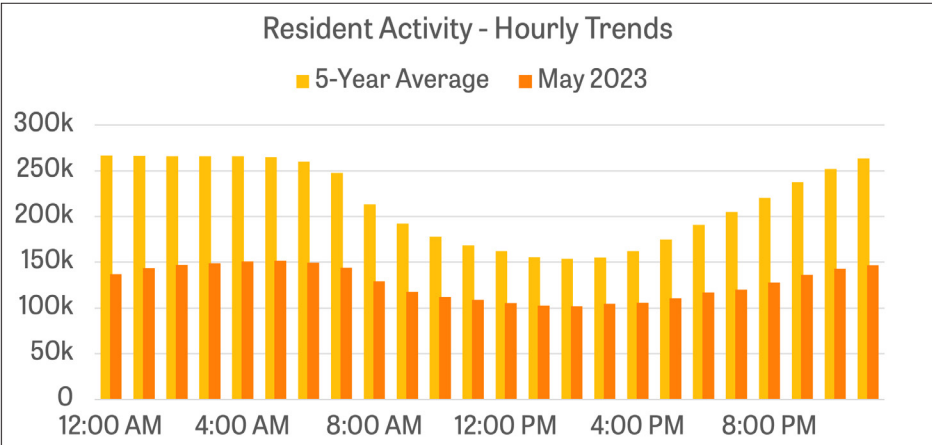
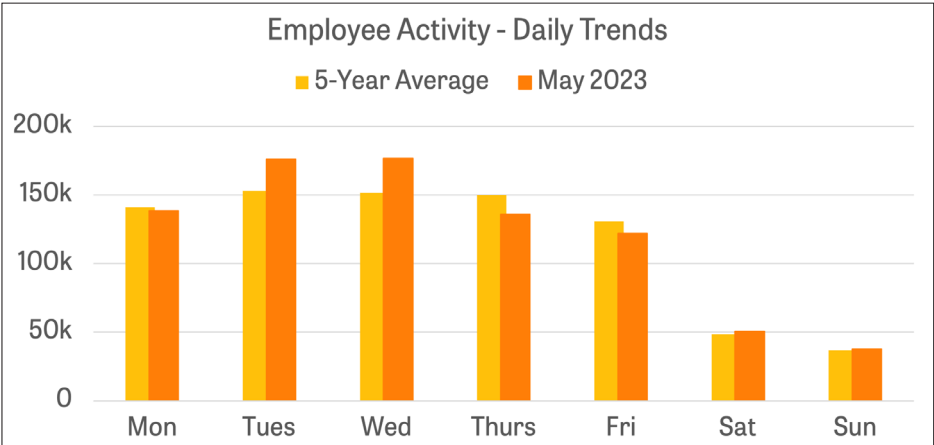
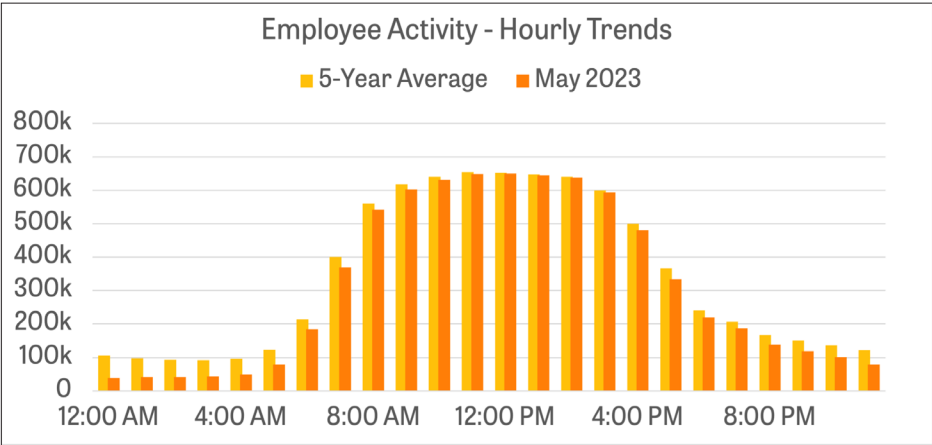
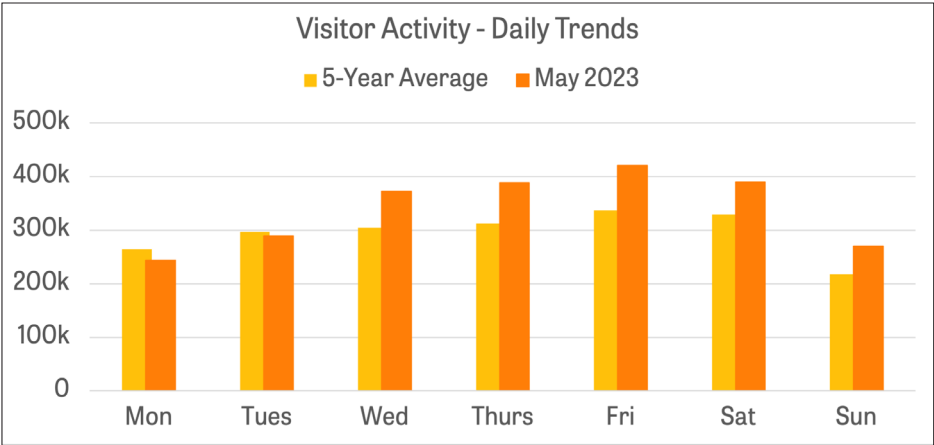
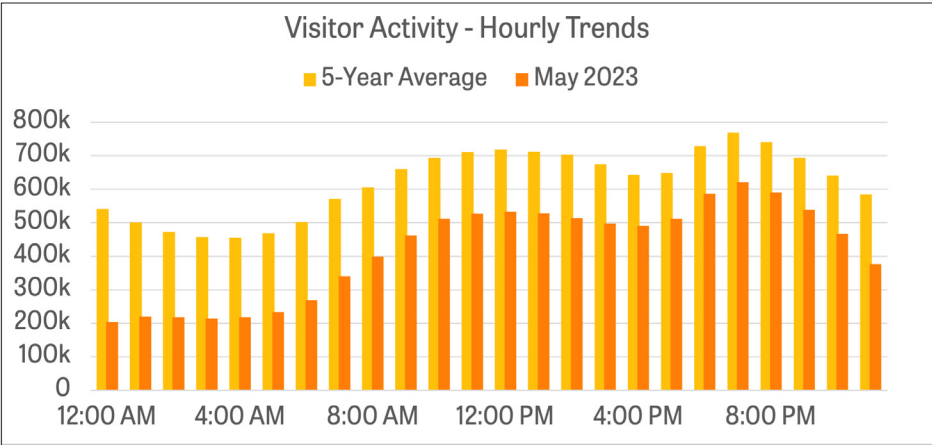
5,564
estimated **resident**
population in May



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To learn more about the methodology, go to: <https://downtowngr.org/our-work/reports-studies>

Downtown Activity Tracking, con't



Current Downtown Construction & Development

1 **Center for Transformation & Innovation** - *anticipated completion: Summer 2023*

+303,000 square feet of office space
+1,200 jobs
+1,090 parking spaces

2 **Spectrum Health Ambulatory Building** - *anticipated completion: Spring 2024*

+240,000 square feet of office space

3 **Studio Park Residential Tower** - *anticipated completion: End 2024*

+193 housing units

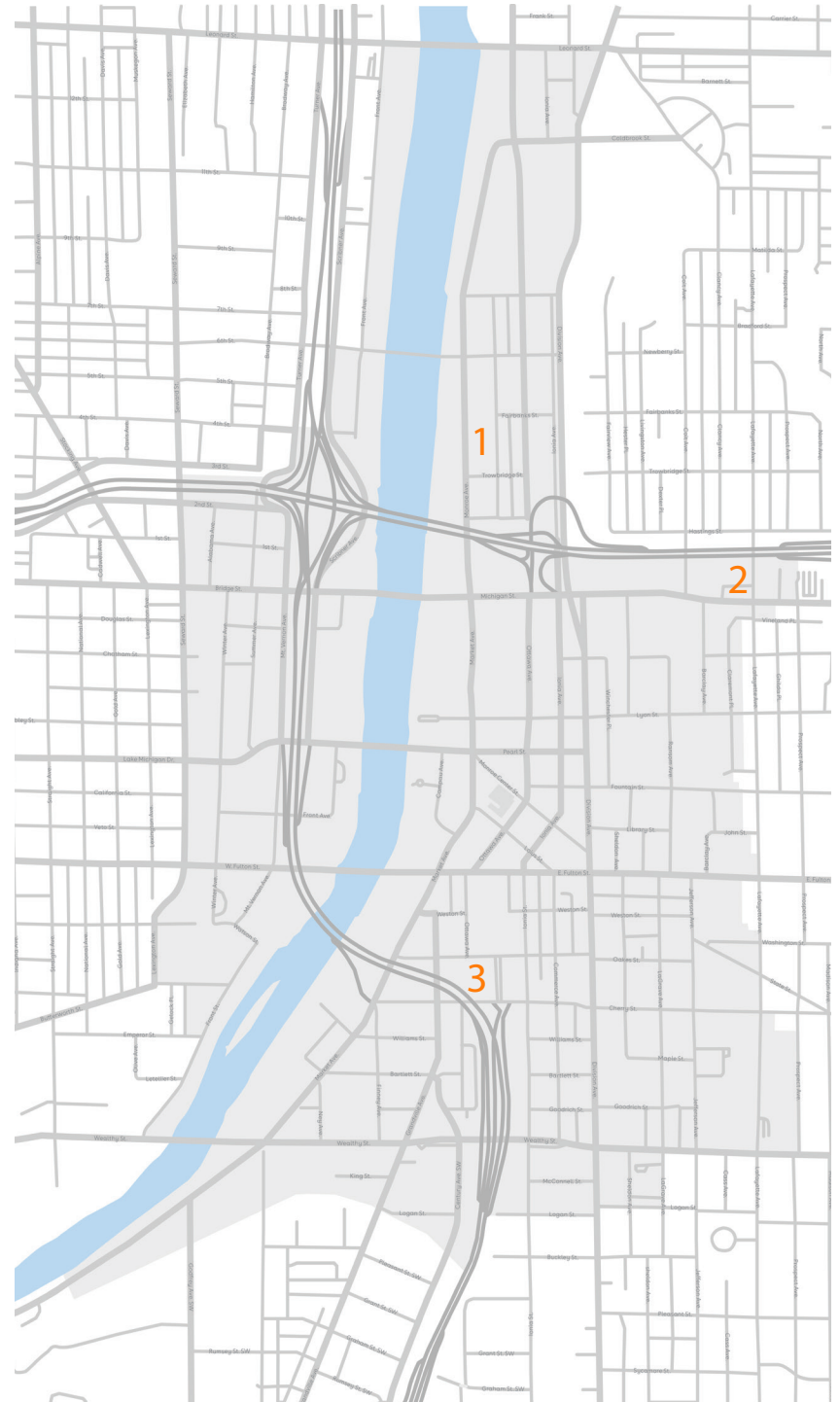
Totals:

543k
square feet of
office space

193
housing units

1,200
new jobs

1,090
parking spaces



Source: Downtown Grand Rapids Inc.



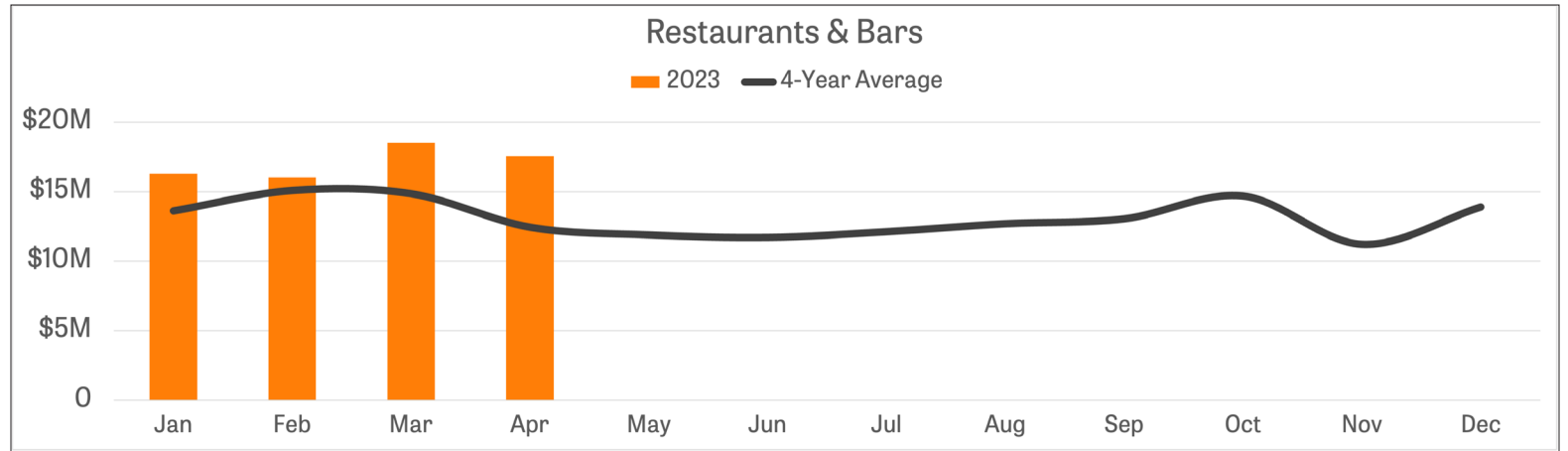
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Consumer Spending

For Census Tract 20

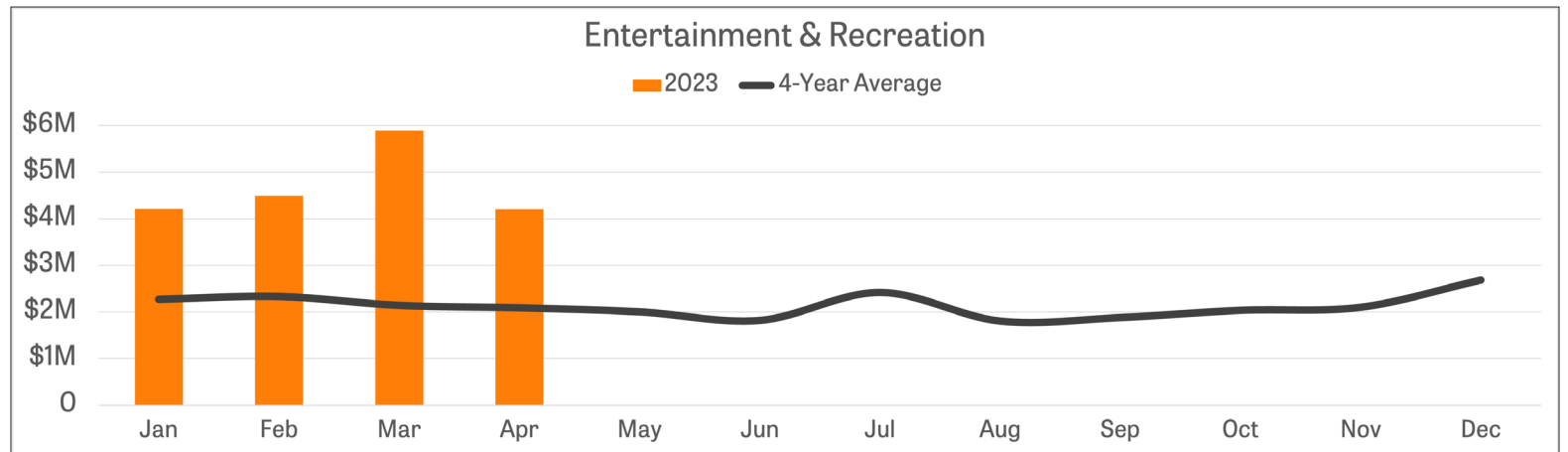
41%

increase in R&B
consumer spending in
April 2023 compared to
4-year April average



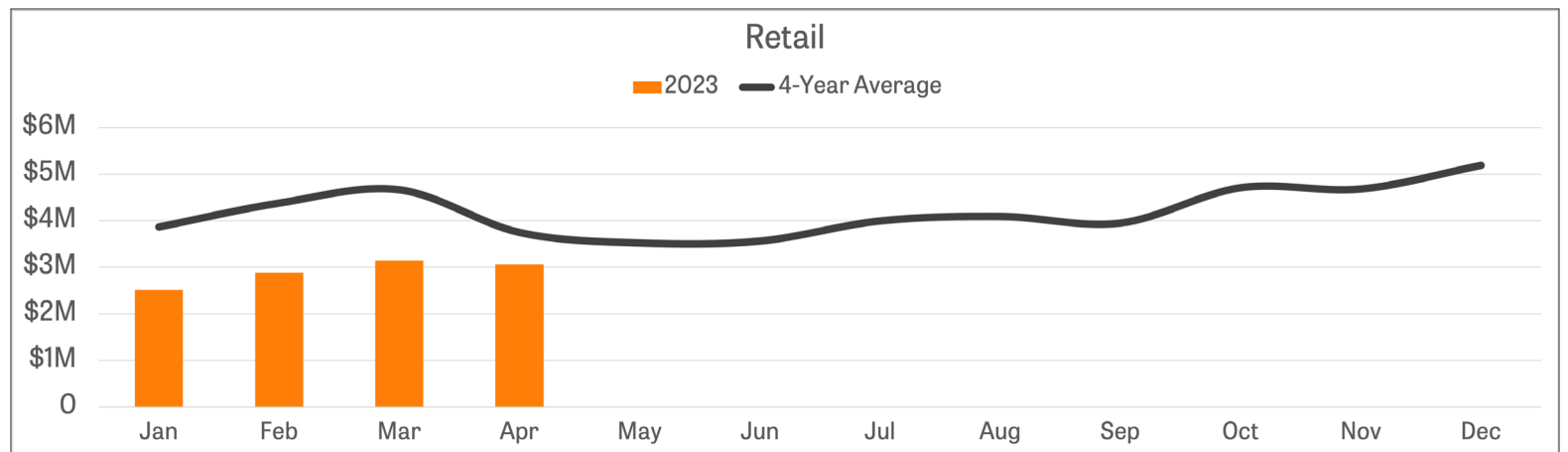
101%

increase in E&R
consumer spending in
April 2023 compared to
4-year April average



18%

decrease in retail
consumer spending in
April 2023 compared to
4-year April average



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Source: Replica

DASH Ridership

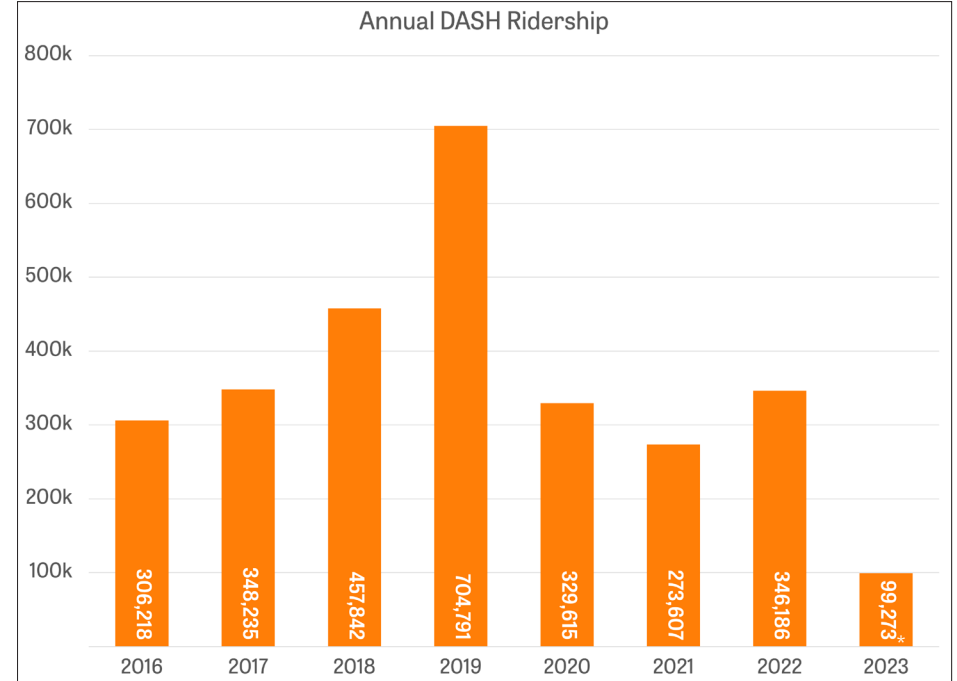
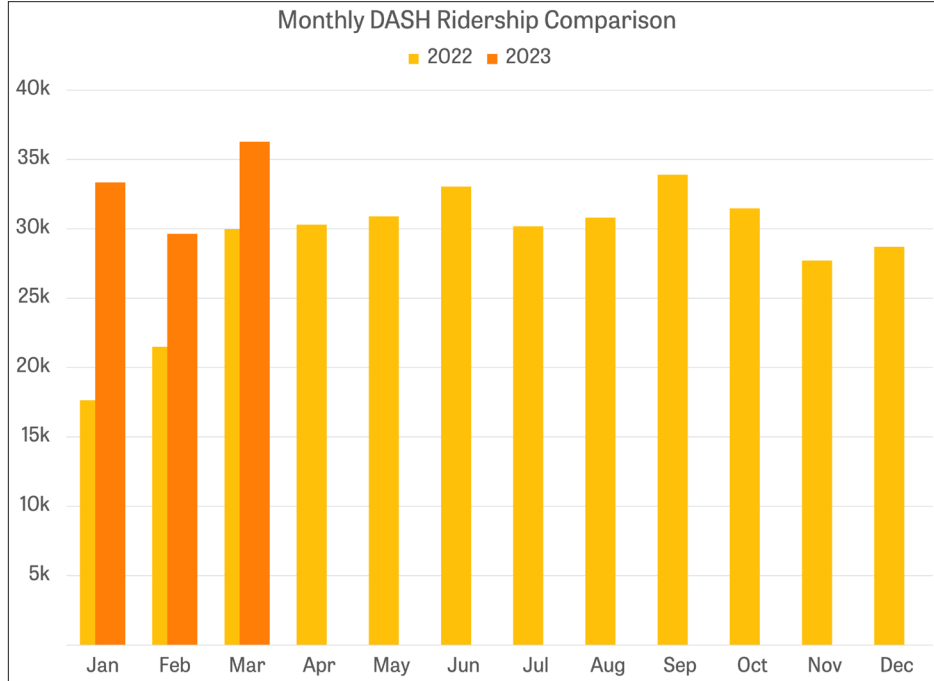
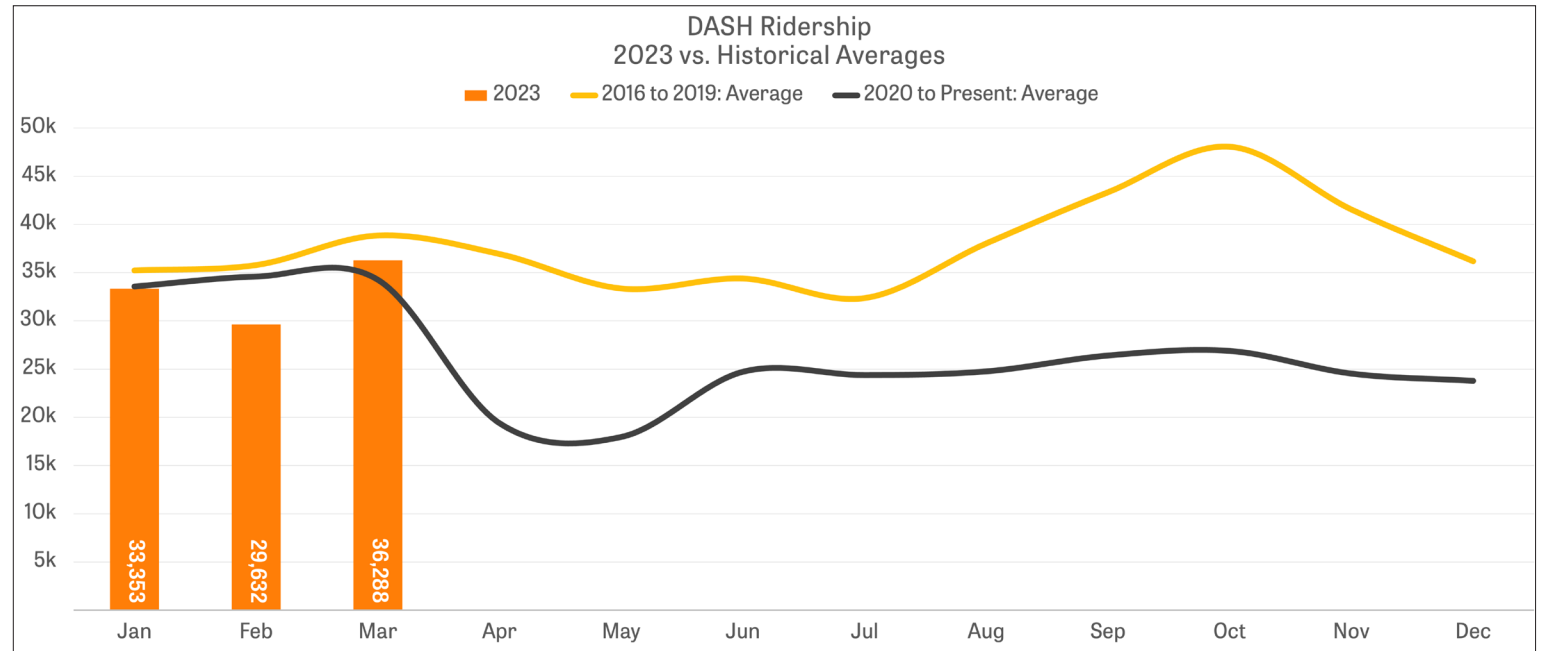
Updated Quarterly

7%

decrease in
ridership in Q1 2023
vs. 7-year Q1 average

44%

increase in ridership
in Q1 2023 vs. Q1 2022



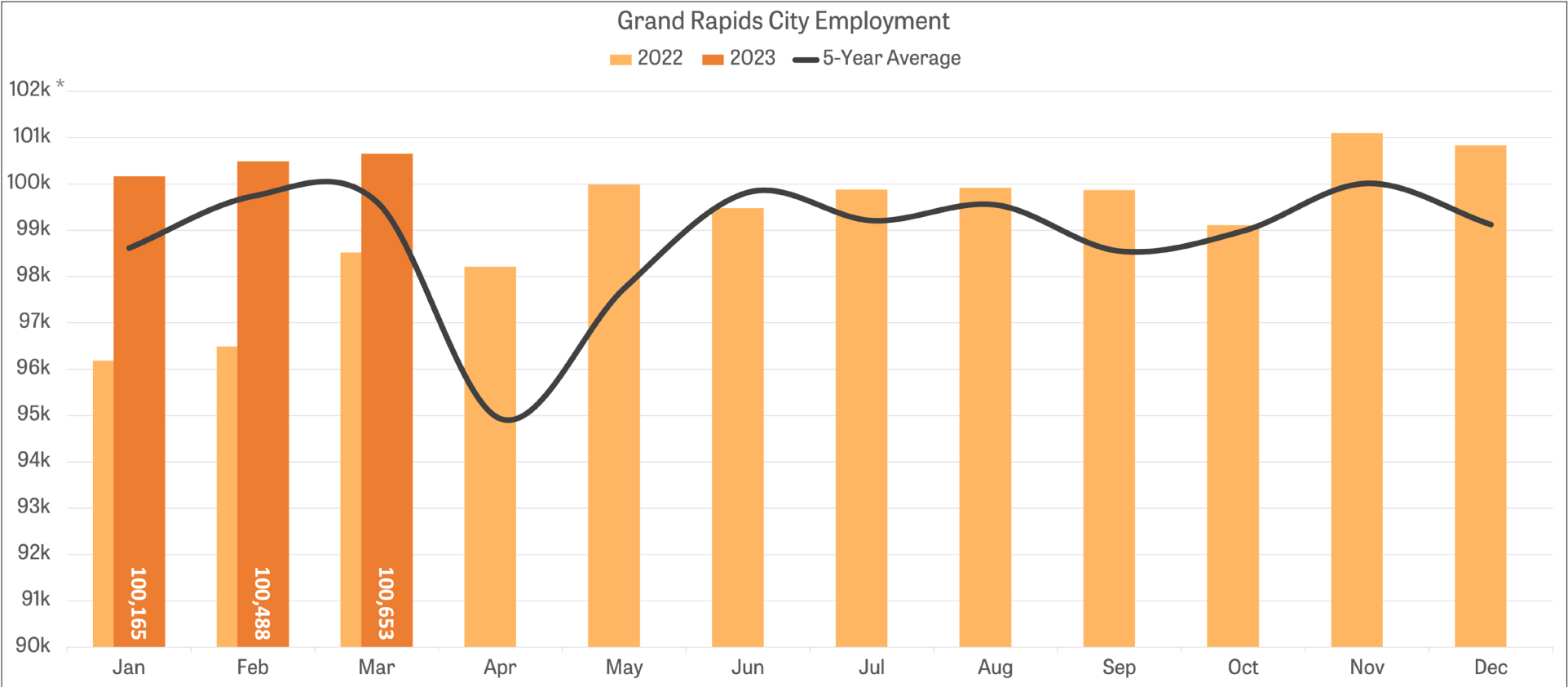
*incomplete year

Source: The Rapid



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Grand Rapids City Employment



*truncated y-axis to highlight month-over-month changes

Source: BLS

0.2%
increase
in March 2023
vs. February 2023

0.2%
increase
in March 2023
vs. 2023 average

2%
increase
in March 2023
vs. 5-year average

2%
increase
in March 2023
vs. March 2022