

**MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY**

Wednesday, April 10, 2013

8:30 a.m. Meeting

Room 601, City Hall

AGENDA

1. Call to order
2. Approval of meeting minutes of March 13 and March 27, 2013 (enclosure)*Motion Harris*
3. DDA financial reports for the period ending March 31, 2013*Info Item Wallace*
4. Veteran's and Monument Parks Design Recommendations*Info Item Steffen*
(enclosure)
5. Accept Recommendations for Criteria to Guide Arena South Land Disposition ..*Motion Kelly*
(enclosure)
6. Request for Approval of Liquor License (enclosure)*Motion Pratt*
 - APERITIVO, LLC
7. Request Authorization to Execute Lease Agreement for 29 Pearl.....*Motion Larson*
(enclosure)
8. Executive Director's Report.....*Info Item Larson*
9. Action Group Reports*Info Item Various*
10. Public Comment
11. Board Member Discussion
12. Adjournment

MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

March 13, 2013

1. Call to Order – The meeting was called to order at 8:33 a.m. by Chair Brian Harris.

2. Attendance

Present: Kayem Dunn, Dr. Wendy Falb, Brian Harris, Mayor George Heartwell, Jim Talen, Mary Tuuk, Rick Winn

Absent: Jane Gietzen, Elissa Hillary

Others Present: Kristopher Larson (Executive Director), Mary Sierawski (DDA Executive Asst/Office Manager), Jana Wallace (DDA Treasurer), Richard Wendt (DDA Counsel), Eric Pratt, Tim Kelly, Kim VanDriel (staff), Zane McMillan (Mlive Media Group), Jim Monterusso (Veolia Energy), Joe Elliott, David Czurak (GRBJ), Meghan Disselkoen (Local First), Elijah Brumback (MiBiz), Sharon Evoy (Downtown Alliance) and others.

3. Approval of Minutes of February 13, 2013

Motion: Brian Harris, supported by Mayor Heartwell, moved approval of the minutes of the February 13, 2013 DDA meeting as presented. Motion carried unanimously.

4. DDA Preliminary Financial Reports for the Period Ending February 28, 2013

Ms. Wallace provided preliminary financial statements for the one month period ending February 13, 2013, including: Statement A: Balance Sheet; Statement B: Comparison of FY2013 Year to Date Budget vs Actual Results; Statement C: Statement of Current Project Expenditures; and Statement D: Schedule of February, 2013 Expenditures.

Motion: Kayem Dunn, supported by Rick Winn, moved to approve Statement D: Schedule of February, 2013 Expenditures, as recommended. Motion carried unanimously.

5. Request for Approval of Downtown Event Grants

- Local First Street Party (June 1, 2013)
- Avenue for the Arts Events (April 12, 2013; June 2013)

Mr. Larson shared that the Experience Action Group reviewed several event applications at their last meeting. The two event applications that the action group decided to fund are the Local First Street Party and the Avenue for the Arts. Upon reviewing the Local First Street Party application, there was a discussion among the Experience Action Group members that the Local First event was not open to all downtown businesses. The

representative from Local First shared that they will be working with the Downtown Alliance to ensure first right of refusal to all downtown businesses. Overall, businesses are in support of this event and it is also a City sponsored event. The proposal is for the DDA to provide funds to offset the costs of City-related expenses.

The Avenue for the Arts submitted an application which included four different events, but only two take place within this fiscal year. The Experience Action Group approved all four events, but the only two relevant to this fiscal year are the Art. Downtown and The Market events.

Mr. Larson shared that both event producers from Local First and Avenue for the Arts were notified of the approval from the Action Group and offered that a representative from Local First and Sharon Evoy were available for questions. Mr. Harris noted that the Local First event is in its tenth year and asked if we should expect to continue to see this group asking for event support in the future. Mr. Larson answered that each event is reviewed as they are submitted and evaluated based on a number of factors, so this event could submit an event application in the coming years. Dr. Falb asked if this is the first year that they have asked for support. Mr. Larson replied that yes, this is the first year. Mr. Harris noted that on the event application there's a space for the applicant to talk about what the event will do in the next two years and contributed that there should be some sort of space in the application for the event producer to talk about sustainability. Mr. Larson replied that event producers operate on a one year cycle and that some events are planned in a space of time in which long-term sustainability is not at the top of their list of priorities. However, we will work with event producers to help them plan for long-term sustainability.

Motion: Kayem Dunn, supported by Mayor Heartwell, moved to approve the recommendation not-to-exceed \$3,700 to Local First to offset the costs of City-related expenses not included within the City's sponsorship. Motion carried unanimously.

Motion: Mayor Heartwell, supported by Kayem Dunn, moved to approve the recommendation not-to-exceed \$6,050 to Avenue for the Arts to support eligible expenses for the Art. Downtown and The Market events. Motion carried unanimously.

6. Request Authorization to Execute Agreement for Collateral Assignment

Mr. Pratt presented information concerning a collateral assignment at the request of the of the developer's financing, Grand River Bank, for the property located at 2 E. Fulton St. (the former Junior Achievement building). The lender is requesting that the DDA consent to the assignment of the developer's rights to receive reimbursable tax increment revenues, the BRIP and Areaway Fill Grants to the bank, as security for the construction loan. Mr. Pratt reminded the Board that on October 14, 2011, the DDA Board agreed to provide the developer with a \$35,000 Areaway Fill Grant, a \$65,000 BRIP grant, and reimbursement from future project tax increment revenues to provide handicapped accessibility as outlined in the DDA's development support policy. Mr. Pratt reiterated

that the collateral assignment would not affect the DDA support and tools for the project and that in event of a default it would only change the recipient. This request is being brought before the DDA Board because staff doesn't have prior approval to execute this type of agreement. The request also includes extending the time which the developer is eligible for the DDA's BRIP and Area Fill Program for one year, through April 1, 2014. Mr. Harris asked the Board if there is clarity in the request and asked if counsel had anything to add. Mr. Wendt responded that he prepared the resolution and that it required some discussion with the developer and its counsel and the bank. Collateral assignments tend to be quite broad and within this agreement it is stated that the developer has to use the incentives for the approved project only. Mr. Wendt added that these requests are becoming more common to be presented up front to provide equity for the project and that a discussion should be conducted in the future to determine the Board's role in regard to these projects and equity. Mayor Heartwell asked Mr. Wendt if he had assessed the risk to the DDA regarding this agreement. Mr. Wendt replied that there is no risk because the DDA only reimburses for real expenditures that have receipts attached to them and if the bank took over a project, the payments would not go to the current developer, but to someone else and that the monies would have to be used for the approved project. Ms. Tuuk reiterated that the funds would have to still be used for the project that it was originally intended. Mr. Wendt replied that yes, only prior approved projects. Mr. Talen added that he doesn't understand how it's collateral if it's really not collectible unless the improvements are made. Mr. Wendt responded that it's contingent collateral. Mr. Pratt added that the developer is very motivated to start working on this project and that they have a tenant, Tower Pinkster, who is looking forward to moving their offices to the downtown. Mr. Winn asked if the Board should question the viability of the developer to actually complete the project. Mr. Wendt responded that this topic needs to be discussed among staff so that the Board has standards regarding this matter moving forward. Mr. Wendt also added that the Brownfield Authority has received requests like this one and that they are becoming very common. Mr. Harris contributed that this is an interesting discussion to have, but that he doesn't imagine the improvements this Board approves would change due to this type of agreement. Mr. Wendt shared an example that this particular project is worth 2.7 million dollars and that the incentives are close to 1.6 million dollars, so at least this topic deserves some discussion. Mayor Heartwell asked Mr. Pratt if he thinks the one year extension is appropriate and pointed out that the Board would be approving another extension on this project. Mr. Pratt responded that yes, he thinks the extension is appropriate in this case. Mayor Heartwell shared that he has been increasingly impatient with how long it has taken to complete this particular project and expressed his earnest desire that it be completed as soon as possible.

Motion: Kayem Dunn, supported by Mayor Heartwell, moved approval to adopt the resolution authorizing the Authority's Executive Director to execute the Collateral Assignment Agreement, after the agreement has first been reviewed by the Authority's legal counsel and extend the time which the developer is eligible for the DDA's BRIP and Areaway Fill Programs for 1-year. Motion carried unanimously.

7. Request Approval of Downtown Grand Rapids, Inc. Organizational Plan

Mr. Larson updated the Board on Downtown Grand Rapids Inc. (DGRI) and shared that today's request is to approve the model of DGRI as presented and to authorize DDA staff to partner with the Downtown Alliance, the Downtown Improvement District, and the City of Grand Rapids. The decision today will be a hallmark day for the Board and the Downtown Alliance and City Commission have previously approved and shown support for the model. Mr. Larson reviewed the process that the DGRI task force went through, including legal overview of existing organizations, vision and values, functionality, stakeholder analysis, and the development of a draft organizational model. Some examples of the vision and values including combining the best of both organizations, eliminating redundancy, providing open, ongoing opportunities for public involvement, and others. Some aspects of the functionality include cleanliness, safety, beautification, asset management, event review/support policies, promotions, communications, marketing, development support, economic development, planning, visioning, advocacy, and leadership. The task force wanted to ensure that the advocacy and leadership activities were built into the new structure. The alignment defined portion includes five goals, thirteen strategies, and forty-nine activities. Mr. Larson said that developing measurement tools is vital to begin to analyze and define what works and what doesn't, and establishing a baseline to see where we currently stand. The five goals are as follows: Goal 1: Downtown is safe, attractive, and livable. Goal 2: Market Downtown Grand Rapids to West Michigan and the World. Goal 3: Foster a prosperous Downtown through direct and supported investments. Goal 4: Downtown is regarded as an economic engine that is valued and supported by the entire region. Goal 5: Assure long term organizational capacity and capability.

Mr. Larson presented the organizational model which includes two funding and oversight bodies which are responsible for resource allocation, stewardship, and fiduciary oversight. A listening post, councils, special project committees' box is included which covers residents, commercial real estate, merchants, urban thank-tank, and ad-hoc task forces. A step up from that box are the Alliance for Investment, Alliance for Vibrancy, and the Alliance for Livability which each have their own focus and are the true work horses of the organization. The highest level would be the Downtown Grand Rapids Inc. Board of Advisors which includes city and county leadership, regional leadership, DDA representatives, DID representatives, and key partner leaders. The group would be responsible for the long-term focus which includes visioning, collective impact, and leadership/advocacy. The presented model is how DGRI would come together to meet the needs and opportunities of the community and its stakeholders. Mr. Larson added that the model presented is the 85% model and the boxes have not been populated yet. Staff will reach out to stakeholders and talk to them about the model and where they see themselves fitting. The goal is to have the volunteers be impassioned by the topics they are contributing to.

Mayor Heartwell asked about the functionality element of the organization and pointed out that there is significant interface with government operations and asked how the

model anticipates that interface. Mr. Larson responded that local practitioners from the Economic Development Department and the Planning Department would be a part of the model and that DGRI's role would be well defined. DGRI does not want to create any sort of separation with the City, but instead, work in cooperation with the City. The City Manager has been involved in these conversations so that DGRI and the City understand their relationship. Mayor Heartwell also asked how the model anticipates public policy. Mr. Larson responded that DGRI will not be an issue oriented lobby group and that DGRI's main goal will always be for the betterment of the downtown. Mr. Heartwell said that he fears that the environmental focus may get lost or watered down in the new Alliance formations. Mr. Larson replied that the environment focus and sustainability perspective will always be included in conversations happening across the organization and DGRI would like to be a key implementer in these goals.

Mr. Larson reviewed the implementation schedule for DGRI. There is currently a request for proposals out for site selection in which Brian Harris and Ray Kisor are taking the lead. Mr. Larson thanked Mr. Kisor for providing his services pro bono for the DGRI site selection. The target date for the DGRI office opening is July 1, 2013 with one combined staff working for the betterment of the downtown.

Ms. Tuuk asked what are the biggest challenges anticipated throughout the transition and what the plan to work through those challenges looks like. Mr. Larson responded that it will be a cultural change for the community as well as staff. At the Board level, the DDA will continue to exist as will the synthesized DA/DID Board. Mr. Larson encouraged that keeping an outcome-based orientation on why we are here and what we are intending to do will assist in overcoming some of the implementation challenges. Ms. Dunn added that the creation of DGRI cements the idea of continuous community engagement rather than periodic community engagement. DGRI will be the ongoing platform for this engagement and the way the DGRI plan is put together truly makes it a dynamic vision. Dr. Falb seconded the idea that the creation of DGRI is a great way to continue the work of the betterment of the downtown. Mr. Harris contributed that ending the silo activity and having the two organizations in one location will be much more efficient and organic. Mr. Harris added that the exciting piece of the DGRI endeavor is the convening, collecting, and creation activities from the community and through the filters all the way to the top of the organizational chart. Mr. Harris commended both Mr. Larson and Ms. Evoy on the organizational work and reiterated that one of the best parts of the new organization is the convening portion. Mr. Larson added that this has been an inspirational opportunity to be able to help shepherd this new organization into fruition and that he has really enjoyed the work and that it has been very rewarding. Mr. Larson also said that this notion of collaboration and engagement is vital so that anyone in the community has an opportunity to get involved and that this factor is a key piece to the new organization.

Mr. Talen commented on the implementation schedule and asked at what point the legalities of the organizations are worked through and discussed. Mr. Larson responded that if the Board approves the model today, that Mr. Wendt and himself will begin the

process of working through the legal challenges. Mr. Wendt added that he is anticipating that there will be some agreements that go back and forth in regard to the relationship between the DDA, DID, and DGRI. Mr. Wendt added that DGRI is formed and exists, but currently there is no structure or governance in place. Mr. Winn commented that being a member on the Arena South Steering Committee has been a great example to show how this type of public engagement and collaboration can work in the future. Mayor Heartwell commented that the first and largest challenge is merging cultures and that merging the cultures sensibly in order to become effective is very important. Mayor Heartwell charged the Board with making sure that the cultures do merge and evolve into something more powerful and encouraged the respective staffs to come to the Boards and share their concerns about culture if there are any as the reorganization moves forward. Mr. Harris added that some sort of milestone should be made after the July 2013 date to see how the organization is progressing. Mr. Harris reiterated how unique the organizational chart is and Mr. Larson responded by saying that the aspect of the public/private partnership is a great opportunity for Grand Rapids to exercise leadership in this field. Mr. Harris noted that the Board is not just approving a concept, but it is approving a DGRI model and plan. Mr. Harris requested that the motion be amended to authorize the approval of the model, not the concept. Amendment was supported by all members and noted by Ms. Sierawski.

Motion: Mayor Heartwell, supported by Kayem Dunn, moved to approve the model of Downtown Grand Rapids, Inc. as presented and authorize DDA staff to partner with the Downtown Alliance, the Downtown Improvement District, and the City of Grand Rapids to initiate the operational implementation of the organizational alignment. Motion carried unanimously.

8. Executive Director's Report

Mr. Larson shared an update with the Board.

- Mr. Larson shared with the Board that they should prepare for a lengthy Board meeting in April.
- Mr. Larson shared the timeline for the budget process and will bring a first look at the FY14 budget to the Board in May, with final approval in June.
- Mr. Larson shared the progress on the Arena South project. There will be two upcoming sessions: Building Blocks, which is family friendly being held on March 16th and the Brew and Do being held at March 20th at the Pyramid Scheme. There will also be a Rapid Growth Speaker Series discussion on March 28th. Mr. Larson will bring a recommendation for a development vision in April.

- Mr. Larson shared that because of the strength of the Blue Bridge public process, MDOT has increased their grant to support the color changing LED lighting. This is great news for the City and the Blue Bridge project. Mr. Harris added that a key component of the site selection for the DGRI office will include a public participation space to continue this sort of involvement.

9. Action Group Reports

Mr. Talen shared that the Environment Action Group continues its work on the bicycle implementation plan and is very close to bringing a recommendation to the DDA Board. The Environment Action Group also reviewed the status of projects. Mr. Pratt shared that in addition to soliciting input, staff brought recommendation to the Grand Rapids Parking Commission on February 13th to obtain support before implementing the recommendations. Staff asked the Parking Commission to waive their hood meter fee for a four month season, but the commission generously amended the initial request to make it for a twelve month season on a pilot basis. The redistributed cost savings will be reallocated to the marketing campaign by recommendation of the Parking Commission. Mr. Pratt shared that the corrals and racks should tentatively be installed by the end of May or beginning of June.

10. Public Comment

Scott Atchison commented that he would like a visitor's center put in the downtown and that he thinks the DDA should give the GRAM an award for their idea of a GoSite, but that the DDA needs to pay for and build a visitors center in Rosa Parks Circle.

Don Zerial commented that economics is a huge priority and that taxes need to be looked at. He added that there needs to be more transparency and conflicts of interest need to be investigated. He asked if that's being looked at by legal counsel and asked how many votes affect people with properties in the Heritage Hill area.

11. Board Member Discussion

Mr. Harris thanked Dr. Falb for her participation in her first DDA Board meeting.

12. Adjournment

The meeting adjourned at 9:59 a.m.

SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

March 27, 2013

1. Call to Order – The meeting was called to order at 8:31 a.m. by Chair Brian Harris.
2. Attendance

Present: Kayem Dunn, Dr. Wendy Falb, Jane Gietzen, Brian Harris, Elissa Hillary, Mayor George Heartwell, Jim Talen, Rick Winn

Absent: Mary Tuuk

Others Present: Kristopher Larson (Executive Director), Mary Sierawski (DDA Executive Asst/Office Manager), Jana Wallace (DDA Treasurer), Richard Wendt (DDA Counsel), Eric Pratt, Tim Kelly (staff), Jon Nunn (Grand Action), Mimi Fritz (Downtown Market), John Byl, David Czurak (GRBJ), Dave Limbaugh (WOOD) John Linslen (WZZM), Jim Harger (MLive), and others.

3. Authorize Execution of Amended Lease Agreement between DDA and Grand Rapids Downtown Market, Inc.

Mr. Larson introduced the motion and reviewed that in December 2012, the Board authorized the Board Chair to execute a lease with Downtown Market, Inc. Since that time, a few issues arose that required amendments to the lease. Both modifications are representative of the cooperative and fiduciary roles that both the DDA and Downtown Market have together. The DDA and Downtown Market share different types of investments in this project. The first modification concerns the debt service on the bonds that were issued to pay for the Ionia St. streetscape improvements. What has been modified is the role the Downtown Market plays concerning the debt service. This is an important piece for the DDA from a budgetary standpoint so the Board knows what to plan for regarding the amount of the annual debt service.

The second modification is fiduciary in nature and relates to a non-disturbance clause that many of the tenants have requested. A non-disturbance clause allows the tenants to realize their investment and not have their lease terminated before this investment is realized. The second modification also includes an opportunity for the DDA to play an important fiduciary role with the Downtown Market. In accepting this clause, the Downtown Market has provided a more formalized arrangement with the Executive Director of the DDA to play an active role in financial oversight of the Downtown Market operations which will ensure a more solid partnership moving forward. By approving the authorization of the DDA Board Chair to execute the amended lease, the Downtown Market will begin executing leases that are currently in limbo, hence the expedited timing of this meeting.

Motion: Mayor Heartwell, supported by Jane Gietzen, moved to approve the authorization of the DDA Board Chair to execute the amended lease agreement with Grand Rapids Downtown Market, Inc. for 435 Ionia Avenue, S.W., and 109 Logan Street, S.W., Grand Rapids, MI, according to the terms listed therein. Motion carried unanimously. Ms. Dunn abstained.

4. Public Comment

Ms. Fritz thanked the DDA Board on behalf of the Downtown Market, its tenants, and Grand Action for holding the Special DDA Board meeting.

5. Board Member Discussion

None.

6. Adjournment

The meeting adjourned at 8:42 a.m.

Opinion of Probable Costs

Phase 1

Monument and Veterans Memorial Park Improvements

Construction Cost: \$1,759,000

Implementation Costs: \$528,000

(15% A&E Fees + 10% Contingency + 5% City Engineering Administration)

Phase 1 Total: \$2,287,000

Phase 2

Veterans Memorial Park Building Rehabilitation,
Division Ave. Crosswalk & Sheldon Ave. Event Area

Construction Cost: \$873,000

Implementation Costs: \$261,000

(15% A&E Fees + 10% Contingency + 5% City Engineering Administration)

Phase 2 Subtotal: \$1,134,000

MONUMENT PARK AND VETERANS MEMORIAL PARK FINAL MASTER PLAN

MARCH 25, 2013

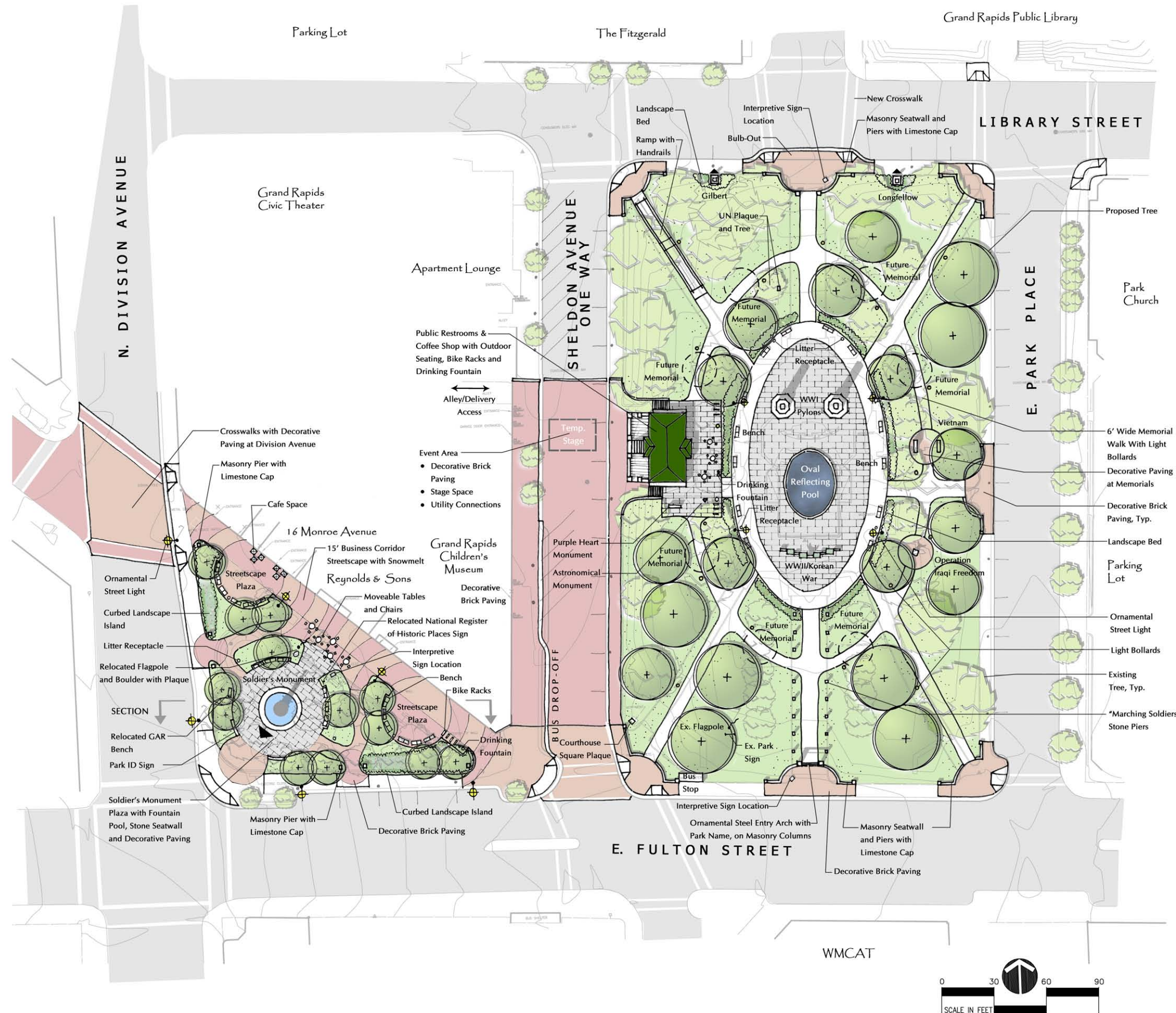
Key Characteristics

Veterans Memorial Park

- Bilateral Symmetry preserved with diagonal walks and a series of ovals depicted in paving, planting and seating.
- Solemn core defined by series of concentric ovals. Outer ring memorial walk has decorative paving at memorials. Center oval has reflecting pool with raised curb.
- Location of WWI pylons unchanged. WWII / Korean War Memorial relocated in central oval.
- Sense of arrival and entry created by decorative paving, seat walls and ornamental steel arch with park name at south entrance.
- Gilbert and Longfellow busts moved to Library St. sidewalk.
- Fulton St. entrance walk, flanked by double row of stone piers, directs views to center oval. Stone piers stand solder-like in rigid formation.
- Tree planting to increase park canopy.
- Building repurposed for public restrooms and coffee shop.
- Outdoor seating area on east side of building
- Interpretive Sign Locations at main north and south entrances.

Monument Park

- Elevated Soldier's Monument with stone seat wall surrounding fountain pool.
- Special paving along storefronts denotes 15' wide business corridor streetscape.
- Three streetscape plazas along business corridor streetscape.
- Seating options; moveable tables and chairs, benches, and seat wall around Soldier's Monument fountain.
- Barrier-free access at all park entrances.
- Direct access to park/businesses from parking on Fulton St.
- Masonry piers and ornamental street lights repeat along Fulton St. and in Veterans Memorial Park.
- Cafe space available along storefronts.
- Lawn areas enclose and separate Soldier's Monument plaza and streetscape plazas.
- Site amenities; drinking fountain, bike racks and litter receptacles.
- Flagpole, boulder with plaque, and National Historic Register Sign relocated in Soldier's Monument plaza.
- Event Area on Sheldon Avenue and crosswalks with decorative paving at Division Avenue.



MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

DATE: April 5, 2013
TO: DDA Board
FROM: Tim Kelly, AICP
Project Manager

Agenda Item #5
April 10, 2013
DDA Meeting

SUBJECT: Arena South Visioning Plan

Background

On January 9, 2013, the Downtown Development Authority (DDA) Board authorized the DDA Executive Director to enter into a consulting contract with Cornerstone Architecture, Viridis Design, and Williams and Works (Consulting Team) to lead the community outreach process and develop the Arena South Visioning Plan (Plan). The approved contract was for an amount not-to-exceed \$48,000.

Among the stated goals for the Plan was to build a process that engaged community members in a variety of activities to solicit feedback. Pursuant to this, on February 13, 2013, the DDA Board approved the formation of the Arena South Visioning Steering Committee (Steering Committee). The purpose of the Steering Committee was to advise on public participation strategies, ensure comprehensive stakeholder engagement, and participate in developing project recommendations. The final list of Steering Committee participants and the organizations they represent is provided below.

1. James Berg, Essence Restaurant Group (Bistro Bella Vita)
2. Rick Chapla, The Right Place
3. Rob Dwortz, Bank of Holland
4. Mimi Fritz, Downtown Market
5. Mark Holzbach, Downtown Resident
6. Dennis Kent, Michigan Department of Transportation
7. Erick Kind, Michigan Department of Transportation
8. Rich MacKeigan, Convention and Arena Authority
9. Nick Monoyios, The Rapid
10. Dr. David Rosen, Kendall College of Art and Design
11. Jenn Schaub, Avenue for the Arts
12. Denny Sturtevant, Downtown Alliance Board and Dwelling Place
13. Caleb Van Dyke, Student at Kendall College of Art and Design
14. Tami Vandenberg, Well House Grand Rapids and Pyramid Scheme
15. Rick Winn, DDA Board

Over a 7-week period, the Steering Committee provided insight on several elements of the Plan. Their input ranged from approval of community events, to refinement of visioning documents. The insight provided was instrumental in ensuring a diversified outreach strategy, as well as promoting a Plan that reflects the vision of the community.

Community Outreach Strategy

Based on feedback from the Steering Committee and proposals from the Consulting Team, a public outreach strategy was developed that included meetings with area stakeholders, including real estate developers, adjacent property and business owners, and residents. The DDA Experience and Environment Action Groups were also engaged. Additionally, five community engagement activities and an extensive Facebook campaign were conducted. All activities were developed to attract a variety of participants and solicit feedback using various mediums. A summary of the community outreach efforts and the number of participants is shown in the table below. In total, over 300 community members participated in outreach events for the Arena South Visioning Project.

COMMUNITY OUTREACH PARTICIPANTS

Activity	Participants
Steering Committee*	15
Kendall Logo Competition	5
The Salon	40
Stakeholder Meetings	18
DDA Action Groups	16
Walkabouts	40
Building Blocks	23
Arena District	25
Brew & Do	48
Rapid Growth Speaker Series	74
TOTAL	304

*Four Steering Committee meetings were held

Facebook also played an important role in helping communicate upcoming events and providing another platform for community members to engage and offer feedback. Through Facebook, an additional 9,800 people were reached, 563 of whom clicked on and read a particular post. Of those 563 engaged users, 121 created stories or events based on a post about Arena South.

ARENA SOUTH FACEBOOK OUTREACH

Activity	Reach	Engaged Users	Talking
RFP Issued	444	17	2
Contract Execution	347	3	0
Walk and Talk (3 Posts)	3179	205	42
Building Blocks (3 Posts)	2060	110	19
Brew and Do (4 Posts)	3052	151	45
Salon Urbanist Meet Up	454	63	11
Rapid Growth	288	14	2
TOTAL	9824	563	121

Feedback

Given the number of participants via Facebook and at the community events, a significant amount of feedback was generated. From this feedback and through discussions with the Steering Committee, five development priorities were identified for Arena South. They include:

1. Growing business and economic opportunities
2. Greening streets, buildings, and public spaces

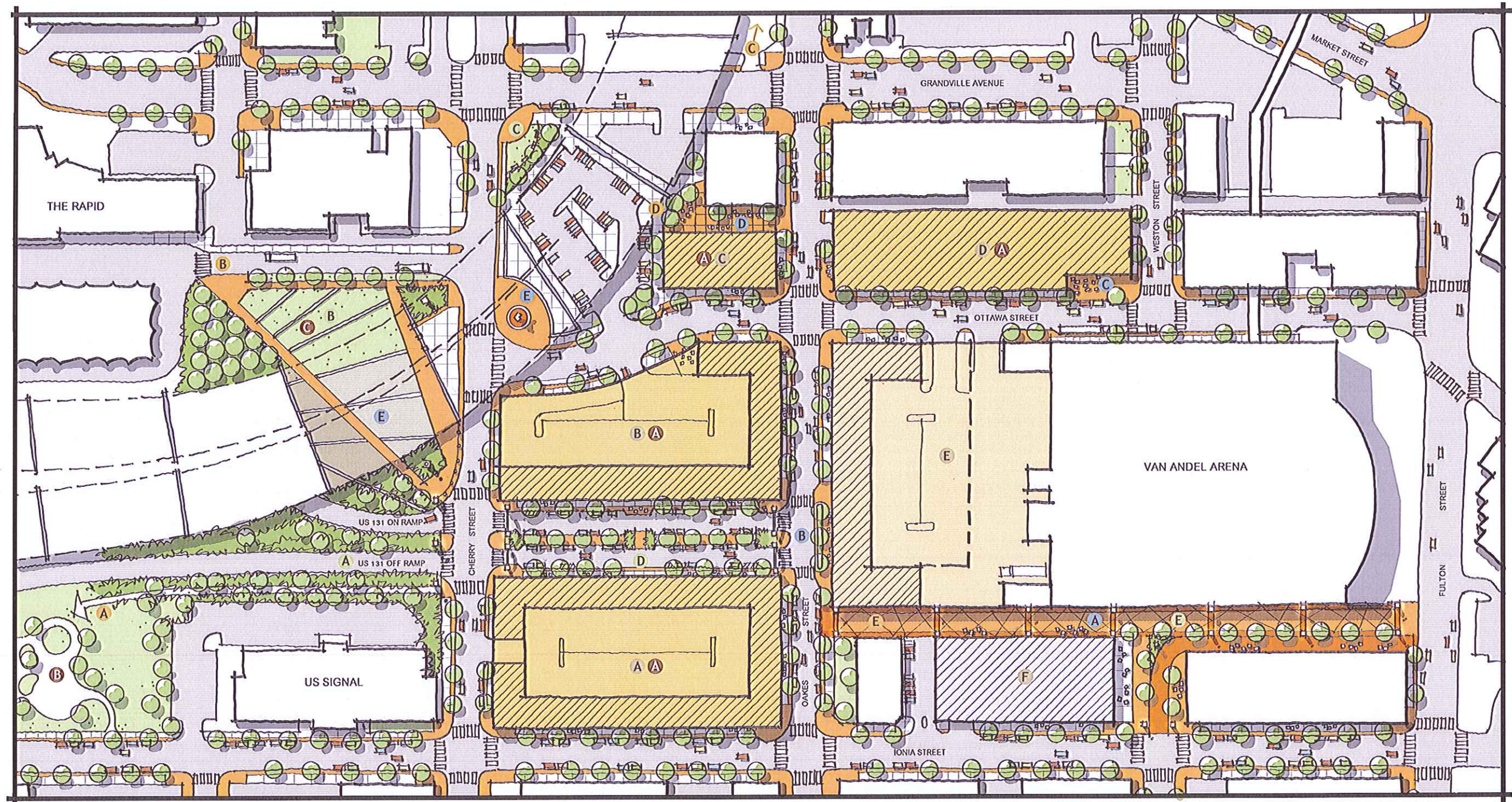
3. Building compact, urban blocks that are densely developed and designed for people
4. Connecting transit, shops, restaurants, hotels, schools, and the Grand River
5. Living and engaging in a multi-season inclusive environment

To accomplish these priorities, the Consulting Team and Steering Committee have recommended a variety of urban design solutions. Among others, the recommendations include a call for mixed-use buildings with active uses on the street level; low-impact development and an increased tree canopy; improved pedestrian space to accommodate outdoor seating and promote walking; enhanced visual and physical connections between Downtown attractions; and the creation of flexible activity space for street activation and community events.

All priorities and recommendations shall be incorporated into the Plan and will serve as guidelines to the future disposition of DDA assets in the Arena South area. These elements will be accompanied by visual representation for design strategies, a detailed account of the community outreach strategy, and specific action items to help accomplish the community priorities. The Plan will be available to the public and distributed to the DDA Board prior to the May 8, 2013 meeting.

Attached for your review are the draft visioning plans that were presented to the Steering Committee on April 3, 2013. Based on comments received, the plans are being further refined and will be presented to the Steering Committee for approval on April 9, 2013. The plans as approved will be presented to the DDA Board on April 10, 2013.

Recommendation: Accept the Arena South Visioning Steering Committee's recommendation of community priorities and utilize the recommendations as criteria to guide the future disposition of parcels in Arena South.



GROWING

- A** AREA 5: MIXED-USE DEVELOPMENT. A' STREET FRONTAGE ON 4 SIDES. BUILDING SCALE CONSISTANT WITH EX. IONIA STREET ARCHITECTURE.
- B** AREA 4: MIXED-USE DEVELOPMENT. A' STREET FRONTAGE ON 2 1/2 SIDES. BUILDING SCALE SIX TO TWENTY STORIES.
- C** AREA 4: MIXED-USE DEVELOPMENT. A' STREET FRONTAGE ON 2 SIDES. BUILDING SCALE 6-12 STORIES.
- D** AREA 1: MIXED-USE DEVELOPMENT. A' STREET FRONTAGE ON 3 SIDES. BUILDING SCALE 6-12 STORIES.
- E** AREA 2 (CAA): MIXED-USE DEVELOPMENT ALONG OAKS STREET. ARENA EXPANSION / SERVICE & LOADING AREA MODIFICATION.
- F** (PRIVATE PROPERTY): MIXED-USE DEVELOPMENT. A' STREET FRONTAGE ON 1 SIDE. BUILDING SCALE CONSISTANT WITH EX. IONIA STREET ARCHITECTURE.

GREENING

- A** GATEWAY GREENING: LANDSCAPE PLANTING AND ARCHITECTURAL ENHANCEMENTS ALONG US 131 RAMP AND CHERRY STREET INTERSECTION.
- B** MULTI-USE OPEN SPACE FOR LARGE GATHERINGS AND SPECIAL EVENTS. BIO-INFILTRATION AREA FOR STORMWATER MANAGEMENT.
- C** CORNER POCKET PARK WITH RAIN GARDEN.
- D** STREETSCAPE ENHANCEMENTS INCLUDING STREET TREES, PERMANENT BEDS, SEASONAL ROTATION PLANTERS, AND LOW FLOW IRRIGATION.
- E** ALLEY / PROMENADE ENHANCEMENTS INCLUDING STREET TREES, PERMANENT BEDS, SEASONAL ROTATION PLANTERS AND LOW FLOW IRRIGATION.

BUILDING

- A** VIBRANT ALLEY/ PROMENADE THAT SUPPORTS EVERYDAY SERVICES AS WELL AS DUAL ENTRY TO BUSINESS' AND EXTERIOR SEATING AND CAFES.
- B** NEW A' STREETS WITH ON-STREET PARKING WALKABLE SIDEWALKS. WIDE ENOUGH FOR SEATING AS WELL AS STREET SHUT-DOWN EVENTS.
- C** PRIVATE NOOKS ALONG NEW DEVELOPMENT OFFERING EXTERIOR PEOPLE SPACE TO SUPPORT INTERIOR BUSINESS'.
- D** VIBRANT ALLEY/ PROMENADE THAT SUPPORTS EVERYDAY SERVICES AS WELL AS DUAL ENTRY TO BUSINESS' AND EXTERIOR SEATING AND CAFES.
- E** HIGHWAY UNDERPASS ENHANCEMENT AND PROGRAMMING OPPORTUNITIES THAT MAY INCLUDE: SKATE PARK, INTERACTIVE ART, AND CREATIVE LIGHTING TREATMENTS.

CONNECTING

- A** NON-MOTORIZED TRAIL TO HEARTSIDE PARK AND URBAN MARKET.
- B** NEW PARK WITH VISUAL AND PHYSICAL CONNECTIONS TO THE RAPID AND OTHER GRANDVILLE AVENUE ESTABLISHMENTS.
- C** NON-MOTORIZED TRAIL TO MARKET STREET AND THE GRAND RIVER.
- D** SIDEWALK CONNECTIVITY BETWEEN NEW AREA DEVELOPMENT AND THE INTERSECTION OF GRANDVILLE AND CHERRY.
- E** PROMENADE BETWEEN FULTON AND OAKS.

LIVING & ENGAGING

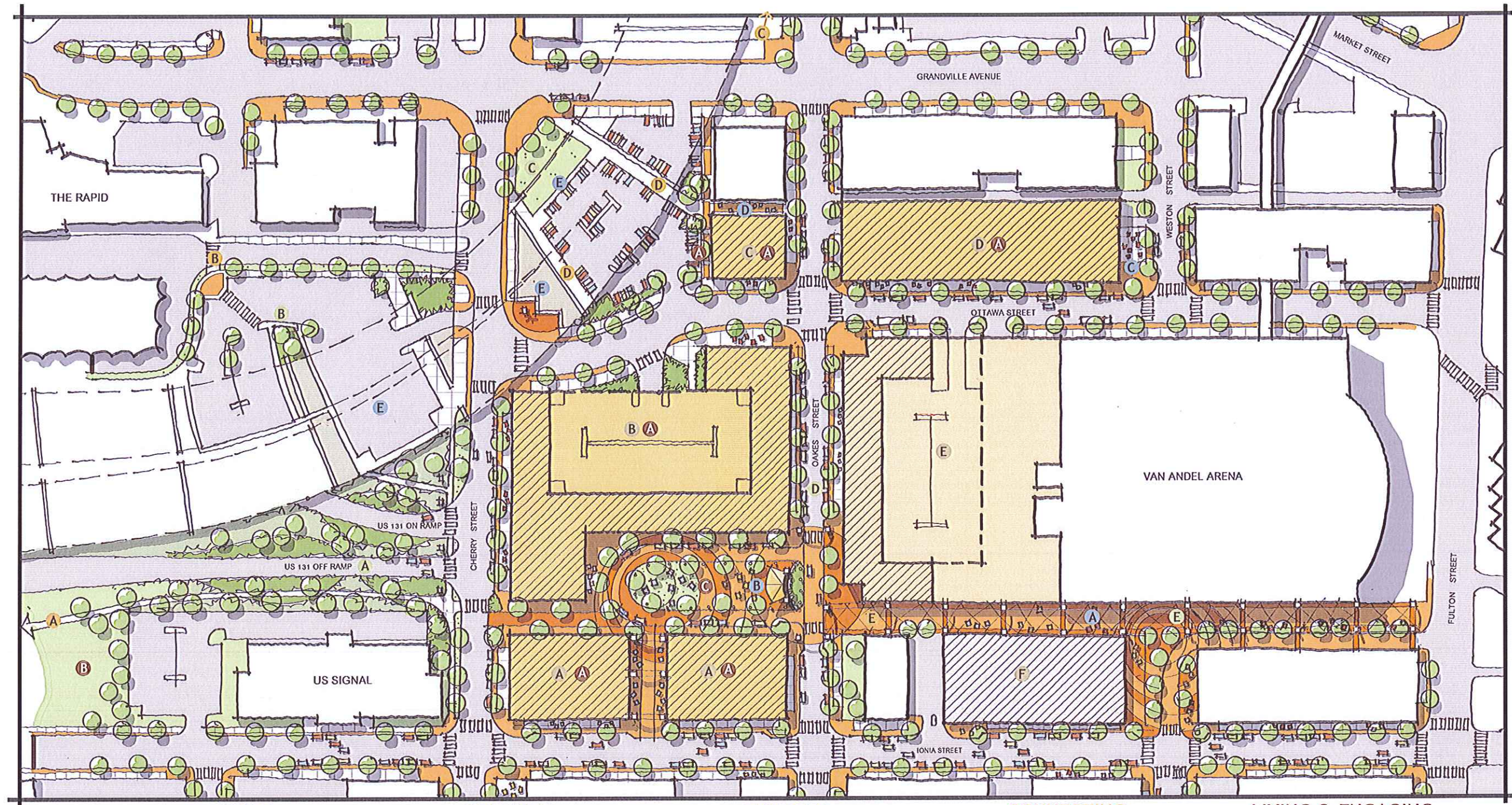
- A** QUALITY RESIDENTIAL UNITS WITHIN A MIXED-USE ENVIRONMENT.
- B** HEARTSIDE PARK REPROGRAMMED TO ACCOMMODATE URBAN OPEN SPACE DEMANDS.
- C** 4 SEASON ACTIVITY SPACE.

From the Ground Up
Arena South

VISIONING PLAN 1 (DRAFT)



CORNERSTONE ARCHITECTS + VIRIDIS DESIGN GROUP + WILLIAMS & WORKS



GROWING

- A** AREA 5: MIXED-USE DEVELOPMENT. A' STREET FRONTAGE ON 4 SIDES. BUILDING SCALE CONSISTANT WITH EX. IONIA STREET ARCHITECTURE.
- B** AREA 4: MIXED-USE DEVELOPMENT. A' STREET FRONTAGE ON 3 1/2 SIDES. BUILDING SCALE SIX TO TWENTY STORIES.
- C** AREA 4: MIXED-USE DEVELOPMENT. A' STREET FRONTAGE ON 2 SIDES. BUILDING SCALE 6-12 STORIES.
- D** AREA 1: MIXED-USE DEVELOPMENT. A' STREET FRONTAGE ON 3 SIDES. BUILDING SCALE 6-12 STORIES.
- E** AREA 2 (CAA): MIXED-USE DEVELOPMENT ALONG OAKES STREET. ARENA EXPANSION / SERVICE & LOADING AREA MODIFICATION.
- F** (PRIVATE PROPERTY): MIXED-USE DEVELOPMENT. A' STREET FRONTAGE ON 1 SIDE. BUILDING SCALE CONSISTANT WITH EX. IONIA STREET ARCHITECTURE.

GREENING

- A** GATEWAY GREENING: LANDSCAPE PLANTING AND ARCHITECTURAL ENHANCEMENTS ALONG US 131 RAMP AND CHERRY STREET INTERSECTION.
- B** MODIFY PARKING LOT DESIGN TO ACCOMMODATE MORE TREES AND LANDSCAPE. BIO-INFILTRATION AREA FOR STORWATER MANAGEMENT.
- C** CORNER POCKET PARK WITH RAIN GARDEN.
- D** STREETSCAPE ENHANCEMENTS INCLUDING STREET TREES, PERMANENT BEDS, SEASONAL ROTATION PLANTERS, AND LOW FLOW IRRIGATION.
- E** ALLEY / PROMENADE ENHANCEMENTS INCLUDING STREET TREES, PERMANENT BEDS, SEASONAL ROTATION PLANTERS AND LOW FLOW IRRIGATION.

BUILDING

- A** VIBRANT ALLEY/ PROMENADE THAT SUPPORTS EVERYDAY SERVICES AS WELL AS DUAL ENTRY TO BUSINESS' AND EXTERIOR SEATING AND CAFES.
- B** NEW A' STREETS WITH ON-STREET PARKING WALKABLE SIDEWALKS. INTERNAL PLAZA FOR GENERAL SEATING AND LARGE GROUP EVENTS.
- C** PRIVATE NOOKS ALONG NEW DEVELOPMENT OFFERING EXTERIOR PEOPLE SPACE TO SUPPORT INTERIOR BUSINESS'.
- D** VIBRANT ALLEY/ PROMENADE THAT SUPPORTS EVERYDAY SERVICES AS WELL AS DUAL ENTRY TO BUSINESS' AND EXTERIOR SEATING AND CAFES.
- E** HIGHWAY UNDERPASS ENHANCEMENT AND PROGRAMMING OPPORTUNITIES THAT MAY INCLUDE: SKATE PARK, INTERACTIVE ART, AND CREATIVE LIGHTING TREATMENTS.

CONNECTING

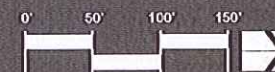
- A** NON-MOTORIZED TRAIL TO HEARTSIDE PARK AND URBAN MARKET
- B** NEW PARKING ORIENTATION AND SIDEWALKS WITH VISUAL AND PHYSICAL CONNECTIONS TO THE RAPID.
- C** NON-MOTORIZED TRAIL TO MARKET STREET AND THE GRAND RIVER.
- D** SIDEWALK CONNECTIVITY BETWEEN NEW AREA DEVELOPMENT AND THE INTERSECTION OF GRANDVILLE AND CHERRY
- E** PROMENADE BETWEEN FULTON AND OAKS.

LIVING & ENGAGING

- A** QUALITY RESIDENTIAL UNITS WITHIN A MIXED-USE ENVIRONMENT.
- B** HEARTSIDE PARK REPROGRAMMED TO ACCOMMODATE URBAN OPEN SPACE DEMANDS.
- C** 4 SEASON ACTIVITY SPACE.

From the Ground Up
Arena South

VISIONING PLAN 2 (DRAFT)



CORNERSTONE ARCHITECTS + VIRIDIS DESIGN GROUP + WILLIAMS & WORKS

THENE

Arena South is GROWING...business and economic opportunity by filling in, filling out, and building up empty spaces.

Arena South is GREENING...streets, buildings, and public spaces with low-impact development, tree canopy, and energy efficiency.

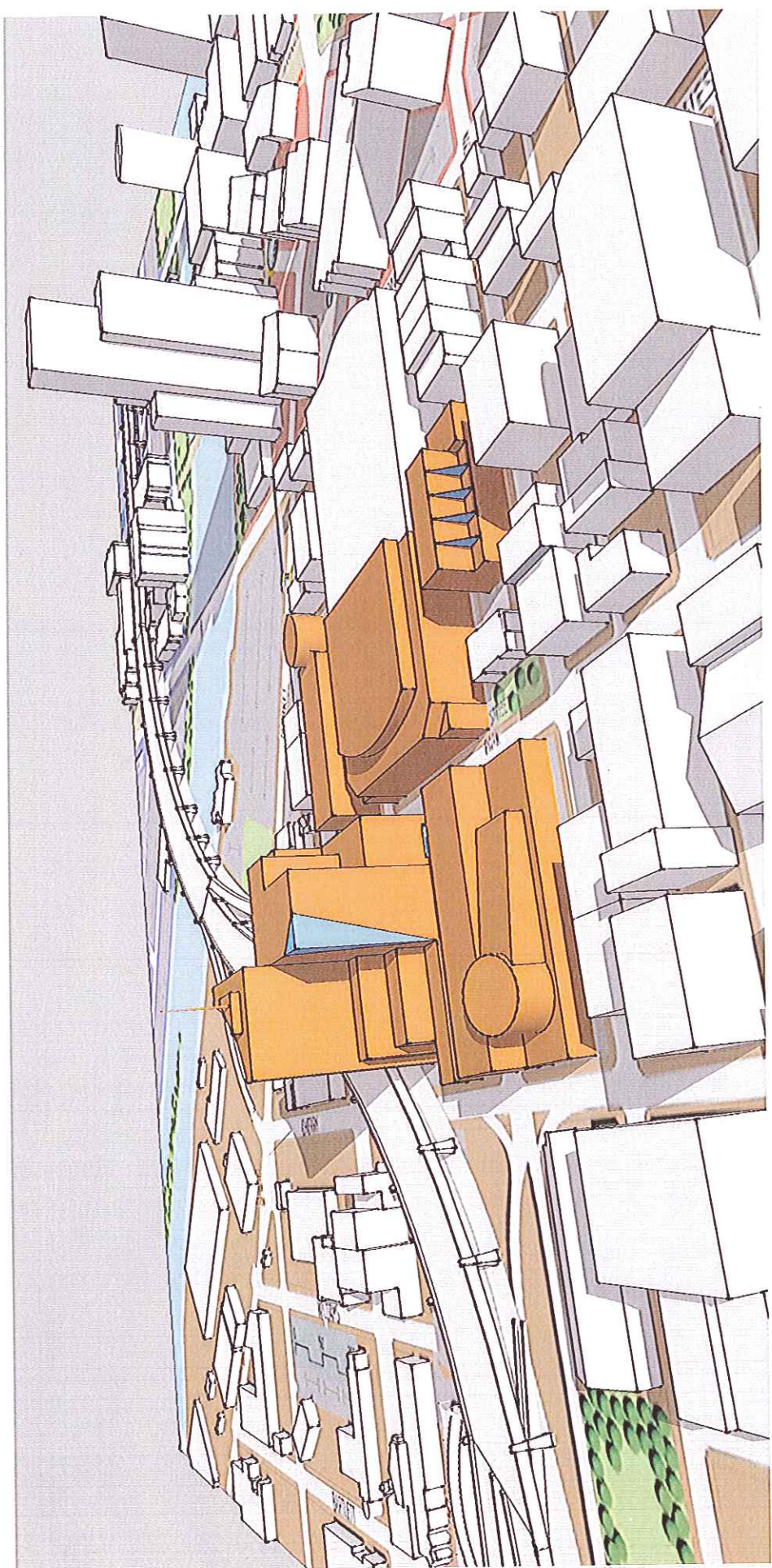
Arena South is BUILDING...urbanity with compact blocks, density and activity with architectural detail and design scaled for people.

Arena South is CONNECTING...transit, shops, restaurants, hotels, schools, and its river with safe, dedicated, and ample pathways.

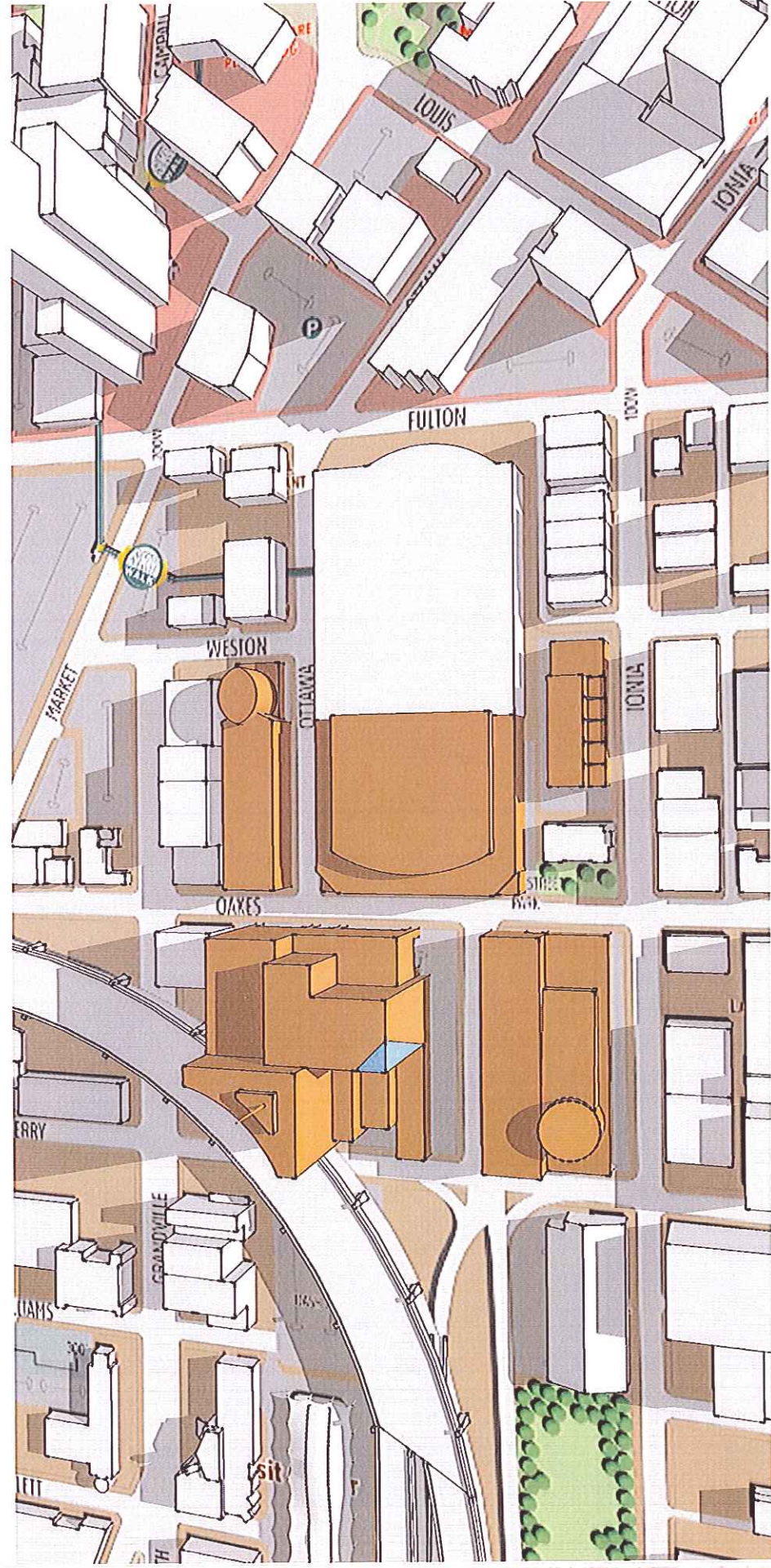
Arena South is LIVING and ENGAGING...with a 4-season, 24-hour inclusive socialscape through quality housing and play spaces.

From the Ground Up

Arena
South



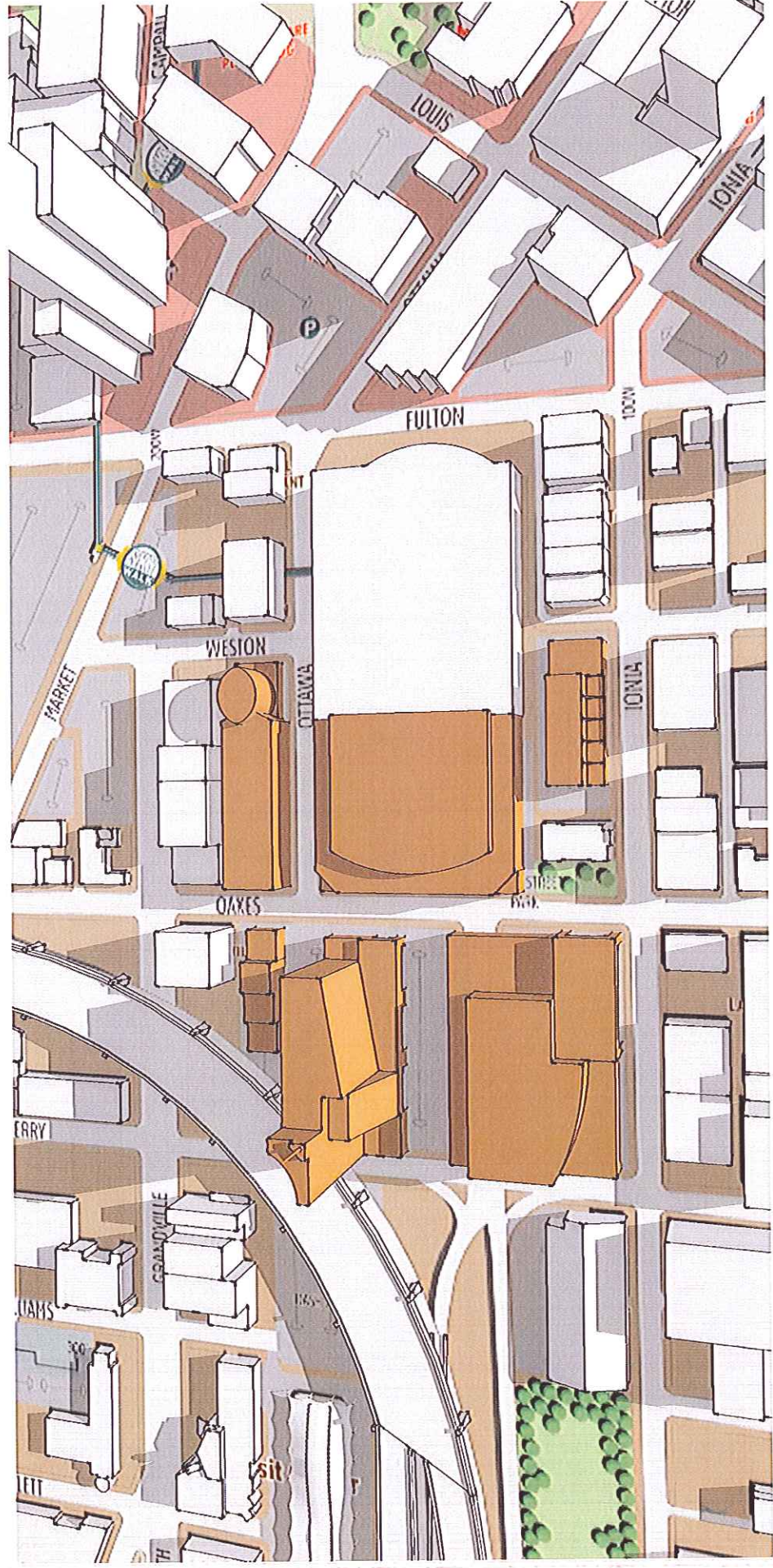
OPTION-1A



OPTION-1B



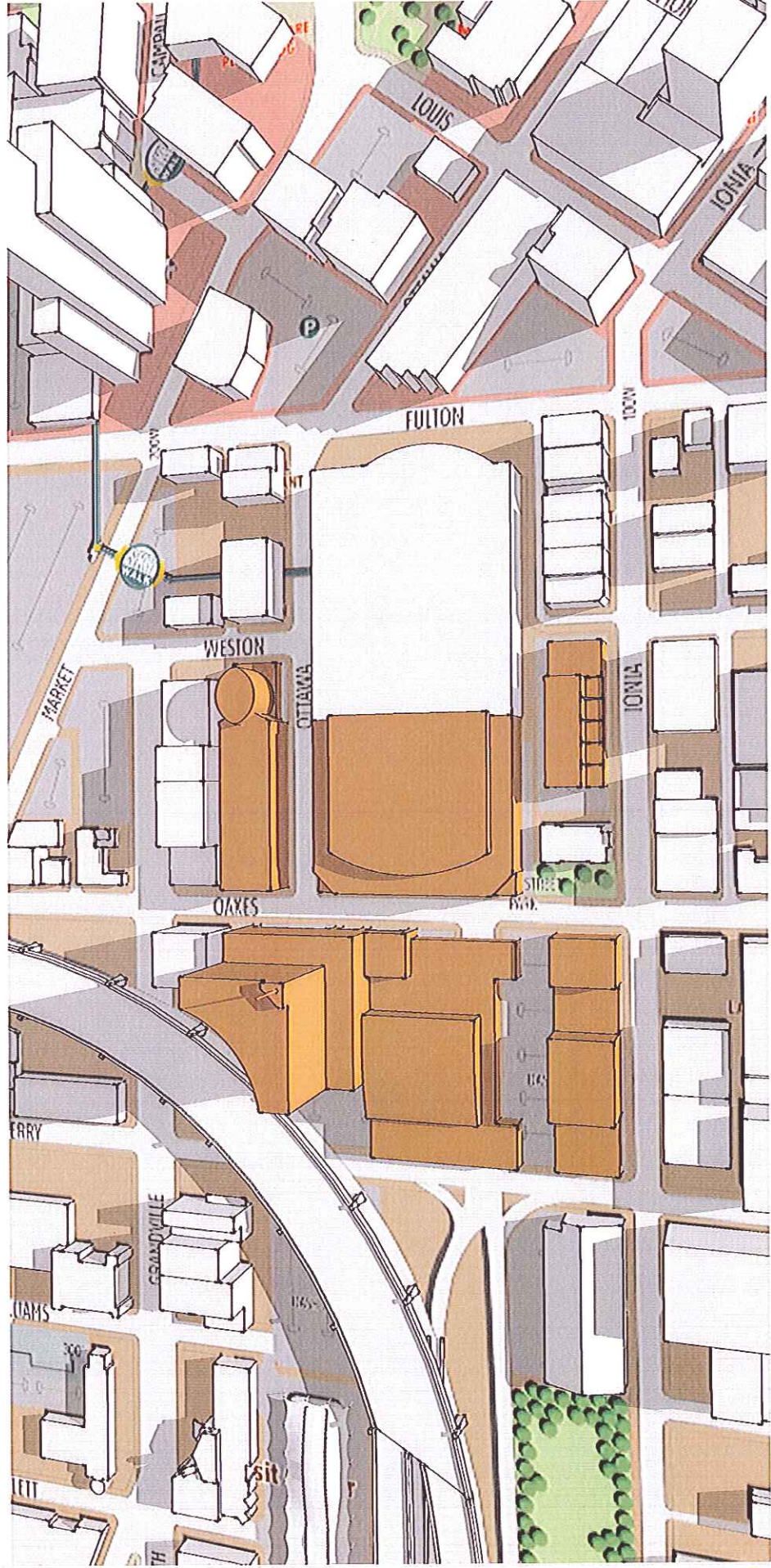
OPTION-2A



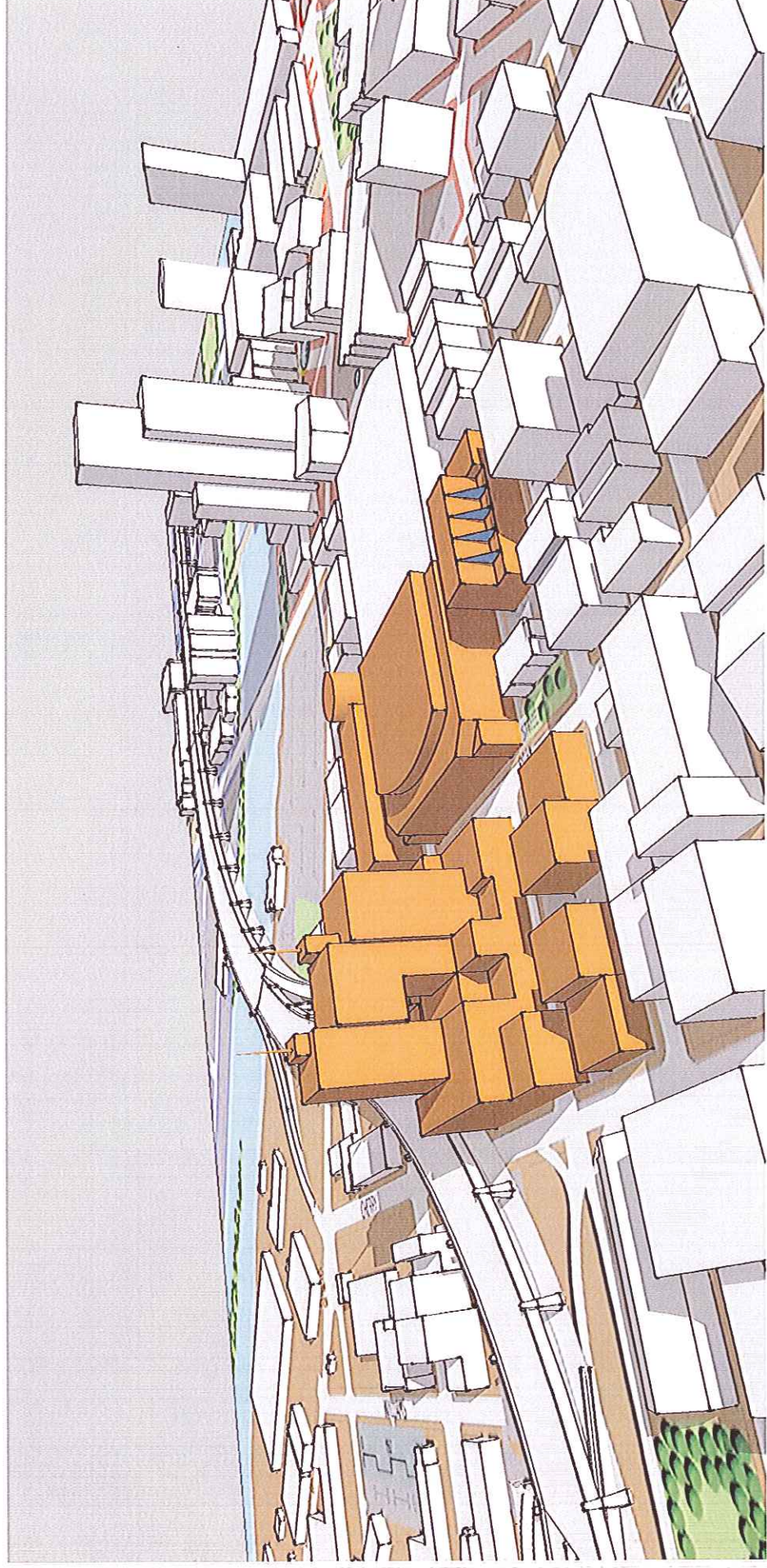
OPTION-2B



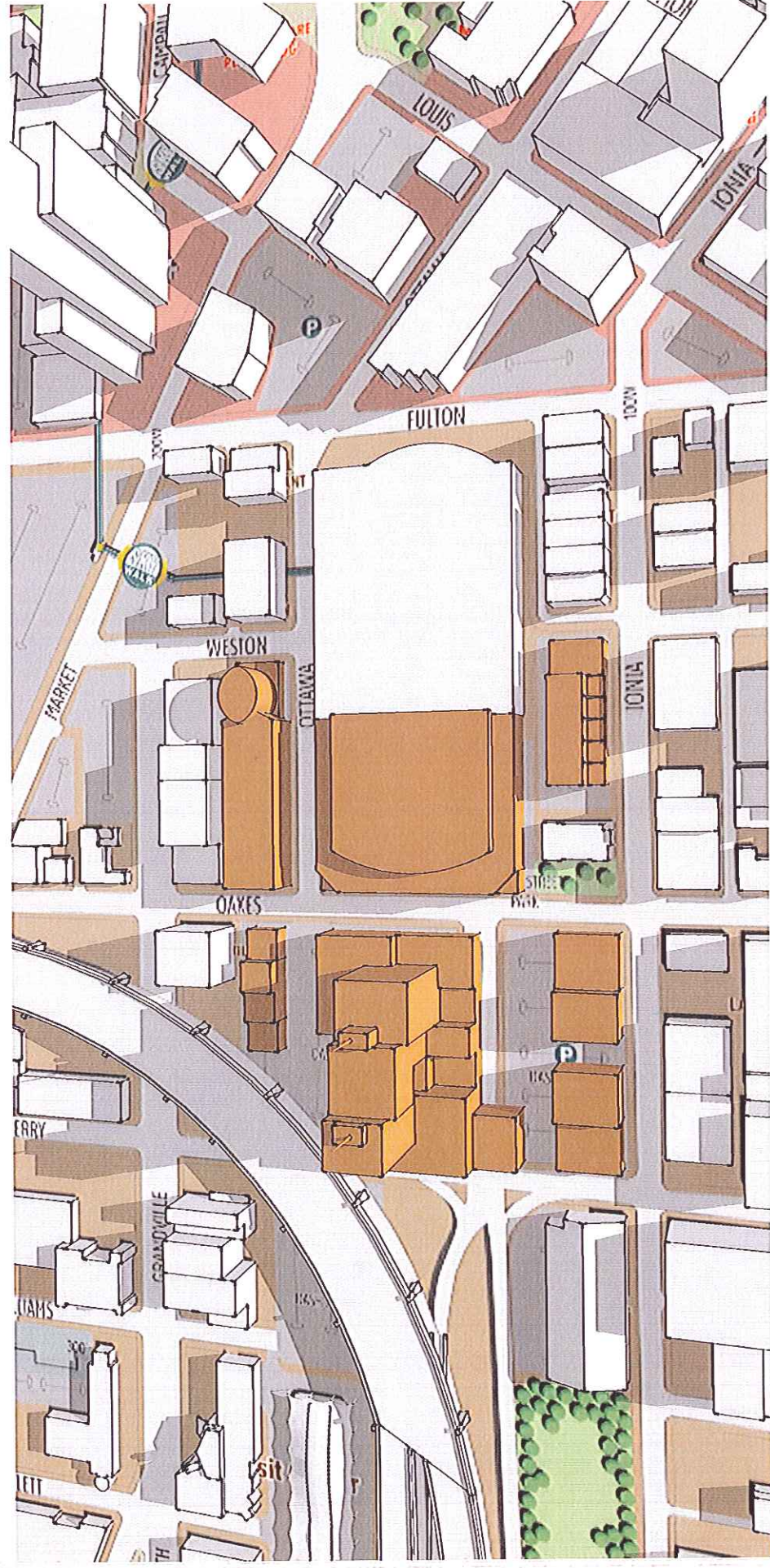
OPTION-3A



OPTION-3B



OPTION-4A



OPTION-4B

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

Agenda Item #6

April 10, 2013

DDA Meeting

DATE: April 13, 2013

TO: Downtown Development Authority

FROM: Eric Pratt
Planner

SUBJECT: Development Area Liquor License Request – 435 Ionia Ave SW (Grand Downtown Market)

The City of Grand Rapids has recently received an application for a Development Area Liquor License under the State of Michigan Public Act 501 of 2006. In accordance with City Commission policy related to the review and approval of development area liquor license, the City Clerk has forward this request to the DDA Board for review and recommendation. In evaluating a proposal, the DDA Board may consider how the issuance of a license would help to promote economic growth that is consistent with the adopted goals and vision for the district. The policy also gives the highest priority for approval of these licenses to existing restaurants in the district.

A new application under this policy has been submitted:

APERITIVO, LLC is proposing to operate a food, beer and wine retail outlet at 435 Ionia Ave SW (The Downtown Market). Patrons will be able to purchase domestic bulk cheese produced outside of the State of Michigan, imported bulk cheese, package wine and off-site prepared charcuterie. Additionally, the applicant is proposing to operate a tasting room, where patrons will be able to pair wine and beer with chesses, meat and other types of finger foods. Total project cost for the build out of the space is estimated to be \$230,000.

Staff has evaluated the application and finds that it meets or exceeds the requirements of the act. Concurrent review by other city departments and the Planning Commission are underway.

Recommendation:

Staff recommends approval of the attached resolution.

Attachments.

**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 197 of 1975, 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, APERITIVO, LLC, located at 606 Wealthy Street S.E., 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, APERITIVO, LLC, in its application, has indicated its intention to operate APERITIVO, a operate a food, beer and wine retail outlet and tasting room at 435 Ionia Ave SW, 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 APERITIVO, LLC as proposed by APERITIVO, LLC 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 in rehabilitation of or restoration of leased space at 435 Ionia Avenue S.W (Grand Rapids Downtown Market).
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 Class C Liquor License to APERITIVO, LLC at 435 Ionia Avenue S.W., above all others.

YEAS:

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dated:

Kris Larson
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 April 10, 2013, 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.

Mary Sierawski
DDA Secretary

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

DATE: April 4, 2013

TO: Downtown Development Authority

FROM: Kristopher Larson, AICP
Executive Director

**Agenda Item 6.
April 10, 2013
DDA Meeting**

SUBJECT: Office Space for DGRI

On March 13, 2013, the Downtown Development Authority (DDA) Board of Directors authorized the implementation of the Downtown Grand Rapids, Inc. (DGRI) organizational model and plan for execution. Components of the plan execution include authorizing the DGRI task force to initiate site selection for a new office space for the combined operations of the DDA, the Downtown Alliance (DA), and the Grand Rapids Office of Special Events (OSE).

DA Board member and commercial real estate broker Ray Kisor of Colliers International volunteered his professional services to serve as the lead representative and advisor for the property search and lease negotiations. DDA Board Chair Brian Harris has assisted Kisor as a representative of the DDA's interests. Additionally, Concept Design donated their professional services in developing the preliminary space planning used to inform the size range that would be sought and evaluated. In early March, a RFP for potential space was issued to more than three dozen property owners in the Downtown area. That RFP articulated the criteria that would be used to evaluate the viability of potential spaces in Downtown that could best accommodate the needs of the envisioned DGRI operations. Included with the disclosed, ideal site criteria and considerations:

- 5,000 – 6,000 square feet in size
- Accessible, convenient, and easy for the public to find
- Centrally located
- Visible, first floor space – though not on a street zoned exclusive for retail use.
- Room for a community meeting space that is flexible to comfortably host groups from 10-50 people
- Relative costs, both in rehab and in rent
- Located on an underutilized corridor / area of Downtown.

Colliers received 13 proposals for spaces throughout the Downtown. The proposals were evaluated against the aforementioned site criteria by the Executive Directors of the DA and DDA in conjunction with Mr. Kisor and Mr. Harris. Of the 13 site proposals submitted, four sites best matched the criteria. The four sites were toured, and the group determined a first-choice, preferred location. Mr. Kisor managed the initial negotiations with the property owner, developing a term sheet that was agreed upon by the parties that would enter into a formal lease agreement. Those terms were reviewed by the DDA's legal counsel and Board Chair.

With approval, the DDA would enter into a lease agreement, subject to legal review and recommendation by the DDA's legal counsel, and consistent with the term sheet (attached). Although the DDA would be the initial tenant of the property, it is anticipated that the relationship will be assigned to DGRI at some time in the future, when appropriate.

Recommendation: Approve the attached resolution and authorize DDA Board Chair Brian Harris to execute a lease agreement on behalf of the DDA for DGRI office space located at 29 Pearl NW in the Federal Square Building.

**CITY OF GRAND RAPIDS
DOWNTOWN DEVELOPMENT AUTHORITY**

**RESOLUTION APPROVING THE TERMS OF A LEASE OF SPACE IN
THE FEDERAL SQUARE BUILDING AND AUTHORIZING THE
EXECUTION OF A LEASE AGREEMENT FOR SUCH SPACE
CONSISTENT WITH SUCH TERMS**

Boardmember _____, supported by Boardmember _____, moved
the adoption of the following resolution:

WHEREAS, the City of Grand Rapids Downtown Development Authority (the “DDA”) sought proposals for the lease of space within the DDA’s Downtown District to be occupied by Downtown Grand Rapids, Inc. (“DGRI”) for the purpose of combining the business space of the DDA, the Grand Rapids Downtown Improvement District and the Grand Rapids Downtown Alliance (the “DA”); and

WHEREAS, thirteen proposals were received and reviewed by a committee comprised of a representative of the DDA Board of Directors, the DA Board of Directors and staff of both the DDA and the DA with the committee recommending the proposal of the owners of the Federal Square Building, 29 Pearl Street, N.W. as set forth in the Attachment I hereto (the “Federal Square Lease Terms”); and

WHEREAS, the DDA Board of Directors desires to approve the Federal Square Lease Terms and authorize the execution of a lease agreement consistent with such terms with the understanding that such lease agreement will be assigned by the DDA to DGRI when DGRI becomes operational.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Federal Square Lease Terms are hereby approved.

2. That the Chairperson of the DDA Board of Directors (the "Chairperson") is authorized and directed to execute a lease agreement (the "Lease") consistent with the Federal Square Lease Terms and including other customary provisions or modifications not materially adverse to the DDA approved as to content by the DDA Executive Director and as to form by DDA legal counsel.

3. That the Chairperson is further authorized to execute an assignment of the Lease to DGRI approved as to form by DDA legal counsel when DGRI becomes operational.

4. That all resolutions and parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Boardmembers _____

NAYS: Boardmembers _____

ABSTAIN: Boardmembers _____

ABSENT: Boardmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: April 10, 2013

Mary Sierawski
Secretary

CERTIFICATION

I, the undersigned duly qualified and acting Secretary of the City of Grand Rapids Downtown Development Authority (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 meeting held on April 10, 2013, 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.

Dated: April 10, 2013

Mary Sierawski
Secretary

ATTACHMENT I

300 Ottawa Avenue NW
Suite 400
Grand Rapids, MI 49503

MAIN +1 616 774 3500
FAX +1 616 774 3600
www.colliers.com



March 29, 2013

Martin Family
c/o David Wiener
Colliers International
300 Ottawa Ave. NW
Suite 400
Grand Rapids, MI 49503

Downtown Grand Rapids, Inc. (DGRI) -The Tenant is a new organization combining the business space of the DDA, DID and Downtown Alliance to create an efficient, collaborative work environment capitalizing on each other's strength and role in the community.

The area of interest is 29 Pearl Street NW, AKA – Federal Square Building

- This space will be built out by the Landlord who will engage Concept Design at Landlords expense for test fits and finish drawings.

Response Period:

This Request for approval will be left open for response until 4-06-2013.

- 1. Landlord/Ownership:** The Martin Family
- 2. Building:** 29 Pearl, first floor
- 3. Premises:** 4,307 USF as confirmed by Concept Design

ANSI/BOMA Z65.1-2010 LEGACY MEATHOD A was used to determine square footage. Please apply the core factor to create the rentable square footage.
- 4 Use:** Tenant and subtenants shall have the right to use and occupy the Premises for general office and related uses and any other lawful purpose. It will include a gathering space for Public meetings requiring after hours HVAC which will be provided at no added cost.
- 5. Lease Term and Commencement:** The Lease term shall commence no later than July 1, 2013. The first two months will be at no cost except separately metered electricity and suite janitorial the lease will continue from that point for a period of 84 months.

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- 6. Base Rent:** Rental rate shall be at \$14.50 PRS
- 7. Escalation:** 2.0% annual increase
- 8. Tenant Improvement Allowance:** Landlord agrees to build out the space per Exhibit A. It is critical to meet the July 1 occupancy and the Tenant agrees to work with the Landlord closely to help accommodate this timeline. Additionally, it is Tenants expectation the Landlord will be proceeding simultaneously with the Pearl Street elevation restoration as part of this lease agreement, see Exhibit B which the DDA will assist Landlord in coordinating relative grant opportunities.
- 9. Architectural/Space Planning:** Landlord will contract with Concept Design for space planning and as built drawings.
- 10. Options:**
- a. **Renewal** One 5 year option at the then escalated rate
 - b. **Expansion** Landlord will work with the tenant on any expansion needs
 - c. **Termination** Tenant shall have a onetime cancelation option after the 5th year and shall be responsible for the unamortized TI and commission.
- 11. Holdover:** Up to 6 months at 120% of rent
- 12. HVAC:** Landlord to provide HVAC in season as required for Tenants comfort. Tenant will be hosting afterhours gatherings and expects HVAC during these non-traditional hours at no additional cost
- 13. Building signage:** Landlord at Landlord's cost shall provide Tenant with exterior signage on the Building façade and West wall if desired. *Landlords Cost shall not exceed \$1,000.00* JW
4/2/13
- 14. Storage:** Tenant will require storage that is historically dry and easily accessible at a cost not to exceed \$5.00 PRS

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15. Environmental:

Except for gross negligence, Landlord will hold Tenant harmless.

16. Building Access:

Tenant requires access 24/7, Landlord agrees to install and maintain a card/fob access security system that can be controlled by the Tenant

17. Security Deposit:

No security deposit or pre-paid Monthly Base Rate.

18. A.D.A. Compliance:

Landlord agrees to indemnify, defend and hold Tenant harmless from and against any and all present/future A.D.A. issues.

19. Delivery of Premises:

Landlord shall deliver the Premises in good working order and condition, clean and free of debris, with all building systems serving the Premises in good operating condition by July 1, 2013, commencement date.

20. Confidentiality:

All terms will be held in confidence by the Tenant and Colliers and not discussed with Third Parties.

A handwritten signature in cursive script, appearing to read "Raymond J. Kisor".

Raymond J. Kisor, SIOR
Colliers International
300 Ottawa Ave. NW
Suite 400
Grand Rapids, MI 49503
O: 616-242-5189
C: 616-540-7700
Email: ray.kisor@colliers.com

Accepted By:

A handwritten signature in cursive script, appearing to read "Manager Federal Space Bldg".

Date: 4-2-13

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