AGENDA

DOWNTOWN
DEVELOPMENT
AUTHORITY

DDA

Board Members:

Mayor Rosalynn Bliss • Kayem Dunn • Dr. Wendy Falb • Jane Gietzen
Brian Harris • Elissa Hillary • Diana Sieger • Jim Talen • Rick Winn

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Friday, April 15, 2016
8:00 a.m. Meeting
29 Pearl Street, NW Suite #1

1.	Call to order		
2.	Approve Meeting Minutes from February 10, 2016 (8:01) (enclosure)	*Motion*	*Harris*
3.	Accept February 29 and March 31, 2016 Financial Statements (8:03) (enclosure)	*Motion*	*Wallace*
4.	Presentation of FY15 DDA Audit (8:09) (enclosure)	*Motion*	*Wallace*
5.	Approve TIF Assignment for Venue Tower (8:16) (enclosure)	*Motion*	*Wendt*
6.	Approve Major Event Support for GRandJazzFest (8:19) (enclosure)	*Motion*	*Larson*
7.	Authorize Execution of Term Sheet for Areas 4 & 5 Development (8:24) (enclosure)	*Motion*	*Larson*
8.	Authorize Video Production Contract (8:49) (enclosure)	*Motion*	*Larson*
9.	Authorize Contract for Lyon Square Schematic Design (8:53) (enclosure)	*Motion*	*Larson*
10.	Consent to OPRE for 25 Jefferson (8:53) (enclosure)	*Motion*	*Kelly*
11.	Award Contract for Pearl Street Pedestrian Improvements (9:20) (enclosure)	*Motion*	*Kelly*

DOWNTOWN
GRAND RAPIDS INC.

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12.	Calder Plaza Consultant Selection Update (9:30) (enclosure)	Info Item	Kelly
13.	Valent-ICE Event Report (9:35)	Info Item	Larson
14.	President & CEO Report (9:45)	Info Item	Larson
15.	Public Comment (9:50)		
16.	Board Member Discussion (9:53)		
17.	Adjournment		

DOWNTOWN
GRAND RAPIDS INC.

UNAPPROVED MINUTES

MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

February 10, 2016

1. Call to Order – The meeting was called to order at 8:06am by Chair Brian Harris

2. Attendance

   Present: Mayor Rosalynn Bliss, Kayem Dunn, Dr. Wendy Falb, Jane Gietzen, Brian Harris, Elissa Hillary, Diana Sieger, Jim Talen, Rick Winn

   Absent:

   Others Present: Kristopher Larson (Executive Director), Murphy Ackerman (DDA Executive Asst/Office Manager), Jana Wallace (DDA Treasurer), Tim Kelly, Kimberly Van Driel, Andy Guy, Bill Kirk, Eric Pratt (staff), Dick Wendt, Rachel Weick, Tom Hillen, Chris McKellar, Carla Messing, Jim Harger

3. Approve Meeting Minutes from January
   Motion: Dr. Wendy Falb, supported by Jane Gietzen, moved approval of the minutes from the January 13, 2016 meeting as presented. Motion carried unanimously.

1. Accept January 31, 2015 Financial Statements
   Ms. Wallace gave an overview of the January financial statements. Ms. Wallace explained that there were a smaller number of expenditures due to less construction during the winter months.

   Motion: Jane Gietzen, supported by Rick Winn, moved to approve Statement D: Schedule of January 2016 Expenditures as recommended. Motion carried unanimously.

2. Authorize Value Engineering Study for Veteran's Park
   Mr. Kelly reminded the board that SKO was previously authorized to produce construction documents for Veteran's Park. Mr. Kelly explained that this request allows for new design documents to be produced in order to lower the estimated cost of the project. Mr. Larson added that the concept to redesign Veteran's Park emerged when the former YMCA was developed into the Fitzgerald and additional Brownfield dollars were designated to rehab both Monument and Veteran's Park. Mr. Larson said the DDA has invested $1.3 million in the project thus far, and is looking to solely utilize the Brownfield dollars for the Veteran's Park project. The current estimation to complete Veteran's Park is 1.2 million dollars while there are only $750 thousand available from Brownfield. Mr. Harris asked Mr. Kelly if he believes the new construction costs can come in on budget. Mr. Kelly said he has been working with the City's engineering department, and is hopeful that the cost will be lowered enough to move forward with the project.

   Motion: Rick Winn, supported by Dr. Wendy Falb, moved to authorize SKO to complete value engineering for the Veteran's Memorial Park project for an amount not to exceed $46,000. Motion

carried unanimously.

3. Appoint TIF Plan Update Ad Hoc Committee

   Mr. Kelly said DGRI is currently looking to create a steering committee that will look to amend the DDA TIF and development plan. Mr. Kelly said the most recent version of the TIF plan was created in 2002 and amended in 2007. Mr. Kelly said in light of the recent adoption of GR Forward, it is important to revise the document to reflect the new community goals. Mr. Larson added that the committee will use GR Forward as the guiding document. Mr. Larson said that it's an organizational priority to establish a real downtown resident's council and this committee will be a starting point for that council with a clear and defined first task. Mayor Bliss asked if this plan will be completed before the budget is approved or if the two items will work independently of each other. Mr. Larson said both the budget and TIF plan will be aligning with the priorities of GR Forward. Mr. Larson said that the goal is to have this approved this summer with monthly meetings until then. Mr. Wendt added that after a recommendation from the DDA Board the TIF Plan will be moved to the City Commission for approval.

   Motion: Kayem Dunn, supported by Diana Sieger, moved to approve the proposed committee to amend the DDA TIF and Development Plan.

   Ms. Dunn said that this process is a reflection and the execution of the community driven process of GR Forward. Mr. Larson said that he will work with administration to schedule meetings with GRPS and Kent County to brief them on the process.

4. Authorize Contract Negotiations for Calder Plaza

   Mr. Kelly said that after the DDA Board approved a Calder Plaza steering committee, the committee interviewed candidates and narrowed them down to two finalists. Mr. Kelly said authorization is needed for staff to negotiate a contract with the consultant that the steering committee recommends for an amount not to exceed 200,000 thousand dollars. Mayor Bliss asked when the final consultant team will be chosen. Mr. Larson said he hoped to bring the final consultant to be approved at today's board meeting, but the committee asked to have one more discussion before making their final decision.

   Motion: Elissa Hillary, supported by Rick Winn, moved to authorize staff to negotiate a scope of work and execute a contract with the consultant team recommended by the Calder Plaza Steering Committee. Motion carried unanimously.

5. Approve BRIP for St. Cecilia Music Center

   Mr. Pratt introduced a BRIP request for St. Cecilia's music center. Mr. Pratt said the request is for the full amount that the BRIP program allows to help offset costs. Mr. Pratt explained that the funds will be used to help modernize the building and help with ADA accessibility including a new barrier free lift. Carla Messing introduced herself to the Board and explained that there will also be additional beautification around the parking lot. Mayor Bliss asked if the project includes any energy efficiency systems. Messing said that there is currently a study being done to look into any energy efficient systems that can be added. Mr. Pratt explained that because the organization is a non-profit this funding will come from the non-tax fund. Mr. Talen asked if the building has received any DDA grants previously. Mr. Pratt said that the building didn't previously live inside of the DDA boundary until a recent expansion. Dr. Falb added that St. Cecilia has played a pivotal role in the community and is pleased to support the project.

   Motion: Jane Gietzen, supported by Diana Sieger, moved to approved a $35,000 BRIP grant to assist

with the restoration of the façade of the building located at 24 Ransom Avenue NE.

6. Consent to Liquor License for New DT Market Eatery

   Mr. Pratt introduced a liquor license for Grow Respect LLC, the LLC for Love's Ice Cream currently located at the Downtown Market. Mr. Pratt explained that this will be a fast casual pizza eatery also located at the Downtown Market. Chris McKellar introduced himself to the Board and explained that he is looking to acquire a liquor license in order to serve alcohol to help offset some of the costs that are associated with using local products and ingredients. Mr. McKellar said there will be seating for approximately forty (40) people and based on revenue projections, is looking to hire twenty (20) new employees. Ms. Hillary commended McKellar on his local sourcing of ingredients and his continued partnerships with other vendors. Ms. Hillary said she is very excited to support his next venture.

   Motion: Jane Gietzen, supported by Diana Sieger, moved to approve Grow Respect, LLC's (435 Ionia SW.) liquor license resolution. Motion carried unanimously.

7. DGRI Organizational Performance Measures

   Mr. Larson explained that these measures emerged as a way to help demonstrate progress of the organization back to the community. Mr. Larson said he has worked closely with the Executive Committee to produce a set of fifteen (15) measurables that will help to inform annual reporting and benchmarks for the organization as a whole. Mr. Larson took a moment to introduce and explain each of the proposed measures. Dr. Falb thanked staff for taking the time to look intelligently at how to measure and what items can be measured to ensure organizational efficiencies. Dr. Falb asked if the measures will be completed internally. Mr. Larson said that some of the measures can be completed internally, such as alliance composition and appointments, but other items like pedestrian counts will be completed through surveys and third party organizations. Mayor Bliss asked if targets and goals have already been set. Mr. Larson said that this year will become the benchmark year, and then goals can be set for future years. Mr. Harris added that this is in response to the priorities set forward by GR Forward and the organization leading by example. Ms. Sieger added that the Johnson Center for Philanthropy recently completed the Voice GR survey to help measure and evaluate perception metrics, and believes that they could be a good partner. Ms. Sieger also said she would love to offer up the Community Foundation as a partner for tracking the inclusivity and diversity of downtown. Ms. Gietzen asked with what frequency this body will see a dashboard of progress. Mr. Larson said that it will be once annually and reported at the State of the Downtown event. Ms. Hillary said she appreciated the thought and intention around these proposed measures and echoes Ms. Sieger's suggestion to focus on diversity and inclusion. Ms. Hillary asked if there was a way to measure the use of alternate transportation. Mr. Larson said that alternate transportation is a difficult measurable because the organization has little control over ridership. Ms. Hillary suggested a measure regarding perception of alternate transportation. Mr. Harris said he is open to adding metrics but wants to ensure that DGRI has the bandwidth to measure these items. Mr. Talen said he is excited to see this work being done and noted that it's refreshing to see an organization take this work so seriously. Mr. Harris thanked the Board for their conversation and suggestions and said he is excited to see how the community is progressing.

8. Downtown Tree Canopy Presentation

   Mr. Kelly gave a presentation on the current downtown tree canopy. Mr. Kelly said that the goal of this study is to begin understanding as a neighborhood, how we can influence growth of the canopy. Mr. Kelly thanked Ms. Clune for her commitment to this project and for allowing the DDA to partner with this effort. Ms. Sieger said she is very happy to see this as a priority as development continues to move forward. Ms. Clune said that the community is in a great place with the amount of data that we have

and with the partnerships and collaborations that are growing in an effort to see the canopy increase. Ms. Clune said she is hopeful that decision making bodies can be unified to help incentivize and increase the canopy. Mr. Winn added that it's also crucial that the DDA begins to inform, educate, and incentivize to ensure that trees are not being removed because of the required maintenance.

9. President & CEO Report

DGRI (2/11)

- Will receive alignment updates from Experience GR and Mayor's office
- Will consider appointment of Alliances
- Will consider 2016 cost allocation methodology
- Will receive an update from urban tree canopy committee

DDA (2/10)

- Will consider value engineering exercise for Veteran's Park
- Will consider appointment for TIF Plan committee
- Will receive recommendation on Calder Plaza consulting team
- Will consider a liquor license for new Downtown Market eatery
- Will consider support for St. Cecilia Music Center renovations
- Will receive a briefing on DGRI Organizational Performance Measures

MNTIFA (11/11/15)

- Approved and Recommended Final GR Forward

DID (12/7)

- Recommended Amended FY16 DID Budget to City Commission

Alliances:

INVESTMENT (2/9)

- Chair: Nikos Monoyios, Long Range Planner @ The Rapid
- Priority Planning Activity

VIBRANCY (1/20)

- Chair – Brandy Moeller, City of Grand Rapids
- Discussed outcome measurement of winter programming, working group discussions

LIVABILITY (1/25)

- Chair: Lynee Wells, Principal @ Williams & Works – Working Group Discussions;
  a. Clean/Safe/Beautiful – Monroe North Gateway: RFP goals, proposed steering committee
  b. Engagement – Signal Box Art Project: concept goals/parameters, partnership scan; Residents

Council: re-engagement plan (Annamarie Buller will lead discussion)
c. Mobility – Local sidewalk closure policy review and comparison, plan development for policy
enhancements; update on Downtown mobility initiatives (Kirk)
d. Urban Recreation – Skatepark update and planning discussion, design RFP goals

DGRI Staff Highlights

Events / Marketing / Communications

Black History Month Commemoration

- Launched messaging campaign surrounding Black History Month
    - Public information campaign on social media (Facebook, Twitter, Instagram) to recognize and honor African American contributions in Grand Rapids.
    - Community has enthusiastically engaged the campaign, reaching nearly 110,000 people, generating nearly 700 "shares" and 2,000 "likes" on Facebook in the first week of posts.
    - Campaign also driving new followers to DGRI platforms, including for example nearly 500 new Facebook followers in first week.

ValentICE – Feb 12-14!

- Event emerging as one of Michigan's Top 5 ice sculpture festivals.
- Nearly 70 partnering businesses and organizations
- This year's event features 50+ ice sculptures and 30,000 pounds of ice – double the amount of ice on display in 2015.
- The community sculpture selected by public vote will be the tallest (12 feet) ice sculpture in any Michigan festival this year.
- Other sculpture highlights include:
    - 7 foot Grand Budapest Hotel at MadCap;
    - 35-foot ice bar at the Downtown Market;
    - Wishing well filled with frozen pennies guessing game sponsored by Springthrough.

- Supporting Broomball leagues via partnership with GRSSC
- Had to cancel plans for Cannonsburg in the City event Feb 7 due to (warm) weather
- Collaborating with GRPL on Feb 21 Taste of Soul Event
- Completing event planning for Mar 6 Hungry Hungry Hippo Tournament
- Working with community partners to finalize 2016 Movies in the Park lineup

Planning / Development

- Sending GR Forward for limited print run
- Collaborating with City of GR area 4/5 transition plan and mobility initiatives
- Finalizing Calder Plaza interviews, selection process
- Advancing refinement of Lyon Square conceptual designs from GR Forward
- TIF reform – Hosting delegation of legislators for tour of GR successes Friday, 2/12

10. Public Comment
    None

11. Board Member Discussion
    None

12. Adjournment
    The meeting adjourned at 9:47 p.m.

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

Agenda Item 3.
March 9, 2016
DDA Meeting

DATE: March 3, 2016

TO: Brian Harris
Chairman

FROM: Jana M. Wallace
Downtown Development Authority Treasurer

SUBJECT: FY2016 Financial Statements Through February 29, 2016

Attached are the financial statements for the first eight months of the DDA's fiscal year ending June 30, 2016. The attached statements include:

Statement A: Balance Sheet
Statement B: Comparison of FY2016 Budget vs Actual Results
Statement C: Statement of Project Expenditures
Statement D: Schedule of February, 2016 Expenditures

On Statement B, Local Tax Increment Actual Expenditures for the Administration line item are higher than expected at this point in the fiscal year because July through February payroll expenditures have not been re-allocated from Administration to the appropriate Authority projects, the Monroe North Tax Increment Financing Authority, and the Downtown Improvement District. However, the Authority continues to have sufficient cash to support budgeted expenditures.

Please contact me at 616-456-4514 or jwallace@grcity.us if you have any questions.

Attachments

STATEMENT A

DOWNTOWN DEVELOPMENT AUTHORITY
Balance Sheet
February 29, 2016

	Non-Tax Funds	Debt Increment	Local Tax Increment	TOTAL
ASSETS				
Pooled Cash and Investments	$ 4,625,620	$ 10,206,986	$ 6,498,800	$ 21,331,406
Petty Cash	-	-	500	500
Debt Service Reserve Fund	-	5,404,160	-	5,404,160
Loan Receivable - Project Developer	663,848	-	-	663,848
Loan Receivable - Special Assessments	11,052	-	-	11,052
General Fixed Assets	-	-	90,051,736	90,051,736
Future Tax Increment Revenues Anticipated	-	30,956,214	139,500	31,095,714
TOTAL ASSETS	**$ 5,300,520**	**$ 46,567,360**	**$ 96,690,536**	**$ 148,558,416**
LIABILITIES AND FUND EQUITY				
Liabilities				
Parking Revenue Payable	$ 10,881	$ -	$ -	$ 10,881
Project Increment Due to Developers	-	-	7,373	7,373
Due to Other Governmental Units	-	4,082,617	-	4,082,617
Debt Increment Reimbursement Payable	-	2,613,013	-	2,613,013
Deposit - Area 1 and Area 5 Options to Buy	107,579	-	-	107,579
Deposit - Movies in the Park Vendors	250	-	-	250
Net Retiree Health Care Obligation [1]	-	-	(5,349)	(5,349)
Prior Year Property Tax Appeals	-	19,798	9,111	28,909
Deferred Revenue - Developer Loan	663,848	-	-	663,848
Contract Payable	-	-	139,500	139,500
Bonds Payable	-	30,956,214	-	30,956,214
TOTAL LIABILITIES	**782,558**	**37,671,642**	**150,635**	**38,604,835**
Fund Balance / Equity:				
Investments in General Fixed Assets	-	-	90,051,736	90,051,736
Non-Tax Increment Reserve	3,930,662	-	-	3,930,662
Reserve for Authorized Projects	-	-	5,716,815	5,716,815
Reserve for Brownfield Series 2012A Bonds	530,637	-	-	530,637
Reserve for Compensated Absences	-	-	8,033	8,033
Reserve for Eligible Obligations	-	8,895,718	-	8,895,718
Reserve for Encumbrances	56,663	-	763,317	819,980
TOTAL FUND EQUITY	**4,517,962**	**8,895,718**	**96,539,901**	**109,953,581**
TOTAL LIABILITIES & FUND EQUITY	**$ 5,300,520**	**$ 46,567,360**	**$ 96,690,536**	**$ 148,558,416**

Note 1: This line is the accumulated amounts of the actuarially determined Annual Required Contributions (ARC) for pre-65 year old retiree health insurance in excess of the "pay as you go" charges disbursed from the Retiree Health Insurance Fund plus interest on the unpaid portion of the prior year liability. The trust fund is currently over-funded which is why the account has a negative balance.

STATEMENT B

DOWNTOWN DEVELOPMENT AUTHORITY
Comparison of FY2016 Budget vs Actual Results
July 1, 2015 - February 29, 2016

	Non-Tax Funds		Debt Tax Increment		Local Tax Increment	
	Budget	Actual	Budget	Actual	Budget	Actual
REVENUES						
Property Tax Increment - General	$ -	$ -	$ 7,970,567	$ 8,092,538	$ 4,695,425	$ 4,623,421
Property Tax Increment - Transit Millage	-	-	-	-	417,548	417,548
Property Tax Increment - Prior Year Appeals	-	-	(100,000)	-	(100,000)	-
Property Tax Increment - Rebates to City / ITP	-	-	-	-	(150,850)	-
Special Assessments - Areaway	15,000	1,032	-	-	-	-
Brownfield Authority - Grandville Avenue	-	-	-	-	25,225	24,197
Interest on Investments - General	16,719	14,390	8,000	456	60,500	47,418
Interest on Investments - Multi-Year Accrual Reversal	-	(27,291) [1]	-	-	-	(71,600) [1]
Interest on Investments - The Gallery Note	30,887	-	-	-	-	-
Property Rental - DASH Parking Lots	318,150	29,493	-	-	-	-
Property Rentals - Winter Avenue Building	9,000	-	-	-	-	-
Property Rentals - YMCA Customer Parking	53,000	33,800	-	-	-	-
Event Sponsorships and Support	40,000	27,650	-	-	-	-
Principal Repayments - The Gallery on Fulton Note	50,000	35,000	-	-	-	-
Reimbursement - GR Public Schools for GR Forward	-	-	-	-	-	1,777
Sale of Parking Area 5 - Non-Refundable Deposit	-	60,000	-	-	-	-
Write Off Uncollectible Accounts - Wayfinding Signs	-	(8,265)	-	-	-	-
Reimbursements and Fees - Miscellaneous	500	15,200	-	-	15,000	4,554
From / (To) Fund Balance	2,582,395	-	(8,000)	-	1,575,056	-
TOTAL REVENUES	**$ 3,115,651**	**$ 181,009**	**$ 7,870,567**	**$ 8,092,994**	**$ 6,537,904**	**$ 5,047,315**
EXPENDITURES						
Investment - Planning and Infrastructure						
Development Incentive Programs	$ -	$ -	$ -	$ -	$ 1,050,000	$ 681,559
Transit Projects - Transit Millage Funded	-	-	-	-	230,000	(5,416) [2]
Planning	15,000	-	-	-	75,000	54,318
Public Infrastructure	2,051,451	-	-	-	2,505,000	575,185
Investment Total	$ 2,066,451	$ -	$ -	$ -	$ 3,860,000	$ 1,305,646
Livability - Residents / Workers / Neighborhood	465,000	164,946	-	-	995,000	61,594
Vibrancy - Attracting Visitors	532,000	240,281	-	-	270,000	61,713
Miscellaneous	50,000	17,155	-	-	-	-
Total Alliance Projects	**$ 3,113,451**	**$ 422,382**	**$ -**	**$ -**	**$ 5,125,000**	**$ 1,428,953**
Administration	2,200	1,562	-	-	952,863	945,144
Debt Service for Bond Issues	-	-	5,479,525	742,263	460,041	343,433
Estimated Capture to be Returned	-	-	2,391,042	-	-	-
TOTAL EXPENDITURES	**$ 3,115,651**	**$ 423,944**	**$ 7,870,567**	**$ 742,263**	**$ 6,537,904**	**$ 2,717,530**
EXCESS / (DEFICIT)	**$ -**	**$ (242,935)**	**$ -**	**$ 7,350,731**	**$ -**	**$ 2,329,785**

Note 1: For efficiency reasons, the City Treasurer does not record interest revenue when earned from multiple year investments. Instead, revenues associated with multiple year investments are accumulated annually, accrued, & then reversed in the following fiscal year.

STATEMENT C

DOWNTOWN DEVELOPMENT AUTHORITY
Statement of Current Project Expenditures
As of February 29, 2016

Project Title	Project Budgets %	Project Budgets Cost		EXPENDITURES Month	EXPENDITURES Fiscal Year	EXPENDITURES All Years	Available Budget
Areaway Fill Program (ARIP)		$ 70,000	1, 2	$ 7,930	$ 42,930		$ 27,070
Building Re-use Incentive Program (BRIP)		250,000	1, 2	-	108,450		141,550
Development Project Guidance		80,000	1, 2	1,019	5,332		74,668
Development Project Reimbursements		600,000	1, 2	-	480,903		119,097
Streetscape Improvement Incentive Program		50,000	1, 2	1,994	43,944		6,056
Investment - Development Incentives Sub-Total	**7.45%**	**$ 1,050,000**		**$ 10,943**	**$ 681,559**		**$ 368,441**
DASH North Shuttle Services		80,000	1, 2	-	(5,416)		85,416
New Downtown Circulator Infrastructure		250,000	2	-	-	-	250,000
Investment - Transit Millage Funded Sub-Total	**2.34%**	**$ 330,000**		**$ -**	**$ (5,416)**	**$ -**	**$ 335,416**
Downtown Plan		668,089	2	91	54,318	647,316	20,773
Investment - Planning Sub-Total	**4.74%**	**$ 668,089**		**$ 91**	**$ 54,318**	**$ 647,316**	**$ 20,773**
Arena South Implementation		998,594	2	-	7,159	55,753	942,841
Bostwick Avenue - Lyon St to Crescent St		225,000	2	124	376,027	375,903	(150,903)
Bridge Street Streetscape Improvs		239,003	2	7,747	101,228	107,484	131,519
Grandville Ave Area Improvements		850,000	2	-	59,132	59,132	790,868
Ionia Ave 9 - Buckley St to Wealthy St		886,673	2	-	-	707,833	178,840
Library Area Improvements		130,000	2	-	-	-	130,000
Lyon Square Improvements		200,000	2	11,805	11,805		200,000
Monroe Ave Resurfacing - Louis to I-196		165,000	2	-	1,040	77,885	87,115
Monroe Center-Phase 3 / Monument Park		725,000	2	-	9,235	1,289,791	(564,791)
Ottawa Avenue Public Improvements		330,000	2	-	-	186,633	143,367
Pearl Street Gateway Enhancements		600,000	2	-	-	-	600,000
Rowe Hotel Public Improvements		120,000	2	-	-	-	120,000
State Street - Jefferson to Lafayette		900,000	2	-	-	-	900,000
Veterans Park Improvements		1,100,000	2	-	9,559	98,900	1,001,100
Weston Street - Sheldon to LaGrave Ave		100,000	2	-	-	-	100,000
Investment - Public Infrastructure Sub-Total	**53.74%**	**$ 7,569,270**		**$ 19,676**	**$ 575,185**	**$ 2,959,314**	**$ 4,609,956**
Downtown Speakers Series		15,000	1, 3	-	-		15,000
Investment - Non-Tax Supported Sub-Total	**0.11%**	**$ 15,000**		**$ -**	**$ -**		**$ 15,000**
Accessibility and Mobility Repairs		10,000	1, 2	-	-		10,000
Bicycle Friendly Improvements		1,269,088	2	-	1,886	131,407	1,137,681
Downtown Census		39,000	2	-	-	14,000	25,000
Heartside Public Restroom Facility		100,000	2	-	-	-	100,000
Public Realm Improvements		549,598	2	6,576	49,018	92,040	457,558
Skywalk Wayfinding Sign Improvements		50,000	2	-	-	-	50,000
Snowmelt System Repairs / Investigation		50,000	1, 2	-	5,551		44,449
Tree Well Fill		150,000	2	-	-	-	150,000
Urban Recreation Plan		504,084	2	-	-	54,084	450,000
Wayfinding System Improvements		393,926	2	-	5,139	39,065	354,861
Livability - Local Tax Supported Sub-Total	**22.12%**	**$ 3,115,696**		**$ 6,576**	**$ 61,594**	**$ 330,596**	**$ 2,779,549**
Division Ave Task Force Implemntn		5,000	1, 3	-	-		5,000
Downtown Ambassadors		225,000	1, 3	49,455	152,033		72,967
Educational Partnerships Initiatives		5,000	1, 3	-	5,000		-
Project and Fixed Asset Maintenance		50,000	1, 3	-	-		50,000
Recreational Walk / Tour Signage		35,000	3	-	-	9,715	25,285
Riverwalk Maintenance		25,000	1, 3	-	-		25,000
Stakeholder Engagement Programs		7,500	1, 3	-	3,500		4,000
Street Trees Maintenance Program		5,000	1, 3	-	-		5,000
Transportation Demand Mnmt Prog		125,000	1, 3	559	4,413		120,587
Winter Avenue Building Lease		2,500	1, 3	-	-		2,500
Livability - Non-Tax Supported Sub-Total	**3.44%**	**$ 485,000**		**$ 50,014**	**$ 164,946**	**$ 9,715**	**$ 310,339**
Downtown Marketing & Inclusion		250,000	1, 2	11,132	61,153		188,847
State of Dntn Event & Annual Reports		20,000	1, 2	-	-		20,000
Wayfinding Sign Maintenance		-	1, 2	-	560		(560)
Vibrancy Local Tax Supported Sub-Total	**1.92%**	**$ 270,000**		**$ 11,132**	**$ 61,713**		**$ 208,287**
Bridge Lighting Operations		10,000	1, 3	10,000	10,000		-
DGRI Event Production		60,000	1, 3	10,659	31,341		28,659
Diversity/Inclusion Programming		10,000	1, 3	-	9,497		503
Downtown Marketing & Inclusion		-	1, 3	410	16,607		(16,607)
Downtown Workforce Program		20,000	1, 3	401	6,887		13,113
Go-Site Visitor Center at GRAM		10,000	1, 3	-	-		10,000
Holiday Décor Program		30,000	1, 3	30,752	32,125		(2,125)
Major Event Sponsorship		80,000	1, 3	-	61,892		18,108
Public Space Activation		35,000	1, 3	812	26,225		8,775
Rosa Parks Circle Skating Operations		42,000	1, 3	403	403		41,597
Special Events - Grants		50,000	1, 3	-	12,881		37,119
Special Events - Office of		100,000	1, 3	-	-		100,000
Special Events - Training Program		5,000	1, 3	-	-		5,000
State of Dntn Event & Annual Reports		-	1, 3	-	55		(55)
Ticketed Events - Police Services		80,000	1, 3	13,753	32,368		47,632
Vibrancy Non-Tax Supported Sub-Total	**3.78%**	**$ 532,000**		**$ 67,190**	**$ 240,281**		**$ 291,719**
Experience - Miscellaneous	**0.35%**	**50,000**	**1, 3**	**-**	**17,155**		**32,845**
TOTAL	**100.00%**	**$ 14,085,055**		**$ 165,622**	**$ 1,851,335**		**$ 8,972,325**

Note 1: Current year (FY2016) budget only.

Note 2: Paid from local tax increment. Note 3: Paid from non-tax funds.

STATEMENT D

DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures
February, 2016

Source	Vendor	Purpose / Project	Description	Amount
Local	Paychex	Administration	DGRI payroll, taxes, 401(k) - February, 2016	$ 61,980.26
Non Tax	Michigan Landscape Svcs dba DeVries	Holiday Décor Program	Holiday décor reinstallations	27,527.00
Non Tax	Mydatt Services, dba Block by Block	Downtown Ambassadors	Monthly services - January 2016	24,510.78
Non Tax	Mydatt Services, dba Block by Block	Downtown Ambassadors	Monthly services - December 2015	24,510.78
Non Tax	City Treasurer - Police Department	Ticketed Events - Police Services	Pedestrian safety - January 2016	13,753.18
Non Tax	City Treasurer - Street Lighting	Bridge Lighting Operations	Gillette Bridge lighting repair	10,000.00
Local	Swift Realty LLC	Areaway Fill Program (ARIP)	Partial support for 428 Bridge NW	7,930.25
Local	Bishop Land Design, LLC	Lyon Square Improvements	Lyon Square concept revisions	7,665.07
Local	Nagel Construction Inc.	Bridge Street Streetscape Improvs	Re-construction - December 2015-January 2016	7,640.12
Local	City Treasurer - Budget Office	Administration	Support services allocation - February 2016	6,152.00
Local	GRCAC dba Community Media Center	Downtown Marketing & Inclusion	The Rapidian "Place Matters" event sponsorship	6,000.00
Local	Federal Square Building Co #1 LLC	Administration	Share of 29 Pearl St NW lease for February 2016	5,864.41
Local	City Treasurer - Street Lighting	Public Realm Improvements	Gillette Bridge lighting repair	5,534.00
Local	Bishop Land Design, LLC	Lyon Square Improvements	Lyon Square redesign services	4,140.00
Local	Wolvering Building Group, Inc	Administration	Share of handicap accessible door installation	3,544.44
Local	City of Grand Rapids	Administration	Staff services - February 2016	3,202.72
Local	Dickinson Wright PLLC	Administration	Legal services - misc matters & representtn Nov 2015	3,019.60
Local	McAlvey Merchant & Associates	Administration	Consulting services - January 2016	3,000.00
Non Tax	National CineMedia, LLC	DGRI Event Production	Movies in the Park advertising at Celebration Cinemas	2,682.00
Non Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	Hungry Hippo, Valent-ICE, & Movies in Park supplies	2,647.68
Local	GR Area Chamber of Commerce	Downtown Marketing & Inclusion	Transportation Summit sponsorship	2,500.00
Non Tax	Michigan Landscape Svcs dba DeVries	Holiday Décor Program	Holiday décor reinstallation on Jefferson Avenue	2,400.00
Local	Hospitality Partners, LLC	Streetscape Improvement Incentive Prog	Partial support for 151 Ottawa NW improvements	1,994.50
Local	TGG inc. / The SBAM Plan	Administration	Share of life/disability ins premiums - Jan-May, 2016	1,882.21
Non Tax	City Treasurer - DDA	DGRI Event Production	Valent-ICE event prizes	1,450.00
Local	Dickinson Wright PLLC	Administration	Share of legal services - FOIA procedures Nov 2015	1,346.54
Non Tax	Sharp Studios Co dba Tap Snap	DGRI Event Production	Photo booth for Valent-ICE events	1,095.00
Local	Nicholas Nortier dba Old Growth	Downtown Marketing & Inclusion	Artist fee for downtown coloring book	950.00
Local	City Treasurer - Parking Services	Public Realm Improvements	Public parklet meter hooding	897.50
Local	Swift Printing	Downtown Marketing & Inclusion	Winter events calendar brochure	865.59
Non Tax	Fifth Third Bank - Procurement Card	Administration	TIF, HUD and staff meeting lunches	783.98
Local	City Treasurer - Risk Management	Administration	General insurance - February 2016	745.00
Non Tax	Swift Printing	DGRI Event Production	Printing of Movies in the Park impact report	718.96
Local	Blue Cross Blue Shield of Michigan	Administration	Share of dental insurance - March-May 2016	655.50
Non Tax	City Treasurer - Parking Services	Holiday Décor Program	Meter hooding for holiday décor install - Nov 2015	640.00
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - 20 E. Fulton redevel Nov 2015	637.00
Local	Trane US Inc	Administration	Share of office thermostat repair	625.79
Non Tax	Swift Printing	DGRI Event Production	Printed tree lighting banner	478.89
Local	Professional Maint of Michigan, Inc.	Administration	Share of cleaning services - December 2015	451.65
Non Tax	Swift Printing	DGRI Event Production	Movies Not In The Park flyers	438.18
Non Tax	TGG inc. / The SBAM Plan	Transportation Demand Mnmt Prog	B. Kirk life/disability ins premium - Jan-May 2016	428.88
Non Tax	Fifth Third Bank - Procurement Card	Downtown Marketing & Inclusion	Monthly fees - Nation Builder, Survey Monkey, etc.	409.44
Non Tax	Swift Printing	Rosa Parks Circle Skating Operations	Ice skating posters and handouts	402.72
Non Tax	Swift Printing	Downtown Workforce Program	Broomball flyers and handouts	401.14
Non Tax	Swift Printing	Public Space Activation	Pop Up Performer solicitation flyers and ads	390.00
Local	Creative Studio Promotions	Downtown Marketing & Inclusion	DGRI logoed 8' table cloth	330.71
Non Tax	Swift Printing	DGRI Event Production	Grand Caroling event cards	322.93
Non Tax	Andrew T Stembaugh	Public Space Activation	Pop Up Performer - November-December 2015	300.00
Local	Swift Printing	Downtown Marketing & Inclusion	Open skate banner printed	295.01
Local	Cellco Partnership dba Verizon	Administration	Share of cellphone svc/equip - January 2016	264.64
Non Tax	Swift Printing	DGRI Event Production	Hungry Hippos event flyers and poster	260.36
Local	Federal Square Building Co #1 LLC	Administration	Share of 29 Pearl St, NW electricity - December 2015	254.05
Local	City Treasurer - Parking Services	Downtown Ambassadors	Parking cards - Melvin Eledge - February 2016	254.00
Local	TDS Metrocom LLC	Administration	Share of 29 Pearl NW telephone svc - February 2016	251.69
Local	Federal Square Building Co #1 LLC	Administration	Share of 29 Pearl St, NW electricity - January 2016	248.27
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Area 9 appraisal Nov 2015	236.60
Local	Fifth Third Bank - Procurement Card	Administration	K. Larson/A Guy TIF advocacy - car rental & parking	220.69
Local	Fusion IT	Administration	Share of system back up solutions - February 2016	215.07
Local	Fusion IT	Administration	Share of system back up solutions - January 2016	215.07

continued on the next page

STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures
February, 2016

Source	Vendor	Purpose / Project	Description	Amount
continued from previous page				
Local	Eric Pratt	Administration	MDA Board meeting travel reimbursements	$ 212.00
Non Tax	City Treasurer - Parking Services	Holiday Décor Program	Meter hooding for holiday décor install - Dec 2015	185.00
Local	Fusion IT	Administration	Share of PC & network support - December 2015	183.88
Local	Dickinson Wright PLLC	Administration	Share of legal services - TIF legislation Nov 2015	181.75
Local	Great America Financial Services	Administration	Share of Ricoh copier system lease - Feb 2016	180.59
Non Tax	Swift Printing	Downtown Ambassadors	Service maps printed	179.99
Local	Fifth Third Bank - Procurement Card	Administration	Share of office supplies	164.03
Local	Applied Imaging	Administration	Share of copier rental, & black/white/color copy fees	163.76
Local	Fusion IT	Administration	Share of T. Kelly & M. Ackerman Adobe software	156.45
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - 89 Ionia BRIP November 2015	145.60
Local	Fifth Third Bank - Procurement Card	Public Realm Improvements	Public parklet storage unit monthly rent	144.00
Local	Fusion IT	Administration	Share of system & network engineering - Jan 2016	143.03
Local	Paychex	Administration	DGRI payroll processing fees - February, 2016	140.51
Local	Paychex	Administration	DGRI HRS processing fees - February, 2016	140.00
Non Tax	Curtis Laundry and Dry Cleaners, Inc.	DGRI Event Production	Holiday party table linens laundered / pressed	137.39
Local	Soil and Materials Engineers, INC.	Bostwick Avenue - Lyon St to Crescent St	Soil inspection / testing - 11/23-12/30/2015	124.00
Non Tax	Swift Printing	Public Space Activation	Pop Up performer signs	121.48
Local	Comcast	Administration	Share of high speed internet - February 2016	120.32
Local	Fifth Third Bank - Procurement Card	Administration	KL/KVD/DM Winnepeg conf; staff Griffins tkts	115.23
Non Tax	Kristopher Larson	Administration	TIF and Downtown Mobility lunch reimbursements	113.96
Non Tax	Kimberly Van Driel	DGRI Event Production	Hungry Hippo supplies reimbursement	111.99
Local	City Treasurer - Engineering Dept	Bridge Street Streetscape Improvs	Project engineering/admin Dec 2015 - January 2016	106.62
Local	Mighty Co.	Downtown Marketing & Inclusion	Web hosting January-March 2016	105.00
Local	Madcap Coffee	Administration	Share of coffee for staff and meetings	101.27
Non Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	Valent-ICE and Cannonsburg in the City event permits	100.00
Non Tax	Perrigo Printing Inc	DGRI Event Production	Movies Not In The Park posters	95.00
Local	Dickinson Wright PLLC	Downtown Plan	Legal services - GR Fwd correspondence Nov 15	91.00
Local	Swift Printing	Downtown Marketing & Inclusion	Winter events poster	86.03
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	84.64
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	74.26
Local	Creative Studio Promotions	Administration	Share of DGRI logoed employee jacket - J. Kovalcik	71.91
Non Tax	Cellco Partnership dba Verizon	Transportation Demand Mnmt Prog	B. Kirk cellphone svc/equip - January 2016	65.39
Non Tax	Blue Cross Blue Shield of Michigan	Transportation Demand Mnmt Prog	B. Kirk dental insurance for March 2016-May 2016	64.95
Non Tax	Swift Printing	DGRI Event Production	Holiday Party sponsor board	64.80
Local	LiveSpace	Administration	Share of AV repairs	64.52
Local	Fusion IT	Administration	Share of PC & network support - January 2016	61.30
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	58.98
Non Tax	Swift Printing	DGRI Event Production	Movies Not in the Park posters	55.95
Local	Madcap Coffee	Administration	Share of coffee for staff and meetings	53.33
Local	Madcap Coffee	Administration	Share of coffee for staff and meetings	53.33
Local	JP Morgan Chase	Administration	DGRI payroll bank fees - February, 2016	47.44
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	47.39
Local	Andy Guy	Administration	TIF legislation travel reimbursement	40.82
Local	Fifth Third Bank - Procurement Card	Administration	Office postage	37.68
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	35.96
Local	Jennifer Kovalcik	Administration	Reimbursement for Kent County lien recording fee	35.00
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	33.68
Local	Model Coverall	Administration	Share of 29 Pearl St NW office mats	33.52
Local	Model Coverall	Administration	Share of 29 Pearl St NW office mats	33.52
Local	Model Coverall	Administration	Share of 29 Pearl St NW office mats	32.95
Local	Model Coverall	Administration	Share of 29 Pearl St NW office mats	31.40
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	28.89
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	23.61
Local	Great America Financial Services	Administration	Share of Ricoh copier system lease - February 2016	22.36
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	22.36
Local	Fusion IT	Administration	Share of domain name hosting 2016	21.51
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	21.47
Local	Gordon Water Systems	Administration	Share of cooler rental and water - January 2016	16.78
Local	Professional Maint of Michigan, Inc.	Administration	Share of cleaning supplies December 2015	12.91
Local	Fusion IT	Administration	Share of DC and DNS hosting February 2016	10.32
Local	Fusion IT	Administration	Share of DC and DNS hosting January 2016	10.32
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	9.62
			FEBRUARY, 2016 EXPENDITURES	**$ 263,794.60**

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

Agenda Item 3.
April 15, 2016
DDA Meeting

DATE: April 7, 2016

TO: Brian Harris
Chairman

FROM: Jana M. Wallace
Downtown Development Authority Treasurer

SUBJECT: FY2016 Financial Statements Through March 31, 2016

Attached are the financial statements for the first nine months of the DDA's fiscal year ending June 30, 2016. The attached statements include:

Statement A: Balance Sheet
Statement B: Comparison of FY2016 Budget vs Actual Results
Statement C: Statement of Project Expenditures
Statement D: Schedule of March, 2016 Expenditures

In March, payroll expenses for the first two quarters of FY2016, in the amount of $248,491.22, were re-allocated from DDA Administration to the appropriate DDA projects or to the Monroe North TIFA or the Downtown Improvement District. As a result, on Statement B you can see the "Administration" expenditures are lower than last month. This line item is still trending a little high but should be back in line once the third quarter payroll expenditures have been re-allocated. However, the Authority continues to have sufficient cash to support budgeted expenditures.

Please contact me at 616-456-4514 or jwallace@grcity.us if you have any questions.

Attachments

STATEMENT A

DOWNTOWN DEVELOPMENT AUTHORITY
Balance Sheet
March 31, 2016

	Non-Tax Funds	Debt Increment	Local Tax Increment	TOTAL
ASSETS				
Pooled Cash and Investments	$ 4,513,708	$ 10,204,660	$ 5,684,353	$ 20,402,721
Petty Cash	-	-	500	500
Debt Service Reserve Fund	-	5,404,161	-	5,404,161
Loan Receivable - Project Developer	663,848	-	-	663,848
Loan Receivable - Special Assessments	11,052	-	-	11,052
General Fixed Assets	-	-	90,051,736	90,051,736
Future Tax Increment Revenues Anticipated	-	30,956,213	139,500	31,095,713
TOTAL ASSETS	**$ 5,188,608**	**$ 46,565,034**	**$ 95,876,089**	**$ 147,629,731**
LIABILITIES AND FUND EQUITY				
Liabilities				
Current Liabilities	$ 10,959	$ -	$ 235	$ 11,194
Parking Revenue Payable	10,881	-	-	10,881
Project Increment Due to Developers	-	-	7,373	7,373
Due to Other Governmental Units	-	4,082,617	-	4,082,617
Debt Increment Reimbursement Payable	-	2,613,013	-	2,613,013
Deposit - Area 1 and Area 5 Options to Buy	107,578	-	-	107,578
Net Retiree Health Care Obligation [1]	-	-	(5,349)	(5,349)
Prior Year Property Tax Appeals	-	19,798	9,111	28,909
Deferred Revenue - Developer Loan	663,848	-	-	663,848
Contract Payable	-	-	139,500	139,500
Bonds Payable	-	30,956,213	-	30,956,213
TOTAL LIABILITIES	**793,266**	**37,671,641**	**150,870**	**38,615,777**
Fund Balance / Equity:				
Investments in General Fixed Assets	-	-	90,051,736	90,051,736
Non-Tax Increment Reserve	3,814,332	-	-	3,814,332
Reserve for Authorized Projects	-	-	4,855,244	4,855,244
Reserve for Brownfield Series 2012A Bonds	530,637	-	-	530,637
Reserve for Compensated Absences	-	-	8,033	8,033
Reserve for Eligible Obligations	-	8,893,393	-	8,893,393
Reserve for Encumbrances	50,373	-	810,206	860,579
TOTAL FUND EQUITY	**4,395,342**	**8,893,393**	**95,725,219**	**109,013,954**
TOTAL LIABILITIES & FUND EQUITY	**$ 5,188,608**	**$ 46,565,034**	**$ 95,876,089**	**$ 147,629,731**

Note 1: This line is the accumulated amounts of the actuarially determined Annual Required Contributions (ARC) for pre-65 year old retiree health insurance in excess of the "pay as you go" charges disbursed from the Retiree Health Insurance Fund plus interest on the unpaid portion of the prior year liability. The trust fund is currently over-funded which is why the account has a negative balance.

STATEMENT B

DOWNTOWN DEVELOPMENT AUTHORITY
Comparison of FY2016 Budget vs Actual Results
July 1, 2015 - March 31, 2016

	Non-Tax Funds		Debt Tax Increment		Local Tax Increment	
	Budget	Actual	Budget	Actual	Budget	Actual
REVENUES						
Property Tax Increment - General	$ -	$ -	$ 7,970,567	$ 8,092,538	$ 4,695,425	$ 4,623,421
Property Tax Increment - Transit Millage	-	-	-	-	417,548	417,548
Property Tax Increment - Prior Year Appeals	-	-	(100,000)	(2,326)	(100,000)	(388)
Property Tax Increment - Rebates to City / ITP	-	-	-	-	(150,850)	-
Special Assessments - Areaway	15,000	1,032	-	-	-	-
Brownfield Authority - Grandville Avenue	-	-	-	-	25,225	25,667
Interest on Investments - General	16,719	20,133	8,000	456	60,500	66,541
Interest on Investments - Multi-Year Accrual Reversal	-	(27,291) [1]	-	-	-	(71,600) [1]
Interest on Investments - The Gallery Note	30,887	-	-	-	-	-
Property Rental - DASH Parking Lots	318,150	29,493	-	-	-	-
Property Rentals - Winter Avenue Building	9,000	-	-	-	-	-
Property Rentals - YMCA Customer Parking	53,000	38,025	-	-	-	-
Event Sponsorships and Support	40,000	48,950	-	-	-	-
Principal Repayments - The Gallery on Fulton Note	50,000	35,000	-	-	-	-
Reimbursement - GR Public Schools for GR Forward	-	-	-	-	-	1,777
Sale of Parking Area 5 - Non-Refundable Deposit	-	60,000	-	-	-	-
Write Off Uncollectible Accounts - Wayfinding Signs	-	(8,165)	-	-	-	-
Reimbursements and Fees - Miscellaneous	500	250	-	-	15,000	4,554
From / (To) Fund Balance	2,582,395	-	(8,000)	-	1,575,056	-
TOTAL REVENUES	**$ 3,115,651**	**$ 197,427**	**$ 7,870,567**	**$ 8,090,668**	**$ 6,537,904**	**$ 5,067,520**
EXPENDITURES						
Investment - Planning and Infrastructure						
Development Incentive Programs	$ -	$ -	$ -	$ -	$ 1,050,000	$ 767,947
Transit Projects - Transit Millage Funded	-	-	-	-	230,000	(5,416) [2]
Planning	15,000	-	-	-	75,000	66,307
Public Infrastructure	2,051,451	-	-	-	2,505,000	1,388,053
Investment Total	$ 2,066,451	$ -	$ -	$ -	$ 3,860,000	$ 2,216,891
Livability - Residents / Workers / Neighborhood	465,000	235,998	-	-	995,000	61,738
Vibrancy - Attracting Visitors	532,000	300,295	-	-	270,000	121,342
Miscellaneous	50,000	24,505	-	-	-	-
Total Alliance Projects	**$ 3,113,451**	**$ 560,798**	**$ -**	**$ -**	**$ 5,125,000**	**$ 2,399,971**
Administration	2,200	2,185	-	-	952,863	809,013
Debt Service for Bond Issues	-	-	5,479,525	742,263	460,041	343,433
Estimated Capture to be Returned	-	-	2,391,042	-	-	-
TOTAL EXPENDITURES	**$ 3,115,651**	**$ 562,983**	**$ 7,870,567**	**$ 742,263**	**$ 6,537,904**	**$ 3,552,417**
EXCESS / (DEFICIT)	**$ -**	**$ (365,556)**	**$ -**	**$ 7,348,405**	**$ -**	**$ 1,515,103**

Note 1: For efficiency reasons, the City Treasurer does not record interest revenue when earned from multiple year investments. Instead, revenues associated with multiple year investments are accumulated annually, accrued, & then reversed in the following fiscal year.

STATEMENT C

DOWNTOWN DEVELOPMENT AUTHORITY
Statement of Current Project Expenditures
As of March 31, 2016

Project Title	Project Budgets %	Project Budgets Cost		EXPENDITURES Month	EXPENDITURES Fiscal Year	EXPENDITURES All Years	Available Budget
Areaway Fill Program (ARIP)		$ 70,000	1, 2	$ -	$ 42,930		$ 27,070
Building Re-use Incentive Program (BRIP)		250,000	1, 2	12,047	120,497		129,503
Development Project Guidance		80,000	1, 2	40,084	45,416		34,584
Development Project Reimbursements		600,000	1, 2	34,257	515,160		84,840
Streetscape Improvement Incentive Program		50,000	1, 2	-	43,944		6,056
Investment - Development Incentives Sub-Total	**7.45%**	**$ 1,050,000**		**$ 86,388**	**$ 767,947**		**$ 282,053**
DASH North Shuttle Services		80,000	1, 2	-	(5,416)		85,416
New Downtown Circulator Infrastructure		250,000	2	-	-	-	250,000
Investment - Transit Millage Funded Sub-Total	**2.34%**	**$ 330,000**		**$ -**	**$ (5,416)**	**$ -**	**$ 335,416**
Downtown Plan		668,089	2	11,988	66,307	659,304	8,785
Investment - Planning Sub-Total	**4.74%**	**$ 668,089**		**$ 11,988**	**$ 66,307**	**$ 659,304**	**$ 8,785**
Arena South Implementation		998,594	2	15,305	22,464	71,058	927,536
Bostwick Avenue - Lyon St to Crescent St		225,000	2	1,596	377,621	377,499	(152,499)
Bridge Street Streetscape Improvs		239,003	2	3,632	104,860	111,116	127,887
Grandville Ave Area Improvements		850,000	2	782,534	841,667	841,666	8,334
Ionia Ave 9 - Buckley St to Wealthy St		886,673	2	-	-	707,833	178,840
Library Area Improvements		130,000	2	-	-	-	130,000
Lyon Square Improvements		200,000	2	8,194	19,999		200,000
Monroe Ave Resurfacing - Louis to I-196		165,000	2	1,608	2,648	79,493	85,507
Monroe Center-Phase 3 / Monument Park		725,000	2	-	9,235	1,289,791	(564,791)
Ottawa Avenue Public Improvements		330,000	2	-	-	186,633	143,367
Pearl Street Gateway Enhancements		600,000	2	-	-	-	600,000
Rowe Hotel Public Improvements		120,000	2	-	-	-	120,000
State Street - Jefferson to Lafayette		900,000	2	-	-	-	900,000
Veterans Park Improvements		1,100,000	2	-	9,559	98,900	1,001,100
Weston Street - Sheldon to LaGrave Ave		100,000	2	-	-	-	100,000
Investment - Public Infrastructure Sub-Total	**53.74%**	**$ 7,569,270**		**$ 812,869**	**$ 1,388,053**	**$ 3,763,989**	**$ 3,805,281**
Downtown Speakers Series		15,000	1, 3	120	-		15,000
Investment - Non-Tax Supported Sub-Total	**0.11%**	**$ 15,000**		**$ 120**	**$ -**		**$ 15,000**
Accessibility and Mobility Repairs		10,000	1, 2	-	-		10,000
Bicycle Friendly Improvements		1,269,088	2	-	1,886	133,293	1,135,795
Downtown Census		39,000	2	-	-	14,000	25,000
Heartside Public Restroom Facility		100,000	2	-	-	-	100,000
Public Realm Improvements		549,598	2	144	49,162	92,184	457,414
Skywalk Wayfinding Sign Improvements		50,000	2	-	-	-	50,000
Snowmelt System Repairs / Investigation		50,000	1, 2	-	5,551		44,449
Tree Well Fill		150,000	2	-	-	-	150,000
Urban Recreation Plan		504,084	2	-	-	54,084	450,000
Wayfinding System Improvements		393,926	2	-	5,139	39,065	354,861
Livability - Local Tax Supported Sub-Total	**22.12%**	**$ 3,115,696**		**$ 144**	**$ 61,738**	**$ 332,626**	**$ 2,777,519**
Division Ave Task Force Implemntn		5,000	1, 3	-	-		5,000
Downtown Ambassadors		225,000	1, 3	24,724	176,757		48,243
Educational Partnerships Initiatives		5,000	1, 3	-	5,000		-
Project and Fixed Asset Maintenance		50,000	1, 3	-	-		50,000
Recreational Walk / Tour Signage		35,000	3	-	-	9,715	25,285
Riverwalk Maintenance		25,000	1, 3	-	-		25,000
Stakeholder Engagement Programs		7,500	1, 3	1,035	4,535		2,965
Street Trees Maintenance Program		5,000	1, 3	-	-		5,000
Transportation Demand Mnmt Prog		125,000	1, 3	45,293	49,706		75,294
Winter Avenue Building Lease		2,500	1, 3	-	-		2,500
Livability - Non-Tax Supported Sub-Total	**3.44%**	**$ 485,000**		**$ 71,052**	**$ 235,998**	**$ 9,715**	**$ 239,287**
Downtown Marketing & Inclusion		250,000	1, 2	59,629	120,782		129,218
State of Dntn Event & Annual Reports		20,000	1, 2	-	-		20,000
Wayfinding Sign Maintenance		-	1, 2	-	560		(560)
Vibrancy Local Tax Supported Sub-Total	**1.92%**	**$ 270,000**		**$ 59,629**	**$ 121,342**		**$ 148,658**
Bridge Lighting Operations		10,000	1, 3	-	10,000		-
DGRI Event Production		60,000	1, 3	42,729	74,070		(14,070)
Diversity/Inclusion Programming		10,000	1, 3	-	9,497		503
Downtown Marketing & Inclusion		-	1, 3	-	16,607		(16,607)
Downtown Workforce Program		20,000	1, 3	225	7,112		12,888
Go-Site Visitor Center at GRAM		10,000	1, 3	-	-		10,000
Holiday Décor Program		30,000	1, 3	-	32,125		(2,125)
Major Event Sponsorship		80,000	1, 3	15,000	76,892		3,108
Public Space Activation		35,000	1, 3	210	26,435		8,565
Rosa Parks Circle Skating Operations		42,000	1, 3	-	403		41,597
Special Events - Grants		50,000	1, 3	1,850	14,731		35,269
Special Events - Office of		100,000	1, 3	-	-		100,000
Special Events - Training Program		5,000	1, 3	-	-		5,000
State of Dntn Event & Annual Reports		-	1, 3	-	55		(55)
Ticketed Events - Police Services		80,000	1, 3	-	32,368		47,632
Vibrancy Non-Tax Supported Sub-Total	**3.78%**	**$ 532,000**		**$ 60,014**	**$ 300,295**		**$ 231,705**
Experience - Miscellaneous	**0.35%**	**50,000**	**1, 3**	**7,350**	**24,505**		**25,495**
TOTAL	**100.00%**	**$ 14,085,055**		**$ 1,109,554**	**$ 2,960,769**		**$ 7,869,199**

Note 1: Current year (FY2016) budget only.

Note 2: Paid from local tax increment. Note 3: Paid from non-tax funds.

STATEMENT D

DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures
March, 2016

Source	Vendor	Purpose / Project	Description	Amount
Local	Consumers Energy Company	Grandville Ave Area Improvements	Relocation of electrical lines underground	$ 782,000.00
Local	Paychex	Administration	DGRI payroll, taxes, 401(k) - March, 2016	60,066.22
Local	Payroll Re-Allocation Entry	Downtown Marketing & Inclusion	DGRI payroll 06/14-12/25/2015 - wgs/taxes/401(k)	56,086.58
Non Tax	Payroll Re-Allocation Entry	Transportation Demand Mnmt Prog	DGRI payroll 06/14-12/25/2015 - wgs/taxes/401(k)	43,054.70
Local	Payroll Re-Allocation Entry	Development Project Guidance	DGRI payroll 06/14-12/25/2015 - wgs/taxes/401(k)	39,383.90
Non Tax	Mydatt Services, dba Block by Block	Downtown Ambassadors	Monthly services - October 2015	24,510.78
Local	HP3 LLC - J.W. Marriott	Development Project Reimbursements	Reimburse Winter 2015 tax increment	22,431.63
Non Tax	Ice Sculptures, LTD	DGRI Event Production	Fabricated Valent-ICE sculptures	20,900.00
Local	Priority Health	Administration	Share of health insurance premiums 03/01-06/30/2016	18,547.43
Local	Payroll Re-Allocation Entry	Arena South Implementation	DGRI payroll 06/14-12/25/2015 - wgs/taxes/401(k)	15,235.91
Non Tax	Gilda's Club of Grand Rapids	Major Event Sponsorship	Laughfest 2016 sponsorship	15,000.00
Local	Payroll Re-Allocation Entry	Downtown Plan	DGRI payroll 06/14-12/25/2015 - wgs/taxes/401(k)	11,934.51
Local	Iron Restaurant	Building Re-use Incentive Program (BRIP)	Partial support for ADA improvmnts for 25 Ottawa SW	10,000.00
Local	Bishop Land Design, LLC	Lyon Square Improvements	Lyon Square redesign services	8,194.15
Local	City of Grand Rapids	Administration	Staff services - March 2016	6,152.00
Non Tax	Grand Rapids Event Management LLC	DGRI Event Production	Valent-ICE event planning and consulting	5,497.45
Non Tax	HST Lessee Cincinnati LLC	Experience - Miscellaneous	MUDF conference hotel accommodations - DGRI staff	4,523.86
Non Tax	Swank Motion Pictures	DGRI Event Production	MITP - Film rights 2016	4,000.00
Local	City Treasurer - Budget Office	Administration	Support services allocation - March 2016	3,694.56
Local	Nagel Construction Inc.	Bridge Street Steeetscape Improvements	Reconstruction work - 01/27-01/29/2016	3,632.36
Non Tax	Swank Motion Pictures	DGRI Event Production	Film rights for MITP summer 2016 events	3,500.00
Local	McAlvey Merchant & Associates	Administration	Consulting services - February 2016	3,000.00
Local	Fifth Third Bank - Procurement Card	Administration	Conference regis & exps - MUDF/Winnipeg/webinar	2,922.95
Non Tax	Swank Motion Pictures	DGRI Event Production	Film rights for MITP summer 2016 events	2,750.00
Local	Two West Fulton LLC	Development Project Reimbursements	Reimburse Winter 2015 tax increment	2,689.34
Local	Health Park Central LP	Development Project Reimbursements	Reimburse balance of Summer 2015 tax increment	2,469.70
Local	Hopson Flats, LLC	Development Project Reimbursements	Reimburse Winter 2015 tax increment	2,088.81
Local	Iron Restaurant	Building Re-use Incentive Program (BRIP)	Partial reimbursement for signage improvements	2,000.00
Non Tax	Priority Health	Transportation Demand Mnmt Prog	B. Kirk - health insurance premiums 03/01-06/30/2016	1,859.43
Non Tax	Fifth Third Bank - Procurement Card	Experience - Miscellaneous	Downtown GR site visits for state legislators	1,835.88
Non Tax	City Treasurer - Public Services Dept	DGRI Event Production	MITP- Refuse services 2015	1,620.00
Local	Dickinson Wright PLLC	Administration	Legal services - MLCC correspondence Jan 2016	1,619.80
Local	Michigan Dept of Transportation	Monroe Ave Resurfacing - Louis to I-196	General construction through January 31, 2016	1,608.09
Local	DBD Properties, LLC	Development Project Reimbursements	Reimburse Winter 2015 tax increment	1,594.37
Local	Michigan Dept of Transportation	Bostwick Avenue - Lyon St to Crescent St	General construction	1,559.99
Local	HR Collaborative LLC	Administration	Share of HR consulting February 2016	1,527.03
Local	Herald Companies	Administration	Publication of annual report	1,504.45
Local	35 Oakes Associates, L.L.C.	Development Project Reimbursements	Reimburse Winter 2015 tax increment	1,332.83
Local	Fifth Third Bank - Procurement Card	Administration	K.Larson Winnipeg conference regis & expenses	1,329.37
Local	Fusion IT	Administration	Share of IT services - phone repairs	1,322.71
Local	Grand Rapids Downtown Market	Downtown Marketing & Inclusion	Sponsorhip- Food A'Faire October 2015	1,000.00
Local	Thomas Allen Brown	Downtown Marketing & Inclusion	Love Wins event sponsorship	1,000.00
Non Tax	West Mich Hockey Youth Foundation	Special Events - Grants	Great Skate event sponsorship	1,000.00
Non Tax	Swift Printing	Stakeholder Engagement Programs	Neighborhood summit programs sponsorship	885.28
Local	68 Commerce LLC	Development Project Reimbursements	Reimburse Summer & Winter 2015 tax increments	859.86
Non Tax	The Body Mind Being Project	Special Events - Grants	Midwinters Night Dream event sponsorship	850.00
Local	Revue Holding Company	Downtown Marketing & Inclusion	"Calling All Artists" advertisement March 2016	772.00
Non Tax	Revue Holding Company	DGRI Event Production	Valent-ICE advertisement March 2016	772.00
Local	City Treasurer - Risk Management	Administration	General insurance - March 2016	745.00
Local	City Treasurer - Parking Services	Administration	Parking validations - March 2016	668.00
Non Tax	Swift Printing	DGRI Event Production	Valent-ICE event signs	602.00
Local	Fusion IT	Administration	Share of IT services - February 2016	600.06
Non Tax	Swift Printing	DGRI Event Production	Valent-ICE supplies	588.00
Local	MVP Sportsplex - GR, LLC	Administration	Staff mbrships Feb 2016 (fees deducted from payroll.)	546.30
Local	MVP Sportsplex - GR, LLC	Administration	Staff mbrships Feb 2016 (fees deducted from payroll.)	546.29
Local	Diversco Construction Co Inc	Grandville Ave Area Improvements	General construction	534.13
Local	Fifth Third Bank - Procurement Card	Downtown Marketing & Inclusion	Website/software monthly charges & Facebook ads	517.66
Non Tax	Adrian Butler	DGRI Event Production	Valent-ICE 2016 DJ services	500.00
Local	100 Commerce Development LLC	Development Project Reimbursements	Reimburse Winter 2015 tax increment	464.58

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STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures
March, 2016

Source	Vendor	Purpose / Project	Description	Amount
continued from previous page				
Local	Professional Maint of Michigan, Inc.	Administration	Share of cleaning services January 2016	$ 451.65
Local	Professional Maint of Michigan, Inc.	Administration	Share of cleaning services February 2016	451.65
Local	Baker Holtz PC	Administration	Share of small business advising services - Dec 2015	430.15
Local	Baker Holtz PC	Administration	Share of small business advising services - Jan 2016	430.15
Local	Baker Holtz PC	Administration	Share of small business advising services - Feb 2016	430.15
Local	Baker Holtz PC	Administration	Share of small business advising services - Mar 2016	430.15
Non Tax	Fifth Third Bank - Procurement Card	Experience - Miscellaneous	Stakeholder Legacy Ball tickets	425.96
Non Tax	Jeffrey Christopher Wilkinson	DGRI Event Production	Valent-ICE photography services	412.50
Non Tax	Wolverine Printing Co	DGRI Event Production	Valent-ICE brochures	394.24
Non Tax	Fifth Third Bank - Procurement Card	Experience - Miscellaneous	Downtown GR visits for state legislators vehicle rental	375.00
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Area 5 project December 2015	364.00
Non Tax	Kerkstra Portable Restroom Svc Inc	DGRI Event Production	Portable restrooms for Cannonsburg in the City	360.00
Non Tax	M-Buck Studio, LLC	DGRI Event Production	Valent-ICE photography services	350.00
Non Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	Supplies for various events	338.72
Local	Owen-Ames-Kimball Co.	Development Project Reimbursements	Reimburse Winter 2015 tax increment	325.61
Local	Cellco Partnership dba Verizon	Administration	Share of staff cellphone svc/equip - February 2016	264.64
Local	Federal Square Building Co #1 LLC	Administration	Share of electricity - 29 Pearl Street, NW Feb 2016	257.57
Local	Payroll Re-Allocation Entry	Downtown Marketing & Inclusion	DGRI payroll 06/14-12/25/2015 - fees	252.93
Local	TDS Metrocom LLC	Administration	Share of 29 Pearl NW telephone service - March 2016	251.75
Local	Dickinson Wright PLLC	Administration	Legal services - TIF legislation December 2015	246.66
Non Tax	Fifth Third Bank - Procurement Card	Administration	Larson/Van Driel/Marquardt Winnipeg travel exps	231.36
Non Tax	Jeffrey Christopher Wilkinson	Downtown Workforce Program	Human Hungry Hungry Hippos photography services	225.00
Local	Staples Contract & Commercial	Administration	Share of office supplies	223.30
Local	Fusion IT	Administration	Share of IT services - network backup February 2016	215.07
Local	Fusion IT	Administration	Share of IT services - network backup March 2016	215.07
Non Tax	Fifth Third Bank - Procurement Card	Experience - Miscellaneous	Winnipeg conference expenses	189.67
Non Tax	Payroll Re-Allocation Entry	Transportation Demand Mnmt Prog	DGRI payroll 06/14-12/25/2015 - fees	188.42
Local	Great America Financial Services	Administration	Share of Ricoh copier system lease - March 2016	176.78
Local	Payroll Re-Allocation Entry	Development Project Guidance	DGRI payroll 06/14-12/25/2015 - fees	172.51
Local	Fusion IT	Administration	Share of IT services - security and email archiving	169.39
Local	Professional Maint of Michigan, Inc.	Administration	Share of window cleaning services	150.55
Non Tax	Aaron Roelofs	Public Space Activation	Pop up performer - 02/09/2016	150.00
Non Tax	Gilda's Club of Grand Rapids	Stakeholder Engagement Programs	Laughfest tickets for stakeholders	150.00
Non Tax	Fifth Third Bank - Procurement Card	Administration	K.Larson/T. Kelly/A. Guy working lunches	148.46
Local	Fifth Third Bank - Procurement Card	Public Realm Improvements	Public parklet storage unit	144.00
Local	Paychex	Administration	DGRI HRS processing fees - March, 2016	140.00
Local	Paychex	Administration	DGRI payroll processing fees - March, 2016	138.68
Local	DDA Petty Cash	Administration	DDA postage	121.89
Local	Comcast	Administration	Share of high speed internet - March 2016	120.32
Local	Staples Contract & Commercial	Administration	Share of office supplies	120.15
Non Tax	Swift Printing	Downtown Speakers Series	Women + City building event flyers	119.60
Local	Fifth Third Bank - Procurement Card	Administration	Share of office supplies	108.33
Local	Fusion IT	Administration	Share of IT services - misc svcs Jan & Feb 2016	102.16
Local	Staples Contract & Commercial	Administration	Share of office supplies	101.91
Non Tax	DDA Petty Cash	DGRI Event Production	DGRI event supplies	93.22
Local	Staples Contract & Commercial	Administration	Share of office supplies	89.03
Non Tax	DDA Petty Cash	Administration	K.Larson/M.Ackerman/Alliance working lunches	86.46
Local	DDA Petty Cash	Administration	Share of office supplies	75.26
Non Tax	DTE Energy	Downtown Ambassadors	Share of natural gas at 331 Winter Ave NW	74.07
Non Tax	MVP Sportsplex - GR, LLC	Transportation Demand Mnmt Prog	Staff membership Feb 2016 (fees deducted from payroll	71.97
Local	Staples Contract & Commercial	Administration	Share of office supplies	70.06
Local	Payroll Re-Allocation Entry	Arena South Implementation	DGRI payroll 06/14-12/25/2015 - fees	68.72
Non Tax	Cellco Partnership dba Verizon	Transportation Demand Mnmt Prog	B. Kirk cellphone svc/equip February 2016	65.39
Non Tax	Consumers Energy Company	Downtown Ambassadors	Share of natural gas at 331 Winter Ave NW	64.85
Local	Staples Contract & Commercial	Administration	Share of office supplies	64.84
Local	Staples Contract & Commercial	Administration	Share of office supplies	64.51
Local	Staples Contract & Commercial	Administration	Share of office supplies	63.69
Local	Staples Contract & Commercial	Administration	Share of office supplies	57.52
Local	Madcap Coffee	Administration	Share of coffee for staff and meetings	55.13

continued on the next page

STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures
March, 2016

Source	Vendor	Purpose / Project	Description	Amount
continued from previous page				
Local	Staples Contract & Commercial	Administration	Share of office supplies	$ 54.69
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Venue Tower project Dec 2015	54.60
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - 20 E. Fulton project Dec 2015	54.60
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services- 89 Ionia BRIP agreement Dec 2015	54.60
Local	Payroll Re-Allocation Entry	Downtown Plan	DGRI payroll 06/14-12/25/2015 - fees	53.82
Non Tax	Fifth Third Bank - Procurement Card	Transportation Demand Mnmt Prog	Urban bikeway design book	53.00
Non Tax	Anthony Smith	Public Space Activation	Pop up performer - 02/09/2016	50.00
Local	Staples Contract & Commercial	Administration	Share of office supplies	48.59
Local	DDA Petty Cash	Building Re-use Incentive Program (BRIP)	Recording services for BRIP project	47.00
Local	JP Morgan Chase	Administration	DGRI payroll bank fees - March, 2016	46.26
Local	Madcap Coffee	Administration	Share of coffee for staff and meetings	46.14
Local	Staples Contract & Commercial	Administration	Share of office supplies	45.15
Non Tax	Consumers Energy Company	Downtown Ambassadors	Electricity - 331 Winter Ave NW - 01/22-02/18/2016	44.57
Local	Staples Contract & Commercial	Administration	Share of office supplies	36.81
Non Tax	Kimberly Van Driel	Administration	Winnipeg travel expenditures	35.54
Local	Soil and Materials Engineers, INC.	Bostwick Avenue - Lyon St to Crescent St	General construction January 2016	35.49
Local	Model Coverall	Administration	Share of office mats rentals	34.12
Local	Gordon Water Systems	Administration	Share of cooler rental and water - March 2016	33.98
Local	Model Coverall	Administration	Share of office mats rentals	33.13
Non Tax	City Treasurer - Parking Services	Downtown Ambassadors	Parking - Melvin Eledge March 2016	30.00
Local	Gordon Water Systems	Administration	Share of cooler rental and water - February 2016	29.47
Local	Staples Contract & Commercial	Administration	Share of office supplies	26.62
Non Tax	Annamarie Buller	DGRI Event Production	Valent-ICE supplies reimbursement	25.56
Non Tax	Kimberly Van Driel	DGRI Event Production	Human Hungry Hungry Hippos supplies	25.42
Local	Kristopher Larson	Administration	Winnipeg trip travel expenses	23.31
Local	Staples Contract & Commercial	Administration	Share of office supplies	21.67
Local	Fusion IT	Administration	Share of IT services- system and network engineering	20.43
Local	Fusion IT	Administration	Share of IT services - November 2015	20.43
Local	Staples Contract & Commercial	Administration	Share of office supplies	14.94
Local	Professional Maint of Michigan, Inc.	Administration	Share of cleaning supplies February 2016	12.90
Local	Staples Contract & Commercial	Administration	Share of office supplies	12.72
Local	Fusion IT	Administration	Share of IT services - DC-DNC hosting March 2016	10.32
Local	DDA Petty Cash	Administration	M. Ackerman notary filing	10.00
Non Tax	DDA Petty Cash	Public Space Activation	Pop up performer supplies	9.87
Local	DDA Petty Cash	Administration	K. Larson parking	8.00
Local	Payroll Re-Allocation Entry	Administration	DGRI payroll 06/14-12/25/2015 - fees	(1,095.41)
Local	Payroll Re-Allocation Entry	Administration	DGRI payroll 06/14-12/25/2015 - wgs/taxes/401(k)	(247,395.81)
			MARCH, 2016 EXPENDITURES	**$ 973,235.30**

Grand Rapids Downtown Development Authority



AUDIT WRAP-UP

For the Year Ended June 30, 2015

The following communication was prepared as part of our audit, has consequential limitations, and is intended solely for the information and use of those charged with governance (e.g., City Commission and Fiscal Committee) and, if appropriate, management of the Authority and is not intended and should not be used by anyone other than these specified parties.

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200 Ottawa Ave NW, Suite 300
Grand Rapids, MI 49503

November 23, 2015

Members of the Grand Rapids Downtown Development Authority
Grand Rapids, Michigan

Professional standards require us to communicate with you regarding matters related to the audit, that are, in our professional judgment, significant and relevant to your responsibilities in overseeing the financial reporting process. The following documents various matters with respect to the wrap-up phase of the audit of the annual financial statements for the Grand Rapids Downtown Development Authority (the Authority) as of and for the year ended June 30, 2015, including a summary of our overall objectives for the audit, and the nature, scope, and timing of the planned audit work.

This communication is intended to elaborate on the significant findings from our audit, including our views on the qualitative aspects of the Authority's accounting practices and policies, management's judgments and estimates, financial statement disclosures, and other required matters.

We are pleased to be of service to the Authority and will be happy to answer any questions you might have.

Respectfully,

BDO USA, LLP

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Discussion Outline

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Status of Our Audit

We have completed our audit of the financial statements as of and for the year ended June 30, 2015. Our audit was conducted in accordance with auditing standards generally accepted in the United States of America. This audit of the financial statements does not relieve management or those charged with governance of their responsibilities.

- The objective of our audit was to obtain reasonable - not absolute - assurance about whether the financial statements are free from material misstatements.
- The scope of the work performed was substantially the same as that described to you in our earlier Audit Planning communications.
- We have issued an unmodified opinion on the financial statements dated November 11, 2015.
- Our responsibility for other information in documents containing the Authority's audited financial statements (e.g., Management's Discussion and Analysis) does not extend beyond the financial information identified in the audit report, and we are not required to perform procedures to corroborate such other information. However, in accordance with professional standards, we have read the information included by the Authority and considered whether such information, or the manner of its presentation, was materially inconsistent with its presentation in the financial statements. Our responsibility also includes calling to management's attention any information that we believe is a material misstatement of fact. We have not identified any material inconsistencies or concluded there are any material misstatements of facts in the other information that management has chosen not to correct.
- All records and information requested by BDO were freely available for our inspection.
- Management's cooperation was excellent. We received full access to all information that we requested while performing our audit, and we acknowledge the full cooperation extended to us by all levels of Authority personnel throughout the course of our work.

Results of Our Audit

ACCOUNTING PRACTICES AND POLICIES

The Authority's significant accounting practices and policies are those included in Note 2 to the financial statements. These accounting practices and policies are appropriate, comply with generally accepted accounting principles and industry practice, were consistently applied, and are adequately described within Note 2 to the financial statements.

- There were no changes in significant accounting policies and practices during the year.

CORRECTED AND UNCORRECTED MISSTATEMENTS

There were no corrected misstatements related to accounts and/or disclosures that we brought to the attention of management.

There were no uncorrected misstatements related to accounts and/or disclosures that we presented to management.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses.

We are required to communicate, in writing, to those charged with governance all material weaknesses and significant deficiencies that have been identified in the Authority's internal controls over financial reporting. The definitions of control deficiency, significant deficiency and material weakness follow:

Category	Definition
Deficiency in Internal Control	A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.
Significant Deficiency	A deficiency or combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.
Material Weakness	A deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected on a timely basis.

In conjunction with our audit of the financial statements, we noted no material weaknesses.

Other Required Communications

Following is a summary of those required items, along with specific discussion points as they pertain to the Authority:

Requirement	Discussion Points
Significant changes to planned audit strategy or significant risks initially identified	There were no significant changes to the planned audit strategy or significant risks initially identified and previously communicated to those charged with governance as part of our Audit Planning communications.
Obtain information from those charged with governance relevant to the audit	There were no matters noted relevant to the audit, including, but not limited to: violations or possible violations of laws or regulations; risk of material misstatements, including fraud risks; or tips or complaints regarding the Authority's financial reporting that we were made aware of as a result of our inquiry of those charged with governance.
Consultations with other accountants	We are not aware of any consultations about accounting or auditing matters between management and other independent public accountants. Nor are we aware of opinions obtained by management from other independent public accountants on the application of generally accepted accounting principles.
Disagreements with management	There were no disagreements with management about matters, whether or not satisfactorily resolved, that individually or in aggregate could be significant to the Authority's financial statements or to our auditor's report.
Significant difficulties encountered during the audit	There were no significant difficulties encountered during the audit.
Other matters significant to the oversight of the Authority's financial reporting process, including complaints or concerns regarding accounting or auditing matters	There are no other matters that we consider significant to the oversight of the Authority's financial reporting process that have not been previously communicated.
Representations requested from management	Please refer to the management representation letter that is available from management.

Independence Communication

Our engagement letter to you dated July 27, 2015 describes our responsibilities in accordance with professional standards and certain regulatory authorities with regard to independence and the performance of our services. This letter also stipulates the responsibilities of the Authority with respect to independence as agreed to by the Authority. Please refer to that letter for further information.

Significant Accounting and Reporting Matters

GASB STATEMENT NO. 72, *FAIR VALUE MEASUREMENT AND APPLICATION*

- This statement addresses accounting and financial reporting issues related to fair value measurements. Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.
- Additional disclosures are required to be made about fair value measurements, the level of fair value hierarchy and valuation techniques.
- This pronouncement will be effective for the District for the year ending June 30, 2017.

GASB STATEMENT NOS. 74 AND 75, OTHER POSTEMPLOYMENT BENEFITS (OPEB)

- GASB approved two statements related to OPEB that will require OPEB to be reported the same as pensions will be reported. The Authority will be required to report its share of the net OPEB liability in the full accrual statements.
- The expected effective date will be for the year ending June 30, 2018.

UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

- The Office of Management and Budget (OMB) recently issued Uniform Guidance for all entities that receive federal awards and will require the Authority to implement policy changes.
- The "Super Circular" combines OMB Circulars (A-87, A-102, A-133, etc.) into one document.
- Provides new guidance on Protected Personally Identifiable Information.
- Focus on internal controls that should be in compliance with the Green Book and COSO.
- Changes to procurement standards, now five methods of procurement, including new "micro purchase" guidance.
- Changes to indirect cost rates, including a 10% de minimis rate.
- The Authority will be required to identify a Single Audit Accountable Official responsible for overseeing the single audit.
- The new requirements are effective for any awards made on or after December 26, 2014.
- Single audit threshold is increasing to $750,000, and there are other changes to audit requirements that will be effective for the year ending June 30, 2016.

We recommend you review the Uniform Guidance to determine what changes you will need to make to policies and procedures. BDO has a resource page with links to the original document along with other useful information. The link is http://nonprofitblog.bdo.com/index.php/resources/supercircular-resources/.

Get to Know BDO

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Grand Rapids Downtown Development Authority

(A Component Unit of the City of Grand Rapids, Michigan)

Financial Statements
and Supplementary Information
For the Year Ended June 30, 2015

The report accompanying these financial statements was issued by BDO USA, LLP, a Delaware limited liability partnership and the U.S. member of BDO International Limited, a UK company limited by guarantee.

Grand Rapids Downtown Development Authority

(A Component Unit of the City of Grand Rapids, Michigan)

Financial Statements and Supplementary Information

For the Year Ended June 30, 2015

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Grand Rapids Downtown Development Authority
(A Component Unit of the City of Grand Rapids, Michigan)

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Grand Rapids, MI 49503

Independent Auditor's Report

Members of the Grand Rapids
Downtown Development Authority
Grand Rapids, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the Grand Rapids Downtown Development Authority (the Authority), a component unit of the City of Grand Rapids, Michigan, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Authority's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Grand Rapids Downtown Development Authority as of June 30, 2015, and the changes in its financial position for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Prior Year Comparative Information

We have previously audited the Authority's 2014 financial statements, and we expressed an unmodified audit opinion on the 2014 financial statements in our report dated December 10, 2014. In our opinion, the comparative information presented herein as of and for the year ended June 30, 2014 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis on pages 9-14 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Authority's basic financial statements. The Schedule of Current and Ongoing Projects and Future Commitments are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

BDO USA, LLP

November 11, 2015

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Management's Discussion and Analysis

This section of the Downtown Development Authority's (the Authority) financial report presents a discussion and analysis of the Authority's financial performance for the fiscal year ended June 30, 2015. This discussion has been prepared by management, along with the financial statements and related footnote disclosures, and should be read in conjunction with, and is qualified in its entirety by, the financial statements and footnotes. This discussion and analysis is designed to focus on current activities, resulting changes and currently known facts.

Using the Financial Report

This financial report consists of financial statements that focus on the financial condition of the unit of government and the results of its operations as a whole. One of the most important questions asked about governmental finances is whether the unit of government as a whole is better off or worse off as a result of the year's activities. The keys to answering this question are the Statement of Net Position and the Statement of Activities.

The Statement of Net Position includes the Authority's assets, deferred outflows of resources, liabilities and net position. Deferred outflows of resources are the consumption of net position by the Authority that is applicable to a future reporting period. It is prepared using the accrual basis of accounting, whereby revenues and assets are recognized when levied or the service is provided, and expenses and liabilities are recognized when others provide the service, regardless of when cash is exchanged. The Authority's net position is one indicator of the Authority's financial health. Over time, increases or decreases in net position indicate the improvement or erosion of the Authority's financial health.

Condensed Statements of Net Position

June 30,	**2015**	2014	% Change
Assets			
Current assets	**$ 17,553,460**	$ 16,582,528	5.86
Noncurrent assets	**940,825**	1,180,580	(20.31)
Capital assets, net of depreciation	**42,223,583**	43,958,465	(3.95)
Total Assets	**60,717,868**	61,721,573	(1.63)
Deferred Outflows of Resources	**1,198,871**	1,332,678	(10.04)
Liabilities			
Current liabilities	**4,730,147**	4,581,506	3.24
Noncurrent liabilities:			
Due within one year	**4,044,150**	4,041,345	0.07
Due in more than one year	**35,753,517**	38,766,082	(7.77)
Total Liabilities	**44,527,814**	47,388,933	(6.04)
Net Position			
Net investment in capital assets	**17,537,065**	18,423,000	(4.81)
Unrestricted	**(148,140)**	(2,757,682)	94.63
Total Net Position	**$ 17,388,925**	$ 15,665,318	11.00

Current Assets

Equity in Pooled Cash and Investments

The City of Grand Rapids maintains an investment pool for most City funds and component units. The Authority's $12 million portion of the investment pool is displayed on the Statement of Net Position as equity in pooled cash and investments. Investments are primarily certificates of deposit and money market investments (short-term, highly liquid debt instruments that have a remaining maturity at time of purchase of one year or less), and are carried at fair value. In fiscal year 2015, cash increased by approximately $1 million from fiscal year 2014.

Cash and Investments Held by Trustee

The Authority's Tax Increment Revenue Series 1994 bond covenants require that the Authority deposit in a debt service reserve fund an amount sufficient to pay the highest year's principal and interest requirements on the remaining outstanding debt. This $5.4 million is displayed as cash and investments held by trustee on the Governmental Fund Balance Sheet/Statement of Net Position. Minor fluctuations in the year-end balances are related to interest earned then transferred.

Receivables

The Authority's fiscal year 2015 net receivables of $144,229 are composed of interest receivable, amounts owed to the Authority for special assessments, and expenditure reimbursements. Detailed information for fiscal year 2015 is provided in Note 4.

Noncurrent Assets

Long-Term Loan Receivable

In May 2008, the Authority loaned $898,848 to a local developer who used the funds to purchase vacant City property at the southwest corner of Fulton Street and Division Avenue. The terms of the agreement include simple interest to be charged at 4.5% per year. Repayment of principal began in 2015 with the scheduled principal payment in the amount of $25,000. The developer also made an early principal payment of $175,000 in fiscal year 2015 as allowed by the terms of the promissory note. Debt service is scheduled to be completed in 2024.

Pre-Paid Expenses

In January 2006, the Authority entered into a 15-year maintenance agreement for repairs and improvements to be made by the current owner of the Plaza Towers property for the Authority's riverwalk and Singer Sculpture between the Plaza Towers property and the Grand River.

Capital Assets, Net of Depreciation

Net capital assets of $42.2 million include the historical construction and acquisition costs of infrastructure, land, land improvements, buildings and structures, machinery and equipment, and office equipment and furniture, less $47.8 million for accumulated depreciation. Detailed information regarding capital asset additions and deletions is available in Note 5.

Deferred Outflows of Resources

Deferred on Refunding of Bonds

The change in deferred on the refunding of bonds is the current year amortization amount.

Current Liabilities

Accounts Payable

As of June 30, 2015, accounts payable of $4.3 million include amounts owed to vendors for goods and services received in fiscal year 2015 but paid for in fiscal year 2016; changes in amounts reserved in anticipation of potentially unfavorable property assessment appeal decisions; and property tax increment revenues captured in excess of the amount of eligible debt obligations. The accounts payable balance as of June 30, 2015 is 3.24% higher than the balance on June 30, 2014. A larger amount was owed to vendors as of June 30, 2014 due to greater number of construction projects in process as of June 30, 2014. Also, estimated taxes due to other governments increased to reflect the fiscal year 2015 accrual.

Due to Participants

Since 2004, the Authority has entered into agreements with project developers to reimburse them for a portion of their costs associated with construction of public facilities within the Authority's development plan boundaries. The balance outstanding at the end of fiscal year 2015 is $7,373, which is lower than fiscal year 2014 because a greater number of reimbursements were paid in fiscal year 2015 rather than accrued.

Noncurrent Liabilities

Noncurrent Liabilities, Due Within One Year

Noncurrent liabilities, due within one year, of $4 million represent the amount of the Authority's debt service payments due within twelve months after June 30, 2015, plus compensated absences expected to be paid within the same time frame. See Note 7 for additional information.

Noncurrent Liabilities, Due in More Than One Year

Noncurrent liabilities of $35.7 million represent bond principal and capital appreciation bond-related interest payments scheduled to be paid after June 30, 2016. The decrease in the amounts outstanding on June 30, 2015 and June 30, 2014 is due to scheduled payments of principal and interest on the bonds. See Note 7 for additional information.

Net Position

Net position represents assets, plus deferred outflows of resources, less liabilities. Total net position at June 30, 2015 was almost $17.4 million, an 11% increase compared to total net position at June 30, 2014.

Net Investment in Capital Assets

Net investment in capital assets, of $17.5 million includes the historical construction and acquisition costs of infrastructure, land, land improvements, buildings and structures, machinery and equipment, office equipment and furniture net of accumulated depreciation, and related

bond principal outstanding. The 4.81% or $900,000 decrease between fiscal years 2014 and 2015 is roughly equal to the $1.7 million decrease in net capital assets, plus the $3 million decrease in long-term liabilities, less the $2 million difference in the accrued interest on the capital appreciation bonds, and less the $134,000 amortization of the deferral on the refunding bonds. Detailed information regarding capital assets and acquisition-related debt obligations is in Notes 5 and 7.

Unrestricted Net Position

The Authority's net position is restricted by the requirements of Michigan Public Act 197 of 1975, as amended, which limits expenditures to those that further the Authority's development program. However, because the amount is negative, accounting principles generally accepted in the United States of America require the title Unrestricted. The nearly $2.6 million increase in unrestricted net position in fiscal year 2015 is mainly due to the $2 million decrease in the amount of accrued interest on the Series 1994 capital appreciation bonds.

Condensed Statements of Activities

Year ended June 30,	**2015**	2014	% Change
Revenues			
Property taxes	**$ 10,390,626**	$ 10,038,765	3.51
Investment earnings	**170,319**	162,885	4.56
Charges for services	**557,013**	544,198	2.35
Federal grants	**-**	533,055	(100.00)
Gain on sale of assets	**-**	1,448,851	(100.00)
Total revenues	**11,117,958**	12,727,754	(12.65)
Expenses			
Urban development	**6,741,559**	9,303,187	(27.53)
Interest and paying agent fees	**2,652,792**	2,836,746	(6.48)
Total expenses	**9,394,351**	12,139,933	(22.62)
Changes in net position	**1,723,607**	587,821	193.22
Net Position, beginning of year	**15,665,318**	15,077,497	3.90
Net Position, end of year	**$ 17,388,925**	$ 15,665,318	11.00

Revenues

Property Taxes

The Authority's revenues are generated primarily through the use of property tax increment financing in which the Authority captures property tax revenues attributable to increases in the value of real and personal property within the district boundaries. Property tax increment revenues related to the State Education Tax, the Kent Intermediate School District and the Grand Rapids Public Schools levies are retained only in an amount sufficient to support the annual debt service for eligible debt obligations outstanding when Proposal A took effect on January 1, 1995 or for debt obligations which refunded those pre-1995 eligible obligations.

Property tax increment revenues related to the City of Grand Rapids, County of Kent, Grand Rapids Community College and the Interurban Transit Partnership are used to support the Authority's cash or debt financed development projects. Property tax increment revenues for the year ended June 30, 2015 include property taxes levied July 1, 2014 and December 1, 2014.

Property tax revenue between fiscal years 2015 and 2014 increased 3.51%, primarily due to voter approval of the new City of Grand Rapids 0.9800 millage for parks and recreation facilities, a new County of Kent 0.0500 millage for veterans services, and a 0.1756 millage rate increase for the County of Kent senior citizen services.

Investment Earnings

This is interest revenue earned when Authority funds were invested by the City Treasurer, and are also related to a loan for a downtown developer. There was a small increase in revenues between fiscal year 2015 and 2014.

Charges for Services

In fiscal year 2015, charges for services remained consistent with fiscal year 2014 with only a slight increase of 2.35% or approximately $12,000.

Federal Grants

In fiscal year 2014, the Authority received a $511,909 reimbursement from federal grant funds for the Authority's share of Seward Avenue construction in district boundaries. The Authority also received $21,146 to reimburse a portion of the Cherry Street reconstruction costs incurred by the Authority. There were no federal grants received in fiscal year 2015.

Gain on Sale of Assets

In fiscal year 2014, the Authority sold to a developer a parcel of land that was previously used as the Area 1 parking lot. The developer began construction on the project in 2014 which is located on Ottawa Avenue between Weston Street and Oakes Street. The $1.4 million gain was the difference between the amount the Authority received from the developer and the historical cost of the property. In fiscal year 2015, the Authority did not have a similar transaction.

Expenses

Urban Development

In the fiscal year ended June 30, 2015, the Authority expended $6.7 million for urban development work related to the Authority's Development Plan compared to $9.3 million the prior year.

Currently, the Authority focuses on three major development areas: Investment, Livability and Vibrancy. There were five projects in fiscal year 2015 for which expenditures were much larger than all the other projects.

Below are those five projects and the amounts expended for them in fiscal year 2015.

$ 657,829	Public facility developer reimbursements - J.W. Marriott, Riverhouse Condominiums, Owen-Ames-Kimball, Hopson Flats, 38 Commerce LLC, Two West Fulton, DBD Properties LLC, Health Park Central LLC, 68 Commerce LLC, 35 Oakes Associates, and 100 Commerce Development LLC
434,114	Downtown Plan/GR Forward
420,748	Building Re-Use incentive Program
317,792	Downtown Ambassadors Program
224,673	Downtown Marketing and Inclusion

The five largest projects in terms of expenditures for fiscal year 2014 are below.

$ 1,007,663	Monroe Center Phase 3/Monument Park
804,450	Public facility developer reimbursements - J.W. Marriott, Riverhouse Condominiums, Owen-Ames-Kimball, Hopson Flats, 38 Commerce LLC, Two West Fulton, DBD Properties LLC, Health Park Central LLC, 68 Commerce LLC, and 100 Commerce Development LLC
746,164	Amtrak Station Relocation
398,129	Grand Rapids/Indiana Railroad Bridge (also known as the "Blue Bridge")
353,000	Jefferson Avenue - Cherry Street to Fulton Street

Interest and Paying Agent Fees

At various times, the Authority has issued bonds and other long-term obligations for the purpose of supporting development projects within district boundaries. Current debt service supports the following financed projects: partial support for the construction of the DeVos Place Convention Center, and the Van Andel Arena, and improvements to floodwalls and embankments along the Grand River. Differences between the current and prior years are related to normal payments of interest and paying agent fees.

Overall Financial Position

Management believes the Authority is in good condition financially. Current tax increment revenues are adequate to cover ongoing debt service requirements and current project commitments.

Requests for Information

This financial report is designed to provide a general overview of the Downtown Development Authority's finances. Questions concerning any of the information provided in this report, or requests for additional financial information, should be addressed to the City of Grand Rapids Comptroller's Department, 300 Monroe NW, Grand Rapids, Michigan 49503.

Financial Statements

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Grand Rapids Downtown Development Authority
(A Component Unit of the City of Grand Rapids, Michigan)

Statement of Net Position and Governmental Fund Balance Sheet

June 30,	2015 Governmental Fund	2015 Adjustments (Note 3)	2015 Statement of Net Position	Statement of Net Position 2014
Assets				
Equity in pooled cash and investments	$12,005,527	$ -	$12,005,527	$11,020,068
Cash and investments held by trustee	5,403,704	-	5,403,704	5,400,767
Current receivables (Note 4)	144,229	-	144,229	161,693
Long-term loan receivable	698,848	-	698,848	898,848
Pre-paid expenses	-	236,628	236,628	276,065
Net OPEB asset	-	5,349	5,349	5,667
Capital assets (Note 5):				
Non-depreciable	-	13,258,882	13,258,882	13,258,882
Depreciable	-	76,792,854	76,792,854	76,252,697
Less accumulated depreciation	-	(47,828,153)	(47,828,153)	(45,553,114)
Total Assets	$18,252,308	42,465,560	60,717,868	61,721,573
Deferred Outflows of Resources				
Deferred on refunding of bonds	$ -	1,198,871	1,198,871	1,332,678
Liabilities and Fund Balance				
Liabilities				
Accounts payable (Note 6)	$ 4,323,287	-	4,323,287	4,167,566
Accrued interest payable - current	-	248,615	248,615	248,860
Unearned revenue			-	-
Customer deposits	109,878	-	109,878	124,803
Due to participants	7,373	-	7,373	40,277
Due to primary government	40,994	-	40,994	-
Noncurrent liabilities (Note 7):				
Due within one year	-	4,044,150	4,044,150	4,041,345
Due in more than one year	-	35,753,517	35,753,517	38,766,082
Total liabilities	4,481,532	40,046,282	44,527,814	47,388,933
Deferred Inflows of Resources				
Unavailable revenue	698,848	(698,848)	-	-
Fund Balances				
Restricted for authorized projects	8,311,030	(8,311,030)	-	-
Assigned for authorized projects	4,760,898	(4,760,898)	-	-
Total fund balance	13,071,928	(13,071,928)	-	-
Total Liabilities and Fund Balance	$18,252,308			
Net Position				
Net investment in capital assets		17,537,065	17,537,065	18,423,000
Unrestricted net position		(148,140)	(148,140)	(2,757,682)
Total Net Position		$17,388,925	$17,388,925	$15,665,318

See accompanying independent auditor's report and notes to financial statements.

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Grand Rapids Downtown Development Authority
(A Component Unit of the City of Grand Rapids, Michigan)

Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance

Year ended June 30,	2015 Governmental Fund	2015 Adjustments (Note 3)	2015 Statement of Activities	Statement of Activities 2014
Revenues				
Property taxes	$10,390,626	$ -	$10,390,626	$10,038,765
Investment earnings	170,319	-	170,319	162,885
Charges for services	557,013	-	557,013	544,198
Other revenue	200,000	(200,000)	-	-
Federal grants	-	-	-	533,055
Gain on sale of assets	-	-	-	1,448,851
Total revenues	11,317,958	(200,000)	11,117,958	12,727,754
Expenditures/Expenses				
Urban development	4,965,786	1,775,773	6,741,559	9,303,187
Principal payments	963,247	(963,247)	-	-
Interest and paying agent fees	4,566,879	(1,914,087)	2,652,792	2,836,746
Total expenditures/expenses	10,495,912	(1,101,561)	9,394,351	12,139,933
Excess of revenues over expenditures/expenses	822,046	901,561	1,723,607	587,821
Net changes in fund balance	822,046	(822,046)	-	-
Changes in net position	-	1,723,607	1,723,607	587,821
Fund Balance/Net Position, beginning of year	12,249,882	3,415,436	15,665,318	15,077,497
Fund Balance/Net Position, end of year	$13,071,928	$ 4,316,997	$17,388,925	$15,665,318

See accompanying independent auditor's report and notes to financial statements.

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1. Reporting Entity

The Grand Rapids Downtown Development Authority (the Authority), a component unit of the City of Grand Rapids, Michigan (the City), was created in 1979 by the City of Grand Rapids under the provisions of the State of Michigan Public Act 197 of 1975, as amended. The purpose of the Authority is to correct and prevent deterioration in business districts; encourage historic preservation; authorize the acquisition and disposal of interests in real and personal property; authorize the creation and implementation of development plans in the districts; promote the economic growth of the districts; authorize the levy and collection of taxes; authorize the issuance of bonds and other evidences of indebtedness; and authorize the use of tax increment financing.

Until 2007, the district was bounded roughly by Interstate 196 on the north, Division Avenue on the east, Cherry and Wealthy Streets on the south, and Seward Street on the west. In November 2007, the Authority approved a plan amendment that nearly doubled the Authority's development area but did not double the tax increment revenues, since much of the property in the expansion districts is exempt from paying property taxes. The new boundaries are bounded roughly by Newberry Street on the north, west of Lafayette Avenue or Prospect Avenue on the east, north of Logan Street or Wealthy Street on the south, and east of Lexington Avenue or Seward Avenue on the west. The initial property tax increment revenue capture for the expansion section was in fiscal year 2009.

2. Summary of Significant Accounting Policies

Basis of Presentation

The statement of net position/balance sheet and the statement of activities/revenues, expenditures and changes in fund balance report information on the activities of the Authority. The adjustments column is used to reflect the conversion from the balance sheet to the statement of net position, and the conversion of revenues, expenditures and changes in fund balance to the statement of activities.

Measurement Focus and Basis of Accounting

The Authority uses the current financial resources measurement focus and modified accrual basis of accounting. Revenues are recognized when they become measurable and available to finance expenditures of the current period. The Authority considers revenues available if collected within 60 days after the end of the fiscal year; however, property tax increment revenues are recognized as revenues in the fiscal year for which the property taxes are levied. Expenditures generally are recognized when the related fund liability is incurred.

However, the statement of net position and the statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the fiscal year for which they are levied.

Prior Year Columns

The columns labeled statement of net position 2014 and statement of activities 2014 are presented for information purposes only. These statements do not include the governmental fund balance sheet and the statement of revenues, expenditures and changes in fund balance for 2014, which are necessary for a complete presentation in accordance with generally accepted accounting principles.

Budget

In accordance with the Authority's authorizing statute, the Grand Rapids City Commission annually approves the Authority's budget after the Authority Board Members have reviewed and recommended it. After the City Commission approves the budget, the Authority adopts the budget. The budget for the Authority is a project budget rather than an annual budget. Therefore, budget-to-actual information has not been reflected in the financial statements.

Cash and Investments

The City maintains an investment pool for most City funds and component units. The Authority's portion of the investment pool is displayed on the balance sheet as equity in pooled cash and investments. Investments consist of certificates of deposits with original maturities of greater than three months at the date of purchase, mutual funds and commercial paper. Investments are carried at fair value. State statutes require that investments be maintained in financial institutions with offices in the State of Michigan. Interest income earned as a result of cash and investment pooling is distributed to the appropriate funds.

Investment policies and categorization of cash and investments are included in the Comprehensive Annual Financial Report of the City of Grand Rapids to give an indication of the level of risk assumed by the City at year-end. It is not feasible to allocate the level of risk to the various component units of the City.

The Authority's Tax Increment Revenue Series 1994 bond covenants require that the Authority maintain in a debt service reserve fund an amount sufficient to pay the highest year's principal and interest requirements on the remaining outstanding debt.

As of June 30, 2015, the Authority's debt service reserve fund had the following cash held by a trustee:

Money Market Account	$ 5,403,704

Capital Assets

Tangible assets having a useful life in excess of one year, typically with cost in excess of $10,000, are capitalized. Capital assets are stated at acquisition cost or fair value at the date of donation. When assets are sold or retired, the cost and related accumulated depreciation are removed from the accounts.

Depreciation is computed using the straight-line method over the estimated useful lives of the related assets as follows:

	Years
Infrastructure	-
Land improvements	20
Buildings and structures	20 - 30
Machinery and equipment	3 - 30
Office equipment and furniture	3 - 30

Property Taxes

The majority of the Authority's revenues are generated through property tax increment financing. Summer taxes are levied by the City on July 1 and attach as an enforceable lien at that time. Summer taxes are due without penalty on or before July 31. Winter taxes are levied on December 1 and attach as an enforceable lien at that time. Winter taxes are due without penalty on or before February 14.

Deferred Outflows of Resources

In addition to assets, the statement of financial position reports a separate section titled deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) until then. The Authority has only one type of item that qualifies for reporting in this category. The deferred on refunding of bonds results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

Deferred Inflows of Resources

In addition to liabilities, the statement of net position and Governmental Balance Sheet reports a separate section for deferred inflows of resources. This separate financial element represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Authority has only one type of item that qualifies for reporting in this category, deferred resources due to time restrictions related to a long-term loan receivable.

Net Position

Net position represents assets, plus deferred outflows of resources, less liabilities. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation and reduced by outstanding balances of debt issued for the acquisition, construction or improvements of those assets. Net position is reported as restricted when there are limitations imposed on its use either through legislation or other external restrictions. Unrestricted net position consists of net position that does not meet the definition of the two preceding categories and, thus, is generally available for use in operations. However, when net position is negative, it is always reported as "unrestricted" even if there are limitations on the use of the funds as described above.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

3. Reconciliation of Government-Wide and Fund Financial Statements

Amounts reported in the statement of net position and the statement of activities are different from amounts reported in the governmental fund because of the following:

Governmental fund total fund balances	$ 13,071,928
Capital assets are not financial resources and, therefore, are not reported in the governmental fund balance sheet.	
Non-depreciable	13,258,882
Depreciable	76,792,854
Accumulated depreciation	(47,828,153)
Other long-term assets that are not available to pay for current period expenditures and are not reported in the governmental funds:	
Pre-paid maintenance agreement	236,628
Net OPEB asset	5,349
Deferred inflows of resources due to time restrictions related to a long-term loan receivable	698,848
Deferred outflows of resources are not available to pay for current period expenditures.	
Deferred on refunding	1,198,871
Long-term liabilities, including accrued interest, are not due and payable in the current period and, therefore, are not reported in the governmental fund balance sheet.	
Contracts payable	(183,750)
Bonds payable	(30,956,213)
Accrued interest on bonds and contracts payable	(8,749,156)
Bond premium	(149,130)
Compensated absences	(8,033)
Government-Wide Net Position	$ 17,388,925

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Net change in fund balances - governmental funds	$	822,046
The governmental fund reports capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation exceeded capital outlays in the current period.		(1,734,882)
Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net assets. Repayment of bond and contract principal and long-term payables is an expenditure in governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.		
Repayments of principal of bonds and contracts		963,247
Some revenue reported in the governmental fund reports were related to prior periods		
Receipt of principal on long-term loan		(200,000)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		
Accrued interest		2,031,324
Compensated absences		(1,136)
Amortization on maintenance agreement		(39,437)
Bond amortizations		(117,237)
Overfunded OPEB obligations		(318)
Change in Net Position of Governmental Activities	$	1,723,607

4. Receivables

June 30, 2015

Interest receivable	$	98,891
Other receivables		45,338
	$	144,229

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5. Capital Assets

The following table summarizes, by major class of asset, the Authority's capital asset activity:

	Balance July 1, 2014	Additions	Disposals	Balance June 30, 2015
Capital assets not being depreciated				
Land	$ 13,258,882	$ -	$ -	$ 13,258,882
Capital assets being depreciated				
Infrastructure	-	267,779	-	267,779
Land improvements	7,626,373	-	-	7,626,373
Buildings and structures	59,948,100	-	-	59,948,100
Machinery and equipment	5,850,684	694,089	421,711	6,123,062
Office equipment and furniture	2,827,540	-	-	2,827,540
Total capital assets being depreciated	76,252,697	961,868	421,711	76,792,854
Less accumulated depreciation for				
Infrastructure	-	496	-	496
Land improvements	5,115,067	335,682	-	5,450,749
Buildings and structures	34,956,195	1,998,973	-	36,955,168
Machinery and equipment	3,808,891	242,385	396,748	3,654,528
Office equipment and furniture	1,672,961	94,251	-	1,767,212
Total accumulated depreciation	45,553,114	2,671,787	396,748	47,828,153
Net capital assets being depreciated	30,699,583	(1,709,919)	24,963	28,964,701
Capital Assets, net	$ 43,958,465	$ (1,709,919)	$ 24,963	$ 42,223,583

6. Accounts Payable

June 30, 2015	
Vendors	$ 211,761
Estimated taxes due to other governments	4,082,617
Estimated taxes currently under appeal	28,909
	$ 4,323,287

7. Long-Term Liabilities

Changes in long-term liabilities were as follows:

	Balance July 1, 2014	Additions	Reductions	Balance June 30, 2015	Due Within One Year
Bonds payable	$ 31,877,460	$ -	$ 921,247	$ 30,956,213	$ 857,487
Bond premium	165,700	-	16,570	149,130	-
Accrued interest on capital appreciation bonds	10,531,620	1,042,674	3,073,753	8,500,541	3,137,513
Contracts payable	225,750	-	42,000	183,750	44,250
Compensated absences	6,897	3,692	2,556	8,033	4,900
Total	$ 42,807,427	$ 1,046,366	$ 4,056,126	$ 39,797,667	$ 4,044,150

Long-term bonds and contracts consist of the following:

1994 Downtown Development Authority Tax Increment Revenue Bonds, interest rates ranging from 7.30% to 7.35%, with various amounts maturing through 2019.	$ 2,526,213
2008 Kent County Drain Commission Contract Payable, interest rates ranging from 3.50% to 4.25%, with various amounts maturing through 2020.	183,750
2009 Downtown Development Authority Tax Increment Revenue Refunding Michigan Municipal Bond Authority Bonds, interest rates ranging from 4.000% to 5.499%, with various amounts maturing through 2024.	28,430,000
	$ 31,139,963

The annual requirements to pay principal and interest on long-term obligations outstanding are as follows:

Bonds payable:

Year ending June 30,	Principal	Interest
2016	$ 857,487	$ 4,622,038
2017	1,119,572	4,689,953
2018	1,079,600	4,731,724
2019	3,654,554	2,157,109
2020	4,530,000	1,281,163
2021 - 2025	19,715,000	2,624,062
	$ 30,956,213	$ 20,106,049

Contracts payable:

Year ending June 30,	Principal	Interest
2016	$ 44,250	$ 6,391
2017	46,500	4,687
2018	48,500	2,787
2019	14,250	1,532
2020	14,750	933
2021 - 2022	15,500	310
	$ 183,750	$ 16,640

The Series 1994 bond issue for the Van Andel Arena contains $2,526,213 of capital appreciation bonds, upon which interest is not paid until the bonds mature. The original amount of capital appreciation bonds was $9,895,720. Starting in 2009, maturities of $7,369,507 have been paid. These bonds appreciate in value to $12,830,000.

8. Lease Commitments

In 2003, the City County Joint Building Authority concurrently issued $5,000,000 Series 2003A and $5,000,000 Series 2003B bonds for the purpose of defraying, in part, the cost of constructing the DeVos Place convention center facility on Monroe Avenue. In 2013, the CCJBA refunded these two issues with series 2013A and 2013B refunding bonds. Debt service for the Series 2013A bonds is supported by the County of Kent's semi-annual rental payments and will be completed in December 2023. Debt service for the Series 2013B bonds is supported by the Authority's semi-annual lease payments and will also be completed in December 2023. The Authority's debt-financed project contribution on behalf of the DeVos Place project was supplemented by an additional $5,000,000 cash contribution early in fiscal year 2004.

The amount of Series 2013B principal outstanding for which the Authority is responsible as of June 30, 2015 is $2,485,000. Future lease payments are as follows:

Year ending June 30,	DeVos Place Convention Center
2016	$ 333,650
2017	328,550
2018	327,100
2019	324,225
2020	326,125
2021 - 2025	1,271,100
	$ 2,910,750

9. Contingencies

The City is currently involved in various property tax appeals. The outcomes of the individual appeals are not predictable with reasonable assurance, and it is reasonably probable that some of these matters may be decided unfavorably to the City. The Authority may be liable for certain property tax refunds related to these appeals. Based on the opinion of the City Assessor, the estimated outcomes have been provided for in these financial statements.

The Authority is exposed to a number of asserted and unasserted potential claims encountered in the normal course of business. In the opinion of management, the resolution of these matters will not have a material effect on the financial position of the Authority.

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Supplementary Information

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Current and Ongoing Projects

The Authority captures property tax increment revenues from two sources: local tax increments and school tax increments. Local tax increment (LTI) revenues are derived from millages assessed by the City of Grand Rapids, the County of Kent, the Interurban Transportation Partnership, and the Grand Rapids Community College. School tax increment (STI) revenues are related to the State Education Tax millage; the Grand Rapids Public Schools operating, sinking fund and debt millages; and the Kent Intermediate School District millages. State law restricts the Authority's use of STI revenues for payment of debt service and other eligible obligations in existence prior to January 1, 1995 and for debt obligations which refunded those pre-1995 eligible obligations. Non-tax revenues include interest on investments and rental and parking revenues generated by facilities owned by the Authority.

In summer 2010, the Authority launched a planning process to evaluate its role in catalyzing revitalization in Downtown Grand Rapids. Drawing on input from the community, the Authority's planning task force defined a collective vision for Downtown; framed and prioritized ideas and projects that align with and enhance the collective vision; and began building leadership around three goals - investment, livability and vibrancy. The 2011 Framework Plan development process created an action agenda for Downtown Grand Rapids. The Framework Plan was approved in February 2011 and was the basis for the Authority's fiscal years 2015 to 2019 priority planning process and beyond. Projects and initiatives have been prioritized to ensure the Authority's investments provide strategic support to projects and initiatives meeting the criteria established by the Framework Plan.

Funds are allocated annually to enable the Authority to assist with private and public projects that fall within the "public purpose" criteria of state law, and would help to accomplish the developmental objectives of the Authority. As recommended by the Authority's 2011 Framework Plan, development projects have been sub-divided into three alliances with actionable goals. The Alliance for Investment advises the Authority on programs and projects that are intended to promote Downtown economic development. The Alliance for Livability focuses on improving the physical environment of Downtown. The Alliance for Vibrancy provides direction regarding programming and promotions for Downtown.

The Authority's development projects described below are funded with LTI or non-tax increment revenues.

Accessibility and Mobility Improvements

The Authority is committed to accessibility for all Downtown workers, residents and visitors, and is working to implement the accessibility improvements recommended by Disability Advocates of Kent County (DAKC) in September 2006. The goal of the Authority-commissioned audit was to identify and address barriers that prevent people from accessing streets, sidewalks, open spaces and facilities. Removal of barriers identified in the DAKC audit will make Downtown more accessible for people with disabilities, and will expand opportunities to attract conventions and conferences that focus on disability issues.

Arena South Implementation and Parking Management Strategy

In fiscal year 2014, the Authority began to initiate recommendations from the Arena South Visioning Plan which was completed in early 2013. This included the sale of the Area 1 surface lot

and the completion of an underground parking feasibility study. In fiscal year 2015, the Authority is expected to purchase the Area 5 parking lot for re-development. Additional activities may include reconstructing Ottawa Avenue between Oakes Street and Cherry Street, relocating utility infrastructure, selling or otherwise disposing of additional Authority-owned lands for development, studying the feasibility of other parking arrangements, and constructing a skate park as a new Downtown recreational attraction.

Building Re-use, Areaway Removal and Streetscape Incentives

These programs were established to provide incentives, via expenditure reimbursements, to businesses and other organizations initiating development projects within the Authority boundaries for the purpose of achieving "public purpose" objectives, such as providing access for the disabled, meeting certain code requirements, improving public sidewalks and restoring the façades of historic structures. During fiscal year 2011, the goals of the building re-use incentive program were expanded to include signage and façade improvements for retail storefronts. There were several such incentives issued in fiscal year 2015, and the program has been budgeted for fiscal years 2016 through 2020. A new facet of the streetscape incentives program was approved in fiscal year 2014 with the Parklet Program and manual, which permits the Authority to provide partial reimbursements to businesses and organizations that convert on-street automobile parking spaces into designated locations for pedestrian activity.

Development Project Reimbursements

The Authority has agreed to provide partial reimbursement of project-related property tax increment revenues to project developers in amounts not to exceed 75% of the cost of constructing public facilities associated within the development. In fiscal year 2015, reimbursements will be paid to the HP3/J.W. Marriott Hotel, Riverhouse Condominiums, Hopson Flats LLC, 38 Commerce LLC, Two West Fulton LLC, DBD Properties LLC, 68 Commerce LLC, Owen-Ames-Kimball, 100 Commerce LLC, and Health Park Central LLC. Reimbursements are issued upon completion of the development project and staff verification of eligible expenditures, and only after payment of annual property tax assessments and special assessments owed for the property has been verified.

Downtown Ambassador Program

The success of recent Downtown improvement programs attracts many people. One of the priorities identified in the 2011 Framework Plan was support for changes to improve the perceived safety of Downtown visitors and workers. At the recommendation of the Livability Alliance, the Authority appropriates non-tax increment funds toward an on-street safety ambassador program that serves as a hospitality function for visitors and workers, and also partners with the Grand Rapids Police Department to serve as extra eyes and ears for the City's sworn officers. The Downtown Ambassador Program completed its first year of operations in fiscal year 2015 with more than 250,000 interactions with community members and almost weekly feedback from community members on positive experiences with a Downtown Ambassador.

Downtown Events and Programming

Beginning in fiscal year 2014, using non-tax increment funds, the Authority has financially prioritized events such as the free Movies in the Park series which attracts thousands of singles and families of all ages to Ah-Nab-Awen Park. The Authority has supported the program with

unique programming and promotions for each night of movies. Other programs will be created to engage stakeholders in visioning the future Downtown Grand Rapids, expand the diversity of events presented and sponsored, educate Downtown office workers during their lunch hours, and entertain shoppers, tourists and sports fans.

Downtown Marketing

In 2004, the State of Michigan provided funding, and the Authority provided matching funds, to develop an Arts and Entertainment Strategy for Downtown. A consulting team led by Urban Marketing Collaborative developed consensus for this new strategy and prepared an action plan for adoption. Beginning with fiscal year 2008, the Authority has annually budgeted funds for implementation of the action plan, which includes Downtown marketing, consumer-oriented promotions and public information projects. In fiscal year 2016, the Authority launched a new community engagement effort which will leverage mobile and web technologies to interact with consumers Downtown.

GR Forward

In fiscal year 2014, the Authority initiated a new Downtown planning process intended to guide developments and public investments over the next 15 years.

The comprehensive strategy comes amidst increasing awareness that beautiful and active central cities are key assets that fuel economic growth and cultural vitality for cities, regions, states and the nation. Both young workers and retiring Baby Boomers more and more seek to live in urban districts where residences, shops, schools, parks and other amenities are located in close proximity. Companies increasingly prefer to locate and invest in walkable downtown areas. And even in Michigan walkable urban places are starting to gain the market share of new investment and development projects.

GR Forward effectively is three planning processes in one, including an update to the Downtown Plan, a Grand River Corridor Plan as well as new master plans for several Grand Rapids Public School facilities in and around Downtown Grand Rapids. The plan is the result of the most inclusive planning and public engagement process in modern Grand Rapids. Downtown Grand Rapids Inc. facilitated the process in partnership with the City of Grand Rapids and Grand Rapids Public Schools. Three separate citizen-driven steering committees comprised of 132 people guided the overall effort. And to date, more than 4,500 residents, businesses, organizations and other stakeholders have informed the *GR Forward* community conversation with their perspective, ideas, goals and recommendations.

Based on this broad body of input, the *GR Forward* community plan and investment strategy envisions:

Goal 1: Restore the Grand River as the Draw and Create a Connected and Equitable River Corridor
Goal 2: Establish a True Downtown Neighborhood That is Home to a Diverse Population
Goal 3: Implement a 21st Century Mobility Strategy
Goal 4: Reinvest in Public Space, Culture and Inclusive Programming
Goal 5: Retain and Attract Families, Talent and Job Providers with High Quality Public Schools
Goal 6: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy

Holiday Décor Program

In fiscal year 2014, the Authority began investing in holiday décor to make Downtown a holiday destination. The style of décor was guided by stakeholder input and 84,000 lights were hung throughout Downtown. The community response was overwhelmingly positive. This priority has extended into the fiscal years 2015 through 2017 priority plan with extended décor in various Downtown neighborhoods, with each neighborhood taking on a style of its own.

Infrastructure Improvements

The continuing development of Downtown is dependent upon continuing investment in infrastructure. The Authority has supported, and proposes to continue to support, these improvements by providing financial assistance. Current and future infrastructure projects include underground electrical and communications conduits, and snowmelt system enhancements.

Major Event Sponsorship

The Authority continues to support major events at the Calder Plaza, Rosa Parks Circle, Arena South District and other Downtown locations. In fiscal year 2014, the Authority supported ArtPrize, GRandJazzFest, Laugh Fest, and the Hispanic Festival. Funds have been prioritized for fiscal years 2015-2017.

Monroe Center Phase 3: Monument Park and Veterans Park Improvements

The Authority is improving the easternmost section of Monroe Center, including Monument Park, which had the design aspects and worn-out features of the original Monroe Center installed in the 1980's. Veteran's Park is immediately east of Monroe Center. Early in fiscal year 2013, the Authority provided funding for a community-driven planning and design process for capital repairs and improvements at both parks. Monument Park repairs are expected to be completed in fiscal year 2015. Funds for the Veterans Park capital repairs and improvements will be advanced by the Authority, which will be reimbursed from Brownfield Redevelopment Authority tax increment revenues related to the condominium development in the former YMCA building across the street from Veteran's Park.

Monroe North DASH Program

The Authority partnered with the City of Grand Rapids Parking Services and the Monroe North Tax Increment Financing Authority (MNTIFA) to expand the Downtown Area Shuttle Bus (DASH) service to connect the Monroe North neighborhood north of Interstate 196 with the rest of Downtown. The Authority's northern boundary ends at Newberry Street NW, which is the MNTIFA's southernmost boundary. DASH buses now connect all of the peripheral parking lots to the Downtown core. The Monroe North DASH Program has been renewed through calendar year 2015.

Pedestrian Safety for Ticketed Events

Van Andel Arena and the DeVos Place Convention Center draw thousands of visitors Downtown for ticketed events such as sports competitions, cultural performances, conventions and trade shows. The increased amount of vehicle and pedestrian traffic on Downtown streets results in concerns regarding pedestrian safety immediately prior to and following these ticketed events. To reduce these concerns, the Authority uses non-tax increment funds to partially reimburse the City for the

costs of overtime incurred by the Grand Rapids Police Department to provide event-related vehicle and pedestrian safety direction and enforcement. The remaining portions of the event-related police overtime costs are reimbursed by the Grand Rapids - Kent County Convention/Arena Authority and the Grand Rapids Parking Services Department.

Project and Fixed Asset Maintenance

The Authority financed, in large part, the installation of lighting on Downtown bridges, the installation of commemorative signage, the riverfront walkways and boardwalks, street-side trees, and the Singer-designed sculpture located along the river edge walkway. The Authority also owns real property on Ionia, Logan and Winter streets which periodically require repairs and maintenance. Using non-tax increment funds, the Authority supports the annual maintenance costs of these assets.

Public Transit Millage Projects

The Authority has agreed, on an ongoing basis, to restrict expenditure of tax increment revenues captured as a result of the Interurban Transit Partnership (ITP) millage to transit-related projects within the district. In prior years, the Authority facilitated the construction of the ITP's Surface Transportation Center by transferring Authority-owned land and assisting with development costs. The Authority also provided financial support, beyond the amount of ITP tax increment revenues captured, for the relocation of an underground utility conduit bank. In fiscal year 2008, ITP-related tax increment revenues were used to support ITP's share of work on the Grandville Avenue reconstruction project. In fiscal years 2009 and 2010, the Authority used the revenue to partially support improvements to the ITP's Surface Transportation Center. Tax increment revenues were used in fiscal year 2014 to provide partial funding for relocating the Amtrak train station, the reconstruction of Jefferson Avenue, and the Monroe North DASH Service described above.

Rosa Parks Circle Ice Skating Operations

Using non-tax increment funds, several years ago the Authority began co-sponsoring funding for ice skating operations at the Rosa Parks Circle Park outdoor rink. This popular and affordable program draws a diverse group of participants. More than 35,000 people enjoyed skating in the park last winter. The Authority continued its co-sponsorship for fiscal year 2015 and has included the program in future non-tax increment priority plans.

Stakeholder Engagement, Downtown Workforce and Diversity/Inclusion Programs

As Downtown Grand Rapids continues to grow and diversify, the voices and perspectives of those who live and work Downtown are important to ensure that Downtown is a welcoming, accessible urban neighborhood. The Authority supports groups by providing meeting space, data and various resources to build capacity and ensure the foundation of a sustainable framework to engage, empower and organize Downtown residents, workers and small business owners.

Special Events

When the City eliminated non-mandatory expenditures from its General Fund budget, the eliminations included funding for Downtown special events. Attempts by the City to charge event organizers for the full cost of City staff and equipment resulted in the cancellation of several

festivals. The Authority has determined that these types of special events are important to the vibrancy and economic success of Downtown Grand Rapids because, for many area visitors, participation in the events is their first exposure to the Downtown environment. The Authority expects to continue to provide Office of Special Events support through fiscal year 2019, albeit at reduced levels, using non-tax increment revenues.

Street and Streetscape Improvements

The Authority provides substantial financial support for street and streetscape improvements. Many of these projects are financed with a combination of City, State of Michigan and federal funds in addition to Authority funds. Current projects are:

- Bicycle Friendly Improvements
- Ionia Avenue Phase 9 - Buckley Street to Wealthy Street
- Jefferson Avenue - Cherry Street to Fulton Street
- Sixth Street Bridge Capital Repairs
- Seward Avenue Parking Facility for Non-Motorized Vehicles

For the above projects, Authority funds support adding or replacing underground utilities, adding bicycle lanes and/or bicycle access "sharrows," repairing street and bridge deck surfaces, and constructing adjacent streetscape improvements. The Authority anticipates providing future financial assistance for additional street improvements Downtown as needed.

Transportation Demand Management

Now that Downtown Grand Rapids has become a popular destination for workers, residents and tourists, an increasing amount of space has had to be allocated for vehicle parking. Currently, the Downtown housing vacancy rate is less than 1% and Class A office space is in short supply. By providing space for vehicle parking, the Authority has, in effect, prevented Downtown property from being used for higher density, income-producing housing and office space projects. One developer has already purchased the Authority's Area 1 large parking lot behind the Van Andel Arena. Another developer has submitted an option to purchase Area 5.

To prepare for expected parking shortages and to guide the Authority's land use decisions for the next several years, LTI and non-tax funds have been budgeted beginning with fiscal year 2014 through fiscal year 2017 to address potential transportation demand issues and solutions. In the meantime, the Authority has also provided bicycle-friendly improvements Downtown and a non-motorized vehicle parking facility near Grand Valley State University on Seward Avenue. The goal is to encourage those who are able to bicycle to the office or for special events to do so rather than bring another vehicle Downtown which will require space for parking.

Urban Recreation Improvements

The Authority has invested in amenities that make Downtown a place of play year-round for visitors and residents alike. The Authority previously supported the purchase of a three-story movie screen and all of the necessary equipment to show free, outdoor movies in the park. Continued investments have been made in a giant chess set located on Monroe Center, which is available for public use. The riverfront has been prioritized as a location for future investments, including signage and service facilities to improve the experience of recreational activities such as walking or running. Funds have been prioritized for fiscal years 2015 through 2019.

Wayfinding Signage Programs

The Authority contracted for the design, fabrication and installation of a directional roadway signage system to assist motorists and pedestrians in locating significant attractions and public facilities within district boundaries. The fabrication and installation work was completed in fiscal year 2006. Ongoing maintenance of the signs is funded via the Authority's non-tax increment funds.

Beginning with fiscal year 2015, the Authority plans to improve the current wayfinding system based on input from the "GR Forward" plan.

Miscellaneous Projects

During fiscal year 2014, the Authority participated in a number of smaller projects related to its mission such as State of the Downtown event, annual report, downtown speaker series, public safety improvements, etc.

The Authority also supports, when necessary, the maintenance of the Monroe Center snowmelt system using non-tax increment funds. Most snowmelt operating costs are paid by the Downtown Improvement District (DID); the Authority pays for energy costs only when they exceed the DID's annual budgets for those costs.

Future Commitments

The Authority captures property tax increment revenues from two sources: local tax increments and school tax increments. Local tax increment (LTI) revenues are derived from millages assessed by the City of Grand Rapids, the County of Kent, the Interurban Transportation Partnership, and the Grand Rapids Community College. School tax increment (STI) revenues are related to the State Education Tax millage; the Grand Rapids Public Schools operating, sinking fund and debt millages; and the Kent Intermediate School District millages. State law restricts the Authority's use of STI revenues for payment of debt service and other eligible obligations in existence prior to January 1, 1995 and for debt obligations which refunded those pre-1995 eligible obligations. Non-tax revenues include interest on investments and rental and parking revenues generated by facilities owned by the Authority.

The following projects are in the Authority's five-year priority plan for work that is expected to begin after June 30, 2015. These projects will be funded with LTI or non-tax increment revenues.

Division Avenue Task Force Implementation

The Authority has identified funds to assist in implementing the priorities related to the perception of public safety in and around Division Avenue, a major roadway and pedestrian artery that crosses Downtown.

Downtown Recreational Walk/Tour Signage

The Authority has prioritized efforts to encourage exploration of the Downtown and highlight its accessibility and walkability. In fiscal year 2015, the Authority launched a program with a national organization, Walk Your City, to highlight the walking distances between Downtown locations of interest. The program will be monitored to determine future investments of this nature.

GoSite Visitor Center

Beginning in fiscal year 2015, the Authority will provide partial reimbursements to the Grand Rapids Art Museum for the marketing and communications of the GoSite, an interactive information center that will provide information on Grand Rapids and encourage feedback from the many people who experience Downtown.

Public Space Activation

Beginning in fiscal year 2015, the Authority will begin to prioritize public space activation throughout the Downtown. This priority surfaced at the level of all three Alliances, with an interest in public space related to their respective responsibilities. Opportunities for investment have arisen in the form of partial financial support of a mural program being administered by the Urban Institute for Contemporary Arts. Also, a program entitled "Pop-Up Performers" is anticipated to launch in fiscal year 2015 where paid street performers will be placed in high-impact locations throughout Downtown to encourage moments of surprise and entertainment.

Future Commitments (Unaudited)

Streetscape Improvements

The Authority provides substantial financial support to street and streetscape improvements. Many of these projects are financed with a combination of City, State of Michigan and federal funds in addition to Authority funds. Anticipated projects include:

- Bostwick Avenue - Lyon Street to Crescent Street
- Bridge Street Streetscape Improvements Including U.S. 131 Underpass
- Monroe Avenue Resurfacing - Louis Street to I-196
- Ottawa Avenue Public Improvements
- State Street - Jefferson Avenue to Lafayette Avenue
- Wealthy Street - U.S. 131 to Division Avenue
- Weston Street - Sheldon Avenue to LaGrave Avenue

For the above projects, Authority funds support adding or replacing underground utilities, adding bicycle lanes and/or bicycle access "sharrows," repairing street surfaces and constructing adjacent streetscape improvements. The Authority anticipates providing future financial assistance for additional street improvements in Downtown as needed.

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CITY OF GRAND RAPIDS
DOWNTOWN DEVELOPMENT AUTHORITY

RESOLUTION APPROVING ASSIGNMENT OF TAX INCREMENT FINANCING RELATED TO THE VENUE TOWER PROJECT

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

WHEREAS, the City of Grand Rapids Downtown Development Authority (the "DDA") has entered into a Development and Reimbursement Agreement dated March 11, 2015 (the "Agreement"), with Venue Towers Development Co., LLC ("Venue Towers") pursuant to which Venue Towers has agreed to construct a high rise residential building as more fully described in the Agreement (the "Venue Towers Project"); and

WHEREAS, in connection with the construction of the Venue Project, 20 Monroe will incur certain Eligible Costs (as defined in the Agreement) for certain Public Facility Improvements (as defined in the Agreement) for which it is to be reimbursed by the DDA from Venue Towers Project Tax Increment Revenues (as defined in the Agreement) subject to the terms and conditions of the Agreement; and

WHEREAS, Venue Towers will initially pay for the cost of the Public Facility Improvements with certain loan funds provided in a lending package for the Project to be provided by Chemical Bank (the "Bank"); and

WHEREAS, the Bank has requested an assignment of the Venue Towers Project Tax Increment Revenues that Venue Towers is entitled to receive pursuant to the Agreement to

secure that a portion of the loan funds used to pay the Eligible Costs related to the Public Facility Improvements; and

WHEREAS, such assignment will be accomplished pursuant to a letter of consent (the "Consent") from the Bank and to Venue Towers and the DDA; and

WHEREAS, the Agreement requires that such assignment have the prior written approval of the DDA.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Consent in the form presented at this meeting is approved and the Chairperson of the DDA Board is authorized and directed to execute the Consent for and on behalf of the DDA.

2. That all resolutions or parts of resolutions in conflict herewithin shall be and the same are hereby rescinded.

YEAS: Boardmembers _____

_____

NAYS: Boardmembers _____

ABSTAIN: Boardmembers _____

ABSENT: Boardmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: March 9, 2016

_____
Murphy Ackerman
Recording Secretary

CERTIFICATION

I, the undersigned duly qualified and acting Recording Secretary of the City of Grand Rapids Downtown Development Authority (the "DDA"), do herby 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 March 9, 2016, 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: March 9, 2016

_____
Murphy Ackerman
Recording Secretary

CHEMICAL BANK
4024 PARK EAST COURT, SUITE A
GRAND RAPIDS, MI 49546

_____, 2016

City of Grand Rapids Downtown
Development Authority
300 Monroe Avenue N.W.
Grand Rapids, MI 49503
Attn: Executive Director

Venue Tower, LLC
32 Market Avenue S.W., Suite 200
Grand Rapids, MI 49503
Attn: Gary Postma

Re: Development and Reimbursement Agreement (as amended from time to time, the "Development and Reimbursement Agreement") between City of Grand Rapids Downtown Development Authority (the "Authority") and Venue Tower, LLC ("Developer"), dated March 11, 2015, regarding 12 Monroe Ave N.W., 20 Monroe Ave N.W., and 26 Monroe Ave. N.W., Grand Rapids, Michigan 49503 (the "Project")

Security Agreement (Incentives) ("Security Agreement") executed by Developer in favor of Chemical Bank (the "Bank")

Ladies and Gentlemen:

In consideration for the Bank providing construction financing to Developer for the Project, Developer will, pursuant to Section 3.4 of the Security Agreement, collaterally assign to Bank and grant Bank a security interest in Developer's rights to reimbursement of its Eligible Costs from Project Tax Increment Revenues upon Developer's compliance with and subject to the terms and conditions of the Development and Reimbursement Agreement. Said collateral assignment and grant is permitted under Section 11 of the Development and Reimbursement Agreement following review of the Security Agreement and consent by the Authority's legal counsel and approval of the Authority's Executive Director.

In connection with the foregoing, the Bank requests that the Authority:

(a) consent to said collateral assignment and grant;

(b) in the event of Developer's default (beyond any applicable grace period or notice and cure period) under the Bank loan documents (a "Project Loan Default"), permit the Bank to complete the performance of any remaining Developer obligations concerning the Project, submit (in accordance with the Development and Reimbursement Agreement and/or the Authority's policies and procedures) to the Authority its costs for doing so, and otherwise satisfy any remaining conditions precedent to the Authority's reimbursement from Tax Increment Revenues of Eligible Costs, all without altering the nature/scope of the Project as described in the Development and Reimbursement Agreement; and

(c) whether or not a Project Loan Default exists, remit directly to the Bank (at the above address) all payments which the Authority is obligated to make to Developer from time to time under the Development and Reimbursement Agreement to the extent that advances of the Project Loans have been made by the Bank for the payment of Eligible Costs and not been repaid/reimbursed to the Bank by Developer upon documentation to the satisfaction of the Authority.

As used above, the "Project Loans" mean (a) that certain non-revolving line of credit from the Bank to Developer in the stated amount of $13,000,000 to the extent that the proceeds of said line of credit fund Eligible Costs, and (b) that certain non-revolving line of credit from the Bank to Developer in the stated amount of $1,800,000 to the extent that the proceeds of said line of credit fund Eligible Costs.

Please confirm the Authority's receipt and review of this letter and consent and agreement to the contents hereof by executing and returning its below Acknowledgment to me at the above address. Developer is also requested to similarly execute and return its below Acknowledgment.

Capitalized terms not defined in this letter have the meanings ascribed to them in the Development and Reimbursement Agreement.

Thank you for your cooperation.

CHEMICAL BANK

By:_____
Name: Zachary R. Dennis
Its: Vice President

(acknowledgments appear on subsequent page)

Acknowledged and Agreed:

VENUE TOWER, LLC

By:_____
Name: Gary Postma
Its: Authorized Manager

By:_____
Name: Colin Cronin
Its: Authorized Manager

CITY OF GRAND RAPIDS DOWNTOWN DEVELOPMENT AUTHORITY

By:_____
Printed Name:_____
Title:_____

cc: Floyd Gates, Esq.
Michael B. Peterman, Esq.
Trent J. Taylor, Esq.

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY

DDA

Agenda Item #6
April 15, 2016
DDA Meeting

DATE: March 28th, 2016

TO: Downtown Development Authority

FROM: Kristopher Larson
President & CEO

SUBJECT: **Major Event Support for GRandJazzFest**

Over the previous two fiscal years, the DDA Budget and Priority Plan has included a line item entitled "Major Event Sponsorship". This line item is intended to help the DDA collaborate with the signature events that occur in Downtown to achieve or enhance specific outcomes. To date, this tool has been directed as support for ArtPrize, LaughFest, and GRandJazzFest. These events have a very wide appeal and generally attract more than 25,000 people to Downtown, include aspects that provide a significant public benefit to the community, and are not athletic race-oriented.

Now in its fifth year in Downtown Grand Rapids, GRandJazzFest 2016 will be held on Aug 20th& 21st this year. All musical components of the event occur in Rosa Parks Circle. GRandJazzFest is a free, family-friendly, two-day live jazz festival with performing groups featuring both local and nationally acclaimed jazz artists. GRandJazzFest is a community-building event, bringing people together to experience the American art form – jazz.



Relative to the recently adopted community outcome oriented event grant criteria, GRandJazzFest scores very highly. Their mission is to provide a world-class jazz festival in Grand Rapids that is available to the entire community and visitors at no cost, to promote Grand Rapids as a Center for the Arts, to diversity on stage across race & ethnic heritage and jazz genres, and attract a diverse audience that includes people of all ages, races, ethnicities, religions, socio-economic levels, and gender orientations. Data provided by the event production team showed that on average, the event attracts an older audience, with 84.9% of survey participants indicating that they were at least 50 years old. Their mission

DOWNTOWN

also includes supporting local by using local vendors and service providers, local performers, and partnering with local businesses. Survey data provided to DGRI indicated approximately $300,000 in induced consumer spending Downtown area retailers and restaurants.

The funds to support this event will be included in the FY17 DDA Budget and Priority Plan's Non-Tax Fund, within the line item entitled "Major Event Support".

Recommendation:

Approve a sponsorship amount of $10,000 to GRandJazzFest 2016.





MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY

DDA

Agenda Item #7
April 15, 2016
DDA Meeting

DATE: April 5, 2016

TO: Downtown Development Authority

FROM: Kristopher Larson
President & CEO

SUBJECT: Execute Term Sheet for Mixed-Use Entertainment Center on Areas 4/5

On February 20, 2012, the property known as "Parking Area 5" was listed on the Multiple Listing Service (MLS). One offer and the required deposit were received by the due date. This offer was received from Jackson Entertainment, LLC, (JE LLC) an offshoot of the Celebration Cinema group. The Downtown Development Authority (DDA) Board approved entering into 2-year option (the Option) for Area 5 with Jackson Entertainment, LLC, on April 11, 2012. The Option was executed by both parties on April 30th, 2012, with $50,000 paid to the DDA.

After entering into the Option, the DDA conducted Arena South Visioning, a 6-month planning process intended to guide the DDA's disposition of land assets in the area south of the Van Andel Arena. This planning process, approved by the DDA on April 10, 2013, yielded specific principles for guiding the DDA's investment priorities in the district, including but not limited to growing business and economic opportunities, greening streets, buildings, and public spaces, building compact urban blocks that are densely developed and designed for people, connecting transit, shops, restaurants, hotels, schools, and the Grand River, plus living and engaging in a multi-season inclusive environment.

Representatives from JE LLC participated in Arena South Visioning, as they recognized the importance and value that a community-driven planning process could add to their project's design and relationship to new investments around them. Their willingness to participate also resulted in a decision to halt design work on the site until a clearer picture of the community's priorities emerged. Since the completion of Arena South Visioning, and now GR Forward, the development team has sought to incorporate community priorities into the development opportunity site. In particular, the critical mass goal included in GR Forward is expressly represented, as the once-movie theater project has evolved into a mixed-use project that includes a high density of new residential housing units (337 units). Additionally, DGRI staff, the City of Grand Rapids, and the development team has worked closely with businesses in the Arena South arena to understand the need to monthly, daytime parking. The proposed project contains over 900 spaces, which represents an increase of more than 300 spaces from what exists today on Areas 4 & 5. As outlined in the attached Term Sheet, the City of Grand Rapids would purchase the new parking ramp from the developer once its construction is complete, and this new supply will fall under the management of the City's Mobile GR Department.

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In October of 2015, the DDA Board authorized an amendment to the Option that provided the developer with an additional six months, extending the Option until April 30, 2016. Staff has continued to work closely with JE LLC to bring their mixed-use, movie theater project into fruition. The attached project renderings, site plans, and term sheet reflect the substantial amount of progress made during the final option period. As designed, the $100M project will include:

- 9-screen Studio C! movie theater
- 187 residential units in phase 1, plus ~150 in phase II tower (337 residential units total)
- 38,000 SF retail space
- 900+ space parking ramp built with Phase II tower pad in place
- New publicly-owned, privately-managed public piazza

Once the first phase is completed, the project will deliver substantial economic impacts to the local and State economies. In the first year, the City and the DDA would retain approximately $440,000 in new property and income taxes, net of Brownfield and DDA reimbursements. New payroll for residents and employees within the development project is $15.1 M, while new consumer spending is estimated at $18.5 M inclusive of theater spending. New sales tax to be collected by the State of Michigan is estimated at $1.57 M. Taken together, the project is estimated to return $35.7 M in annual economic impact to the community. Over the 15-year life of the proposed DDA TIF contribution, the project is estimated to generate $565 M in economic impact. *It is important to note that these returns do not include the $100M cost of construction, economic modeling for the parking ramp, nor short-term construction jobs.*

Per the attached term sheet, the DDA would considering supporting the project via the following methods, including:

- Providing financial support for the project using its Development Support TIF Program, for a period of 15 years and a current reimbursement of approximately $2.65 M at its 75% reimbursement level. During that same period, it is expected that the DDA will retain approximately $663K. Following the completion of the reimbursement period, the DDA should retain approximately $230K annually.

- The DDA's Alliance structure will be actively involved in working with the design team for the public piazza. While the developer will pay to design and build the piazza, ownership will rest with the DDA and management, operations, and security will be performed by the developer.

- Subdividing the current areas 4 & 5, currently bisected by a MDOT-owned section of the northbound highway 131 exit ramp, to create a development pad approach that addresses the public ownership of the piazza, several sidewalks and alleys, as well as a new connection of Ottawa St. that connects Oakes and Cherry Streets. The developer is responsible for constructing the new Ottawa Street connector and will be reimbursed for that expense from the brownfield increment.

If approved and executed by the DDA, the Grand Rapids Parking Commission, Grand Rapids City Commission and the development team, it is anticipated that the development project will begin construction in March, 2017, and conclude approximately two years afterward.

Recommendation:

Approve the attached resolution and authorize the DDA Board Chair to enter into the term sheet agreement between the DDA, the City of Grand Rapids, and Jackson Entertainment, LLC.

TERM SHEET FOR THE PURCHASE AND DEVELOPMENT OF A PORTION OF AREA 4 AND AREA 5 SURFACE PARKING LOTS

1. Subject to the terms and conditions of this term sheet (the "Term Sheet") and the execution of a Development Agreement (defined below), Jackson Entertainment, L.LC. ("Jackson") or an entity to be created by (a) the principals of Jackson and/or Big Picture Properties, L.L.C. ("Big Picture"), a related entity to Jackson, and (b) the principals of 616 Lofts, LLC pursuant to an assignment by Jackson (the "Developer") approved by the Executive Director of the City of Grand Rapids Downtown Development Authority (the "DDA") and the City Manager or his designee of the City of Grand Rapids (the "City") will develop and construct on a portion of Area 4 and Area 5 owned by the DDA and certain property between Area 4 and Area 5 owned by the City, as identified on attached **Exhibit A** (the "Property"), a mixed-use project with a multiplex movie theater consisting of a minimum of 30,000 square feet, (the "Movie Theater"), 180 to 190 residential housing units (the "Residential Units"), a minimum of 30,000 square feet of ground floor retail space (the "Retail Space"), a minimum of 30,000 square feet of upper floor commercial/office space (the "Commercial/Office Space" and together with the Movie Theater, Residential Units and Retail Space the "Developer Portion of Project"), a public parking structure consisting of not less than 900 parking spaces (the "Parking Structure"), a piazza of not less than 15,000 square feet (the "Piazza") and the extension of Ottawa Avenue S.W. from Oak Street S.W. to Cherry Street S.W. (the "Ottawa Avenue Extension") generally in accordance with the concept plans attached as **Exhibit B** (the "Project"). The Developer shall be responsible for the design, engineering and construction of the Project, *provided, however,* (i) the City shall be responsible, at its cost, for the design and its own construction inspection of the Ottawa Avenue Extension and (ii) the selection of the designer and the design of the Piazza and Project streetscape improvements shall be subject to the reasonable approval of the Executive Director of the DDA in collaboration with the Alliances for Investment and Livability of Downtown Grand Rapids Inc. The Developer has agreed to use The Christman Company as the general contractor for the Project or another general contractor approved by the City and DDA. Upon completion of the Ottawa Avenue Extension, it shall be a City public street and the City shall thereafter be responsible for its repair, maintenance and replacement. Upon completion of the Parking Structure, the City will acquire it from the Developer as hereinafter provided and shall thereafter be responsible for its repair, maintenance and operation. Upon completion of the Piazza, it shall be owned by the DDA and the use of and responsibility for the repair, maintenance and operation shall be as described in paragraph 10 hereof.

2. Except for that portion of the Property to be occupied by the Ottawa Avenue Extension, the Developer will create a condominium identifying as separate condominium units those portions of the Developer Portion of the Project to be owned by the Developer, that portion to be occupied by the Parking Structure and owned by the City, that portion to be occupied by the Piazza and owned by the DDA and certain common elements. It is agreed that based upon an independent appraisal conducted by Genzink Appraisal Company (the "Appraiser") dated November 18, 2015, the Property has a fair market value of $48.22 per square foot. The Developer will pay the DDA, as owner of the Property, for that portion of the Property it will own (the "Developer Portion of the Property"), as identified on the attached **Exhibit C**, at such rate per square foot. The City will pay the DDA such square footage rate for that portion of the Property that will be occupied by the Parking Structure. Purchase of the Developer Portion of

the Property by the Developer shall not occur until a Development Agreement (defined below) has been executed and construction of the Project is ready to begin. Until such time as the Developer acquires the Developer Portion of the Property, the DDA and City shall be entitled to use the Property as a public surface parking lot subject to the Developer's due diligence rights as provided in paragraph 17 hereof.

3. Subject to Uncontrollable Circumstances (as defined below in this paragraph), the Project shall be developed and constructed in accordance with the following milestones. The Development Agreement (defined below) shall be completed and executed not later than September 1, 2016, or, if later, sixty (60) days after the DDA provides the Developer with a draft of the Development Agreement. Final plans for the Project shall be submitted to the DDA and the City for review and approval no later than April 1, 2017. All required approvals and permits to construct all elements of the Project shall have been obtained by May 1, 2017. The City agrees to expedite the approval and permitting process to the extent it is able to do so. Construction financing shall be in place and construction of the Project shall have commenced no later than June 1, 2017. All elements of the Project shall have been issued a final certificate of occupancy no later than June 1, 2020. If the Developer does not meet one or more of these milestones, the DDA or City shall give the Developer written notice thereof. After receiving such written notice, the Developer shall have sixty (60) days to meet the milestone and, if not met, the DDA and the City shall be entitled to terminate their respective obligations hereunder.

"Uncontrollable Circumstances" means any event that (a) is beyond the reasonable control of and without the fault of the Developer, and (b) is one or more of the following events (i) a Change in Law (as hereinafter defined); (ii) insurrection, riot, civil disturbance, sabotage, act of a public enemy, act of terrorism, explosion, nuclear incident, war or naval blockade; (iii) epidemic, hurricane, tornado, landslide, earthquake, lightening, fire, windstorm, other extraordinary weather conditions or other similar act of God; (iv) governmental condemnation or taking; (v) strikes or labor disputes; (vi) delays in the issuance of building or other permits, variances, licenses or approvals by the City or other governmental authority having jurisdiction; (vii) shortage or unavailability of essential materials which materially changes the ability of the Developer to carry out its obligations under this Term Sheet; (viii) unknown or unforeseeable Environmental Conditions (as hereinafter defined); (ix) unknown or unforeseeable geotechnical conditions which delay construction of the Project; or (x) non-performance of the DDA or City which delays construction of the Project.

Uncontrollable Circumstances shall not include economic hardship or a failure of performance related to the construction of the Project by a contractor(s) (except as caused by events which are Uncontrollable Circumstances as to the contractor(s)).

"Change in Law" means the occurrence, after the date of this Term Sheet, of one of the following events, provided (i) such event materially changes the costs or ability of the Developer to carry out its obligations under this Term Sheet and (ii) such event is not caused by the Developer, (a) the enactment, adoption, promulgation or modification of any federal, State or local law, ordinance, rule or regulation; (b) the order or judgment of any federal or State court, administrative agency or other governmental body; (c) the imposition of any conditions on, or delays in, the issuance or renewal of any governmental license, approval or permit (or the suspension, termination, interruption, revocation, modification, denial or failure of issuance or

renewal thereof) necessary for undertaking the services or obligations to be performed under or required by this Term Sheet; or (d) the adoption, promulgation, modification or change in interpretation in a written guideline or policy statement by a governmental agency.

"Environmental Condition" means any condition or situation existing on, under, at or about the Property, the groundwater, subsurface water, and/or underground soil and geologic conditions thereunder, as of the date of this Term Sheet which (i) constitutes a violation of any state or federal environmental law, regulation or ordinance, (ii) which does or might form the basis of any public or private claim or cause of action for the cleanup or remediation as a result of the release, threatened release, migration or the existence of any contaminants, pollutants, petroleum and petroleum byproducts, crude oil or any fraction thereof, chemicals, wastes or substance (including, without limitation, regulated substances, hazardous wastes and hazardous substances as such terms are commonly used or understood within the framework of existing federal and State laws), (iii) are a release or a threatened release of hazardous wastes or hazardous substances, or (iv) are described or included in any report provided by the DDA or City to the Developer or in any report or assessment generated by the Developer related to the Property.

4. The Developer shall design and construct the Parking Structure to a level of service "A" as defined in an article entitled "The Level of Service Approach" written by Beth Kay and Mary S. Smith of Walker Parking Consultants published in the March 2002 edition of *Shopping Center Business.* The design shall be subject to the reasonable review and approval of the City and the City, at its cost, is entitled to have quality assurance/quality control inspectors (the "City Inspectors") at the Parking Structure site during construction. The Developer's contractors, engineers and inspectors shall cooperate with the City Inspectors. The City shall acquire the Parking Structure from the Developer upon completion of construction including the issuance of a necessary final occupancy permit (which will not unreasonably be withheld by the City) on a "turn-key" basis in an amount not to exceed $28,500,000 (the "Maximum Amount") before crediting the present value of certain City of Grand Rapids Brownfield Redevelopment Authority (the "GRBRA") tax increment revenues as provided in paragraph 6 below. The purchase price of the Parking Structure shall be based on actual allocated costs in an amount not to exceed the Maximum Amount. The Developer shall instruct its general contractor to keep track of construction costs of the Project in a manner that costs for the Parking Structure can be properly allocated and documented. The City, at its cost, will retain the services of an independent allocation consultant, mutually acceptable to the City and the Developer to determine the allocated costs, applicable to the construction of the Parking Structure, which allocation shall identify those costs that are attributable exclusively to that portion of the Project that does not include the Parking Structure, those costs that are attributable exclusively to the Parking Structure and those costs that are attributable to the Parking Structure and to other portions of the Project. By way of example, such costs that would be attributable to both the Parking Structure and to other portions of the Project include; (i) any elevators and stairways servicing space beyond the Parking Structure, (ii) any common walls between the Parking Structure and adjoining building within the Project, and (iii) any utilities servicing space beyond the Parking Structure. Upon completion of the Parking Structure and acceptance by the City, the City and/or DDA, as they shall agree, shall be responsible for its operation, maintenance and repair for use as a public parking facility. It is understood and agreed that in order for the City to finance the purchase of the Parking Structure, bonds will likely be issued by the City of Grand Rapids

Building Authority (the "GRBA"). During the time such Bonds are outstanding, title to the Parking Structure condominium unit will be in the GRBA.

5. The DDA agrees pursuant to its Development Support Policy, to assist the Developer in financing the Project by agreeing to reimburse the Developer for eligible "public facility" costs related to the Project as defined in Act 197 of the Public Acts of Michigan of 1975, as amended. Subject to having incurred such costs, the Developer shall be reimbursed based on 75% of the tax increment revenues captured and received by the DDA from the Project over a period not to exceed 15 years. Reimbursement to the Developer shall occur as Project DDA tax increment revenues from the Project are received by the DDA.

6. The City will recommend and support a request of the Developer to the GRBRA for the capture and use of GRBRA tax increment revenues realized from the Project through December 31, 2050, to reimburse the Developer for "eligible activities" as defined in Act 381 of the Public Acts of Michigan of 1996, as amended. The Developer shall be entitled to the reimbursement of the cost of "eligible activities," other than the Parking Structure, from captured Project GRBRA tax increment revenues. In addition, Project GRBRA tax increment revenues shall be applied as a credit towards the purchase of the Parking Structure after determination of its present value by the Appraiser at the time of transfer of ownership to the City or GRBRA, *provided, however*, the amount of the credit shall not be less than $1,000,000 present value. The GRBRA tax increment revenues captured and received from the Project shall be applied first to the other Project "eligible activities" and then to the Parking Structure. The GRBRA shall not be obligated to reimburse the Developer for the cost of "eligible activities" including those related to the Parking Structure until the GRBA has received available captured GRBRA tax increment revenues from the Project. It is agreed and understood, that the Project, as defined in paragraph 1 of this Term Sheet, will not proceed without the availability of such GRBRA tax increment revenues. It is agreed and understood, that only GRBRA tax increment revenues realized from the Project, as described in paragraph 1, shall be available to reimburse the Developer for "eligible activities" and Developer is excluded from receiving the GRBRA tax increment revenues that may be captured and realized from other development that may occur, in whole or in part, above the Parking Structure. The parties also recognize and agree that the Developer is seeking from the Michigan Strategic Fund (the "MSF") low interest, flexible term Michigan Community Revitalization Program loans in the approximate amount of $8,400,000 (the "CRP Loans"). The parties further recognize and agree that it is necessary of the Michigan Department of Transportation ("MDOT") to release its interest in certain property between Area 4 and Area 5 from Cherry Street, S.W. to Oakes Street, S.W. as identified on attached **Exhibit A** (the "MDOT Interest") in order for the Project to proceed. The parties agree to collectively work together to timely obtain the release from MDOT of the MDOT Interest. The parties hereto agree and understand that the Project as defined in paragraph 1 of this Term Sheet cannot proceed without availability of Project GRBRA tax increment revenues, the receipt of the CRP Loans and MDOT's release of the MDOT Interest.

7. The Second Amendment to Option Agreement dated as of October 14, 2015, between the DDA and Jackson provides that the thirteen conditions as set forth in **Exhibit D** hereof (the "Conditions") must be met. The DDA acknowledges the Conditions have been met either by the provisions of this Term Sheet or information provided elsewhere by the Developer to the DDA

including specifically, on a confidential basis, to the DDA's legal counsel items seven through twelve of the Conditions.

8. It is anticipated, as indicated on the attached **Exhibit E**, that, as an additional phase, a multi-story tower building (the "Phase II Tower") will be constructed above a portion of the Parking Structure and the Developer's building identified as "Building A" in **Exhibit B**. The Developer shall have a nonassignable initial three-year option beginning with the date of the issuance by the City of a final certificate of occupancy for Building A to acquire from the City the air rights above that portion of the Parking Structure indicated in **Exhibit E** for the development and construction of the Phase II Tower. The option shall be extended an additional three years, if, at the time the initial three years expires, Developer shall have provided to the reasonable satisfaction of the DDA and City (a) written project development proposal, (b) concept plans and preliminary renderings, (c) a preliminary financial proforma, (d) a formal market analysis, (e) a preliminary building program and specifications, (f) a preliminary development timeline and related milestones and (g) the preliminary financing structure, all of which shall be provided only to the DDA's and City's legal counsel and shall be kept confidential. The Developer shall also be required to provide the DDA and City a six-month biannual written progress report during each year of the option period and any extension thereof. In order to exercise the option, the Developer, City and DDA must have entered into a development agreement with respect to the Phase II Tower. The value of the air rights shall be determined by an independent MIA Certified Appraiser mutually acceptable to the Developer and the DDA. If the Developer does not exercise its option during the initial three-year option period or the three-year extension period, if applicable, the City shall thereafter have the right to acquire Developer's air rights over Building A and associated access through Building A for the purpose of constructing and providing access to the Phase II Tower for an amount equal to the fair market value of such rights determined by an independent MIA Certified Appraiser mutually acceptable to the City and the Developer. Such rights of the Developer and the City shall be included within the condominium documents of the Project.

9. It is understood that Jackson, Big Picture, Loeks Theaters, Inc. or an entity created by any of their principals (the "Theater Operator") will operate the Theater. It has requested special arrangements for parking by Theater patrons. It is agreed that parking for Theater patrons shall be provided, in the Parking Structure and all other City-owned or managed parking structures or lots that are not prohibited from providing such special arrangements, in accordance with the attached **Exhibit F**. The parties further agree, before execution of the Development Agreement (defined below), to discuss parking arrangements in the Parking Structure for owners or occupants of the Residential Units, which arrangements shall be described in the Development Agreement.

10. The DDA, as owner of the Piazza, agrees that the Theater Owner shall be responsible for operation, use and programing of the Piazza, subject to reasonable rules and regulations established by the DDA. The Developer agrees to be responsible for the routine repair, maintenance and security of both the Piazza and other common areas identified on the attached **Exhibit A**. Such repair and maintenance shall be at a standard at least equal to that maintained at other public open space areas in the City's downtown, such as Rosa Park Circle and Calder Plaza. The responsibility for major repairs of the Piazza shall be addressed in the condominium

documents for the Project and generally shall be shared on a pro rata square footage basis with all condominium unit owners.

11. It is agreed that the Option Agreement between the DDA and Jackson dated April 30, 2012, and the two subsequent amendments thereto (collectively, the "Option Agreement"), is replaced with this Term Sheet and except for the application and use of the various option payments provided for therein (the "Option Payments"), shall no longer apply with respect to Area 5. The Option Payments shall continue to be applied as provided in the Option Agreement with respect to their use, as applicable, to reimburse the City and DDA for costs incurred by the City and the DDA and application as a credit against the purchase price of Developer Portion of the Property to be acquired by the Developer.

12. The Developer agrees, in good faith, to evaluate and consult with the City regarding the feasibility of utilizing the downtown steam system for heating and cooling of the Developer Portion of the Project.

13. The DDA represents that the Property is exempt from *ad valorem* real estate taxes and therefore no proration of such taxes is necessary in connection with the purchase by Developer of the Developer Portion of the Property. The DDA agrees to pay all outstanding special assessments, which are a lien on the Developer Portion of the Property to be acquired by the Developer at the time the Developer Portion of the Property is acquired, whether or not due. All costs or expenses for utility services provided to the Developer Portion of the Property to be acquired by the Developer, prior to the acquisition, shall be paid by the DDA.

14. The DDA covenants and agrees that the Developer Portion of the Property to be acquired by the Developer is and shall be free from all encumbrances, easements and restrictions except those, which in Developer's opinion, will not reasonably interfere with Developer's intended use of Developer Portion of the Property (the "Permitted Encumbrances"). The DDA further agrees that no liens of any nature shall exist against such Developer Portion of the Property to be acquired by the Developer, which will not be discharged by the DDA at the date the Developer Portion of the Property is acquired. Title to Developer Portion of the Property to be acquired by Developer shall be conveyed by warranty deed(s), duly executed in recordable form, subject only to Permitted Encumbrances.

15. At the time the Developer Portion of Property is acquired by Developer, the DDA shall, at its expense, furnish a standard ALTA owners title insurance policy related to such Developer Portion of the Property in the amount of the purchase price with standard exceptions deleted. The title insurance commitment (the "Title Commitment") for such policy shall be ordered by Developer and a copy provided by the DDA and City upon receipt. In addition, the Developer shall, at its expense, obtain a survey of all of the Property, including all easements of record, improvements, encroachments, if any, and certified in a manner reasonably acceptable to it (the "Survey"). In the event the Title Commitment does not, in Developer's opinion, show marketable title, or if the Survey discloses encroachments or other survey defects, Developer shall notify DDA in writing of its objection to the defects in title and/or Survey and the DDA shall make all reasonable efforts to cure such defects. If the DDA fails to cure such defects, the Developer may elect to terminate this Term Sheet by written notice to the DDA and City or to cure any such liens or claims against such Developer Portion of the Property that may be cured

by the payment of a fixed sum of money and deduct the cost of doing so from the purchase price of the Developer Portion of the Property to be acquired and waive all objections to title and the Survey (which will then become Permitted Encumbrances).

16. At the time the Developer acquires the Developer Portion of the Property, the DDA shall pay the premium of the title insurance policy under the Title Commitment, all real estate transfer taxes, if any, a brokerage commission to MRetail Solutions equal to four percent (4%) of that portion of the purchase price of the Developer Portion of the Property located within Area 5 only, and one-half of the closing fee charged by the title company and Developer shall pay the cost of recording the warranty deed(s) and one-half of the closing fee charged by the title company. In addition, the DDA shall pay or reimburse Developer for the cost of the Survey.

17. The Developer shall have reasonable access to the Property for the purpose of conducting environmental assessments, inspections and soil borings and performing such other related tests and studies as may be required by the Developer to determine the conditions of the Property and its suitability for the Project. Any such inspections and testing shall be conducted in a manner that does not unreasonably interfere with the use of the Property by the DDA or City. The Developer shall promptly repair, at its sole cost and expense, any damage it causes to the Property so as to restore it to substantially the same condition that existed prior to such inspections and testing. The Developer shall indemnify, defend and hold the DDA, the City and GRBA (the "Indemnified Parties") harmless from any and all claims, damages, costs and expenses incurred by or asserted against the Indemnified Parties arising from the exercise of the rights granted to the Developer under this paragraph. In the event the Developer determines that the condition of the Property is not suitable for the development of the Project based on its investigation of the Property, including, without limitation, the soils and environmental condition of the Property, the Developer shall have the right to terminate this Term Sheet by written notice to the City and DDA and receive the prompt return of that portion of the Option Payments as provided in the Option Agreement.

18. The DDA makes the following representations and warranties, each of which shall be true as of the date of this Term Sheet and at the time the Developer purchases the Developer Portion of the Property and each of which shall continue to survive thereafter:

a. The DDA has never generated, stored or disposed of any hazardous substances or waste products or materials of any type or nature on the Developer Portion of the Property to be acquired by the Developer and has no knowledge of such use, generation, storage or disposal of such substances.

b. To the best of the DDA's knowledge, the Developer Portion of the Property to be acquired by the Developer is in compliance with all applicable zoning, building, public health and environmental laws and regulation and all other laws and regulation of governmental authorities having jurisdiction over such property.

c. Other than the annual Downtown Improvement District assessment, the DDA has no knowledge of any pending or proposed special assessment affecting or which may affect the Developer Portion of the Property or any part thereof.

d. The DDA has no knowledge of (i) any agreements of sale other than this Term Sheet or other rights of third parties to acquire the Developer Portion of the Property, (ii) any unrecorded easement, lease, claim, restriction, covenant, agreement or encumbrance affecting all or any property of such portion of the Developer Portion of the Property to be acquired by the Developer, or (iii) any other agreements which would otherwise affect the Developer Portion of the Property.

e. The DDA has the power to execute, deliver and carry out the terms and provisions of this Term Sheet applicable to it and has taken all necessary action to authorize the execution, delivery and performance of this Term Sheet and this Term Sheet constitutes the legal, valid and binding obligation of the DDA.

f. To the DDA's knowledge, there are no actions, suits or proceedings which have been threatened or instituted against or which affect the Developer Portion of the Property to be acquired by the Developer, at law or in equity or before any federal, state or municipal governmental commission, board, agency or instrumentality which may affect the value, occupancy or use of the Developer Portion of the Property. The DDA will give the Developer prompt written notice of any such action, suit or proceeding of which it obtains knowledge prior to the date the Developer acquires the Developer Portion of the Property, to the extent the DDA acquires such knowledge.

19. The City makes the following representation which shall be true as of the date of this Term Sheet and at the time the Developer purchases the Developer Portion of the Property and which shall continue to survive thereafter: the City has the power to execute, deliver and carry out the terms and provisions applicable to it and has taken all necessary action to authorize the execution, delivery and performance of this Term Sheet and this Term Sheet constitutes the legal, valid and binding obligation of the City.

20. The Developer makes the following representation which shall be true as of the date of this Term Sheet and at the time the Developer purchases the Developer Portion of the Property and which shall continue to survive thereafter: the Developer has the power to execute, deliver and carry out the terms and provisions applicable to it and has taken all necessary action to authorize the execution, delivery and performance of this Term Sheet and this Term Sheet constitutes the legal, valid and binding obligation of the Developer.

21. This Term Sheet contains all of the representations and statements by each party and expresses the entire understanding between the parties with respect to the provisions herein. All prior communications, written or oral, concerning this matter are merged in and replaced with this Term Sheet. This Term Sheet may only be amended by a further agreement in writing signed by all parties hereto.

22. This Term Sheet shall be governed by and construed in accordance with the laws of the State of Michigan.

23. This Term Sheet shall be binding upon the heirs, personal representatives, successors, and permitted assigns of the parties hereto and the rights and privileges of the parties hereto shall the benefit of the successors and assigns. This Term Sheet may only be assigned by a party hereto upon the prior written approval of the other parties hereto.

The undersigned parties agree that the provisions of this Term Sheet shall be binding on them and to work in good faith and memorialize the transactions described in this Term Sheet into an agreement (the "Development Agreement") to be executed by the parties hereto. The Development Agreement shall contain the terms and conditions set forth in this Term Sheet, together with other normal and customary provisions typically found in agreements which the City and/or DDA have entered into with respect to other development projects. If the parties are unable to execute a Development Agreement in accordance with the deadline set forth in paragraph 3 hereof, then this Term Sheet will expire and terminate and the parties shall have no further obligations hereunder, *provided, however,* the application, and credit and return of the Option Payments as provided in the Option Agreement shall apply.

[signatures on following page]

Dated: April 13, 2016

JACKSON ENTERTAINMENT, L.L.C.

By:_____
, Member

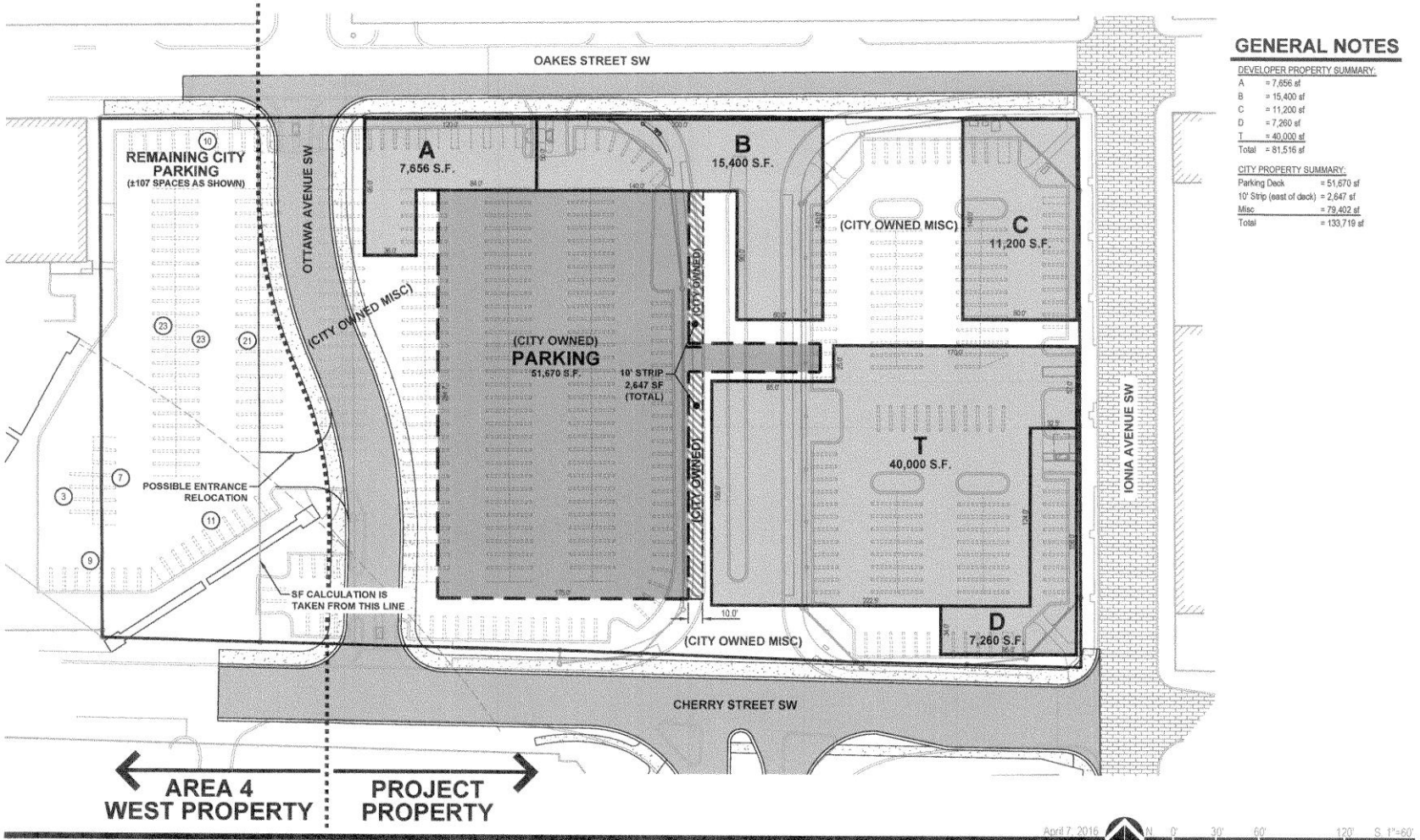
CITY OF GRAND RAPIDS DOWNTOWN DEVELOPMENT AUTHORITY

By:_____
Brian Harris, Chairperson

CITY OF GRAND RAPIDS

By:_____
Rosalynn Bliss, Mayor

Attest: _____
Darlene O'Neal, City Clerk



GENERAL NOTES

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Total	= 81,516 sf

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Misc	= 79,402 sf
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ARENA SOUTH

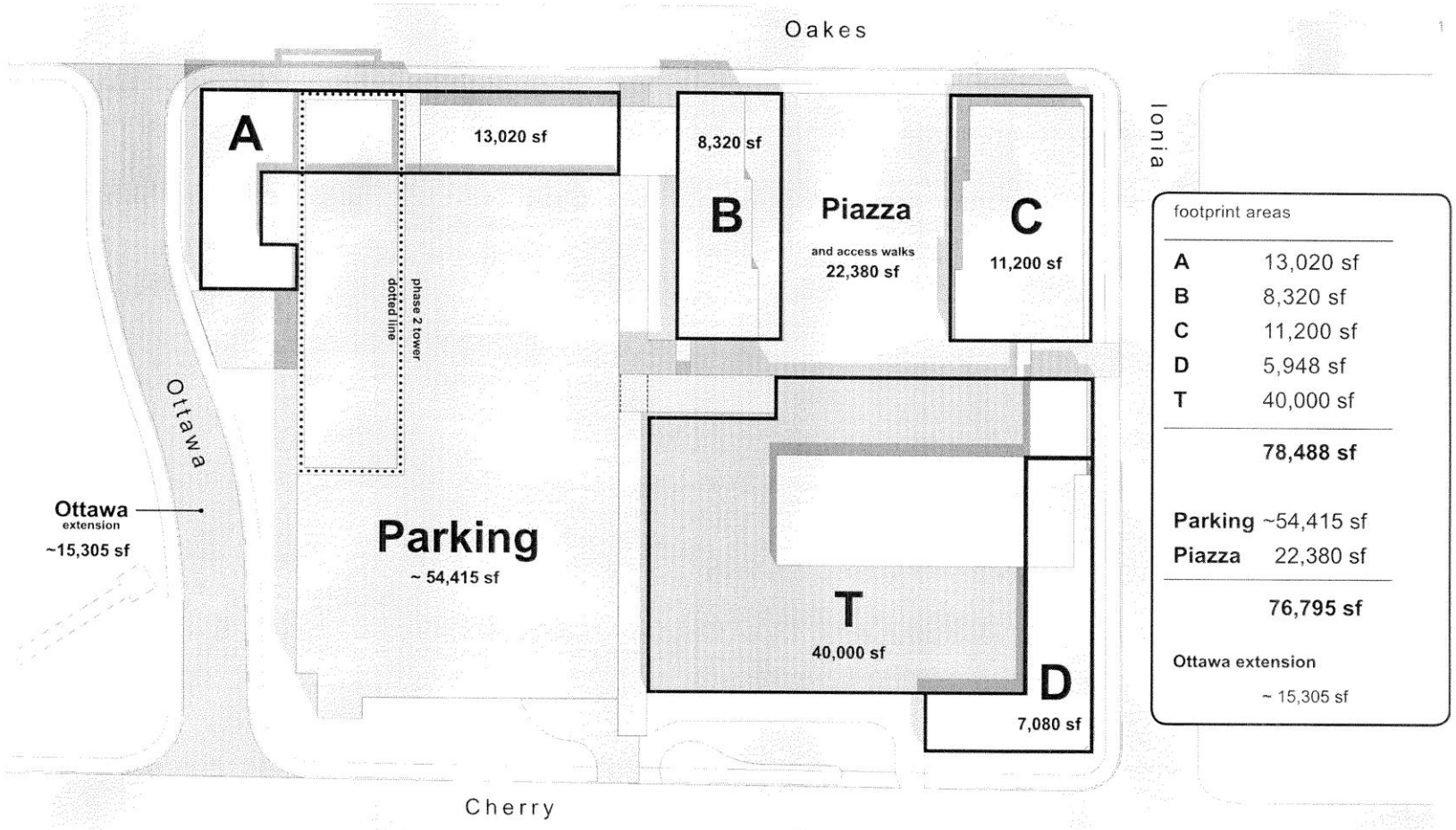
PRELIM. SITE LAYOUT - EXHIBIT A

project number: 15400602

April 7, 2016 N 0' 30' 60' 120' S 1"=60'

NEDERVELD

A-1



C! 616 DEVELOPMENT · CHRISTMAN · Carl Walker · Integrated Architecture

phase 1 footprints

site diagram

scale 0' 25' 50' N

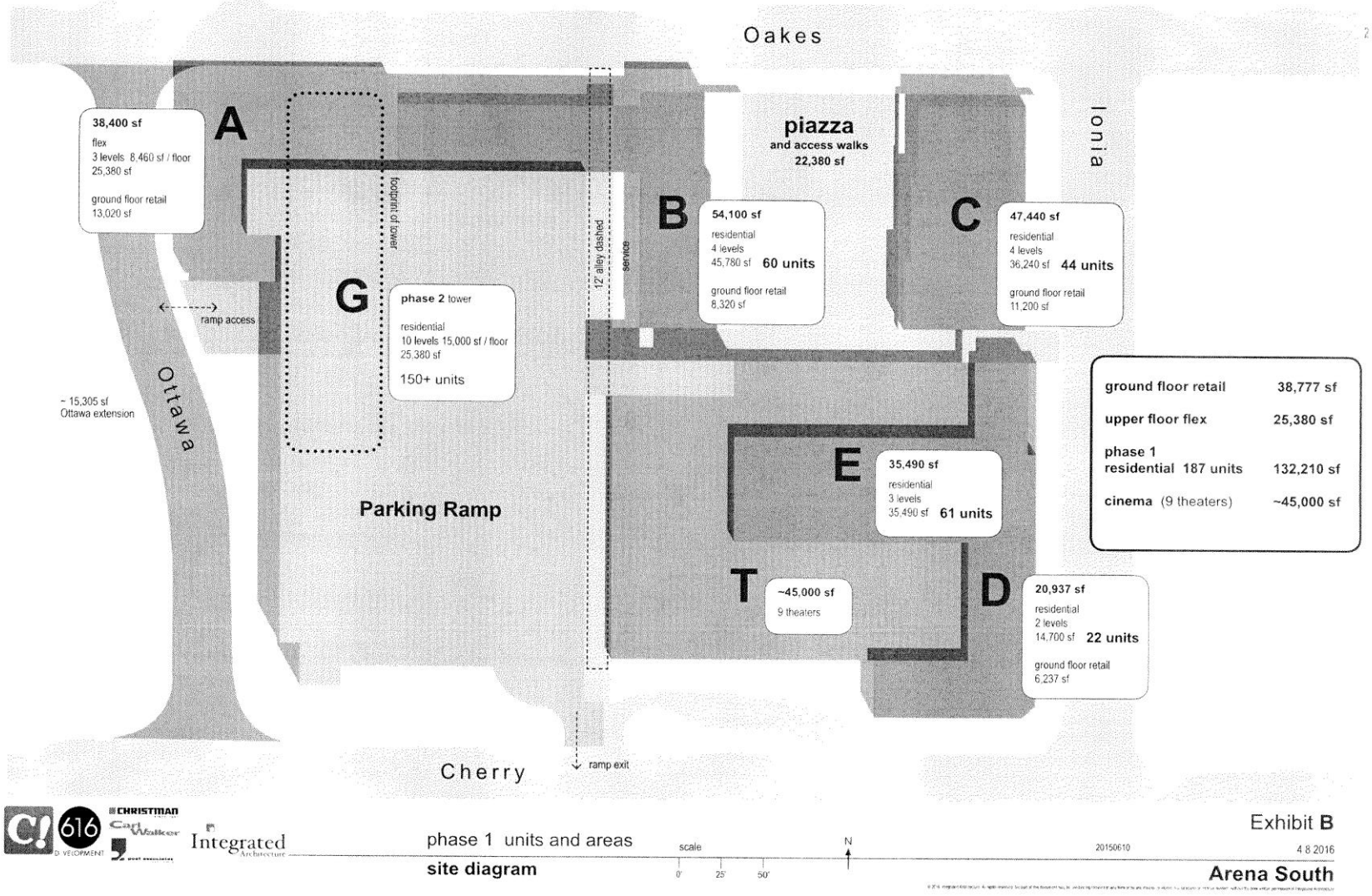
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Exhibit **B**

4 8 2016

Arena South

B-1



Integrated Architecture

phase 1 units and areas

site diagram

scale 0' 25' 50'

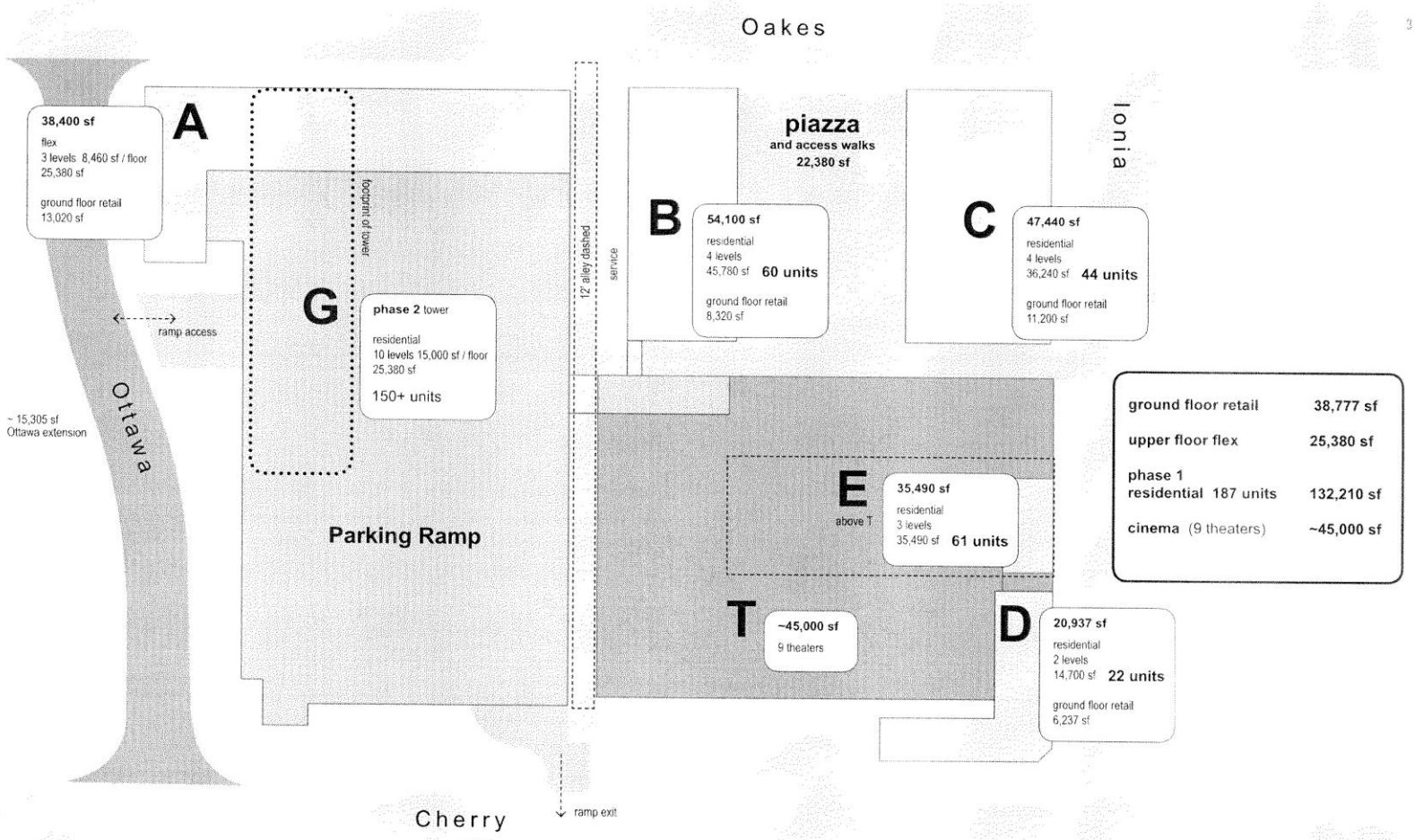
N

20150610

Exhibit **B**

4.8.2016

Arena South



C! 616 DEVELOPMENT · CHRISTMAN · Carl Walker · Integrated Architecture

phase 1 ground floor

site diagram

scale 0 25' 50' · N · 20150610

Exhibit **B**

4.8.2016

Arena South



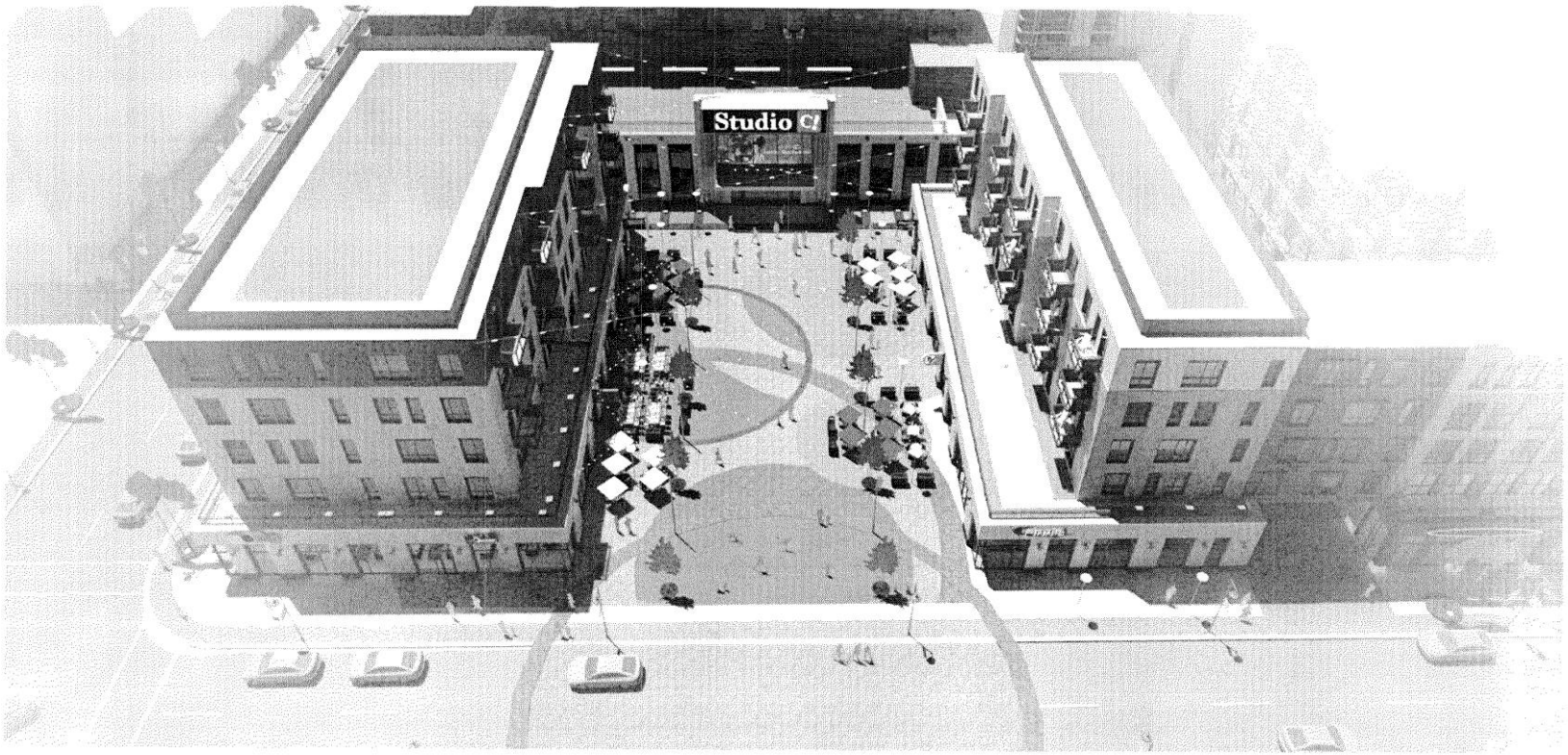
C! 616 DEVELOPMENT | CHRISTMAN | Cash Wallace | Integrated Architecture

Oakes Street Piazza

Exhibit **B**

4 8 2016

Arena South


Studio C!

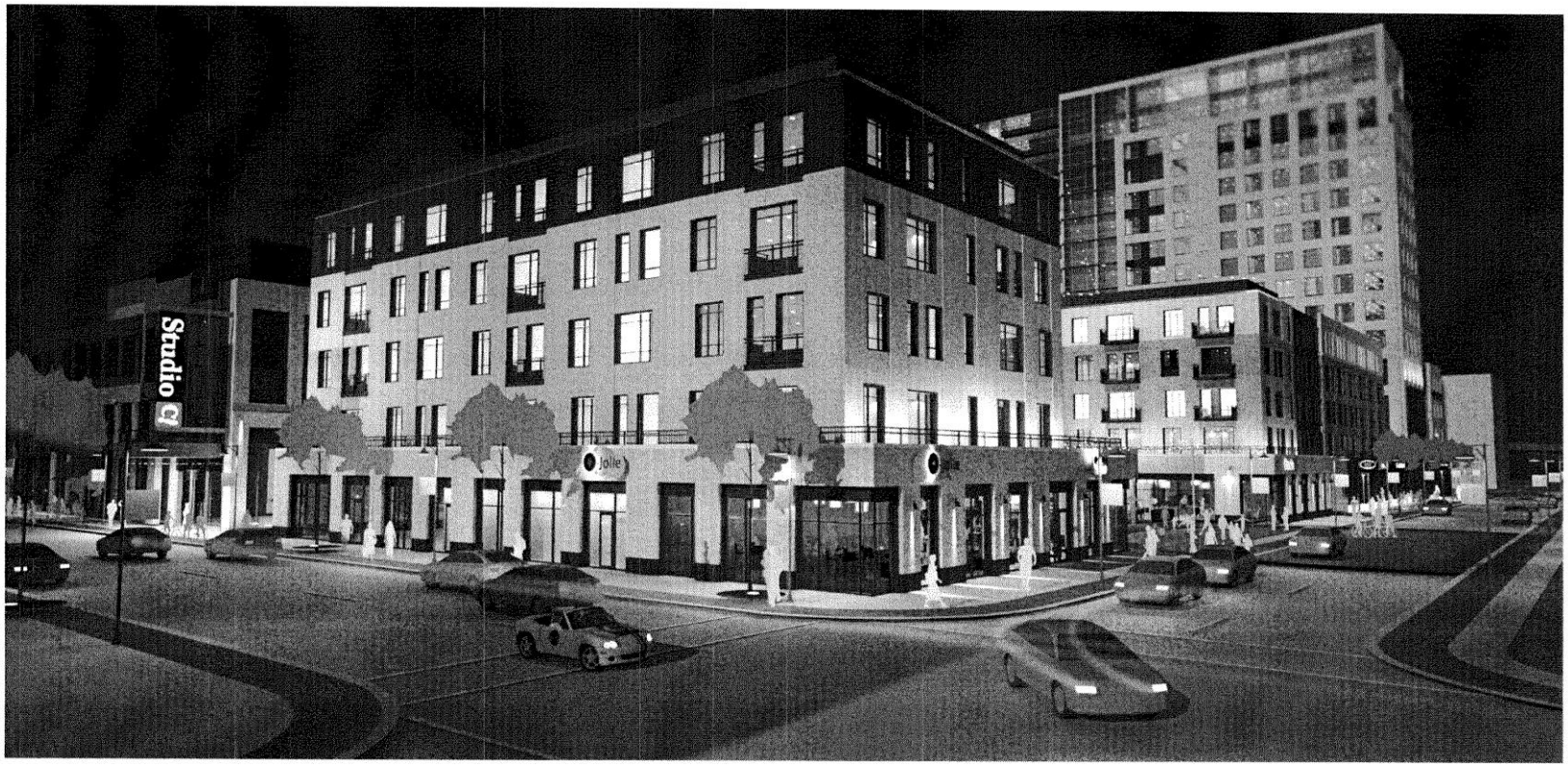


Oakes Street and Ionia Avenue

Exhibit **B**

4.8.2016

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Oakes Street and Ionia Avenue

Exhibit **B**

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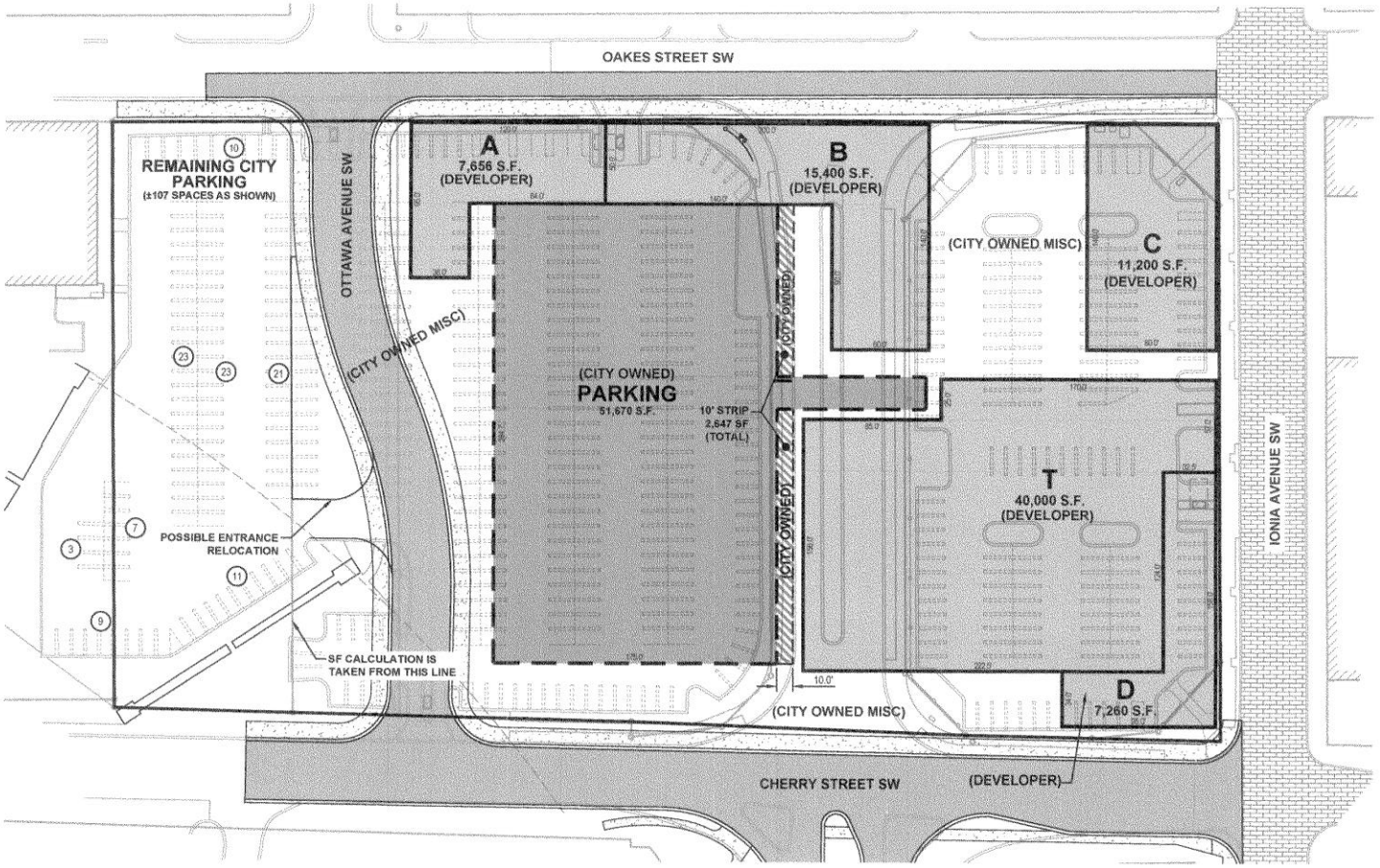
Oakes Street Piazza

Exhibit **B**

4.8.2016

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GENERAL NOTES

DEVELOPER PROPERTY SUMMARY:

A	= 7,656 sf
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D	= 7,260 sf
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Total	= 81,516 sf

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Parking Deck	= 51,670 sf
10' Strip (east of deck)	= 2,647 sf
Misc	= 79,402 sf
Total	= 133,719 sf

April 7, 2016 N 0' 30' 60' 120' S 1"=60'

ARENA SOUTH

PRELIM. SITE LAYOUT - EXHIBIT C

project number: 15400602

NEDERVELD

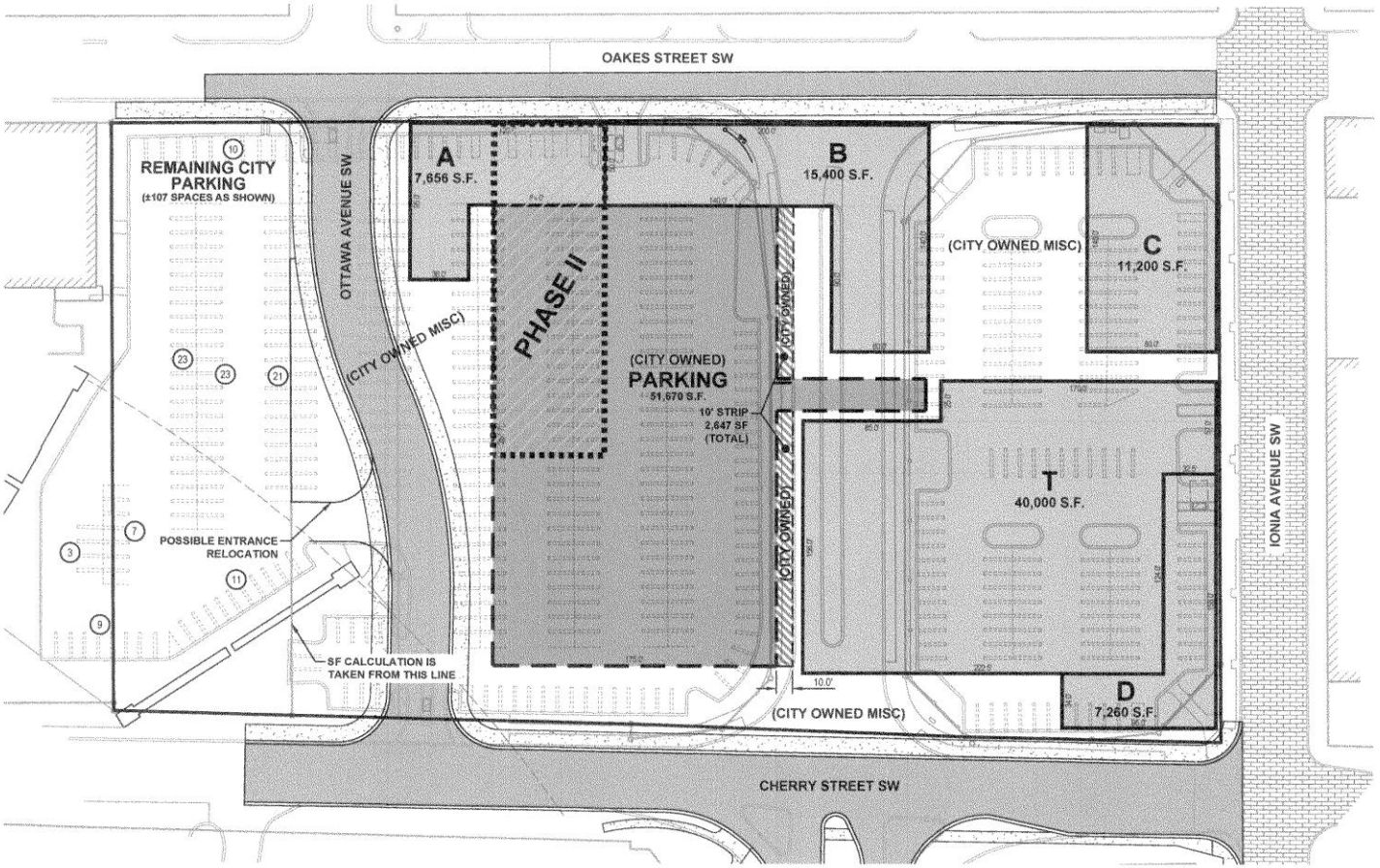
C-1

EXHIBIT D

Thirteen Conditions

1. Final Project rendering (Project must have a minimum floor area of 400,000 square feet exclusive of parking and a minimum of 10 stories (levels) also exclusive of parking).
2. Final project massing statistics (uses, square feet of space by use, number and type of residential units, height and number of stories (levels), parking requirements, etc.).
3. Project site plan that has received tacit approval from City of Grand Rapids Planning Director and/or other required governmental approvals.
4. Project timeline milestones with project construction to commence not later than June 1, 2017, after entering into Development Agreement and substantial completion not later than three years thereafter.
5. Name of general construction contractor for Project.
6. Line-item construction budget prepared or confirmed by construction contractor.
7. Project sources and uses of funds (demonstrating a minimum investment exclusive of land acquisition costs of $50,000,000).
8. Project feasibility pro forma in the same format as that which would be presented to a lender for project financing.
9. List of development and equity partners.
10. Signed letters of commitment from development and equity partners.
11. Signed letters of intent from major tenants.
12. Proof of secured financing for project construction.
13. Proof of commitment from public entities for any public participation in project (incentives, ownership, tax credits, low interest loans, etc.).

Items 7, 8, 9, 10, 11 and 12 may be submitted to DDA legal counsel to keep confidential and not subject to Michigan Freedom of Information Act.



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ARENA SOUTH

PRELIM. SITE LAYOUT - EXHIBIT E

project number: 15400602

NEDERVELD

EXHIBIT F

Theater Parking Arrangements

During the first three years after the City shall have issued a final occupancy permit for the Theater, for each year, the City shall charge $1.00 per validation transaction for up to a maximum of 125,000 transactions in such year, $2.00 per validation transaction for 125,001 to 150,000 transactions in such year, $3.00 per validation transaction for 150,001 to 200,000 transactions in such year and the full market rate, at the applicable parking structure or lot, for all transactions above 200,000 in such year.

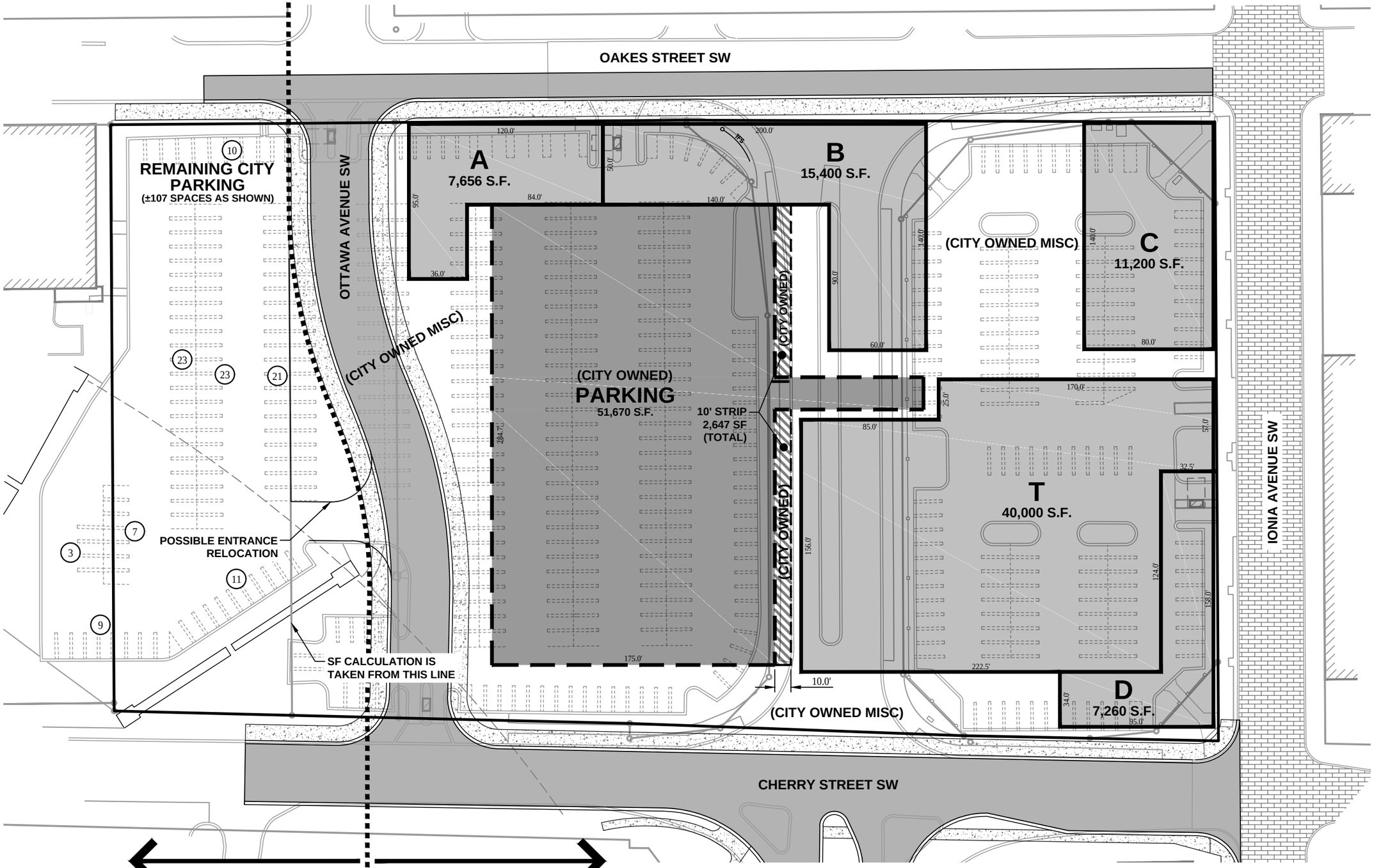
During the fourth through sixth year after the City shall have issued a final occupancy permit for the Theater, for each year, the City shall charge $2.00 per validation transaction with the DDA agreeing to be responsible for $0.50 per validation transaction for a maximum of 125,000 transactions in such year, $2.00 per validation transaction for 125,001 to 150,000 transactions in such year, $3.00 per validation transaction for 150,001 to 175,000 transactions in such year and the full market rate, at the applicable parking structure or lot, for all transactions above 175,000 in such year.

During the seventh through ninth year, after the City shall have issued a final occupancy permit for the Theater, for each year, the City shall charge $3.00 per validation transaction with the DDA agreeing to be responsible for $0.75 per validation transaction for a maximum of 125,000 transactions in such year, $3.00 per validation transaction for 125,001 to 175,000 validation transactions in such year and the full market rate, at the applicable parking structure or lot, for all transactions above 175,000 in such year.

During the tenth through twelfth year, after the City shall have issued a final occupancy permit for the Theater, for each year, the City shall charge the lower of $4.00 or the current lowest special events rate being charged by the City per validation transaction for a maximum of 125,000 transactions in such year and the full market rate, at the applicable parking structure or lot, for all transactions above 125,000 in such year.

During the thirteenth through fifteenth year after the City shall have issued a final occupancy permit for the Theater, for each year, the City shall charge the lower of $5.00 or the current lowest special events rate being charged by the City per validation transaction for a maximum of 125,000 transactions in such year and the full market rate, at the applicable parking structure or lot, for all transactions above 125,000 in such year.

Subject to the above terms, it is anticipated that the DDA will purchase Theater patron parking validations from the City and resell them to the Theater for the same amount less any amount the DDA has agreed to be responsible for as provided above.



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April 7, 2016 N. 0' 30' 60' 120' S. 1"=60'

ARENA SOUTH

PRELIM. SITE LAYOUT - EXHIBIT A

project number: 15400602

NEDERVELD



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CHRISTMAN SINCE 1894
Carl Walker
post associates
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Exhibit **B**

4 8 2016

Oakes Street and Ionia Avenue

Arena South

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CHRISTMAN SINCE 1954
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Exhibit **B**

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Oakes Street and Ionia Avenue

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Exhibit **B**

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Oakes Street Piazza

Arena South

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Exhibit **B**

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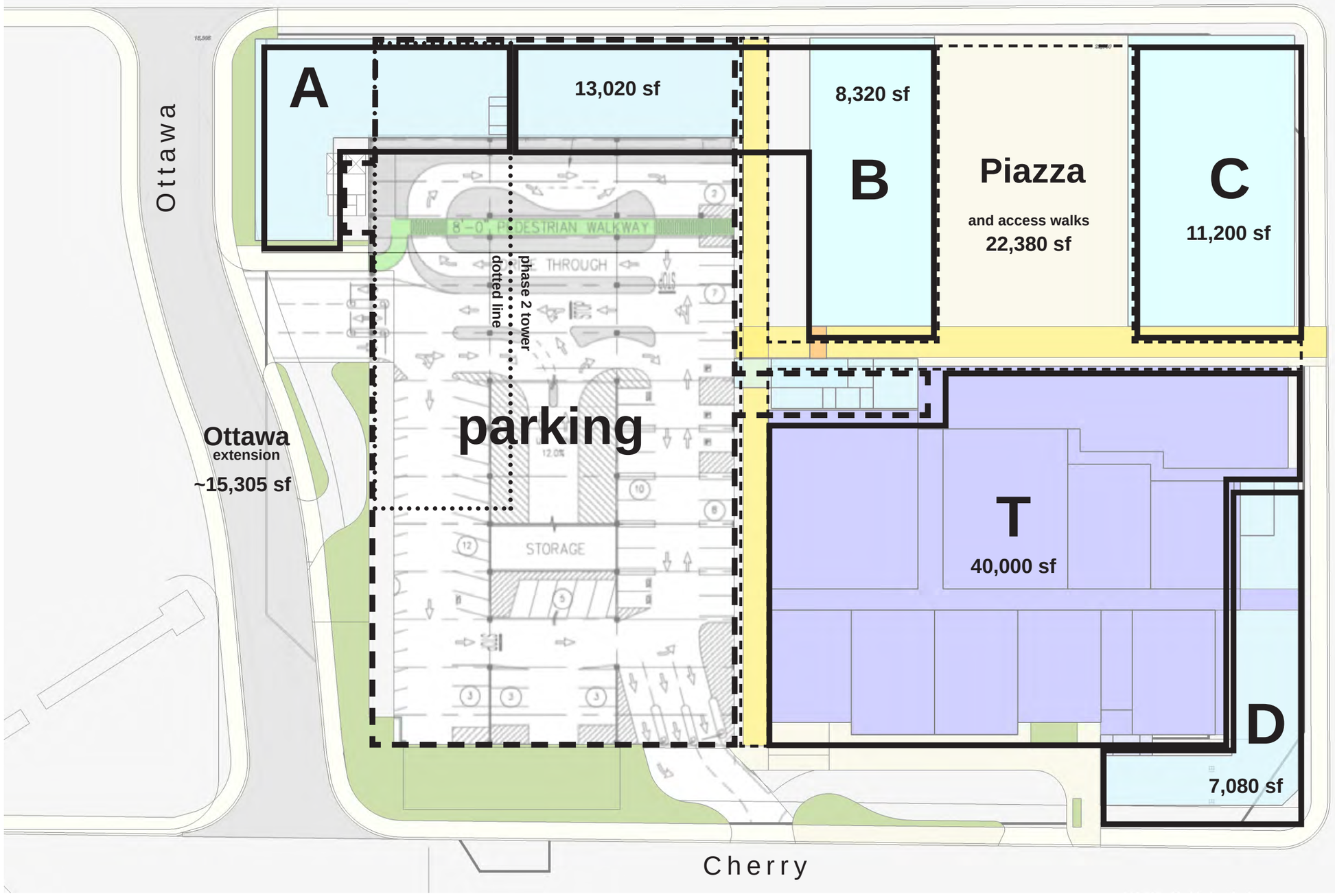
Exhibit **B**

4 8 2016

Oakes Street Piazza

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footprint areas

A	13,020 sf
B	8,320 sf
C	11,200 sf
D	5,948 sf
T	40,000 sf
	78,488 sf

Parking	~54,415 sf
Piazza	22,380 sf
	76,795 sf

Ottawa extension

15,305 sf

site behind curb 202,707 sf shown

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phase 1
footprints

plan overlay

CONFIDENTIAL

scale 0' 25' 50' N

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Oakes

12' alley
dashed

14'
on street parking

A

38,400 sf total

ground floor retail
13,020 sf

flex *3 levels*
25,380 sf *8,460 sf*

19'
no
street
parking

A

G
phase 2 tower
~150 units
~15,000 sf / floor
~10 floors

footprint of tower

~ 15,305 sf
Ottawa extension

Ottawa

future tower drop off

service

B

54,100 sf total

residential *4 levels*
45,780 sf ***60 units***

ground floor retail
8,320 sf

piazza
and access walks
22,380 sf

C

bridge
500 sf

bridge
150 sf

terrace / green roof
5,900 sf shown

bridge
2,640 sf

E

residential *3 levels*
35,490 sf ***61 units***

T

theater
~45,000 sf

D

12' alley
dashed

14'
on street parking

Ionia

C

47,440 sf total

residential *4 levels*
36,240 sf ***44 units***

ground floor retail
11,200 sf

D

20,937 sf total

residential *2 levels*
14,700 sf ***22 units***

ground floor retail
6,237 sf

ground floor retail	**38,777 sf**
upper floor flex	**25,380 sf**
residential 187 units	**132,210 sf** ph 1
cinema (9 theaters)	**~45,000 sf**

Cherry

ramp exit

19'
no street parking

C! 616 DEVELOPMENT · CHRISTMAN · Carl Walker · post associates architects · Integrated Architecture

phase 1
units and areas

plan

CONFIDENTIAL

scale
0' 25' 50'

N

20150610

4 2 2016

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footprint of tower

phase 2 tower

19'
no
street
parking

~ 15,305 sf
Ottawa extension

Ottawa

future tower drop off

8'-0" PEDESTRIAN WALKWAY

DRIVE THROUGH

STORAGE

UP DN 12.0%

footprint of tower

service

piazza
and access walks
22,380 sf

B

54,100 sf total

residential *4 levels*
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Ionia

E above T

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~45,000 sf

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19'
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C! 616 DEVELOPMENT · CHRISTMAN · Carl Walker · post associates · Integrated Architecture

CONFIDENTIAL

phase 1
units and areas

plan - ground level

scale
0' 25' 50'

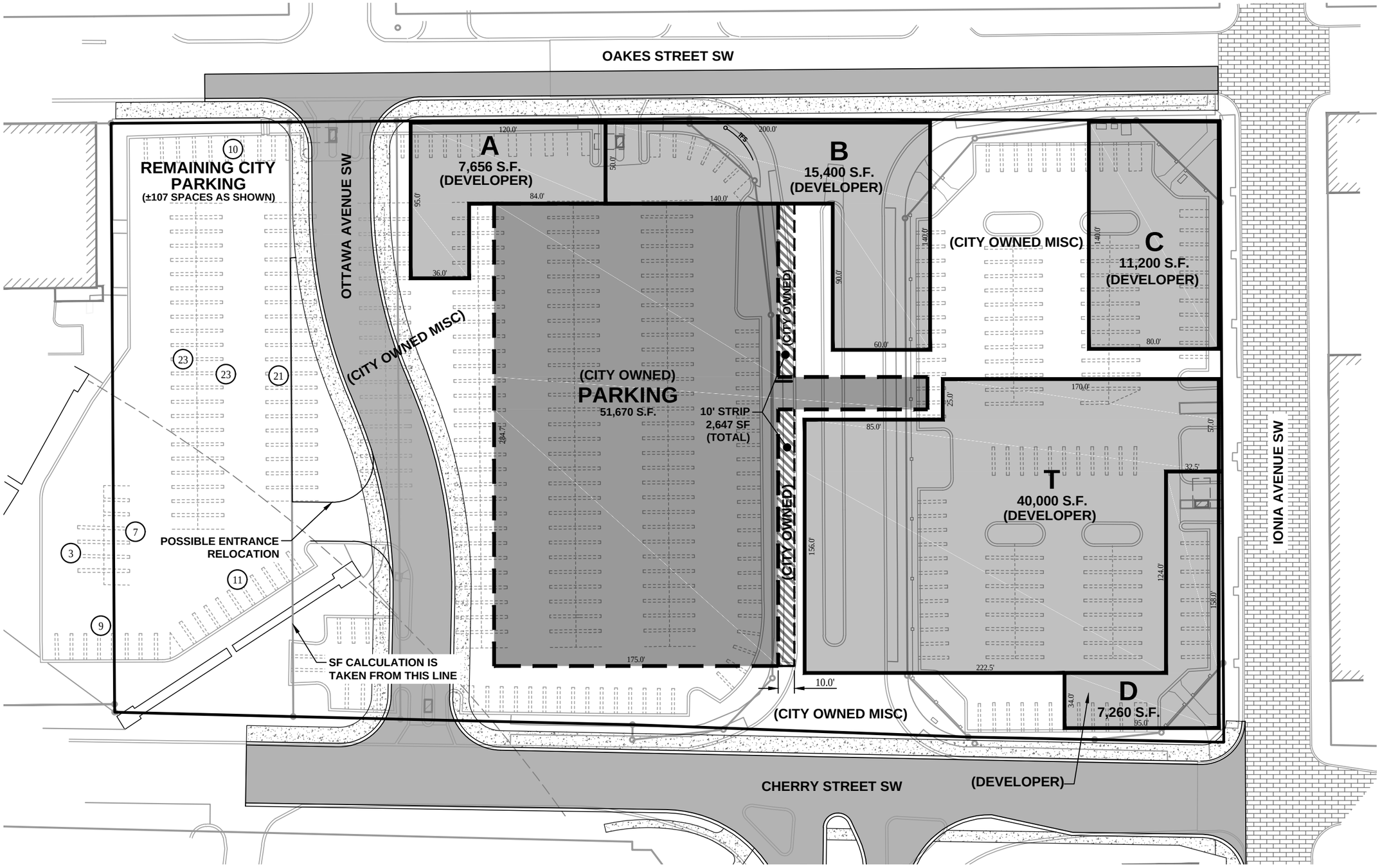
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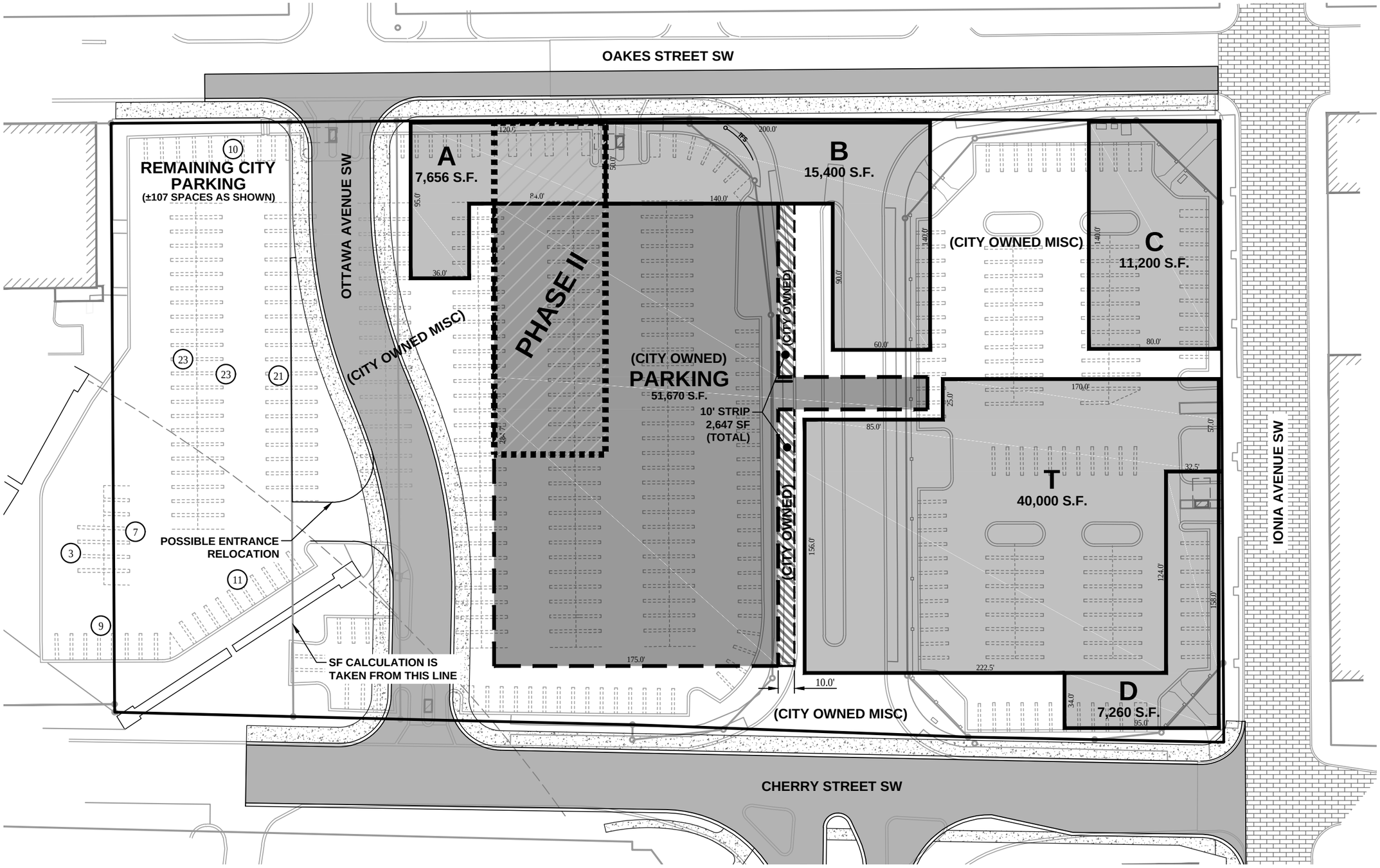
April 7, 2016 N. 0' 30' 60' 120' S. 1"=60'

ARENA SOUTH

PRELIM. SITE LAYOUT - EXHIBIT C

project number: 15400602

NEDERVELD



GENERAL NOTES

DEVELOPER PROPERTY SUMMARY:

A	= 7,656 sf
B	= 15,400 sf
C	= 11,200 sf
D	= 7,260 sf
T	= 40,000 sf
Total	= 81,516 sf

CITY PROPERTY SUMMARY:

Parking Deck	= 51,670 sf
10' Strip (east of deck)	= 2,647 sf
Misc	= 79,402 sf
Total	= 133,719 sf

April 7, 2016 N. 0' 30' 60' 120' S. 1"=60'

ARENA SOUTH

PRELIM. SITE LAYOUT - EXHIBIT E

project number: 15400602

NEDERVELD

CITY OF GRAND RAPIDS
DOWNTOWN DEVELOPMENT AUTHORITY

RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF TERM SHEET RELATED TO THE PURCHASE AND DEVELOPMENT OF A PORTION OF AREA 4 AND 5 SURFACE PARKING LOTS

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

WHEREAS, the City of Grand Rapids Downtown Development Authority (the "DDA") and Jackson Entertainment, L.L.C. ("Jackson") entered into an Option Agreement dated April 30, 2012, and two subsequent amendments thereto (collectively, the "Option Agreement") pursuant to which the DDA agreed to sell the Area 5 surface parking lot ("Area 5") to Jackson for development of a movie theater (the "Theater"); and

WHEREAS, for the past four years Jackson has partnered with 616 Lofts, LLC (together with Jackson, the "Developer") to propose a mixed use project on Area 5 and a portion of the adjacent Area 4 surface parking lot (together with Area 5, the "Property") to include the Theater, residential housing units, retail space, commercial/office space, a piazza, a parking structure to be owned and operated by the City of Grand Rapids (the "City") and the extension of Ottawa Avenue, S.W. from Oaks Street, S.W. to Cherry Street, S.W. (collectively, the "Project"); and

WHEREAS, development of the Project requires a private-public partnership between the Developer, DDA and City; and

WHEREAS, the Developer, DDA and City have negotiated the terms of a term sheet (the "Term Sheet") between them providing for the development and construction of the Project on the Property.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Term Sheet between the Developer, DDA and City in the form presented at this meeting is approved with such modifications, not materially adverse to the DDA, approved as to content by the DDA Executive Director and as to form by DDA legal counsel and, subject to the approval of the Term Sheet by the City Commission of the City, the Chairperson of the Board of Directors of the DDA (the "Chairperson") is authorized and directed to execute the approved Term Sheet for an on behalf of the DDA.

2. That the DDA Executive Director and DDA legal counsel are authorized to prepare with the Developer and the City a development agreement (the "Development Agreement") between the Developer, DDA and City consistent with the terms and provisions of the Term Sheet along with other normal and customary provisions contained in similar development agreements with such modifications as are not materially adverse to the DDA, approved as to content by the DDA Executive Director and as to form by DDA legal counsel and the Chairperson is authorized and directed to execute the approved Development Agreement for and on behalf of the DDA.

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

YEAS: Boardmembers _____

_____

NAYS: Boardmembers _____

ABSTAIN: Boardmembers _____

ABSENT: Boardmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: April 15, 2016

_____
Murphy Ackerman
Recording Secretary

CERTIFICATION

I, the undersigned duly qualified and acting Recording Secretary of the City of Grand Rapids Downtown Development Authority (the "DDA"), do herby 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 15, 2016, 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 15, 2016

_____
Murphy Ackerman
Recording Secretary

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY

DDA

Agenda Item #8
April 15, 2016
DDA Meeting

DATE: April 5, 2016

TO: Downtown Development Authority

FROM: Kristopher Larson
President & CEO

SUBJECT: **Authorize Contract for Video Production Services**

On March of 2016, Downtown Grand Rapids Inc. released an RFQ for video production services to develop two separate video vignettes that promote 1) diversity and unity in Downtown Grand Rapids and 2) reports on the State of Downtown Grand Rapids and Downtown Grand Rapids Inc.'s (DGRI) agenda for action. Each video is envisioned to be approximately 3 minutes in length and be designed for viewing via internet streaming.

The first video will feature local artistic talent promoting diversity, inclusivity and unity in Downtown Grand Rapids. The video will help to raise awareness of the community's agenda to build equity and opportunity in greater Grand Rapids. The video will also be part of an intentional and more comprehensive effort to authentically recast Downtown as a welcoming place for people from all walks of life. Anticipated completion of this video is June 1, 2016.

The second video will report on the State of Downtown Grand Rapids, DGRI's accomplishments in 2015 and priorities for action in 2016. The content for this video will largely be captured at and driven by DGRI's State of Our Downtown event on June 9, 2016. This event will include live performances, remarks by DGRI leadership and other audio and visual content. Anticipated completion of this video is August 1, 2016.

The general scope of services, deliverables, and schedule includes:

1. Develop a project plan and timeline for all deliverables
2. Production of storyboards
3. Video production
4. Video editing
5. Provision of video files

In selecting the appropriate designer/firm for this project, the following criteria will used in the evaluation of the quotes:

- Quality and completeness of the quote,
- Design qualifications, demonstrated with experience and portfolio with similar projects,

DOWNTOWN

- Project understanding, including the role of race and equity conversations in Grand Rapids city building work,
- Project approach, detail of proposed discovery period, and proven ability to produce deliverables,
- Responsiveness and ability to work closely with Downtown Inc. staff,
- Ability to develop a clean, fresh look that communicates to a diverse audience across multiple platforms, and;
- Proposed costs.

DGRI staff received four quotes to perform the scope of services. Unfortunately, a decision on which proposal(s) to negotiate and recommend was not reached by the time of the agenda packet's distribution. However, a recommendation will be brought to the April 15, 2016 meeting. Funds for the project are available in the Downtown Marketing & Inclusion line item.

Recommendation:

Authorize the Executive Director to enter into a contract with the recommended firm(s), as approved as to content by the DDA Executive Director and as to form by the DDA's legal counsel for an amount not to exceed $40,000 for video production services.

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY

DDA

Agenda Item #9
April 15, 2016
DDA Meeting

DATE: March 31st, 2016

TO: Downtown Development Authority

FROM: Kristopher Larson, AICP
President & CEO

SUBJECT: Request Funding Authorization for Lyon Square Design with BLD

On December 15, 2015, the City Commission adopted GR Forward as an amendment to the City's Master Plan, solidifying a vision for the future of Downtown and the Grand River. Among the goals in GR Forward is to restore the Grand River as the draw and create a connected and equitable River Corridor. Enhancements to and along the River will further catalyze economic development and help to create a world-class waterfront City.

To accomplish this, 28 opportunity sites were identified along the River Corridor that have unique opportunities to provide access to and enjoyment of the Grand River. One of those sites is Lyon Square, which is located at the western terminus of Lyon Avenue, and adjacent to the Amway Grand Plaza and DeVos Place. The site has frequently been explored for enhancements as it is uniquely positioned to enhance existing amenities, including the boardwalk, river trail and the newly opened restaurant, Kitchen by Wolfgang Puck. Further, it is a primary access point to the Grand River in Downtown and is an opportunity for several partners, both public and private, to complete a project of mutual benefit.

In December of 2015, the DDA Board approved a scope of work with Bishop Land Design (BLD) intended to refine the conceptual direction detailed in GR Forward. Over the past three months, BLD has worked in concert with the site's adjacent property owners, et al, to ensure that the design optimized opportunities for place making, river access and portage, operational concerns, public art placement, and flood protection. The resultant conceptual plans and renderings are attached here for perusal.

In additional to the enhanced conceptual plans, the refinement process also yielded significant public and private interest in advancing the design and construction of Lyon Square. At the direction of the partners' interest, DGRI staff is interested in progressing into the next stage of design: Schematic Design (SD). The SD phase is more technically intense than the conceptual phase, integrating surveys, geotechnical, environmental, and other investigative work into the design process and documentation. Importantly, the SD phase will also yield construction cost estimations as well as a methodology for apportioning those costs among the potential project partners. Once cost estimations and the allocation

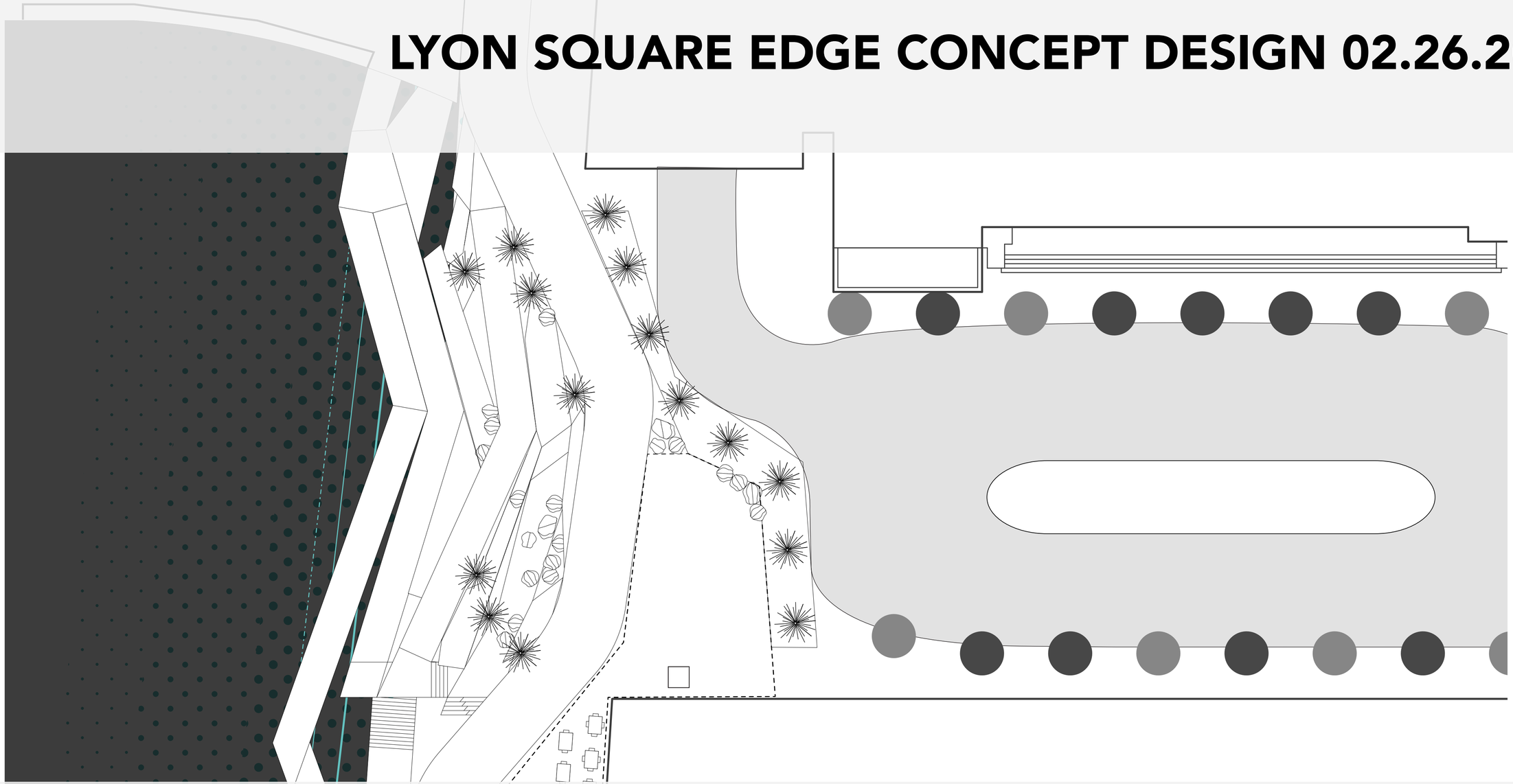
methodology are completed, it will provide staff with the ability to secure the contribution and financing required to build the project during fiscal years 2017 and 2018.

Due to the shared interest in the project, several of the aforementioned stakeholders are interested in partnering to pay for the SD phase. Of the total scope of work for the next design phase, project partners have pledged $355,708 in contributions. The remaining costs, $120,042, would come from the DDA. There are sufficient funds to cover the DDA share within the Priority Plan line item entitled LTI: Investment: Lyon Square Improvements.

RECOMMENDATION

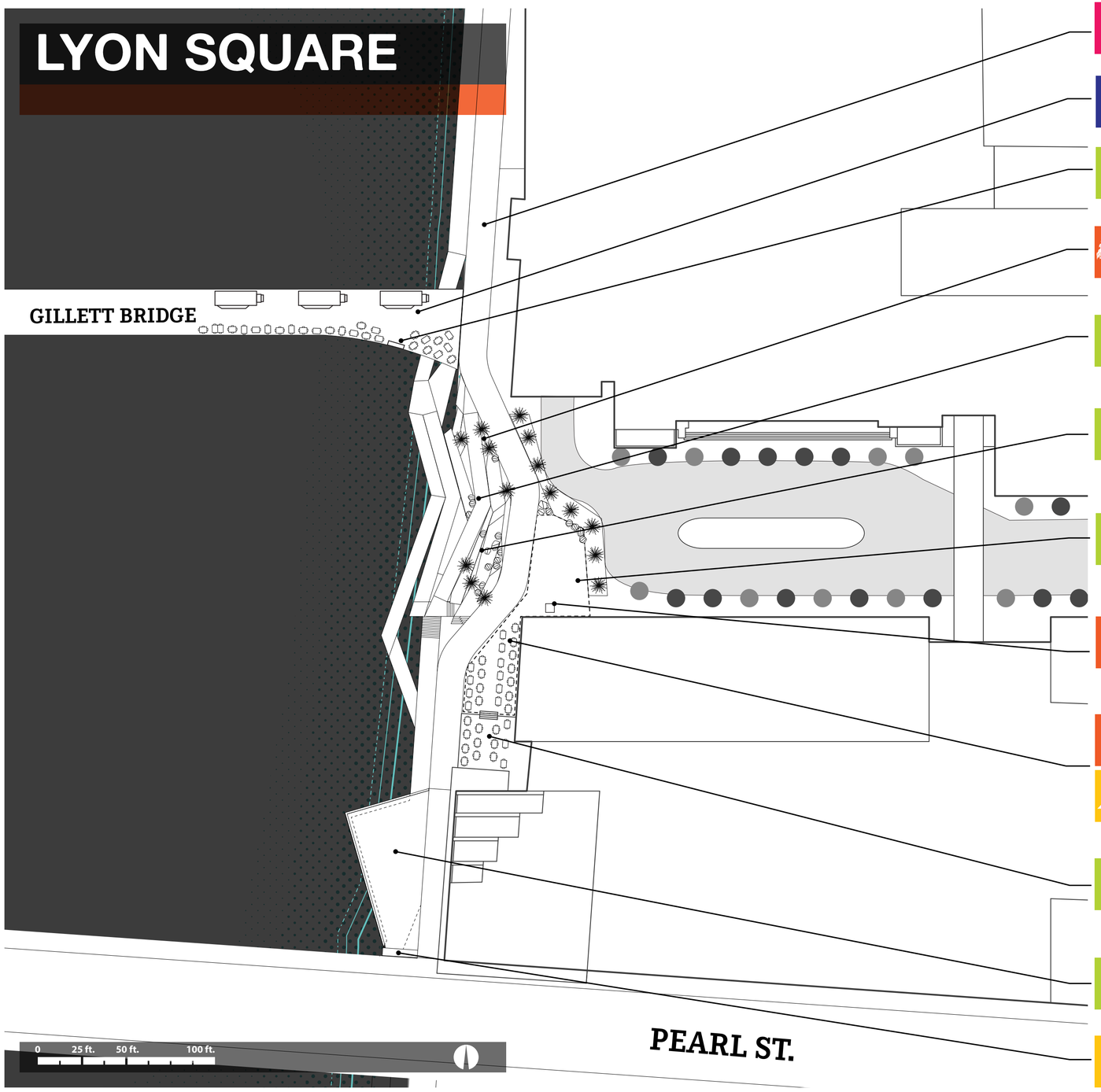
Authorize the Executive Director to enter into a contract in an amount not to exceed $480,000 with Bishop Land Design, LLC to complete schematic design services for Lyon Square.

LYON SQUARE EDGE CONCEPT DESIGN 02.26.2016



BLD BISHOP LAND DESIGN, LLC

LYON SQUARE



RUNNING
CYCLING
OBSERVATION

BRIDGE DINING
FOOD TRUCK

RIVER
INTERPRETATION
OBSERVATION

HABITAT

GLACIAL ERRATIC
SIGNIATURE SEATING

OBSERVATION
RELAXATION

LAWN
PROGRAMMED
EVENTS

HISTORIC MONUMENT
LUCIUS LYON

PLAZA
BENCH
EATING
PICNIC

CONCERT
MARKET
PROGRAMMED
EVENTS

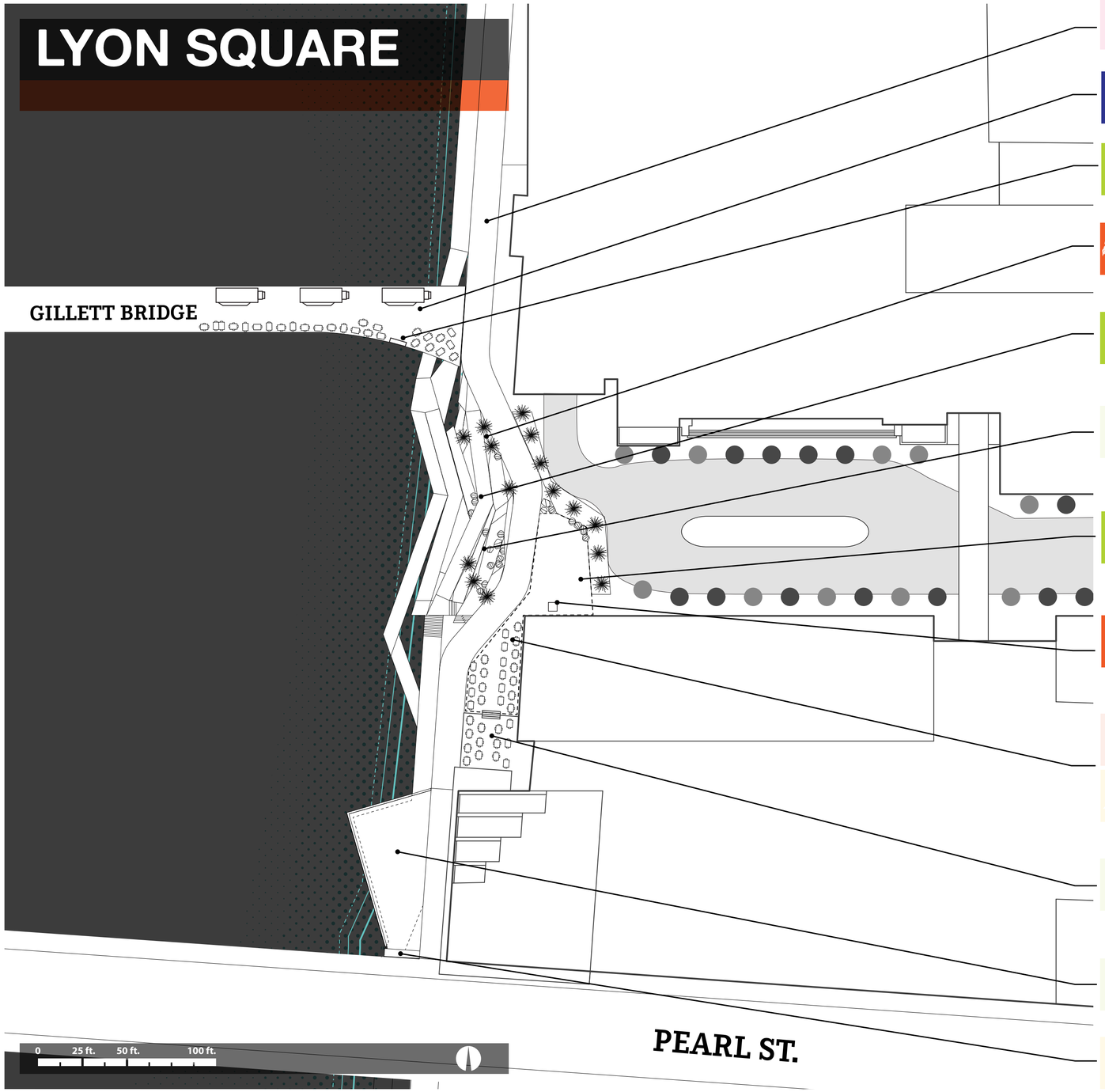
OBSERVATION
EATING
CAFE
WINE BAR

OBSERVATION

TRANSPORTATION
BENCH

BLD BISHOP LAND DESIGN, LLC

LYON SQUARE



RUNNING
CYCLING
OBSERVATION

BRIDGE DINING
FOOD TRUCK

RIVER
INTERPRETATION
OBSERVATION

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CONCERT
MARKET
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EVENTS

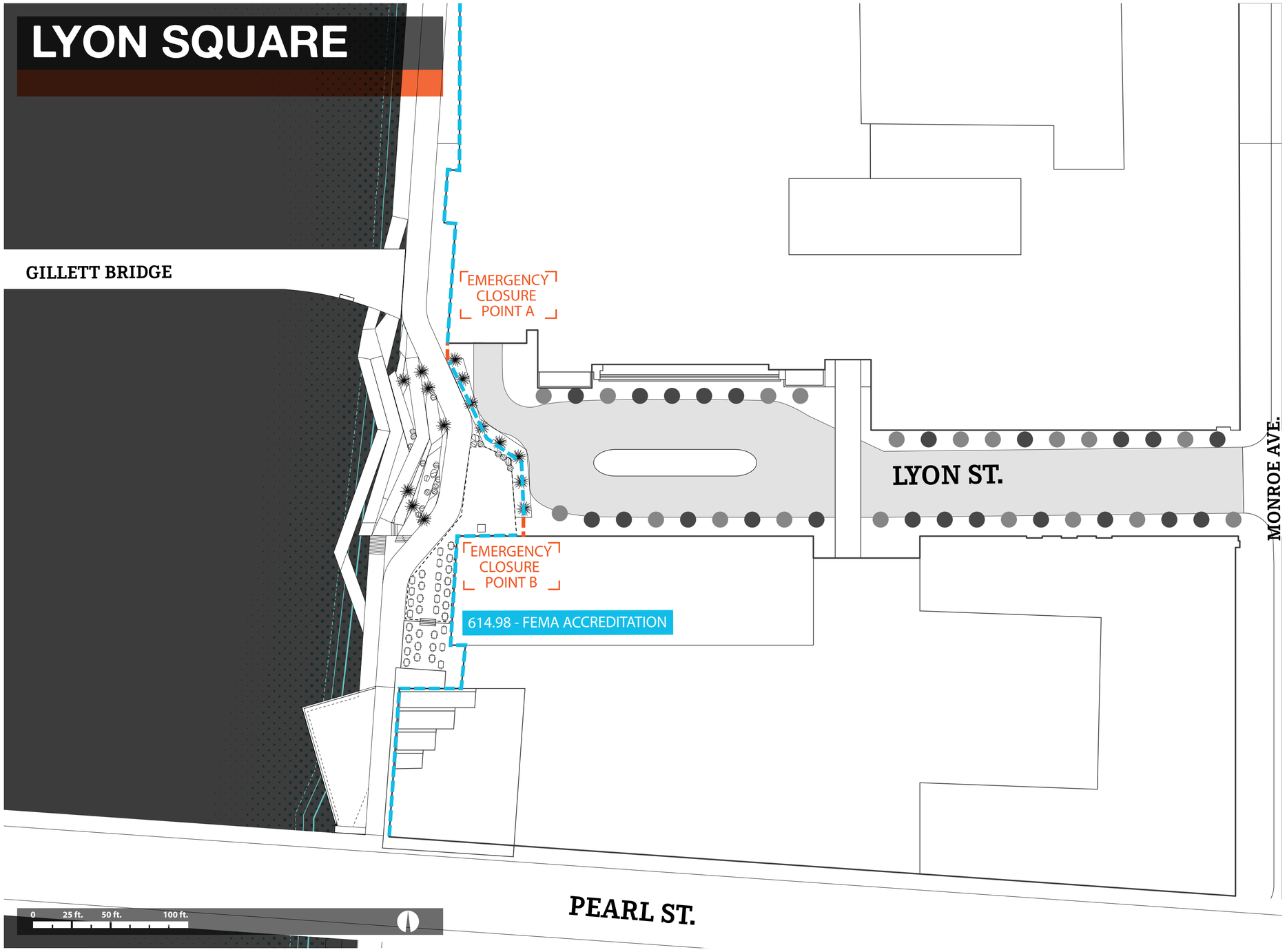
OBSERVATION
EATING
CAFE
WINE BAR

OBSERVATION

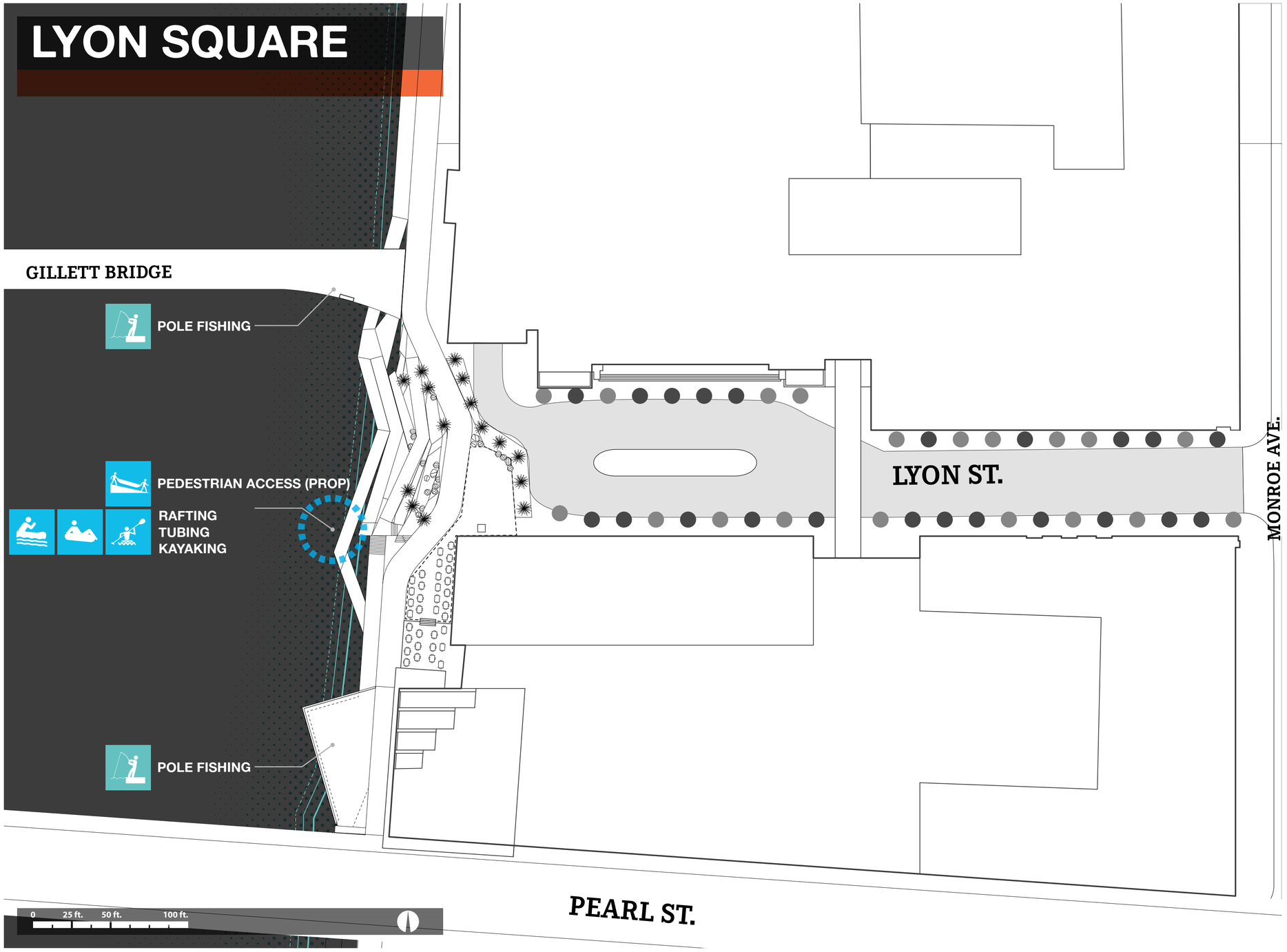
TRANSPORTATION
BENCH

BLD BISHOP LAND DESIGN, LLC

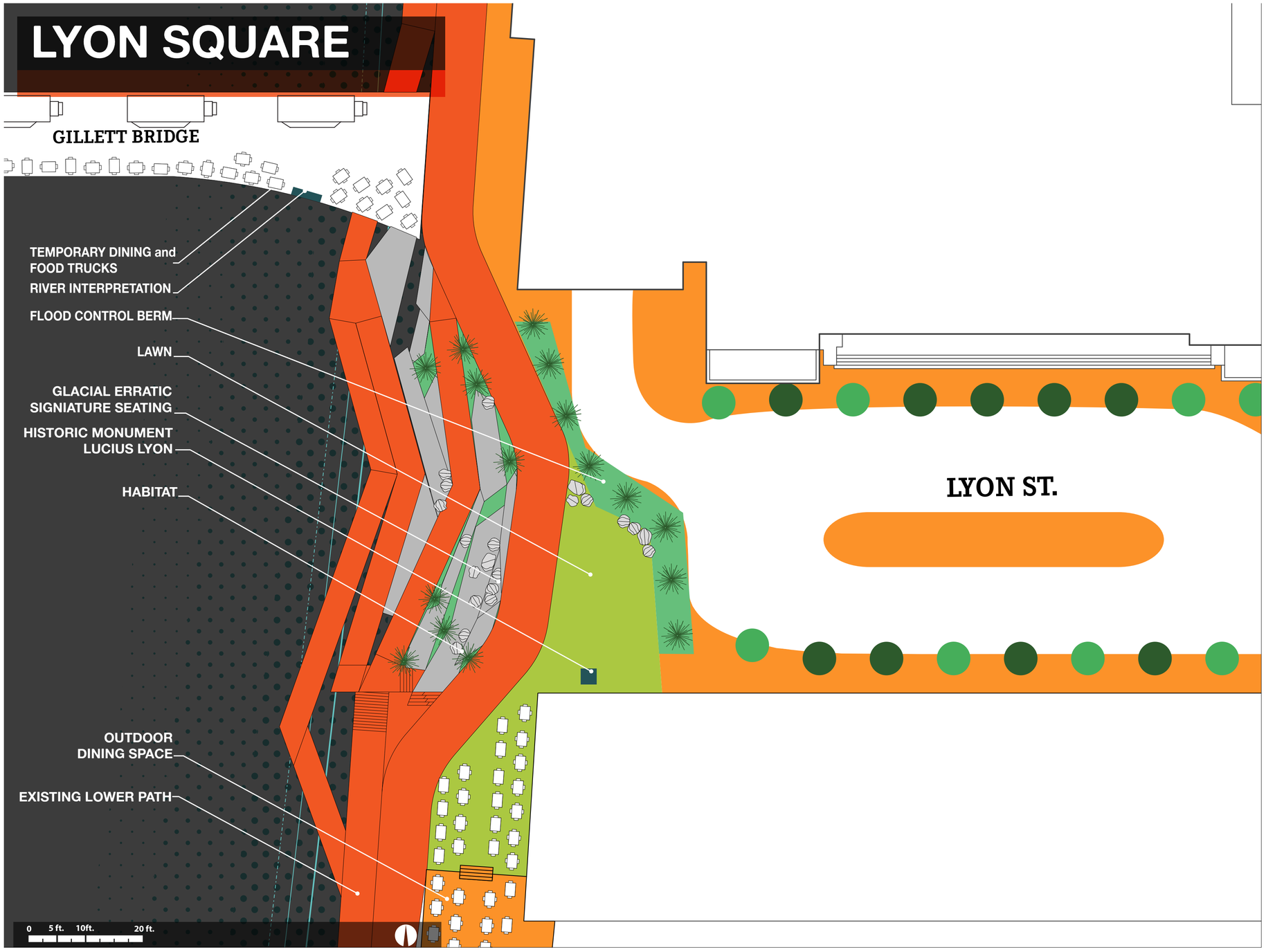
LYON SQUARE



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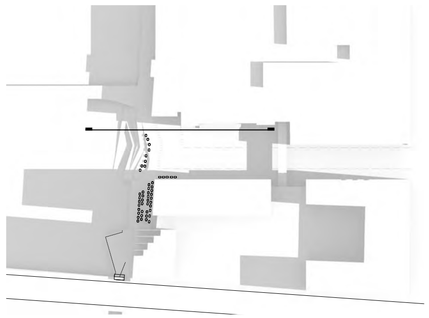
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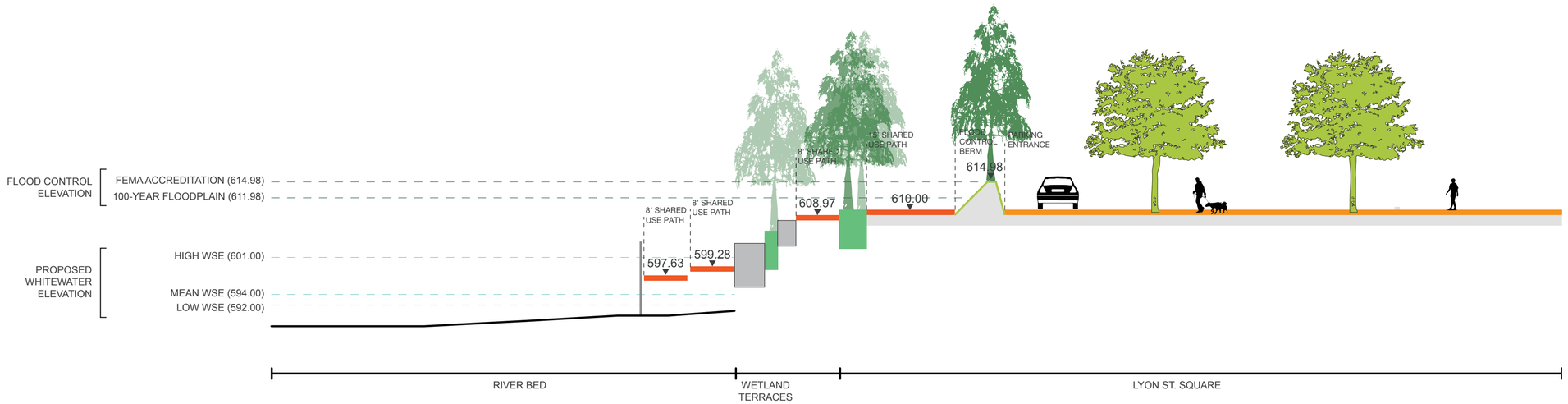


BLD BISHOP LAND DESIGN, LLC

LYON SQUARE

Section



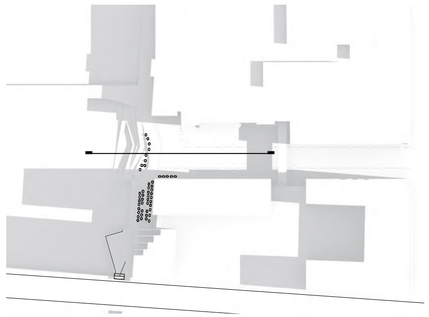


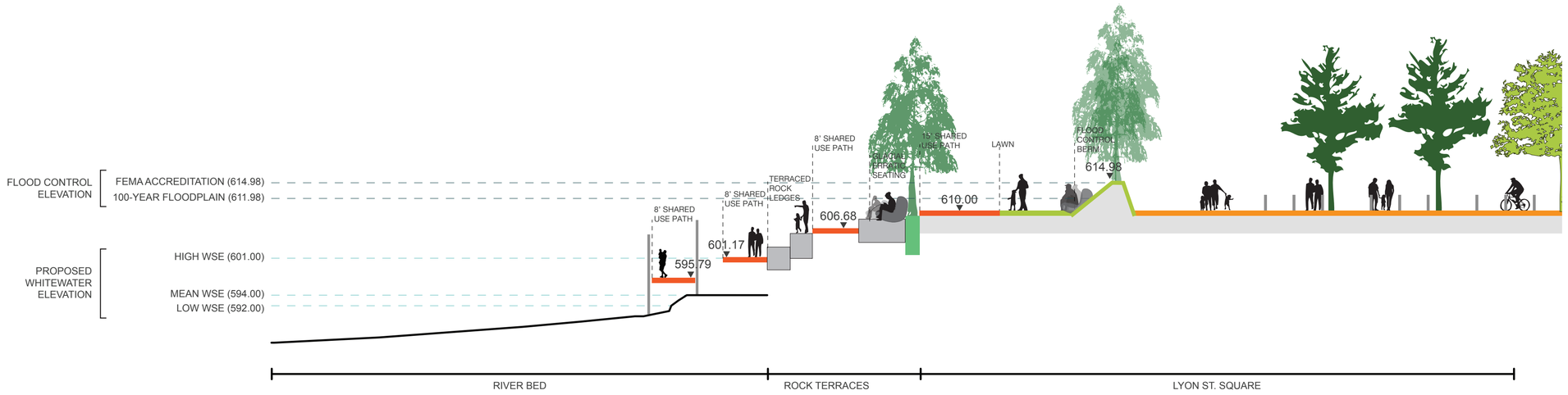
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LYON SQUARE

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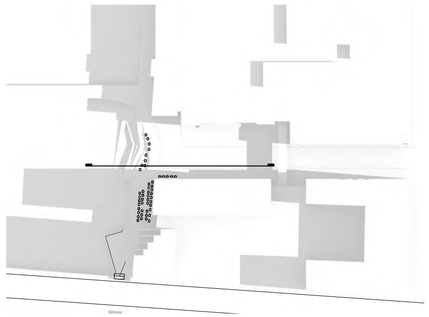


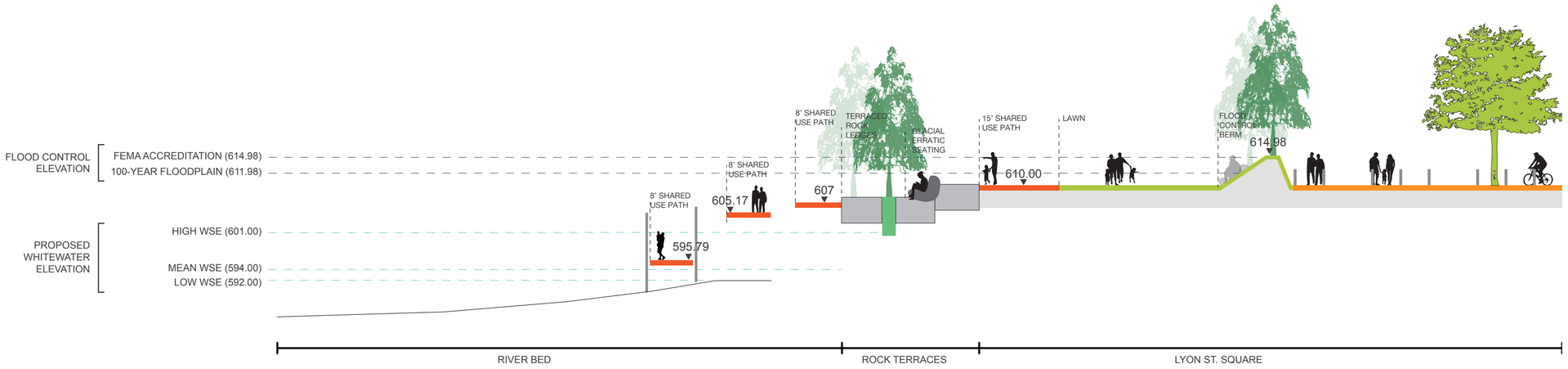
BISHOP LAND DESIGN, LLC

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LYON SQUARE

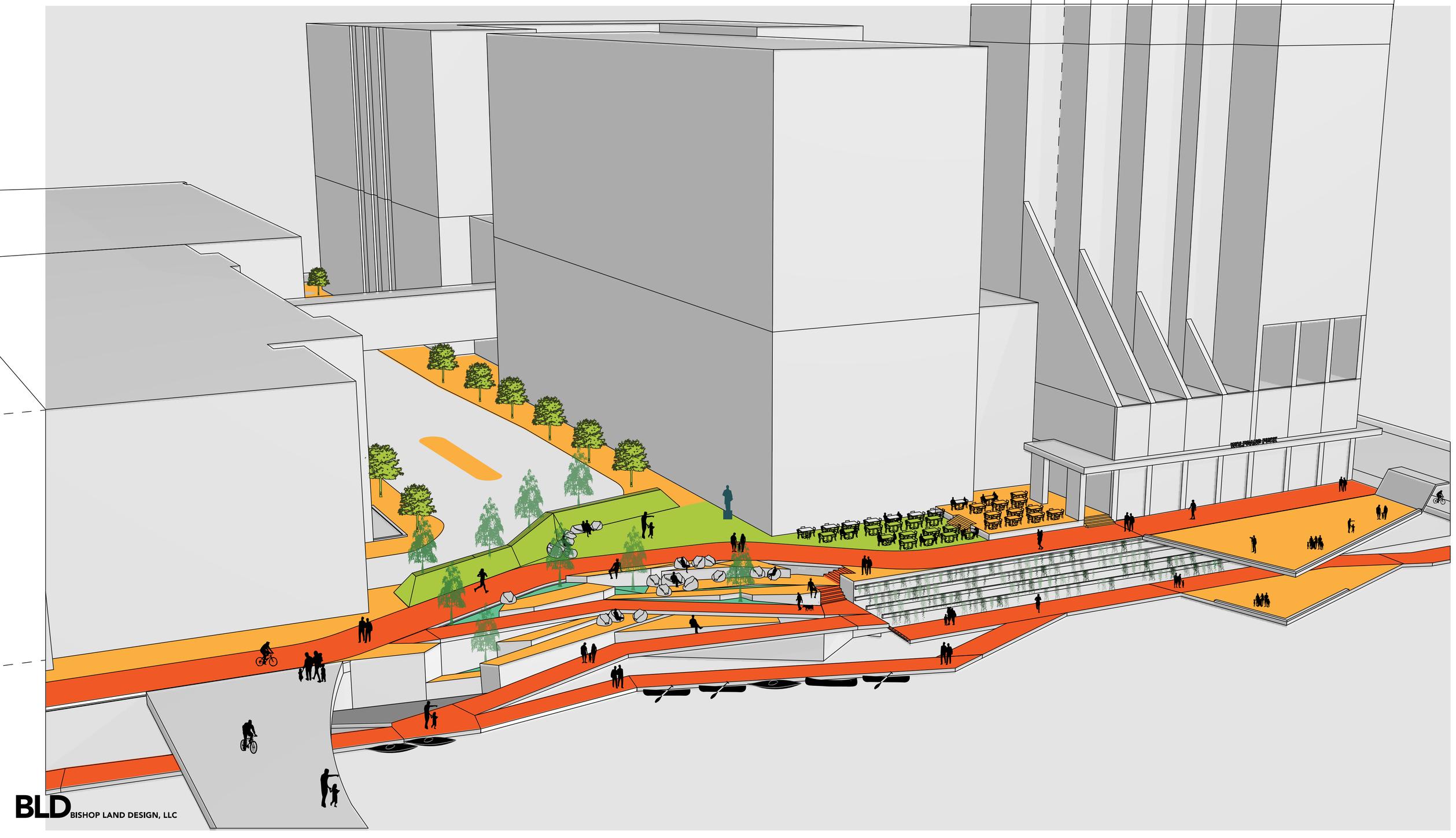
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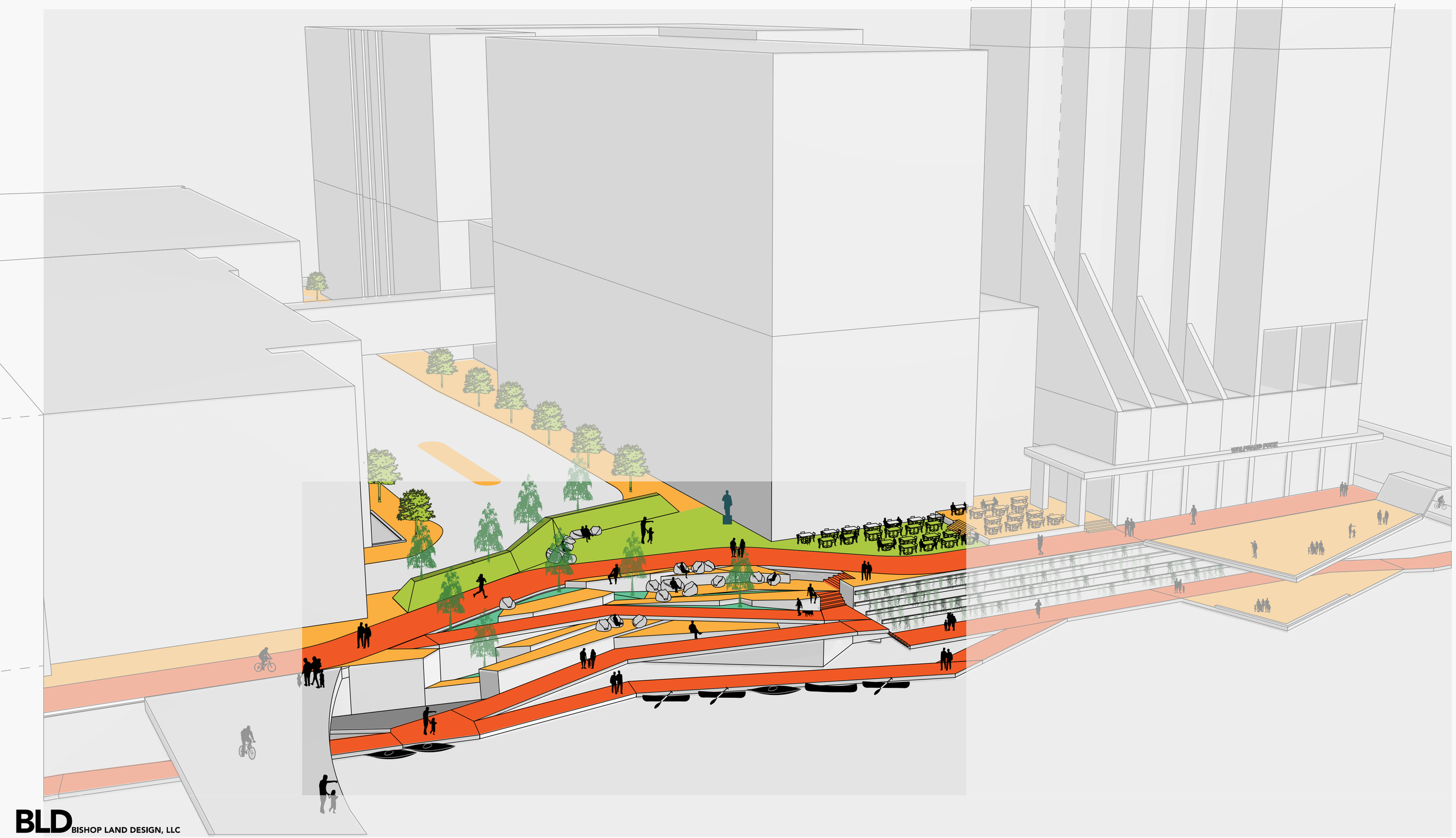


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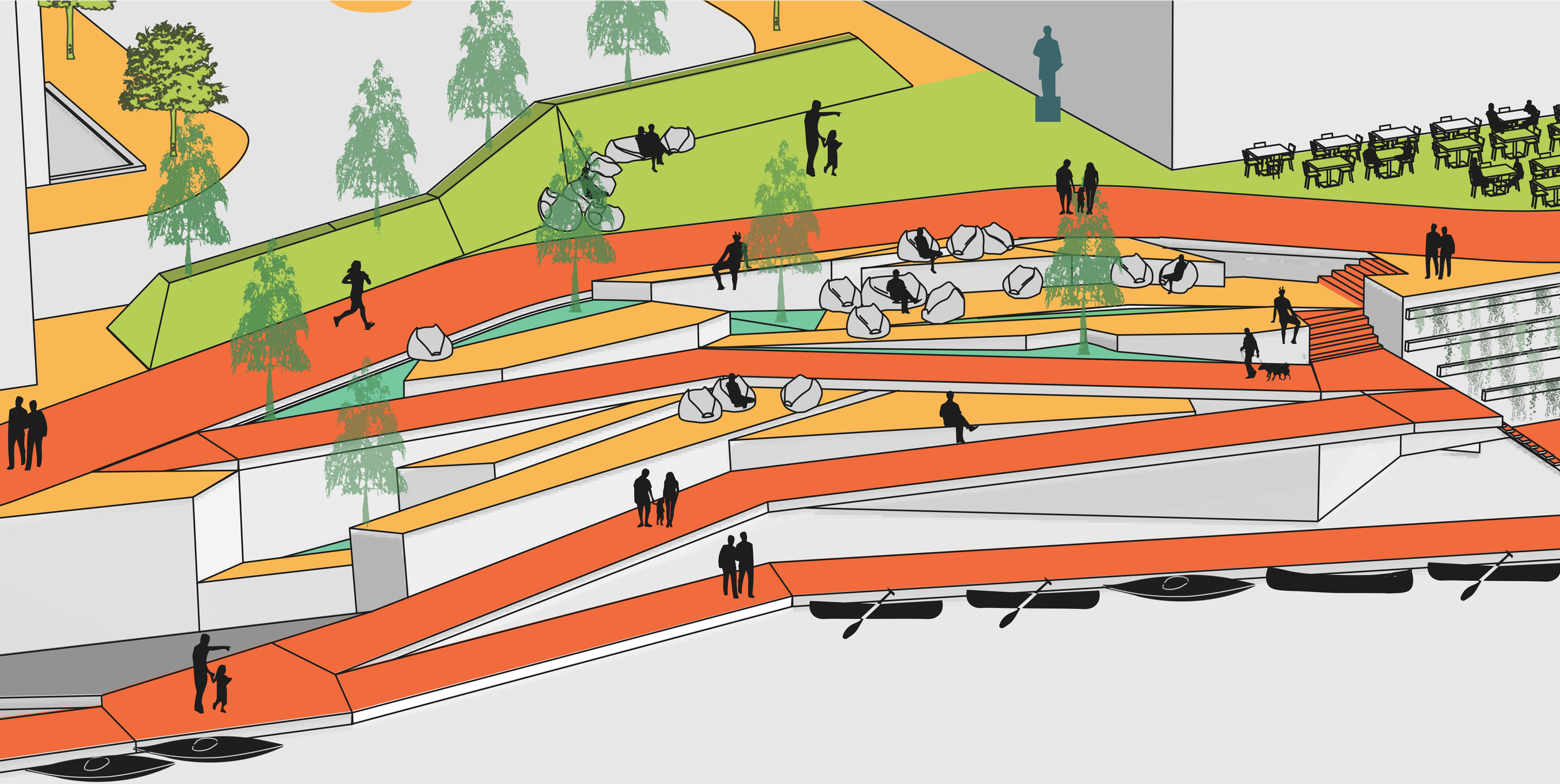
0 15 30 45 75 FEET



BLD BISHOP LAND DESIGN, LLC



BLD BISHOP LAND DESIGN, LLC



BLD BISHOP LAND DESIGN, LLC



BLD BISHOP LAND DESIGN, LLC



BENCH MODEL STUDY



BENCH MODEL STUDY



BENCH MODEL STUDY



LYON SQUARE EDGE CONCEPT DESIGN



BLD BISHOP LAND DESIGN, LLC

BLD BISHOP LAND DESIGN, LLC

February 25, 2016, Revised 4/4/16

Kristopher Larson
President & CEO
Downtown Grand Rapids, Inc.
29 Pearl NW, Suite 1
Grand Rapids, MI 49503

Project: **Lyon Square**
BLD Project #: BLD_GRR_02

RE: Amendment for Schematic Design Services for Lyon Square

Dear Kris:

Thanks for the opportunity to continue our work with you and Downtown Grand Rapids, Inc. as well as the fantastic group of Stakeholders involved in the project. This project continues to provide a vision for a renewed relationship between the people of Grand Rapids, It's downtown and the Grand River.

This letter is an amendment to, and hereby made part of, the executed proposal for Professional Services between Bishop Land Design, referred to hereafter as BLD and Downtown Grand Rapids, Inc. referred to hereafter as the Client, dated November, 25, 2015. All the terms of the Agreement remain in force, except as noted below.

The following amendments are hereby made to that contract:

PROCEEDURE

Schematic Design Service: **12-16 weeks duration**
BLD and the Design Team shall prepare drawings and indicating the general concept of site development and assist the cost estimator in the budgetary construction cost estimate based upon concept. The schematic design will utilize the refined concept as outlined in the Lyon Square Edge Design as a starting point for the development of the design. Also integrated in to this phase of work will be the potential of mutli-seasonal elements for enhanced maintenance, but also for amenities, which include, but are not limited to, heated drives and walks, heated benches, and gas powered fire elements and or other types of outdoor warming systems.

BLD will manage work and coordinate with members of the Design Team to further develop the design. The team shall be responsible for developing, at minimum, one plan per discipline that effectively communicates the complexity of the design as well as any sections or standard details that further outline the work to a level at which an accurate budget for the work moving forward can be estimated so that a fixed funding amount can be acquired for the project.

There will be 2 submissions in this phase of work, an 80% Schematic Design (SD) set for the Cost Estimator to begin work as well for the Stakeholder to review the design progress and make comments. The second submission will be a 100% SD set with comments and progress integrated. BLD and the design team will assist the teams Cost Estimator in their area of expertise to coordinate and confirm pricing. A path to budget will be outlined by BLD, if necessary, with the assistance of the Design Team. Further comments by the Stakeholders and value engineering will be accounted for in the next phase of work (Design Development)

BLD and the design team shall outline a preliminary description of unique materials, systems, or construction techniques that will be utilized in the project. In addition, they will outline necessary permits and timeline for acquisition as part of the final deliverable for SD.

BLD and the design team will coordinate during weekly meetings either in person, via phone or videoconference. The Client may also provide input during those weekly meetings if desired. BLD will attend 5 meetings in Grand Rapids during the duration of this project phase to present progress to the Client the Stakeholders.

The Client and stakeholders shall be asked to make critical decisions during these meeting and provide direction and guidance. In the case that the Client and/or Stakeholder group cannot provide this critical guidance during these meetings through no fault of the BLD and/or the Design Team. BLD reserves the right to request additional services for the extension of contract time and additional time outside of the fixed budgeted amount in this amendment.

BLD and the Design Team shall also have a preliminary coordination meeting with the Michigan Department of Environment Quality and if needed other permitting agencies to discuss the continued viability of the design through the permitting process.

Additional Deliverable shall include:
An Illustrative Plan
3 Renderings including one or more of the following: ground level, aerial, and immersive view for marketing
PDFs of presentations to Stakeholders for use by the Client and Stakeholders

EXCLUSIONS TO SCOPE OF SERVICES
Below are additions to exclusions noted in the executed Proposal for Professional Services

H. Wall borings or other structural analysis of existing site structures or conditions
I. Geotechnical Investigations
J. Environmental Investigations
K. River Hydraulic and/or Fluvial Modeling and iterations of the design or alternatives of the design based upon the design options for the Grand River and/or those options provided for the Grand Rapids White Water project or any other entity involved in river engineering
L. Sediment Transport Modeling
M. Physical and visual explorations of building interiors, or any structural analysis, surveying, production of as-built drawings of any building for any reason. It is assumed building drawings will be made available for the purpose of determining foundation type and depth, relationship of buildings to the floodwalls and any possible utility conflicts.

FEES AND TERMS
Services described above shall be provided for the fixed sum of US$415,750 and shall be invoiced monthly on % complete. Direct expenses are not included in this sum, but are outlined below. A breakdown of fees follows and is provided for reference purposes only:

Area	**Fee**
Lyon's Edge	$ 283,750.00
Lyon Plaza	$ 132,000.00

In addition, we estimate the direct expenses for this amendment to be between US$37,000

We would be pleased to answer questions you may have or to clarify various points above. If this proposal meets with your approval, please sign below (on the following page) and return one copy for our files. Work will commence with a written authorization to proceed and a retainer payment in the amount of US$25,000.00. Retainer payment will be credited with 50% occurring on last 2 invoices of the project. We look forward to working with you.

This proposal remains in effect for six months from date of issuance. If this proposal meets with your approval, please sign this letter below, and return one copy for our files. Thank you.

Best Regards,

Scott F. Bishop
Principal and President
Bishop Land Design, LLC

cc: Muge Undermir

Accepted (signed):_____ _____

By (name, title):_____ _____

Date:_____ _____

BLD BISHOP LAND DESIGN, LLC

February 25, 2016, Revised, 4/4/16

Kristopher Larson
President & CEO
Downtown Grand Rapids, Inc.
29 Pearl NW, Suite 1
Grand Rapids, MI 49503

Project: **Lyon Square**
BLD Project #: BLD_GRR_02

RE: Memorandum on Lyon Square Scope of Work and Services

Kris,

As elaborated in the amendment under this cover, Bishop Land Design as well as my team of expert subconsultants are all excited to take the next step in making this signature riverfront open space for the City Grand Rapids and the Downtown to be utilized and recognized worldwide. Please let me know if you like me to provide any additional information about this team and their extensive expertise. In brief, my team includes:

FTC&H providing Flood Infrastructure Engineer, Civil, Structural and MEP
Illuminart, providing Lighting Design
Pine and Swallow Environmental, providing Soil Design
Irrigation Consulting, providing Irrigation Design
Fennessy Consulting Services, providing Cost Estimating

I also wanted to briefly outline and provide information that the Stakeholders requested regarding the potential increase in construction and design services costs, if one or more portions are left aside for later development. I would highly stress that this is price forecasting and we have yet to establish cost for the project including an accurate soft cost number, so much of the base information regarding the constructions cost has not yet been established. This instead reflects a methodology to get to that number to illustrate cost savings to execute the project as one capitol project in the near term.

The current assumption is that both the areas classified as Lyon's Plaza, which is Lyon Street west of the berm to and Lyon Overlook, the area projecting over the river in front of the Amway Grand Plaza Hotel tower are concurrent projects, if they occur separately there would be an additional 30% fee premium added on to each as they would require separate meetings and management structures. This 30% would be based off of the projected inflationary outcome for the date specified.

If we were to take the current inflationary index for Michigan based on the ENR index for Detroit as a constant we would assume an annual cost increase of approximately 4.7% per year as an average increase of building costs, material costs and labor we could then project construction and design fee increases as follows using a $2,500,000 project cost for the Lyon Plaza area we could then assume the following:

2 year escalation
$3,346,177.97

5 year escalation
$3,840,511.60

1354 Hancock Street Suite 309 Quincy MA 02169 **(339) 205 5618** **sb@bld.partners**

10 year escalation
$4,831,950.64

A detail of this information is outlined in the Level of Cost document supplied for Lyon Square Edge. I'd be happy to further discuss my methodology if need be.

In addition, I wanted to provide you with potential costs for existing conditions investigations and documentation. That work, per our contract, is the responsibility of the Client, although direction of that work will occur from my Team.

The Stakeholder group also suggested that they may have already done a significant portion of this work, which then we will not need to replicate. Due to both of these factors those fees are not included in the attached Amendment 1, but I am providing those cost and preferred consultants below as follows:

Site and Boundary Survey by FTC&H

Area	**Fee**
Lyon's Edge	$8,000.00
Lyon Plaza	$7,500.00

Geotechnical Investigation by Material Testing Consultants, Inc.

Area	**Fee**
Lyon's Edge	$1,000.00
Lyon Plaza	$2,000.00

Environmental Investigation by Material Testing Consultants, Inc.

Area	**Fee**
Entire Site	$4,500.00

I believe these are the key services that could impact the project approach so my recommendation is that we proceed with the investigation and exiting conditions documentation so the we get the best possible understanding of costs from the Schematic Design Process.

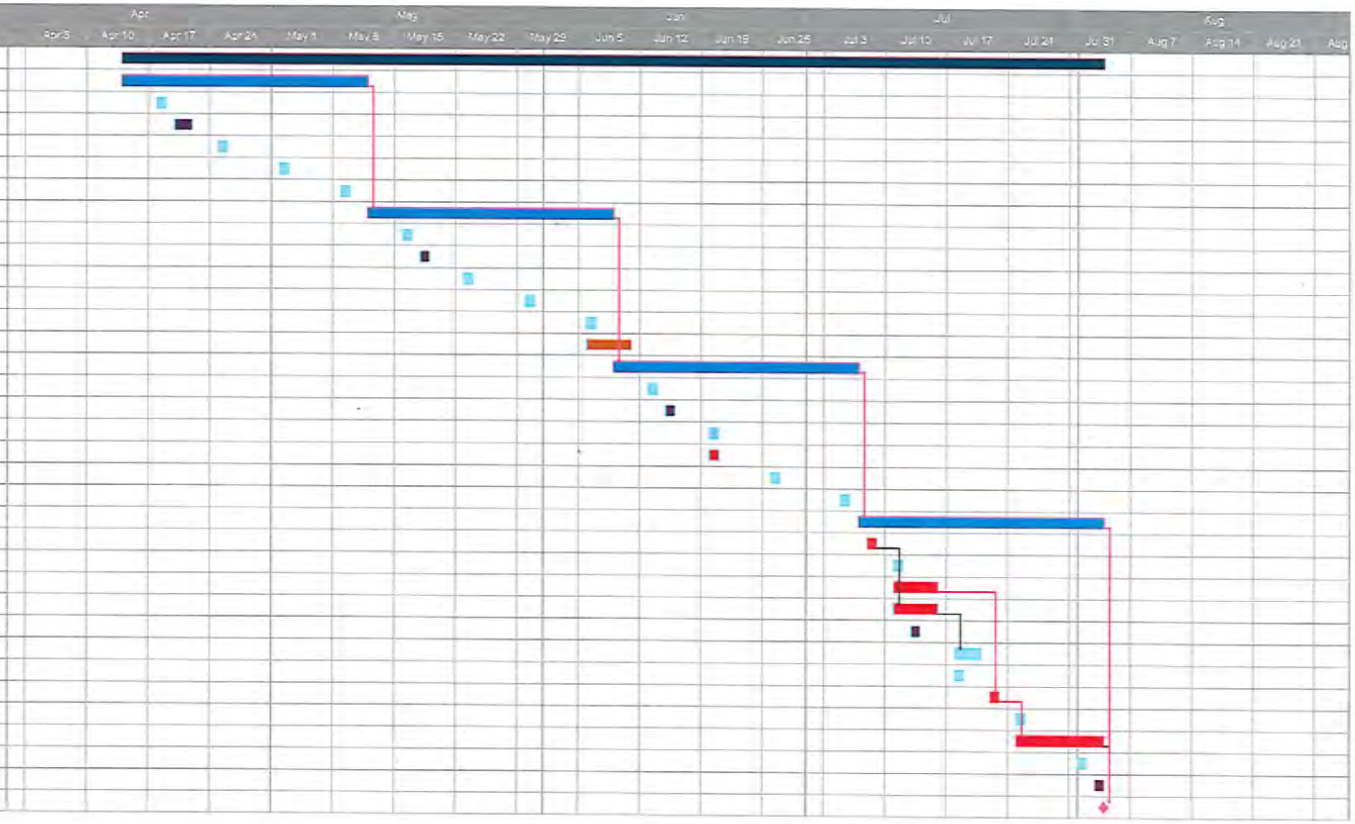
I apologize for presentation of this technical information as the cover for such a potentially beautiful and transformative project, but as you and the team of Stakeholders are aware this will take many forms of creativity in art, math and science to bring this project to realization. I look forward to the opportunity and challenge.

Best Regards,

Scott F. Bishop
Principal and President
Bishop Land Design, LLC

BLD BISHOP LAND DESIGN, LLC

	Lyon Square Schematic Design Phase	Duration	Start	Finish
1	Schematic Design	16w	04/14/16	08/03/16
2	Analysis + Input	4w	04/14/16	05/11/16
3	Weekly Team Meeting # 1	1d	04/18/16	04/18/16
4	*Stakeholder Meeting #1*	2d	04/20/16	04/21/16
5	Weekly Team Meeting # 2	1d	04/25/16	04/25/16
6	Weekly Team Meeting # 3	1d	05/02/16	05/02/16
7	Weekly Team Meeting # 4	1d	05/09/16	05/09/16
8	Synthesis + Methods	4w	05/12/16	06/08/16
9	Weekly Team Meeting # 5	1d	05/16/16	05/16/16
10	*Stakeholder Meeting #2*	1d	05/18/16	05/18/16
11	Weekly Team Meeting # 6	1d	05/23/16	05/23/16
12	Weekly Team Meeting # 7	1d	05/30/16	05/30/16
13	Weekly Team Meeting # 8	1d	06/06/16	06/06/16
14	--> 80% Base CAD Files Issued to Subs	1w	06/06/16	06/10/16
15	Refinement + Elaboration	4w	06/09/16	07/06/16
16	Weekly Team Meeting # 9	1d	06/13/16	06/13/16
17	*Stakeholder Meeting #3*	1d	06/15/16	06/15/16
18	Weekly Team Meeting # 10	1d	06/20/16	06/20/16
19	--> 80% SD Submitted by Subs	1d	06/20/16	06/20/16
20	Weekly Team Meeting # 11	1d	06/27/16	06/27/16
21	Weekly Team Meeting # 12	1d	07/05/16	07/05/16
22	Production + Review	4w	07/07/16	08/03/16
23	--> 80% Submission	1d	07/08/16	07/08/16
24	Weekly Team Meeting # 13	1d	07/11/16	07/11/16
25	Client Review Period for 80% set	1w	07/11/16	07/15/16
26	Cost Estimating on 80% set	1w	07/11/16	07/15/16
27	*Stakeholder Meeting #4*	1d	07/13/16	07/13/16
28	Cost Review of 80% with Team	3d	07/18/16	07/20/16
29	Weekly Team Meeting # 14	1d	07/18/16	07/18/16
30	--> 100% Base CAD file issued	1d	07/22/16	07/22/16
31	Weekly Team Meeting # 15	1d	07/25/16	07/25/16
32	-->100% SD Production	8d	07/25/16	08/03/16
33	Weekly Team Meeting # 16	1d	08/01/16	08/01/16
34	*Stakeholder Meeting #5*	1d	08/03/16	08/03/16
35	--> SD Phase Final Submittals	0	08/03/16	08/03/16



BLD_GR_02 LYON SQUARE SCHEMATIC DESIGN SERVICES	BLD BISHOP LAND DESIGN, LLC
TASK 1: Analysis + Input	**Duration: 4 Weeks**
SUBTASK 1.1: COMMISSION ENVIRONMENTAL, GEO, SURVEY	$ 4,500
SUBTASK 1.2: GATHER /REVIEW EXISTING INFORMATION	$ 4,350
SUBTASK 1.3: DEVELOP PLAZA CONSTRAINTS	$ 5,200
SUBTASK 1.4: DEVELOP PLAZA APPROACH	$ 5,000
SUBTASK 1.5: RESEARCH + DEVELOP TECHNICAL PARAMETERS	$ 7,700
SUBTASK 1.6: RESEARCH + DEVELOP MATERIAL PARAMETERS	$ 5,550
SUBTASK 1.7: REVIEW INFRASTRUCTURE, SITE CONSTRAINTS AND FUTURE USES	$ 6,500
SUBTASK 1.8: DEVELOP ECOLOGICAL PERFORMANCE CRITERIA	$ 12,700
SUBTASK 1.9: OUTLINE TECHNICAL DRAWINGS	$ 10,000
SUBTASK 1.10: PREPARE + MEET WITH STAKEHOLDER GROUP	$ 16,050
SUBTASK 1.11: MEET WEEKLY WITH INTERNAL TEAM	$ 5,200
Fee Subtotal	**$ 82,750**
Direct Expenses (includes printing)	**$ 6,500**
TASK 1 Estimate	**$ 89,250**
TASK 2: Synthesis + Methods	**Duration: 4 Weeks**
SUBTASK 2.1: REVIEW REFINE EXISTING COND. TECHNICAL REPORTS + SURVEY	$ 5,400
SUBTASK 2.2: DEVELOP STRUCTURAL APPROACH	$ 8,700
SUBTASK 2.3: DEVELOP MECH & PLMB APPROACH	$ 4,500
SUBTASK 2.4: DEVELOP LIGHTING & ELECTRICAL APPROACH	$ 5,500
SUBTASK 2.5: DEVELOP SOILS, IRRIGATION AND PLANTING APPROACH	$ 9,350
SUBTASK 2.6: DEVELOP SURFACE + STORMWATER APPROACH	$ 12,400
SUBTASK 2.7 DEVELOP PRELIMINARY PLANS	$ 14,800
SUBTASK 2.8: COORDINATE AND ISSUE 80% BASE FILE	$ 11,000
SUBTASK 2.9: DEVELOP PUBLIC CONSULTATION APPROACH	$ 8,400
SUBTASK 2.10: PREPARE + MEET WITH STAKEHOLDER GROUP	$ 16,050
SUBTASK 2.11: MEET WEEKLY WITH INTERNAL TEAM	$ 5,200
Fee Subtotal	**$ 101,300**
Direct Expenses (includes printing)	**$ 9,500**
TASK 2 Estimate	**$ 110,800**
TASK 3: Refinement + Elaboration	**Duration: 4 Weeks**
SUBTASK 3.1: INTEGRATE EXISTING COND. INFORMATION	$ 3,250
SUBTASK 3.2: REVIEW + REFINE MATERIAL OPTIONS	$ 5,800
SUBTASK 3.3: REVIEW + REFINE PRODUCT OPTIONS	$ 4,500
SUBTASK 3.4: DEVELOP + REFINE SIGNATURE ELEMENTS	$ 10,500
SUBTASK 3.5: REVIEW + REFINE PLANTING OPTIONS	$ 2,550
SUBTASK 3.6: DEVELOP + INTERNAL REVIEW OF 80% SD DOCUMENTATION	$ 37,050
SUBTASK 3.7: DEVELOP PRELIMINARY MARKETING GRAPHICS	$ 10,050
SUBTASK 3.9: PREPARE + PARTICIPATE IN PUBLIC CONSULTATION #1	$ 15,500
SUBTASK 3.10: PREPARE + MEET WITH STAKEHOLDER GROUP	$ 18,000
SUBTASK 3.11: MEET WEEKLY WITH INTERNAL TEAM	$ 5,200
Fee Subtotal	**$ 112,400**
Direct Expenses (includes printing)	**$ 9,500**
TASK 3 Estimate	**$ 121,900**
TASK 3: Production + Review	**Duration: 4 Weeks**
SUBTASK 4.1: 80% SD SUBMISSION TO CLIENT + STAKEHOLDER GROUP	$ 800
SUBTASK 4.2: COORDINATE CLIENT + STAKEHOLDER REVIEW OF SD DOCS	$ 800
SUBTASK 4.3: PREPARE + REVIEW PRELIMINARY COST ESTIMATE	$ 6,800
SUBTASK 4.4: PREPARE + MEET WITH MDEQ	$ 14,000
SUBTASK 4.5: PREPARE PRELIMINARY COST ESTIMATE	$ 7,500
SUBTASK 4.6: INTEGRATE COMMENTS + PRODUCE 100% SD DOC	$ 27,800
SUBTASK 4.7: PRODUCE 100% SD COST ESTIMATE	$ 3,450
SUBTASK 4.7 PRODUCE 100% SD MARKETING GRAPHICS	$ 12,400
SUBTASK 4.8 SUBMIT FINAL DELIVERABLES	$ 800
SUBTASK 4.9: PREPARE + PARTICIPATE IN PUBLIC CONSULTATION #2	$ 15,500
SUBTASK 4.10: (2) PREPARE + MEET WITH STAKEHOLDER GROUP	$ 24,250
SUBTASK 3.11: MEET WEEKLY WITH INTERNAL TEAM	$ 5,200
Fee Subtotal	**$ 119,300**
Direct Expenses (includes printing)	**$ 11,500**
TASK 4 Estimate	**$ 130,800**
Sub SD FEE	**$ 415,750**
Sub DIRECT EXP	**$ 37,000**
TOTAL Estimated Fees + Direct Costs	**$ 452,750**

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY

DDA

Agenda Item #10
April 15, 2016
DDA Meeting

DATE: April 1, 2016

TO: Kris Larson
Executive Director
Downtown Development Authority

FROM: Kara L. Wood
Economic Development Director

SUBJECT: Information to Consider an Application for an Obsolete Property Rehabilitation District and an Obsolete Property Rehabilitation Exemption Certificate Under P.A. 146 of 2000 – Firestone Lofts, LLC at 25 Jefferson Avenue SE (The Firestone Tire Building)

Below you will find information on the Firestone Lofts, LLC project located at 25 Jefferson Avenue SE (the "Property"). An application has been received to establish an Obsolete Property Rehabilitation District as well as an application for a ten-year Obsolete Property Rehabilitation Exemption Certificate, both pursuant to P.A. 146 of 2000.

Firestone Lofts, LLC (the "Developer") is an entity created by Third Coast Development for the project, and it has acquired the Property which consists of a small surface parking lot, and a five-story building with a single-story garage bay attached on the north. The building totals approximately 22,000 square feet, the majority of which is currently vacant. The building was originally constructed in 1926 as the Firestone Tire and Rubber Company's offices, with an attached tire store and service center located on the northern, single-story portion of the property. The Developer plans to rehabilitate the building and to convert the multi-story portion of the building into 21 market-rate residential apartments, and the northern section into indoor controlled parking.

The City Assessor has inspected the building and has determined that the building is functionally obsolete for the proposed use based on design deficiencies, inadequate and obsolete heating, mechanical, plumbing and electrical systems, lack of wall, ceiling and floor finishes, and windows and doors at or near the end of their useful life. This determination qualifies the Property for the exemption.

The estimated investment in the rehabilitation is approximately $2.4 million, with hard construction

DOWNTOWN
GRAND RAPIDS INC.

costs of approximately $1.73 million. Two new part-time positions are anticipated to be created with wages averaging $21.00/hr. Rents are projected to range from $1,250 to $2,000 per month (approximately $1.61 to $1.88 per square foot), and will vary based on size and floorplan.

As the Property lies within the development district of the Downtown Development Authority, the project must be presented to the DDA board for its recommendation prior to proceeding to the City Commission. The project as proposed is permitted by right in the zone district and is in accordance with the Master Plan. There are no environmental concerns at the Property and the applicant is current on all of its tax liabilities to the City of Grand Rapids.

PROJECT PROJECTIONS		
	Total Amount	**City of Grand Rapids Portion**
Investment – Real Property	$1,729,917	
Investment – Personal Property	$0	
Existing Jobs Retained	0	
New Jobs (FTE)	1	
Average Hourly Wage	$21.00	
Total New Taxes Generated per year	$38,854	$7,025
Taxes Abated per year	$29,643	$7,025
Taxes Paid per year	$9,211	$0
New City Income Taxes per year		$7,041



MEMORANDUM
CITY OF GRAND RAPIDS

DATE: March 3, 2016

TO: Kristopher Larson, AICP
Downtown Development Authority
Executive Director

FROM: Mark A. De Clercq, P.E., City Engineer MAD

SUBJECT: Streetscape Improvements in Pearl Street from Mt. Vernon Avenue to the Grand River

This project seeks to enhance a major gateway into downtown Grand Rapids with streetscape improvements within sidewalk and parkway areas in the limits shown, including new concrete sidewalk, landscape planters, brickscape, historic and decorative lighting, landscaping, street trees, irrigation and final restoration. Low impact development is part of the porous paver design and decorative lighting will be located through the underpass at US 131 and surrounding area. Planters will be equipped with controlled tree lighting capability. An interpretive sign adjacent to the Grand River will provide historic information for viewing. The street was reconstructed last year utilizing a Federal grant and Vital Streets funding.

The City received bids for this project on February 16, 2016, for the above-captioned project. The Consultant's estimate, prepared by O'Boyle, Cowell, Blalock & Associates, Inc. (OCBA), for the base bid is $528,097.50 with $20,875 for Alternate Bid Items 1,2 and 3 ($548,972.50 total) and Diversco Construction Company, Inc. (Diversco) submitted a base bid of $554,055.10 (low discounted bid of $526,352.35) with $18,674.00 for Alternate Bid Items 1,2 and 3 ($572,729.10 total). The three alternate bid items include: 1) Four additional down lights on the US-131 emblems, 2) Eight additional colored specialty up-lights along the US-131 abutment, and 3) Wiring providing dimmer control on the new lights under the US-131 overpass on Pearl Street. Diversco will be utilizing 10.14% Micro Local Business Enterprise participation and will be subcontracting a total amount of $335,313. Reference the attached Equal Business Opportunity – Construction Worksheet regarding the applicable bid discounts for this project.

The estimated total expenditures required for this project is $786,800, which includes the public information program, OCBA's previously authorized design phase services, construction phase services including reimbursable expenses and subconsultant services, administration and an approximate twelve percent allowance for contingencies, are being financed by the Downtown Development Authority (DDA) ($644,000), the City's Vital Streets Fund ($121,200) and the City's Capital Improvement Fund ($21,600).

The DDA's share of costs is for landscape planters, brickscape, historic and decorative lighting, landscaping, street trees, irrigation and final restoration. If the DDA elects not proceed with one or more of the alternate items, the DDA's share of costs will be reduced to reflect this change.

It is recommended that the DDA approve its share of costs in the amount of $644,000. It is anticipated that at their meeting on March 15, 2016, the City Commission will consider a

recommendation to award the construction contract and authorize total expenditures in an amount currently estimated at $786,800 for this project.

MAD/RDV/BWS/dwk

cc: Greg Sundstrom
James Hurt
Eric DeLong
Chris Zull

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030916 #15025

SUMMARY OF ESTIMATED COSTS

for

Streetscape Improvements in Pearl Street
from Mt. Vernon Avenue to the Grand River

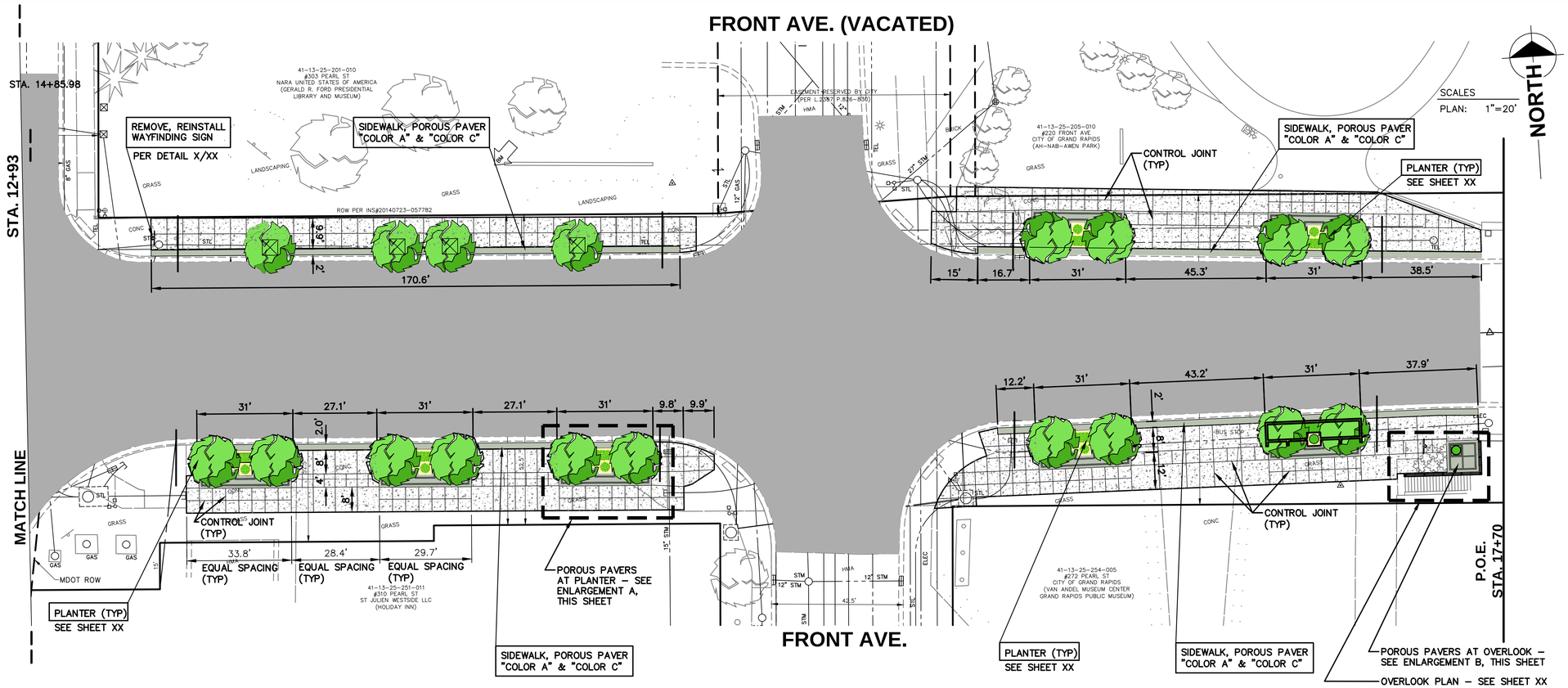
Project Funding Sources

	Currently Approved	Budget Change Request(s)	Revised Project Estimate
Capital Improvement Bonds Series 2014	$0.00	$121,200.00	$121,200.00
Capital Improvement Fund	0.00	21,600.00	21,600.00
Downtown Development Authority	600,000.00	44,000.00	644,000.00
Total Project Sources	$600,000.00	$186,800.00	$786,800.00

Breakdown of Project Uses

Construction Contract	$572,729.10
Previously Authorized Design Phase Services by OCBA	23,387.00
Construction Phase Services including Inspection by OCBA	40760.00
Materials Testing	10,000.00
Public Information Program	2,000.00
Traffic Safety and Street Lighting Force Account Work	15,500.00
Administration	36,193.00
Sub-Total	$705,569.10
Contingencies (12%)	81,230.90
Total Project Uses	$786,800.00

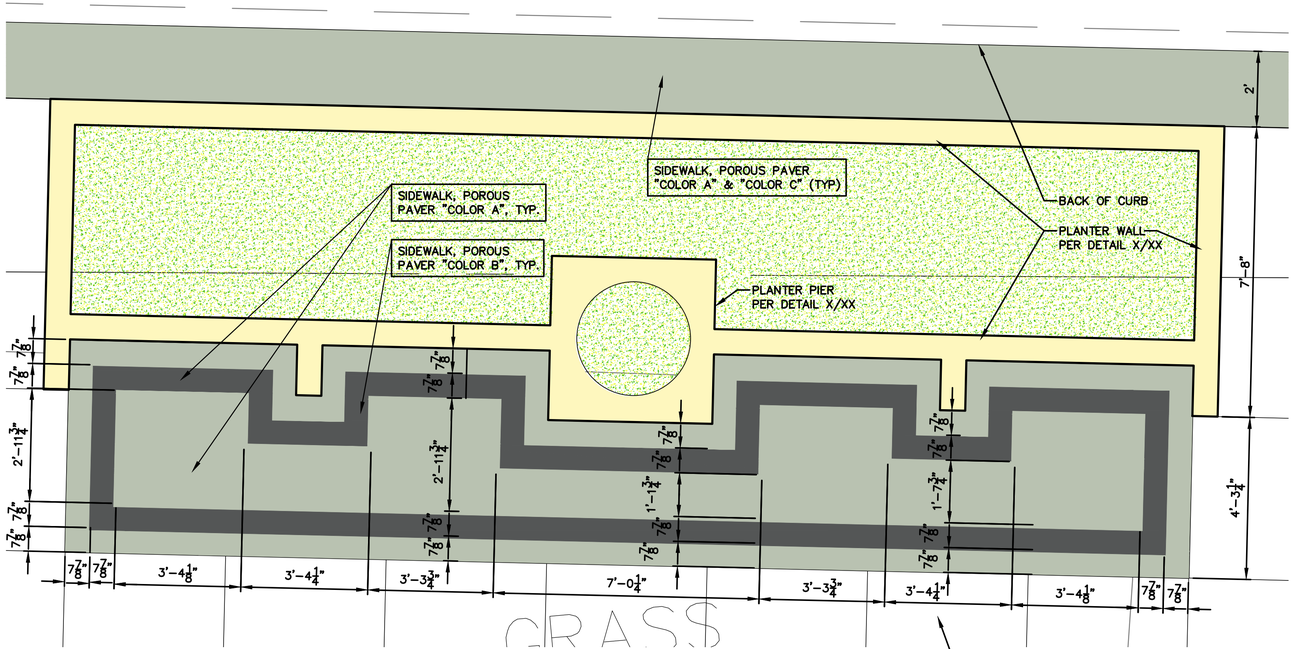
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AeccDbAlignmentTable (AeccLand100)

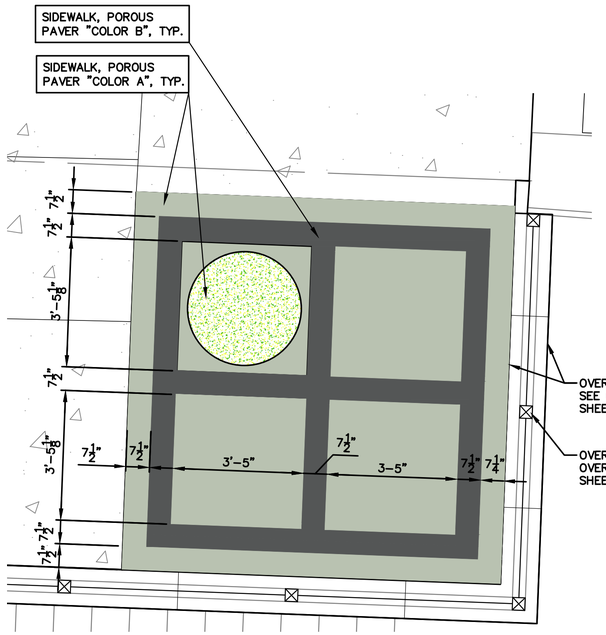
LEGEND

- PLACE TREE 4" PER DETAIL X/XX
- PLACE 4" CONCRETE SIDEWALK, INLCLUDING RAMPS
- PLACE SIDEWALK, POROUS PAVER AND 4" CONCRETE BASE
- PLACE SIDEWALK, POROUS PAVER AND 4" CONCRETE BASE
- PLACE SIDEWALK, POROUS PAVER AND 4" CONCRETE BASE



ENLARGEMENT "A" - POROUS PAVERS AT PLANTER

SCALE: 1/2" = 1'-0"



ENLARGEMENT "B" - POROUS PAVERS AT OVERLOOK

SCALE: 1/2" = 1'-0"

GENERAL NOTES

1. THE CONTRACTOR WILL REMOVE AND REPLACE ADDITIONAL SIDEWALK (IN POOR CONDITION OR TO ACHIEVE ADA COMPLIANCE FOR CROSS SLOPE) WHERE REQUIRED BY THE ENGINEER. THE QUANTITIES IN THE BID ITEMS FOR "SIDEWALK, REM, MODIFIED", "SIDEWALK, CONC, 4 INCH" AND "SIDEWALK, CONC, 6 INCH" HAVE BEEN INCREASED TO COVER THIS ANTICIPATED WORK.
2. ALL MANHOLE CASTINGS SHALL BE ADJUSTED TO GRADE IN THE ROADWAY OR SIDEWALK AS DIRECTED BY THE ENGINEER (PAID FOR AS "DR STRUCTURE COVER, ADJ, SPECIAL" AND/OR "DR STRUCTURE COVER, SPECIAL").
3. ALL VALVE BOXES SHALL BE ADJUSTED TO GRADE IN THE ROADWAY OR SIDEWALK AS DIRECTED BY THE ENGINEER (PAID FOR AS "VALVE BOX, FURNISH" AND/OR "VALVE BOX, ADJUST").

STREETSCAPE

City of Grand Rapids
Design, Development and Enterprise Services
Engineering Department

STREETSCAPE IMPROVEMENTS IN PEARL STREET FROM MOUNT VERNON AVE. TO THE GRAND RIVER

Drawn by	GPF No.	Sheet No.
WSS	XXXX	4 of XX
Check: Field XX / XX		
Check: Office BS		



Pearl Street Improvements

From Mount Vernon Avenue to the Grand River

City of Grand Rapids

1/20/2016

ocba landscape architects



Pearl Street Improvements

From Mount Vernon Avenue to the Grand River

City of Grand Rapids

1/20/2016

ocba landscape architects

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY

DDA

Agenda Item #12
April 15, 2016
DDA Meeting

DATE: April 1, 2016

TO: Downtown Development Authority

FROM: Tim Kelly, AICP
Planning Manager

SUBJECT: **Calder Plaza Conceptual Design Update**

On February 10, 2016, the Downtown Development Authority (DDA) Board authorized staff to negotiate a contract and scope of work with the consultant team recommended by the Calder Plaza Steering Committee (Steering Committee) for an amount not to exceed $200,000.

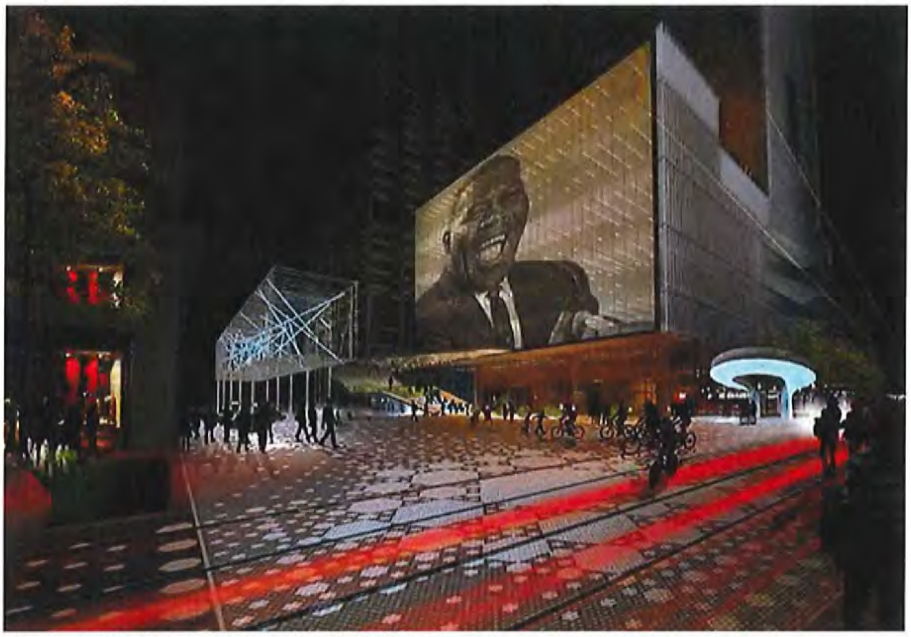
Following that authorization, the Steering Committee convened on March 1, 2016 and recommended Design Workshop as the preferred consultant. Design Workshop is based in Denver, CO, with additional offices in Austin, Chicago, Houston and Los Angeles. The Steering Committee selected Design Workshop out of an extremely qualified field based on their experience on similar projects, and their intent to examine the economic development potential of the Plaza, as well as their intent to explore elements of human comfort and create a long term maintenance plan for all proposed improvements.



Millennium Plaza at Riverfront Park – Denver, CO

DOWNTOWN

The process will be completed as three phases, including existing conditions analysis, public engagement and design development resulting into a preferred master plan. The process is expected to last six months, and will engage a variety of stakeholders through interviews, focus groups, public meetings, special events and other activities. The Steering Committee will remain engaged throughout the process, and will advise on all elements of the project. The final deliverable will be refined design reflective of the community goals for the Plaza, as well as specific budgeting targets for the City of Grand Rapids, Kent County, Downtown Grand Rapids Inc. and other partners in completing future improvements to and around Calder Plaza.



Creative Corridor – Little Rock, AR



Mesa Arts Center – Mesa, AZ





Downtown Grand Rapids Ambassador Program

March 2016

DOWNTOWN
GRAND RAPIDS INC.

BLOCK by BLOCK
AN SMS HOLDINGS COMPANY

Hospitality Highlights



Marcia handing out stickers to kids at the Laugh @ Rosa event



Shannon takes a photo for two people on St. Patrick's Day

Accomplishments

St. Patrick's Day, Irish on Ionia and LaughFest events coupled with warmer, less snowy, weather brought crowds into the downtown making the area busier than it had been since Valent-ICE.

We finished up the last of the showspan conventions for the contract year, it was a great year and we hope to be able to participate again next year!

QUICK VIEW

Mar 02, 2016 -- Mar 31, 2016

4	Umbrella Escorts
4	Suspicious Package
9	Suspicious Person
14	Observation - Fighting
17	Motorist Assist
21	Panhandling - Aggressive
25	Request for Fire/EMS
49	Panhandling - Passive
66	Safety Escort
119	Business Contact
247	Sidewalk Violation (skateboarding/Bicycling/Rollerblading)
937	PA - Directions
1021	Outreach Contact
1054	PA - Program Information
2406	PA - Information
9269	PA - Other

Cleaning Highlights



Tyler and Melvin install a cigarette urn on Pearl near Flannagan's



Moss under the benches of Monroe Center

Accomplishments

Only in Michigan could the ambassador team both remove snow and pull weeds! Several snow squalls have dropped accumulation in the downtown that has required clearing. We have also began to clear flower beds, trim back plants and remove debris from planters and beds throughout the downtown.

We continue to make progress on the terracycle cigarette urn installation having deployed 15 of the initial urns throughout the downtown area.

QUICK VIEW

Mar 01, 2016 -- Mar 31, 2016

9 ATLV Hours

9 Planters Watered

32 Weed Abatement (block faces)

190 Graffiti - Removed

542 Trash (Bags collected)

1830 Snow Removal - Block Faces

Stakeholder Feedback



Marcia escorts a man in a wheelchair across the street

Hello!

My name is Micah Kunze, I work at Mel Trotter Ministries as a Guest Safety Service personnel in the Public Inebriate Shelter. I wanted to share just one of the many fantastic experiences I have had with the Grand Rapids Ambassadors, in particular, in this instance, with Gaby.

Thursday night (03/31/2016) myself and the nurse on duty had a guest that wanted to go to central station but was unsure if they could make it on their own. I contacted the ambassadors by phone and Gaby showed up at 9:30 pm to escort this guest to the bus station, around this time we became very busy, but I was able to assist Gaby with getting the guest outside and she began escorting them to central station. About 10 minutes later, while we were still very busy, Gaby returned with the guest because they had told her (Gaby) that they had changed their mind and wanted to stay at Mel Trotters. Gaby escorted this individual back to the entrance, and not only stuck with me and helped me to get this guest back inside, Gaby also stayed with me to help with another guest that was intoxicated and delivered by LIFE ambulance. Seeing that I was incredibly busy and with little help, Gaby resolved to assist me even though she had completed and gone beyond her original task.

I was so incredibly thankful and did not have a chance to thank her for her great service and help before she departed. I am very grateful for what all the ambassadors do for our community and what Gaby did for me here not only shows a wonderful character and heart, but also the community solidarity that has been created by the ambassador program and downtown Grand Rapids.

Thank you again for the support and a very heartfelt thank you to Gaby.

Very sincerely,

Micah

Feedback

Dear Sirs
Being new to grand rapids , i found assistance from Marcia on 3/25/2016 and she was a wonderfull help getting me to my destination , downtown with my wheelchair it can sometimes be difficult happy Easter weekend
god bless

Mark V.

Last night, two downtown ambassadors by the names of Gaby and Aaron helped me get home after a long night of travel. I was out of money and it was 330 AM. These two went out of their way to help me get home and my only other option was walking four hours in darkness. They may have actually saved my life for all I know. I am very thankful for these two.
Thanks.

Blake

Highlights



Ice covering the walkway in front of Biggby



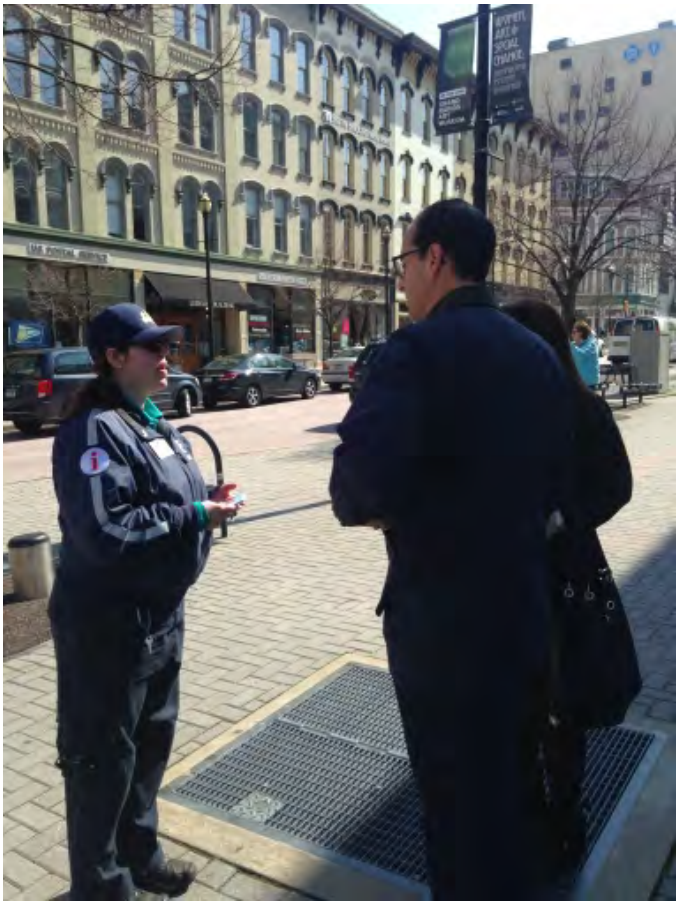
The area after Ambassadors cleared the ice



Ambassadors clearing the ice in front of Biggby



Gaby uprighting a tipped over newspaper box



Rebecca giving directions to a couple visiting GR



Volunteers painting utility boxes



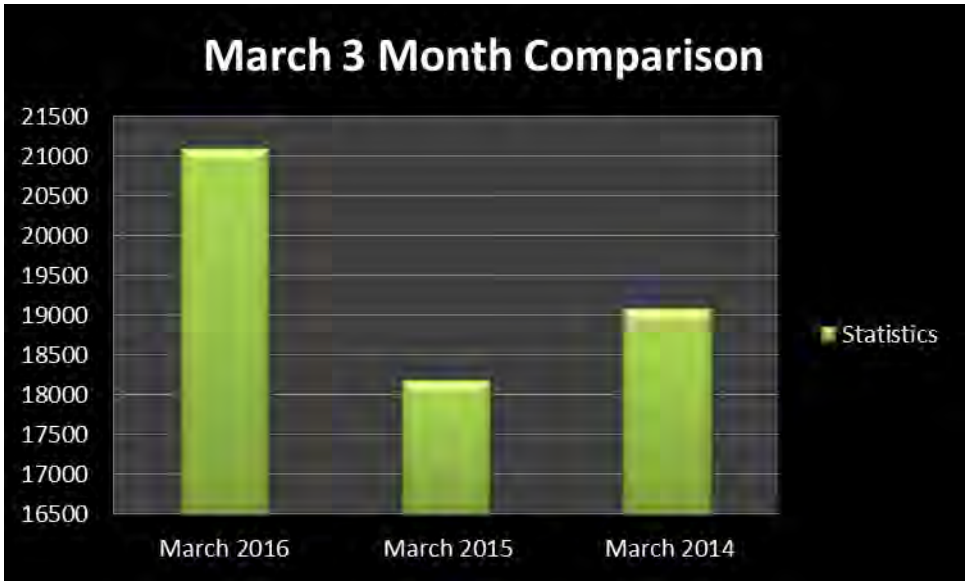
Tyler using the ATLV to clean the curb line



People enjoying the connect 4 at the Home and Garden Show

Statistics

	Activity	Mar. 2016	Mar. 2015	Mar. 2014	2016 YTD
Equipment	ATLV Hours	9	N/A	N/A	10
	Backpack Blower (hours)	0	N/A	N/A	0
	Bicycle (miles)	0	33	0	1
	Billy Goat Hours	2	N/A	N/A	3
	Segway Hours	0	0	3.92	0
Engagement	Business Contact	125	562	337	396
	Graffiti - Removed	211	89	17	330
	Motorist Assist	17	6	2	22
	Observation - Fighting	14	37	57	30
	Outreach Contact	1271	0	0	2511
	PA - Directions	1007	2090	2494	2559
	PA - Information	3272	4185	4339	6323
	PA - Other	10910	6729	6606	30604
	PA - Program Information	1115	2496	2862	4976
	Panhandling - Aggressive	22	239	99	60
	Panhandling - Passive	50	148	196	123
	Planters Watered	9	0	0	9
	Power Washing (block faces)	0	0	0	0
	Request for Fire/EMS	125	30	21	152
	Request for Police	0	9	17	6
	Safety Escort	116	556	1250	360
	Sidewalk Violation	259	359	353	373
	Snow Removal	1830	N/A	N/A	6341
	Suspicious Package	4	118	34	8
	Suspicious Person	9	529	95	69
	Trash (Bags collected)	680	N/A	N/A	2452
	Umbrella Escorts	4	0	304	7
	Weed Abatement	51	N/A	N/A	52
Total Contacts March 2016		21101			
Total Contacts March 2015			18182		
Total Contacts March 2014				19083	
Total Contacts YTD					57763



Comparison of total statistics for the month of March for years 2014, 2015 & 2016.

The Ambassador team finished March 2016 with 21,101 total contacts. This represents a 13.8% increase from 2015 and a 9.5% increase from 2014. March brought great events to downtown such as Laughfest, St. Patrick's Day and Irish on Ionia. Each event brought great crowds and it was a refreshing boost for the ambassador program to once again see the downtown becoming vibrant and busy.

The ambassador team was able to get its two horticultural technicians into the field and begin prepping planter beds by cleaning them out and trimming back the overgrown plants left over from last year.

Cigarette Urn Locations

