

AGENDA

DOWNTOWN DEVELOPMENT AUTHORITY



Board Members:

Luis Avila • Mayor Rosalynn Bliss • Kayem Dunn • Jermale Eddie • Brian Harris • Jen Schottke • Diana Sieger • Jim Talen
Rick Winn

Wednesday, August 14, 2019
8:00 a.m. Meeting
29 Pearl Street, NW Suite #1

- | | | |
|---|-----------|-----------|
| 1. Call to Order | | |
| 2. Approve Meeting Minutes from July 10, 2019 (8:01) (enclosure) | Motion | Harris |
| 3. River Governance Consultant Authorization (8:05) (enclosure) | Motion | Guy |
| 4. Fulton Street Transit Bulb Authorization (8:15) (enclosure) | Motion | Miller |
| 5. Division Avenue Reconstruction (8:25) (enclosure) | Motion | Miller |
| 6. Winter Activation Funding Authorization (8:35) (enclosure) | Motion | Van Driel |
| 7. 50 Monroe Development Agreement Amendment (8:45) (enclosure) | Motion | Kelly |
| 8. Strategic Land Use Committee Recommendations (8:55) | Info Item | Winn |
| 9. 158 Oakes Letter of Understanding (9:05) (enclosure) | Motion | Kelly |
| 10. Event Crossing Protocol Updates (9:15) (enclosure) | Info Item | Kelly |
| 11. Opportunity Zone Presentation (9:20) | Info Item | Wood/Mroz |
| 12. President & CEO Report (9:35) | Info Item | Kelly |



AGENDA

DOWNTOWN
DEVELOPMENT
AUTHORITY



Board Members:

Luis Avila • Mayor Rosalynn Bliss • Kayem Dunn • Jermale Eddie • Brian Harris • Jen Schottke • Diana Sieger • Jim Talen
Rick Winn

13. Public Comment (9:45)
14. Board Member Discussion (9:50)
15. Adjournment





MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

July 10, 2019

1. Call to Order – The meeting was called to order at 8:02 a.m. by Chair Brian Harris

2. Attendance

Present: Jim Talen, Rick Winn, Kayem Dunn, Jermale Eddie, Jen Schottke, Luis Avila, Diana Sieger, Mayor Rosalynn Bliss, Brian Harris.

Absent: None

Others Present: Tim Kelly (DDA Executive Director), Flor Valera, (DDA Recording Secretary) Jana Wallace (DDA Treasurer), Jessica Wood (DGRI Legal Counsel), Stephanie Wong, Kimberly Van Driel, Megan Catcho, Marion Bonneaux, Kyama Kitavi (DGRI Staff), David Davis, Hailey Savola, Jeff McCaul, Davina Bridges, Brian Mosby, JD Loeks, Jerry Powell and others.

3. Approve Meeting Minutes from June 12, 2019

Motion: Kayem Dunn, supported by Mayor Rosalynn Bliss, moved approval of the minutes from the June 12, 2019 meeting as presented. Motion carried unanimously.

4. Accept Financial Statements from May 31, 2019

Jana Wallace gave an overview of the May 31 financials. Ms. Wallace explained that Fiscal Year 2019 ended on June 30, 2019. She reminded the Board that it is typical not to have June 30 statements because the amounts are in flux due to the fiscal year-end; therefore, the June 30 preliminary statements will be presented at the September DDA Board meeting. She also reported that the final Van Nadel Arena Series 1994 Bonds principal and interest payments were paid in May using the Debt Service Reserve Fund created when the bonds were issued on December 15, 1994. The Series 1994 bonds have been refunded twice, and the final Arena bonds maturity will be paid on May 1, 2022. On Statement B, tax increment revenues as of May 31 have changed since April 30. Deputy City Treasurer adjusted Debt Increment and Local Tax Increment revenues to reflect Roll Year 2018 assessment appeal changes. Assessment appeals for 2017 and or earlier which were settled between July 1, 2018 and June 30, 2019 will be recorded in June.

Motion: Rick Winn, supported by Kayem Dunn, moved to approve Statement D: Schedule of May 31,

2019 Expenditures as recommended. Motion carried unanimously.

5. Michigan and Bridge Street River Trail Crossing Authorization

Stephanie Wong introduced the request to fund the construction of two Riverwalk trail crossings at Michigan and Bridge Streets. Ms. Wong stated this is a project that DGRI has been working on for a few years now and a topic of importance for both Downtown residents and Goal 1 and 3 Alliance members. Both the GR Forward Master Plan and the River for All Design Guidelines have developed recommendations that identified the need for more enhanced crosswalks to improve pedestrian safety. DGRI has been working with Mobile GR and the City Engineering department to design and implement enhanced crosswalks on both the east and west side of the bridge. The east side crossing will be at the U.S. Post Office and Devos Place, while the west side crossing will be adjacent to the Bridgewater Place and Ah-Nab-Awen Park. For the Michigan Street crosswalk (East side), Ms. Wong stated movable planters will be placed in the center median and moved whenever needed to accommodate access for the Devos Place. The existing right turn lane on the north side of the street will be converted to a wider concrete sidewalk. Raised planters, new street trees, and understory landscaping will also be incorporated. The Bridge Street Crosswalk (Westside) will include new accessible curb ramps on the north and south side connected by a white continental crosswalk. Mayor Bliss stated in the River for All Design Guidelines, the trail identity for crosswalks was identified using blue and white markings and asked if there were any plans in adding color to create decorative crosswalks. Ms. Wong stated there were discussions regarding crosswalk art, but due to a safety concern associated with the high traffic volume on Michigan Street, we have opted to wait and follow what is currently allow under City policy to get this implemented by the end of the summer. She added that Mobile GR is reviewing and evaluating the details of what a crosswalk installation policy could look like in the future. Mr. Winn asked if the medians would include an electrical component to allow connecting ornamental tree lights during festive months. Mr. Kelly stated we were unable to include something permanent as one of the challenges is that we would need to move the infrastructure to allow trucks to access the loading docks of the DeVos Place, yet this could be an opportunity for the north side planters. Ms. Dunn asked how frequent the movable planters would need to be moved. Ms. Wong stated a few times a year, as DeVos Place holds at least two major events every year. Ms. Wong concluded by stating that the DDA is funding the full construction cost of the two crosswalks including design and engineering costs and providing maintenance for both the raised north side planters and the center median removable planters, as well as the irrigation system. If funding is approved, the contract will go to City Commission for approval at their July 23, 2019 meeting.

Motion: Diana Sieger, supported by Mayor Rosalynn Bliss moved to approve the allocation of an amount not to exceed \$410,000 for the construction of two trail crossings at Michigan and Bridge Streets. Motion carried unanimously.

6. River Trail Crossing Maintenance Agreement

Tim Kelly explained that along with approving funding for the construction of the two (2) Riverwalk Trail Crossings, a Memorandum of Understanding (MOU) is being proposed to share maintenance responsibilities between the DDA and the City of Grand Rapids. A format that DGRI aims to pursue as we move forward with capital projects to establish clarity on maintenance responsibilities. Mr. Harris asked what was the logic for the DDA in assuming these responsibilities. Mr. Kelly explained that an MOU needed to be established before proceeding with the bidding process. He added that although from the structural standpoint the DDA is typically not responsible for maintenance, we do carry a line

item in the nontax fund to support this type of commitment if needed. Mr. Winn expressed his concerns by stating that perhaps we are setting a precedent in assuming specific responsibilities without knowing if sustaining funds to support these commitments will be available in the future. As larger conversations are taking place regarding the river corridor, Mr. Harris inquired whether there was a way to figure out some criteria to discuss shared ownership. Mr. Kelly stated that giving the fact that this is a priority project, both DGRI, and the City recognize the need to develop a long term-approach to address ongoing maintenance and operations as projects get approved. He shared that DGRI and the City are moving forward with the new service agreement—one of the new sections in the agreement outlines a commitment from both parties to develop a written protocol within the first six months to address these types of questions. He also mentioned the DID reauthorization and the ongoing work to develop recommendations for a river governance model and the possibility that future maintenance for these Rivertrail crossings could fall under a new entity. Mr. Winn asked if the MOU includes a termination clause. Mr. Kelly responded no. Mr. Harris said if we anticipate that there might be a model change regarding the ongoing ownership, the Board should perhaps consider including an expiration date to the MOU so that at least we have the option to reassess the proposed request in the future. The Board took a moment to discuss and suggest different termination provisions. Mayor Bliss suggested amending the MOU to include a 24-month expiration date; this would yield enough time to have additional conversations with the City and have a better understanding of the DID renewal outcome determine further whether this would fall under the DID or as part of the new river corridor entity. The Board agreed to amend the MOU.

Motion: Rick Winn, supported by Kayem Dunn, moved to approved and recommend the amended Memorandum of Understanding (MOU) with the City of Grand Rapids to share the cost of construction, operation and maintenance of the Riverwalk Trail Crossings at Michigan and Bridge Streets for a period not to exceed 24 months. Motion carried unanimously.

7. Retail Innovation Grant- Mosby's Popcorn

Kyama Kitavi introduced the request to approve a Retail Innovation/Incubation Grant to support Mosby's Popcorn. Mr. Kitavi reminded the Board that through the GR Forward community planning process, the community called for more support for locally-owned business to strengthen and diversify the mix of Downtown retail offerings. In June 2018 the DDA approved the first retail innovation grant to support Tamales Mary, and in April 2019, Ambiance GR became the second recipient. Mr. Kitavi stated Mosby's Popcorn was founded in 2015 and is owned by Brian and Shave Mosby. Their business is currently located at 6155 Kalamazoo Ave, and they are one of the only local gourmet popcorn manufacturers and retailers in the area. Even while having their retail location outside of the DDA boundary, they have become a staple of many Downtown events such as Movies on Monroe, ArtPrize and Laugh Fest. Mr. Kitavi stated the owners are experienced entrepreneurs and are seeking to bring their product and experience of gourmet popcorn to Downtown residents, visitors, and workers. Their proposal was presented and affirmed by members of the Goal 4 Alliance. If approved, the retail innovation funds would be used to help underwrite a portion of their lease fees as well as for other improvements and safety enhancements for ADA compliance. The owners were invited to share with the Board an overview of their business. Ms. Dunn asked where their retail space would be located in downtown. Mr. Kitavi stated their business will be located at 15 Ionia Ave SW in the Arena District. Ms. Schottke asked if they were planning to close their Kentwood location. Mr. Mosby responded they plan to keep their other location open at least until the new year and then evaluate whether to move all operations to downtown. Mr. Eddie inquired about the application process Mr. Mosby stated there

were undoubtedly some gray areas; we had to rewrite our application at least five times to fully conveyed our proposal. He added that DGRI provided the necessary support throughout the process, but it all came down to asking the right questions to understand the qualification requirements. Mr. Kitavi stated this had been a learning process for both DGRI and the applicants. He added that Goal 4 is scheduled to meet next week, and they will be reviewing and evaluating a simplified process to make sure applicants understand the requirements. Mr. Avila applauded the efforts to the support entrepreneurship through this grant program. He added that perhaps he is not fully aware of the current efforts to promote this opportunity but expressed that from his experience with working closely with the Hispanic community, this retail support grant is not well known. He wondered whether the Board should consider a new approach to promote this resource to a broader audience. Mr. Winn stated this is a test pilot, and we should first make sure the businesses we are supporting today remain successful so that we can then evaluate ways to broadcast more widely. Mayor Bliss mentioned TechTown, a business development service based in Detroit and the work they do to help entrepreneurs connect with resources by conducting market analysis. She proceeded to ask if the applicants had received any assistance in finding a retail space. Mr. Mosby shared that finding the ideal location was their major hold off; they have been analyzing the market for two years, as their desire downtown location had to be visible, functional, and convenient. Mr. Kelly shared the ongoing conversations between DGRI, the City, and the Chamber and noted that a representative from the City would soon be performing similar work to help connect businesses access the available resources.

Motion: Rick Winn, supported by Mayor Rosalynn Bliss, moved to approve the resolution authorizing the DDA Executive Director to prepare a written contract with the applicants for an amount not to exceed \$45,000 and a period of time not to exceed 18 months. Motion carried unanimously.

8. RFP Review Committee

Mr. Harris stated as we continue to evaluate major projects such as the river corridor, proposals for new development/redevelopment and land acquisition/disposition, we have identified the need to develop a framework for land-use decision making. From time to time, the DDA Board will be asked to deliberate proposals for land use; the question becomes what the DDA's criteria in evaluating one project over the other is and how do we have a good process in place to assess any proposals that come in. He stated the GR Forward Plan outlines different priorities, so decisions need to be made carefully considering the needs of current and future generations.

Mr. Kelly stated we are requesting that three or four representatives of the DDA volunteer to be on this committee to have a more focus discussion on these critical issues regarding market conditions, land policy use and assessing downtown needs and goals. As projects are coming forward, we want to have a clear understanding of how they will align with our overall strategic priorities. Mr. Winn stated that it appeared the committee would need to evaluate examples of other DDA's policies surrounding this topic. Mayor Bliss said much of the decision-making also depends on where you are in that moment in time; this could be determined by the current economy, location, and whether the proposals are consistent with the current master plan. She agreed that forming a committee to analyze the current market conditions would help the board prioritize projects as we are starting to see competing priorities within the GR Forward plan. She suggested evaluating past planning and envisioning and putting that data into the context of what is currently happening around the City. Ms. Dunn stated that the biggest question is whether we are trying to respond to the current market or are we trying to influence the market. She added that many efforts had been made to draw more people to downtown, and it appears those efforts are working. Mr. Eddie stated as we move forward in refining

the process, let's make sure to address whom we are refining the process for and to make sure we are not creating more barriers for certain demographic groups. Mr. Harris stated he would like to ensure that we are providing DGRI staff with guidance and support for vetting projects. He added that this was a good starting point, as there is a test case we soon would need to evaluate.

After an in-depth discussion, Luis Avila, Jen Schottke, Brian Harris and Rick Winn volunteered to be on the RFP Review Committee.

9. President & CEO Report

DDA (6/12/19)

- Adopted FY20 budget
- Approved funding Block by Block contract extension
- Approved funding for DAKC partnership

DID (4/24/19)

- Recommended FY20 Budget to City Commission
- Discussed Downtown Retail
- Received a presentation on the temporary Downtown Dog Park
- Discussed the renewal process to be completed prior to FY21

MNTIFA (5/8/19)

- Approved an MOU with Mobile GR and the DDA for the operation of the DASH for FY20
- Recommended FY20 Budget to City Commission

DGRI (7/16/19)

- Considering approval of DGRI and City Service Agreement
- Discussing updates to 2019 Work Plan

Goal 1 – Reestablish the Grand River as the draw to the City and Region

- Riverfront Governance Organizing
 - RFQ responses reviewed with Goal 1
 - Initial Steering Committee meeting to occur prior to August DDA meeting
 - Finalizing dates for GR Forward Thinking Series
 - Final recommendations delivered before the end of 2019
- Lyon Square Opportunity Site
 - Finalizing Phase 1 design
 - Design underway for Phase 2 (Plaza)
 - MOU drafted and in process of being finalized
 - Phase 1 and 2 will be bid as one project by year end

Goal 2 – Develop a true Downtown neighborhood home to a diverse population

- Remnant Parcel
 - RFP issued May 20
 - Committee formed to review proposals
 - Proposals will be reviewed and if advanced would be brought to DDA for consideration in August

- Downtown Neighbor Network
 - Marketing materials in development to distribute to Downtown property managers
 - Facebook Group created to provide communication platform for residents
 - Network Board/Committee seated in early 2019 and met April 5
- Downtown Affordable Housing
 - RFP released May 2019
 - Responses to be reviewed with Goal 2 Alliance
 - Recommendation(s) will be brought to DDA Board
- Development News
 - Studio Park
 - Ottawa extension summer 2019
 - Parking ramp September 2019
 - Theater and residential buildings summer/fall 2019
 - Hotel January 2020
 - 150 Ottawa
 - Interior build out underway
 - Warner Building will be complete summer 2019
 - Hyatt Place open September 2019
 - 37 Ottawa and 50 Monroe
 - AC Hotel Grand Opening June 3
 - 37 Ottawa office space being leased
 - Both buildings to be complete and open spring 2019
 - 449 Bridge Street
 - Utility connection complete last week and will begin “going vertical” by December
 - Target completion September 2019
 - 10 Ionia
 - Brownfield approvals received in 2018
 - Groundbreaking in January 2019
 - 18-month construction schedule
 - MSU GR Research Center Phase II
 - Long-term ground lease executed for Public Private Partnership
 - Development will include a 200,000 sq. ft. medical innovation building office and a 600-car parking structure
 - Construction anticipated to begin fall 2019 with substantial completion in late 2021

Goal 3 – Implement a 21st century mobility strategy

- Bus Shelter Enhancements

- Held Meeting with Mobile GR and Rapid staff to outline project funding and schedule
- Installation to begin summer 2019
- Final install complete before end of 2019
- Pedestrian Safety Enhancements
 - Improvements complete on Division Avenue north of Lyon
 - Keeler Building areaway reinforcement complete
 - Michigan Street crossing designs are finalized and the project will be bid summer and installed October

Goal 4 – Grow more & better jobs & ensure continued vitality of the local economy

- Recruit a major office tenant to Downtown
 - Working with City and Right Place to develop a more concerted and intentional recruitment strategy to attract larger office tenants Downtown
- Foster ground-floor businesses to diversify the mix of Downtown retail offerings
 - Working with Goal 4 and DDA Purchasing and Contracting Committee to provide considerations to the DDA in July 2019
 - Working with Studio C! to support diverse offerings as part of their tenant mix

Goal 5 – Reinvest in public space, culture & inclusive programming

- Vandenberg Plaza/Calder Plaza Improvements
 - Design of Phase 1 improvements ongoing
 - Designs complete spring 2019
 - June 2019 is the 50th anniversary of the plaza's opening and a key organizing point for a celebratory moment
- Public Realm Improvements
 - Tree plantings with FOGRP scheduled
 - Downtown Dog Park construction begins May 13
 - Fitness equipment installation underway in North Monroe. Complete in May.
- Explore opportunities to beautify public plaza at Van Nadel Arena
 - Consultant team work commenced in November
 - Exploring partnership/funding opportunities for FY2019
 - Alley activation to begin with former Art Prize installation (Ford Museum crocodiles)
 - Stakeholder and Alliance engagement ongoing
 - Designs complete summer 2019
- Division Avenue Safety and Cleanliness Improvements
 - Lighting
 - DDA authorized additional funding in December 2018
 - Fulton to Cherry construction to begin spring 2019
 - Public Restrooms

- City and DGRI working with Hearthside Quality of Life committee to finalize design and operation of new public facilities for Cherry / Commerce and Weston / Commerce parking ramps
- City and DGRI partnering to develop a sustainable facility management protocol for the new facilities.
- Public Art
 - Work on 27 Rad Women murals complete May 2019
 - “Rainbow Road” complete at Sheldon
 - Collaborating with UICA Exit Space on Richmond Stamp building
 - Future opportunities include Ottawa and Michigan off ramp and riverfront mural down the stairwell near the Grand Rapids Public Museum
- Upcoming Events
 - Outdoor Fitness Equipment Celebration: June 13 at 6th Street Park from 4-6p
 - Movies on Monroe – July 12 (Matilda and Crazy Rich Asians)
 - State of Our Downtown – September 5, 2019

10. Public Comment

David Davis introduced himself to the Board. He commented on the recent incident that occurred in the city over the Fourth of July weekend. He stated that we are beginning to see a strong influence of gangs making the city unsafe. He also took a moment to thank the Downtown Ambassadors Jared and Katie for attending to fix his bike after someone had damaged the tires while he left it parked at Rosa Parks Circle. He also shared that Katie does a tremendous job for Downtown even though she is a paraplegic Ambassador. Mr. Harris took a moment to explain the protocol for public comment. He explained that public comments are limited to three (3) minutes per person and although the board appreciates hearing Mr. Davis personal input on the assistance Ambassadors provide to the community, the topics to be discussed must be a matter of public concern and not purely an individual matter. Comments concerning crime should perhaps be addressed directly with the Grand Rapids Police Department. Mr. Harris thanked Mr. Davis for addressing the Board and welcomed him to continue attending upcoming DDA meetings.

Kimberly Van Driel (DGRI Staff) shared that work for the Exit Space Mural would begin today. Natalia Rak arrived in Grand Rapids and will be starting to paint the mural at the Richmond Stamps Building. The ribbon-cutting ceremony is scheduled for July 23rd, and an invitation from the UICA would follow.

11. Board Member Discussion

Mr. Kelly shared details for the upcoming Small Business Expo. He stated the event will be taking place at the DeVos Center on August 29, 2019.

12. Adjournment

The meeting adjourned at 9:19 am

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: August 8, 2019

TO: Downtown Development Authority

FROM: Andy Guy, DGRI Chief Outcomes Officer

Agenda Item #03
August 14, 2019
DDA Meeting

SUBJECT: Grand River Governance Consultant Authorization

Downtown Grand Rapids, Inc. (DGRI), in close collaboration with the City of Grand Rapids, Kent County, Grand Rapids Whitewater and other community partners, recently initiated a process to evaluate and recommend a long-term governance structure and funding strategy for developing, managing and sustaining the public assets associated with the future revitalized Grand River corridor (or “the Project”).

The full vision for the Project involves restoring the City’s namesake whitewater rapids in the waterway and, along the waterfront, transforming an approximately 9-mile linear area along both sides of the riverbanks into a new east-west multi-purpose trail and network of public amenities extending from Riverside Park to Millennium Park.

Through such community-based planning initiatives as Green Grand Rapids, GR Forward, River for All and the Destination Assets Study, Grand Rapidsians have envisioned and affirmed the Project as a signature public amenity in a class with such ambitious civic projects as The High Line in New York City, Atlanta’s BeltLine and the waterfront revitalization initiatives underway in such cities as Toronto, Chicago and Detroit.

Given the significant potential, importance and complexity of the Project, DGRI and partners in June 2019 issued a call (RFQ) for qualified consultants to support the essential work of evaluating and recommending a governance and funding model to execute on the community’s vision for a restored and revitalized river corridor running through the urban core.

DGRI staff in July 2019 reviewed and evaluated seven RFQ responses with the GR Forward Goal 1 Citizen Alliance guiding DGRI’s work to restore the Grand River as the draw and build a connected and equitable river corridor. Staff then shared the results of the Alliance deliberations and engaged further discussion with the Organizational Leadership Committee recently established to guide the process of evaluating and recommending a long-term governance structure.

A team comprised of HR&A Advisors and Kathy Blaha Consulting emerged from those conversations, and additional staff due diligence, as the strongest team with the expertise and experience required to support this important process.



HR&A is a leading real estate and economic development consultancy and a recognized authority on successful strategies to plan, organize and implement transformative city-building initiatives. They have an accomplished portfolio of urban industrial reuse projects and come recommended by peer organizations/cities. The firm also comes with familiarity of the local context, having supported the development of the City's 2017 Parks and Recreation Master Plan and through their current work on the City's Equitable Economic Development and Mobility Strategic Plan.

Kathy Blaha Consulting has worked with cities and parks partners across the country to design and implement forward-thinking plans for parks governance and management. She recently worked with the Frey Foundation, the City and DGRI to develop the Ecliptic at Rosa Parks Circle Conservancy to enhance the management of that space.

DGRI staff is confident this team will provide valuable services and insights to this governance and funding study. Deliverables will include:

- Memo presenting a thorough analysis of governance options and rationale for a preferred alternative to realize the vision for a restored, revitalized and high-performing Grand River corridor.
- Memo detailing a proposed multi-year capital plan to implement the community's River for All vision.
- Memo detailing a proposed funding plan to build, manage and maintain the new riverfront amenity.
- Memo assessing the estimated economic benefits of building the riverfront amenity.

The RFQ purposefully did not request respondents to submit budget information, opting to deliberate the options based on skills and experience. Given DDA approval, the next step is for DGRI staff to further discuss the process goals, schedule and budget with the preferred consultant team. Both the DDA and Monroe North Tax Increment Finance Authority have budgeted FY20 funds to support this work. Staff aims to return for funding authorization in September 2019.

Recommendation: Accept the consultant recommendation and authorize DGRI staff to negotiate a project budget with the HR&A team.

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: August 14, 2019

TO: Downtown Development Authority

FROM: Mark F. Miller, Managing Director of Planning & Design

SUBJECT: **Fulton Street Transit Bulb Funding Authorization**

Agenda Item #4
August 14, 2019
DDA Meeting

Goal 3 of GR Forward recommends the **Implementation of a 21st Century Mobility Strategy**, by *providing a stress-free pedestrian experience for all ages and abilities* (page 186) and by *completing the networks in and out of Downtown* (page 210). Specific to these goals, page 212 of the Plan calls for *investing in all infrastructure that will encourage additional transit use. This may include installing more “gold standard” transit stops to provide protection from the road and weather.*

Additionally the City of Grand Rapids Vital Streets Plan characterizes Fulton Street as a transit emphasis street and page 211 of GR Forward recommends that Fulton Street be considered a Gateway Street. GR Forward further defines Gateway Streets as providing opportunities to make a statement about Downtown and the direction that it is heading, while essentially acting as the front door, or gateway into Downtown.

Finally, Chapter 1 of DGRI’s Streetspace Guidelines seek to rebalance the street by providing interventions within the flex zone to enhance and improve the streetspace for pedestrians, people on bikes, and transit users. The use of transit bulbs is recommended for transit emphasis streets as part of this rebalancing effort.

To this end, DGRI has collaborated with the City of Grand Rapids (specifically Mobile GR / Traffic Safety) and the Rapid to implement a temporary or interim transit bulb near the Sheldon Street intersection for the outbound transit routes along Fulton. Currently this stop serves routes 4 , 14, and 15 and is one of the most utilized stops in the Rapid’s network, with average daily boardings at 143 on weekdays (115 for all days).

This initiative was formulated during the outreach and engagement portion of the Streetspace Guidelines, when the idea of creating a permanent (concrete curb extension) transit bulb was first explored with Fulton Street business owners. After much discussion with these business owners, the City, and the Rapid, it was determined to test the initiative with an interim transit bulb and to move the transit stop location approximately 50 west from its current location in front of the Mexo restaurant. The installation will be placed in two on-street parking spaces.



For reference, transit bulbs offer better access for people using the transit service by providing for more waiting space, more amenity space, and an easier, more seamless accessible route directly to the transit vehicle. Transit bulbs also increase the operational efficiency of the network because the vehicle does not have to pull out, and then back into, traffic. This efficiency will help decrease the headways and provide a more predictable transit user experience long term.

The rationale for using a temporary or interim transit bulb rather than the initially conceived permanently constructed transit bulb includes the ability to test and measure the impact of the installation, without the need to redesign or tear-up the existing street. This ultimately makes the delivery time significantly shorter and the investment appreciably less. Additionally, the interim bulb can be picked up and moved to other locations to further test the viability of the installation at other transit stops after this location has been piloted.

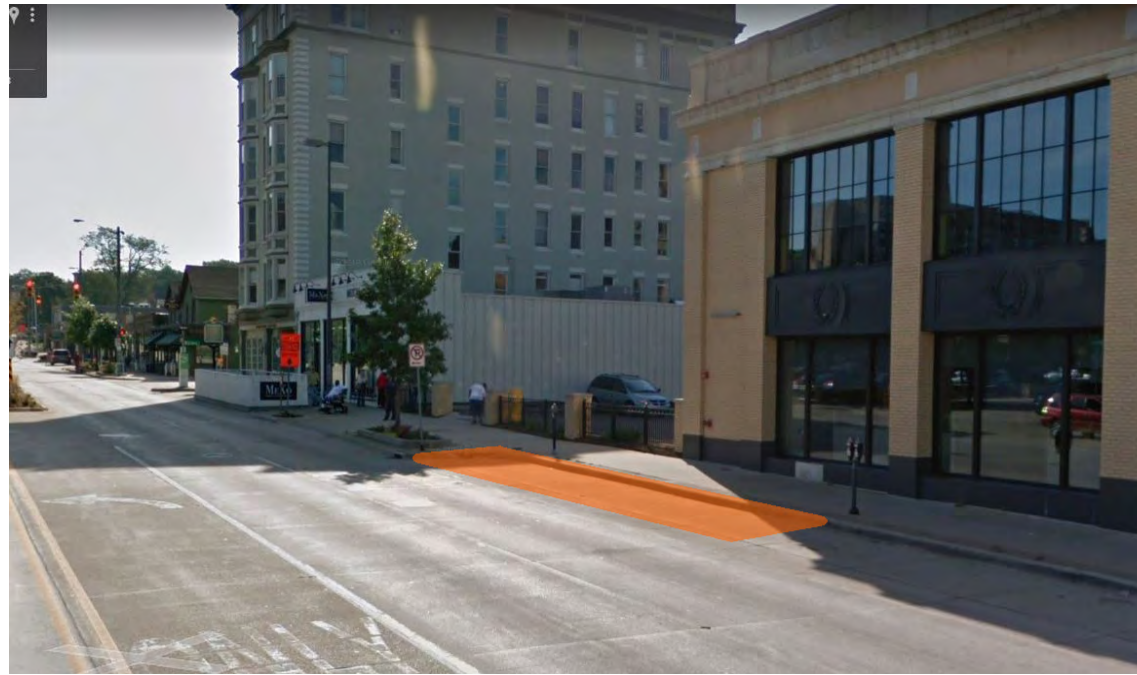
It is the intent of this project to pilot the installation at this location for at least one-year. New York City went through a similar pilot for 18-months and has elected to leave transit bulbs in place past the pilot period.

After a significant amount of research, our group selected the Zicla Bus Platform for this installation. This product is fabricated in Spain and has been successfully implemented in Pittsburgh, Los Angeles, Oakland, and New York City. It is also specifically recommended in NACTO's (National Association of City Transportation Officials) Transit Street Design Guideline for use as an interim boarding stop configuration. The Zicla Platform is a modular, snap-in-place system that bolts to the roadway. It is made of 100% recycled plastic, is easy to assemble and disassemble, and meets ADA requirements.

The product is being procured through a locally-owned company, Conceptual Site Furnishings (CSF). CSF will be furnishing and installing the platform as part of their agreement with the City of Grand Rapids. The total installed cost for the 40 foot x 8 foot platform is \$59,700. Expected delivery is approximately 6 weeks.

In the FY2020 budget, a total amount of \$75,000 was specifically allocated to the Fulton Bus Stop as part of the Streetscape Improvements line item. In addition to the actual platform, it is our team's goal to provide additional amenities as part of this installation. These include seating and benches, planters, and potentially a fabric shelter structure (dependent on structural feasibility) in order to further enhance this transit stop. These additional amenities are addressed in the attached drawings and information. This request is for the full \$75,000 in order to secure these additional amenities.

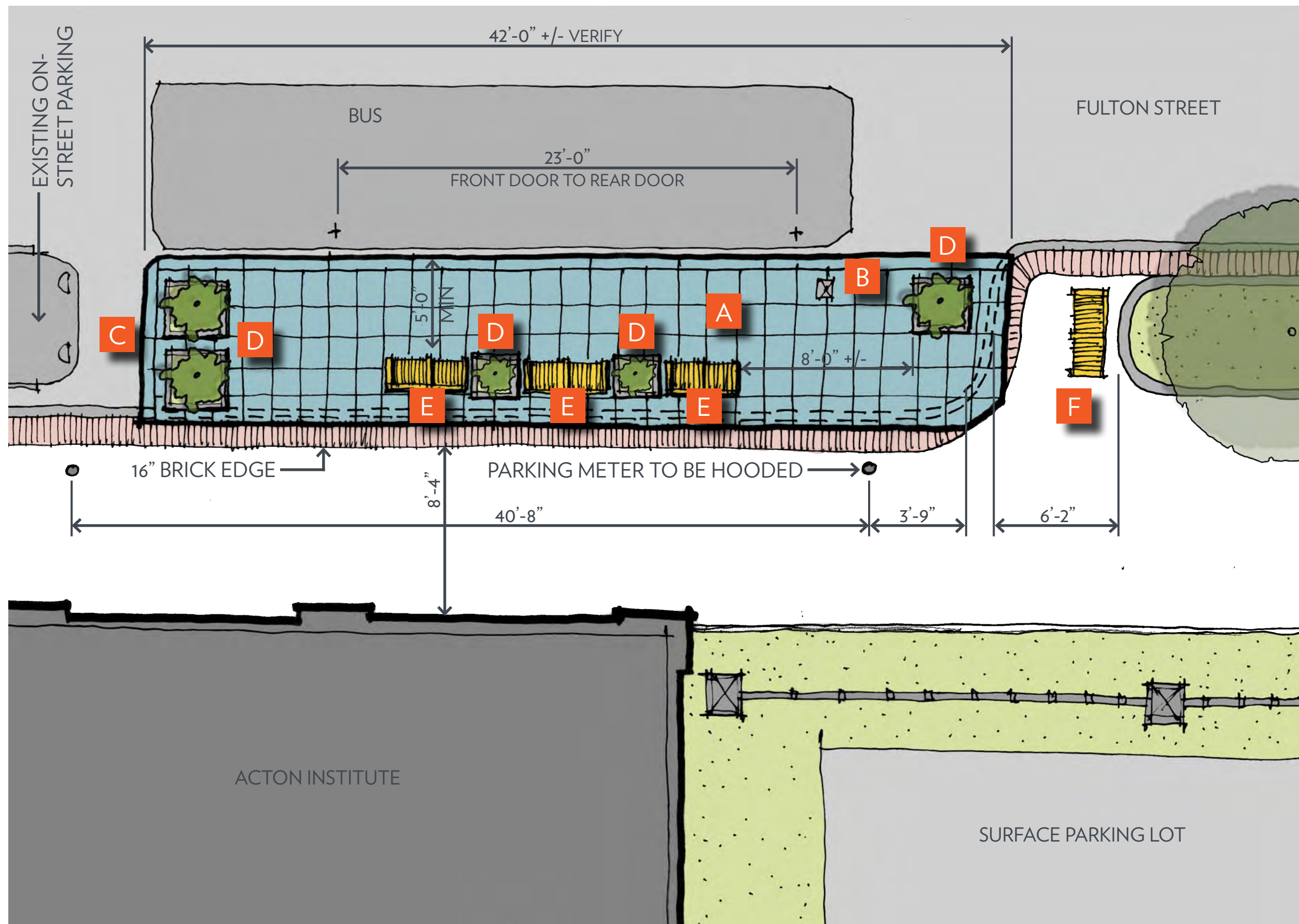
Recommendation: Approve the allocation of a not to exceed amount of \$75,000 for the installation of the interim transit bulb and related amenities.



GOAL 3: TRANSIT BULB PILOT PROJECT LOCATION



DOWNTOWN
GRAND RAPIDS INC.



- A** ZICLA TRANSIT PLATFORM
- B** BUS ROUTE SIGN MARKER
- C** TRAFFIC MARKER SIGN
- D** PLANTERS
- E** BENCH ON PLATFORM
- F** BENCH MOUNTED ON SIDEWALK





ZICLA TRANSIT PLATFORM, INSTALLED IN PITTSBURGH, PA



PLANTER OPTION: CUSTOM FROM CONCEPT SITE FURNISHINGS (ALUMINUM)



TWIG BENCH: LANDSCAPE FORMS (CONCRETE)



PLANTER OPTION: KORNEGAY ASPECT SERIES (CONCRETE)



PLANTER OPTION: SORELLA (METAL)



PLANTER OPTION: CUSTOM FROM CONCEPT SITE FURNISHINGS (METAL)



URBANE BENCH: CONCEPT SITE FURNISHINGS



GUS BENCH / PLANTER: LANDSCAPE FORMS



TRANSIT BENCH: CONCEPT SITE FURNISHINGS



FLOR BENCH: LANDSCAPE FORMS (CONCRETE)



MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: August 14, 2019

TO: Downtown Development Authority

FROM: Mark F. Miller, Managing Director of Planning & Design

SUBJECT: Division Avenue Reconstruction Funding Authorization

Agenda Item 5
August 14, 2019
DDA Meeting

Goal 3 of GR Forward recommends the **Implementation of a 21st Century Mobility Strategy**, by *providing a stress-free pedestrian experience for all ages and abilities* (page 186). Specifically, this goal seeks to *prioritize pedestrian safety and connectivity at intersections* (page 187) and *to create a more walkable Division Avenue* (page 191). These recommendations include upgrading the streetscape design, new tree plantings, bus shelters and other aesthetic improvements, as well as (and more importantly) reconfiguring lane widths and removing the center turn lane at strategic locations.

Additionally, the DGRI Streetspace Guidelines seek to rebalance Downtown streets by narrowing “too wide” travel lanes, reconfiguring the flex zone, and strategically removing left turn lanes to optimize people space and create a safe pedestrian experience.

To this end, DGRI has collaborated with the City of Grand Rapids (specifically Mobile GR and City Engineering) to design and implement an improved South Division Avenue, from Cherry Street to Wealthy Street. This redesigned street includes:

- New 8-foot wide center median with no-mow turf that replaces the existing 11-foot left turn lane at locations where the left turn lane movement is unnecessary.
- Narrowing of travel lanes from 13-feet wide to 12-feet wide.
- Increase of sidewalk space on both sides of the street from 12.5-feet to 15-feet.
- Maintaining on-street parking.
- Pedestrian refuge within center median and new crosswalk at Bartlett Street to increase pedestrian safety.
- New bulb-outs at intersections to reduce perceived width of street width, decrease pedestrian crossing distance at the intersection, and provide space for landscaping.
- Street tree plantings on both sides of the street, with irrigation in the sidewalk planters.
- Landscape and seat walls at the sidewalks.
- Street lights to match the recently installed street lights north of Cherry.
- Bike racks and transit shelters.



Additionally, the full reconstruction includes new utilities and fully reconstructed roadbed and sidewalks.

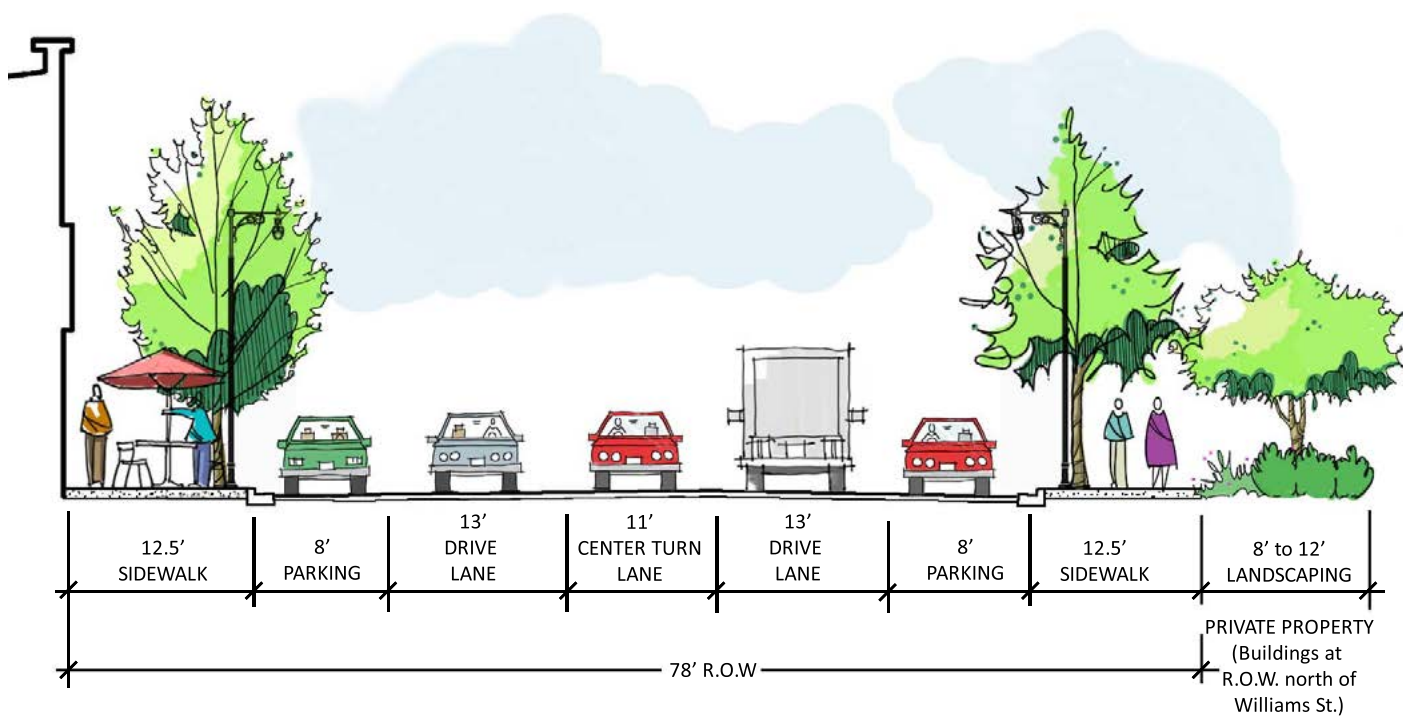
The City received bids for this project on June 28, 2019. Diversco Construction was selected as the contractor with a submitted construction cost of \$3,414,403. Estimated total expenditures for the project is \$4,608,000 and include the construction cost, plus construction administration services by Moore & Bruggink, City engineering administration and fees, and a 12% construction contingency.

City expenditures for this project were approved at the July 23, 2019 City Commission meeting. The project is being funded locally by Vital Streets, Capital Improvement Funds, and Water Funds. It is also receiving funding through MDOT NHPP and STPU funding. The anticipated DDA share of funding is \$638,000 (approximately 14% of the overall cost).

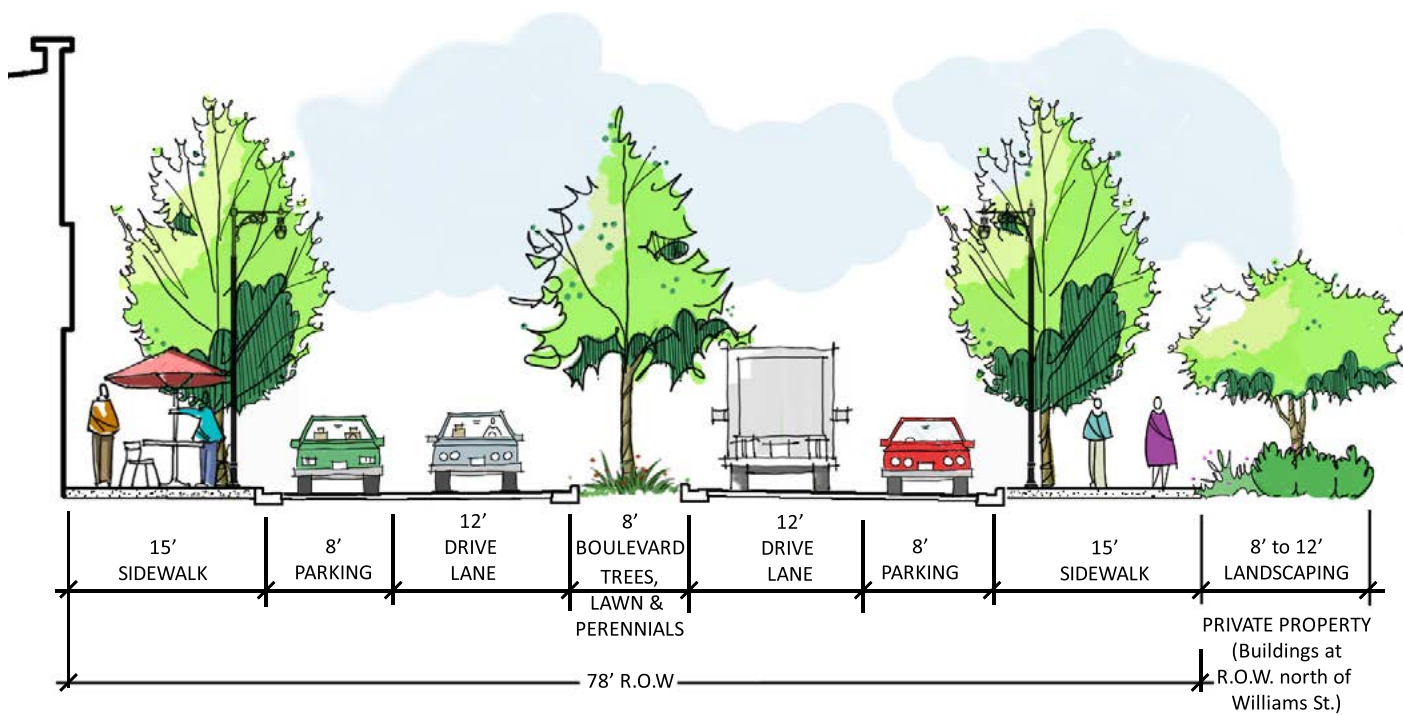
The project is planned to start construction in the Spring of 2020.

The FY2020 budget includes \$310,000 for the Division Avenue Reconstruction. Additionally, the DDA Priority Plan forecasts an additional \$328,000 streetscape improvement for Division Avenue in FY2021. It is anticipated that the project funding will be split between these two fiscal years, which should coincide with the construction phasing next year. This request includes the authorization for the total amount of anticipated DDA funding for \$638,000, split as referenced above, between FY20 and FY21.

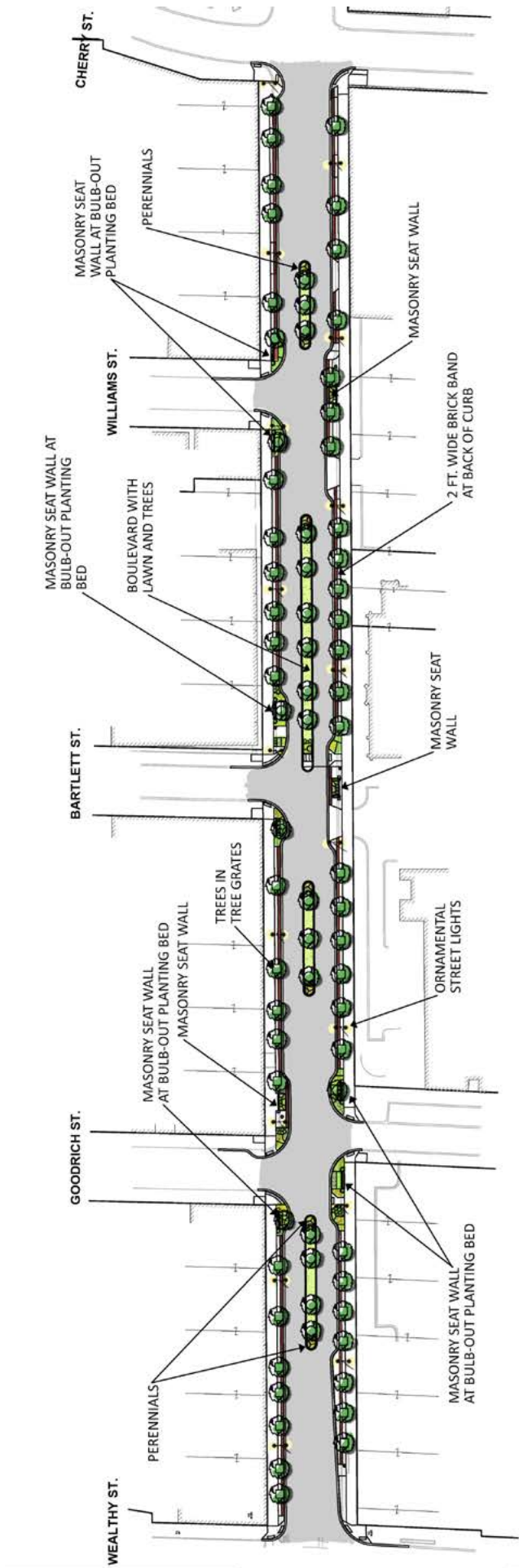
Recommendation: Approve the allocation of a not to exceed amount of \$638,000 for the reconstruction of Division Avenue, between Cherry Street and Wealthy Street.



EXISTING CROSS SECTION



PROPOSED CROSS SECTION



MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: August 14, 2019

TO: Downtown Development Authority

FROM: Kimberly VanDriel, Director of Public Space Management

SUBJECT: **Winter Activation Funding Authorization**

Agenda Item #6
August 14, 2019
DDA Meeting

Goal 5 of GR Forward advocates for public space activation during the winter months. Events are an important way of encouraging foot traffic in Downtown with a range of initiatives for festive winter programming and activities. Best practices around the world emphasize illumination and color during the darkest months of the year, an innovative strategy that does not need to rely on snowy weather forecasts for activities.

After careful deliberation with the Goal 5 Alliance, an art installation called Prismatic was chosen for the World of Winter Festival 2020. The interactive installation includes twenty-five pivoting prisms, a modern ice palace that transmits and reflects color and light. As the prisms rotate, a variable-intensity soundtrack of bell sounds will play. Prismatic was created by Toronto-based architecture and design firm RAW Design, and first exhibited at Luminothérapie, Montreal, Canada. CREOS an art production group that houses Prismatic has interactive installations all around the world. Prismatic has traveled to Detroit, Georgetown, Baltimore, London, and various cities throughout Canada. In 2018, Prismatic was in Baltimore for their Light City event, 87% felt it changed perceptions of Baltimore, 92% of attendees believe that the Light City added value to the region, and 84% saw it as a new tradition for Baltimore.

If approved, Prismatic will be in Grand Rapids for four weeks starting in mid-January 2020. Additional programming, partnerships, and winter activities will take place throughout Downtown as part of the annual festival.

Recommendation: Authorize the Executive Director to enter into a contract with CREOS for an amount not to exceed \$55,000 for Prismatic.





MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: August 9, 2019

TO: Downtown Development Authority

FROM: Tim Kelly, AICP
President & CEO

Agenda Item #7
August 14, 2019
DDA Meeting

SUBJECT: Amendment to the Development Agreement for 50 Monroe Avenue

On February 8, 2017, the Downtown Development Authority (DDA) Board approved the recommendation to enter into a Development Agreement (Agreement) with 50 Monroe, LLC. The Agreement facilitated the redevelopment of the existing building and resulted in delivery of the AC Hotel and 75,000 square feet of Class A office space.

The DDA is entitled to capture both local and school tax increment (STI) revenues generated by the project. However, by law, it can only capture enough STI to pay debt service on the Arena bonds which are pledged as the only security for the bonds. Since these bonds are reaching their maturity in 2022 and there are more than sufficient STI revenues captured by the DDA, plus an established reserve fund to meet the remaining bond debt service, when the Agreement was executed it was determined the DDA could defer the collection to the Brownfield Redevelopment Authority (BRA). The BRA, in turn, can use those proceeds to reimburse the developer for the construction of eligible activities. The proposed amendment explicitly states this arrangement in the Agreement, and will make clear the intended use of the school tax increment.

Recommendation:

Approve the resolution authorizing an amendment to the Development Agreement for 50 Monroe.



**CITY OF GRAND RAPIDS
DOWNTOWN DEVELOPMENT AUTHORITY**

**RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF
FIRST AMENDMENT TO DEVELOPMENT AND REIMBURSEMENT
AGREEMENT WITH CWD 50 MONROE, L.L.C.**

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

WHEREAS, the City of Grand Rapids Downtown Development Authority (the “DDA”) and CWD 50 Monroe, L.L.C. (the “Developer”) previously entered into a Development and Reimbursement Agreement dated as of February 2, 2017 (the “Agreement”), related to the renovation, remodeling and restoration of three existing buildings (the “Project”); and

WHEREAS, the DDA and CWD 50 Monroe, L.L.C. have determined to enter into a First Amendment to Development and Reimbursement Agreement (the “First Amendment”) clarifying the capture of tax increment revenues related to the Project.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the First Amendment in the form presented at this meeting is approved and the Chairperson of the DDA Board is authorized and directed to execute the First Amendment for and on behalf of the DDA.
2. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Boardmembers _____

NAYS: Boardmembers _____

ABSTAIN: Boardmembers _____

ABSENT: Boardmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: August 14, 2019

Flor Valera
Recording Secretary

CERTIFICATION

I, the undersigned duly qualified and acting Recording Secretary of the of the City of Grand Rapids Downtown Development Authority (the “DDA”), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the DDA at a regular meeting held on August 14, 2019, 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: August 14, 2019

Flor Valera
Recording Secretary

**FIRST AMENDMENT TO
DEVELOPMENT AND REIMBURSEMENT AGREEMENT**

THIS FIRST AMENDMENT TO DEVELOPMENT AND REIMBURSEMENT AGREEMENT (the “First Amendment”) made as of August 14, 2019, between the **CITY OF GRAND RAPIDS DOWNTOWN DEVELOPMENT AUTHORITY**, a Michigan public body corporate (the “DDA”), whose address is 29 Pearl Street, N.W., Grand Rapids, Michigan 49503, and **CWD 50 MONROE, L.L.C.**, a Michigan limited liability company (the “Developer”), whose address is 50 Louis Street, S.W., Suite 600, Grand Rapids, Michigan 49503.

RECITALS

A. The DDA and the Developer previously entered into a Development and Reimbursement Agreement (the “Agreement”) dated as of February 2, 2017, related to the development of a Project, as defined in the Agreement.

B. A clarification in the Agreement is necessary to indicate that any Project Tax Increment Revenues that would be realized from tax levies of the Grand Rapids Public Schools, the Kent Intermediate School District and the State Education Tax will not be captured by the DDA and used to pay an “eligible advance,” “eligible obligation” or “other protected obligation” as defined in Act 197.

NOW, THEREFORE, in exchange for the consideration in and referred to in the Agreement and this First Amendment, the parties agree as follows:

1. Excluded Tax Increment Revenues. Tax Increment Revenues that would be realized from Project tax levies of the Grand Rapids Public Schools, the Kent Intermediate School District and the State Education Tax will not be captured by the DDA and used to pay an “eligible advance,” “eligible obligation” or “other protected obligation” as defined in Act 197.

2. Defined Terms. All capitalized terms used in this First Amendment and not defined shall have such meanings as defined in the Agreement.

3. Ratification. Except as otherwise provided in this First Amendment, the Agreement is hereby incorporated herein, ratified and confirmed by the parties hereto.

IN WITNESS WHEREOF, the DDA and the Developer have caused this First Amendment to be signed as of the day and year first written above.

**CITY OF GRAND RAPIDS DOWNTOWN
DEVELOPMENT AUTHORITY**

By: _____
Brian Harris, Chairperson

CWD 50 MONROE, L.L.C.

By: _____
Samuel M. Cummings, Authorized Agent

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: August 12, 2019

TO: Downtown Development Authority

FROM: Tim Kelly, AICP
President & CEO

Agenda Item #9
August 14, 2019
DDA Meeting

SUBJECT: Authorization for 158 Oakes Street SW Letter of Understanding

On May 20, 2019 a Request for Proposals (RFP) was issued for the Downtown Development Authority (DDA) owned property at 158 Oakes Street SW. The site, which is approximately 40,000 square feet, is located on the extended Ottawa Avenue SW and adjacent to the under-construction Studio Park project.

The RFQ was posted on the DGRI website, distributed to the Grand Rapids Association of Realtors, the City of Grand Rapids, and distributed directly to the local development community to solicit interest in entering into a Letter of Understanding (LOU) with the DDA to negotiate the terms of a purchase and development agreement with the DDA. Proposals were due June 19, 2019.

As outlined in the RFP, the list price for entering into a LOU is a \$75,000 non-refundable payment to the DDA. The \$75,000 will be applied toward the DDA costs related to the preparation of the LOU and preparation of the purchase and development agreement including legal and engineering fees.

Respondents to the RFP were directed to consider the community goals established in GR Forward and to be responsive to the context of the surrounding neighborhood. In addition, proposals were evaluated based on scale of investment, project quality and timing, ability to demonstrate project financing, project compatibility with the neighborhood and the developer record for successful similar developments.

At the close of the listing period, three qualified offers were received for consideration. The proposals were all reviewed using the stated criteria with the Strategic Land Use Committee established at the July 2019 DDA Board meeting. Based on the evaluation, the Committee and staff are advancing the proposal received from Olsen Loeks Development. As proposed, their development includes the development of a new 175,000 square foot Class A office building and parking that will result in several hundred new jobs moving from outside the City into downtown Grand Rapids.



If approved by the Board, staff and DDA legal counsel will finalize the terms of the LOU which will enable the developer to conduct its necessary due diligence for the development. An updated appraisal of the property will also be conducted to ensure the property is sold for fair market value. Prior to acquisition the developer will be required to enter into a purchase and development agreement with the DDA to include, but not limited to, provisions related to submission of plans and specifications, the details of any economic incentives requested, identification of development milestones and articulation to performance requirements. The development agreement would be brought to the DDA Board for final approval within one year.

Recommendation:

Authorize the DDA Executive Director and DDA legal counsel to negotiate the terms of a Letter of Understanding with Olsen Loeks development for 158 Oakes Street SW.

REQUEST FOR PROPOSALS

FOR THE PURCHASE AND DEVELOPMENT OF DDA-OWNED PROPERTY

The City of Grand Rapids Downtown Development Authority (the “DDA”) is seeking proposals for the purchase and development of property located at 158 Oakes Street, S.W. in downtown Grand Rapids. The property, consisting of approximately 40,000 square feet, is located on extended Ottawa Avenue, S.W., adjacent to the under construction Studio Park project. The property provides a unique opportunity for development in the heart of Grand Rapids’ thriving urban center and is within the City Center Zone District and the Downtown Height Overlay-A area.

Proposals should consider the [community goals established in GR Forward](#) and be responsive to the context of the surrounding neighborhood. A responsive proposal shall include the offered purchase price (the DDA is required to sell the property at its fair market value), identification of development partners and team, identification of similar projects that developer has developed, the proposed use or uses and related approximate square footages, a drawing or sketch of the proposed development, estimated total investment and job creation, any economic development incentives being requested and an estimated timeline for completion of the development.

158 OAKES STREET SW



EVALUATION

All qualified proposals will be evaluated using the following criteria: (i) scale of investment, (ii) project quality and timing, (iii) ability to demonstrate project financing, (iv) project compatibility with neighborhood, (v) deliverability on GR Forward goals, and (v) developer record for successful similar developments. The recommended proposal will be brought to the DDA Board for consideration. If approved by the DDA Board, the selected developer will be required to enter into a one-year letter of understanding (“LOU”) with the DDA permitting the developer to conduct its necessary due diligence and to enter into a purchase and development agreement with the DDA. The LOU will require the developer make a \$75,000 nonrefundable payment to the DDA which amount will be applied towards the DDA costs related to preparation of the LOU and preparation of the purchase and development agreement including legal and engineering and related costs. Any unexpended amount will be applied to the purchase price of the property should the project

The selected developer will be required, prior to its purchase of the property, to enter into a purchase and development agreement with the DDA to include, but not limited to, provisions related to submission of plans and specifications for review and acceptance by the DDA, the details of any economic incentives requested, development milestones, and performance requirements including project financing.

PROPOSED TIMELINE

Proposals must be received by Tim Kelly, President and CEO of Downtown Grand Rapids, Inc. by e-mail at tkelly@downtowngr.org on or before 12 pm (noon) on **June 19, 2019**, and will be kept confidential until the submission deadline.

The DDA reserves the right to accept or reject any proposal and may negotiate the terms with one or more proposers.

Proposed timeline (subject to change at the sole discretion of the DDA):

- >> Proposals due: June 19, 2019, 12 noon
- >> Proposals reviewed: June 19 – July 3, 2019
- >> DDA Board considers approval of proposal: July 10, 2019
- >> DDA Board approves LOU and letter is executed by developer

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: August 9, 2019

TO: Downtown Development Authority

FROM: Tim Kelly, AICP
President & CEO

Agenda Item #10
August 14, 2019
DDA Meeting

SUBJECT: Event Pedestrian and Automobile Traffic Management Update

During the May 2019 Downtown Development Authority's (DDA) Board meeting, a question regarding the DDA's share of payments for the use of police officers to assist in pedestrian crossing at events was raised. The attached memos include background information on the history of the arrangement.

To summarize, in 2003 the DDA approved a three-year commitment to participate in a partnership designed to provide event pedestrian and traffic management services for ticketed events at the Van Andel Arena and Devos Place Convention Center. In addition to the DDA, that partnership included the Convention and Arena Authority and the City of Grand Rapids Parking Commission.

The recommendation for the DDA's participation arose from the acknowledgement of benefit received by virtue of increased revenues from event parking, primarily from users of the Area 4 and 5 parking facilities. The initial commitment established the following formula to calculate the share of expenses associated with police officers providing event pedestrian and traffic management services:

- CAA – 36.28%
- City of Grand Rapids – 35.94%
- DDA – 27.78%

The commitment from all parties was continued in 2006 and has not been changed, memorialized or reaffirmed since.

Following the Board discussion in May 2019, staff convened a meeting with representatives from the CAA and Mobile GR to discuss the partnership. Based on the increasing costs (see table below), as well as the recognition that the DDA is no longer the owner or beneficiary of increased parking revenue at Areas 4 and 5, staff communicated the DDA's desire to no longer provide funding effective at the end of the 2019 calendar year.



| | Budget | Actual | Difference |
|---------------------|---------------|---------------|----------------|
| FY19* | \$ 80,000.00 | \$ 142,004.65 | \$ (62,004.65) |
| FY18 | \$ 70,000.00 | \$ 105,305.00 | \$ (35,305.00) |
| FY17 | \$ 80,000.00 | \$ 88,109.00 | \$ (8,109.00) |
| FY16 | \$ 80,000.00 | \$ 86,040.00 | \$ (6,040.00) |
| FY15 | \$ 80,000.00 | \$ 75,168.00 | \$ 4,832.00 |
| FY14 | \$ 80,000.00 | \$ 87,462.00 | \$ (7,462.00) |
| FY13 | \$ 80,000.00 | \$ 84,836.00 | \$ (4,836.00) |
| TOTAL | \$ 550,000.00 | \$ 668,924.65 | \$(118,924.65) |
| *As of May 31, 2019 | | | |

Staff will continue to work with our partners at Mobile GR and the CAA to identify other opportunities to participate in making sure the experience for Downtown event goes is as safe and enjoyable as possible at Downtown venues, including through infrastructure improvements and improved access to venues. Projects underway and under consideration include enhancements to the plaza and alley at Van Andel Arena, enhanced sidewalks and intersections and the installation of enhanced signals and signage.