

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

Wednesday, July 13, 2016
8:00 a.m. Meeting
29 Pearl Street, NW Suite #1

- | | | |
|--|---------------|-----------------|
| 1. Call to order | | |
| 2. Approve Meeting Minutes from May 11, 2016 (8:01)
(enclosure) | <i>Motion</i> | <i>Harris</i> |
| 3. Accept May 31, 2016 Financial Statements (8:03)
(enclosure) | <i>Motion</i> | <i>Wallace</i> |
| 4. Adopt FY 17 DDA Budget and Priority Plan (8:07)
(enclosure) | <i>Motion</i> | <i>Larson</i> |
| 5. Approve Amendment to Revenue Sharing with Parking Serv. (8:12)
(enclosure) | <i>Motion</i> | <i>Larson</i> |
| 6. Authorize Funds for Overpass Pedestrian Improvements (8:22)
(enclosure) | <i>Motion</i> | <i>DeClercq</i> |
| 7. Approve Major Event Support for ArtPrize 8 (8:32)
(enclosure) | <i>Motion</i> | <i>Larson</i> |
| 8. Approve BRIP for Front Row Buildings 63 Monroe Center (8:42)
(enclosure) | <i>Motion</i> | <i>Kelly</i> |
| 9. Approve BRIP for 443 Bridge St. (8:52)
(enclosure) | <i>Motion</i> | <i>Kelly</i> |
| 10. Public Museum & Zoo Millage Overview (9:00) | Info Item | Various |
| 11. President & CEO Report (9:15) | Info Item | Larson |
| 12. Public Comment (9:35) | | |
| 13. Board Member Discussion (9:38) | | |
| 14. Adjournment | | |



UNAPPROVED MINUTES

MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

May 11, 2016

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

2. Attendance

Present: Mayor Rosalynn Bliss, Kayem Dunn, Dr. Wendy Falb, Jane Gietzen, Elissa Hillary, Brian Harris, 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, Bill Kirk, Andy Guy, Annamarie Buller, Kimberly Van Driel, LaTarro Traylor (Staff), Dick Wendt, Dan Wells, Jono Klooster, John Wheeler, Randal Meyering, Tim Dye

3. Approve Meeting Minutes from April 15, 2016

Motion: Dr. Wendy Falb, supported Jane Gietzen, moved approval of the minutes from the April 15, 2016 meeting as presented. Motion carried unanimously.

4. Accept April 30, 2016 Financial Statements

Ms. Wallace introduced the April financials. Ms. Wallace explained that the new financial system for the City has gone live and is the first local entity to pilot the new system. Ms. Wallace said she was unsure of the format in which the May financial statements will be presented, as they will be produced in the new system. Mayor Bliss asked if the new system will impact producing the new fiscal year budgets. Ms. Wallace said it will not affect producing the budgets prior to the public hearing. Mr. Larson said the administrative budget is still trending high, as the last six months of administrative costs still need to be reallocated and are looking to come in under budget. Mayor Bliss asked if the State Street reconstruction would be under budget. Mr. Larson said he was unsure at this time, as all of the invoices have not been submitted for the project.

Motion: Jane Gietzen, supported by Mayor Rosalynn Bliss, moved to approve Statement D: Schedule of April 2016 Expenditures as recommended. Motion carried unanimously.

Ms. Dunn asked Ms. Wallace that the Board be provided the financials prior to the meeting in an effort to keep good stewardship of the finances. Ms. Wallace agreed and apologized for the late distribution of financials.

5. Recommend FY 17 DDA Budget and Priority Plan

Mr. Larson gave an overview of the FY17 DDA Budget and Priority Plan. Mr. Larson shared that all three Alliances have recommended their respective budgets and project lists to the DDA, DID, and MNTIFA Boards. Mr. Larson said that of the 103 programs, projects, and initiatives, 92 of them are specifically recommended by GR Forward. Mr. Larson commended staff on working to ensure that DGRI's dollars are aligning with the GR Forward plan. Mr. Larson explained that the revenues are currently based on projections and will be adjusted as soon as the final estimates come in. Mayor Bliss asked for clarification on the management of the DDA owned parking lots. Mr. Larson said the DDA currently receives 25% of the revenues from the parking lots while Mobile GR manages the lots and receives 75% of the revenues. Mayor Bliss asked why the management company of the lots is receiving 75% of the revenues. Mr. Larson said that the agreement between Mobile GR and the DDA is currently out of term, and it would be a good opportunity to revisit the contract and ensure that the DDA is receiving the highest level of service. Mr. Larson and Mr. Harris both agreed that they would like to honor the arrangement with Mobile GR but would like to look at revisiting some of the details of the contract and noted that Mr. Naramore has been open to these discussions.

Jim Talen arrived to meeting.

Mr. Larson explained that the projected revenues would look very different should the sale of Areas 4 and 5 not occur. Ms. Hillary asked how this would affect the budget. Mr. Larson said he built the budget to assume that the sale would not go through, but it would mean that the revenues for future fiscal years become tighter. Ms. Sieger asked if there is a projected time that the Board will be aware of whether or not the sale will be occurring. Mr. Larson said there will be more clarity by fall, and we will know for certain by March of next year. Mr. Larson shared that 98% of the budget has been vetted and supported by the various advisory boards. Mr. Larson also pointed out that the current administrative costs for the DDA are approximately 10%, which is considered very lean for an organization such as ours. Mr. Harris asked what the administrative costs are for managing the Alliances. Mr. Larson said he would need to gather staff time to evaluate what the actual percentage would be. Mr. Kelly said he would estimate that 10% of his weekly time is dedicated to managing his Alliance. Mr. Harris said he would be curious in the actual administration costs for the Alliances as they are a tool and asset to the organization, and want to ensure that they produce a high return on investment. Mr. Larson said the Alliances give the organization an opportunity to invest in future leaders and invite the community to participate in the process. Mr. Larson said it would be hard to gauge the actual return on investment but believes them to be invaluable to the community and organizational transparency. Ms. Dunn added that the Alliances are a fulfillment of a specific goal set forth by the DDA. Mr. Kelly added that when the budgets are presented to the Board, it allows the Board the certainty and assurance that these projects have been vetted and recommended by our Alliances. Mr. Kelly, Mr. Kirk, and Ms. Van Driel gave an overview of the projects recommended by their Alliances. Ms. Hillary thanked Ms. Van Driel for all of her work to help program the public realm, but asked for clarification for how it is determined whether an event is eligible for major event sponsorship or general sponsorship dollars. Mr. Larson said the general consideration for a major event, is that it is non-ticketed and attracts over 25,000 attendees. Mr. Larson added that these are not entitlement dollars, and all of the events that have been identified for major event sponsorship are still required to come to the Board for approval. Ms. Hillary said she was still unclear as to why events that are waste free or attract large crowds are not considered for major event sponsorship. Mr. Larson said that these events are not permanent investments and will be weaned off of DDA support, but are events that have met the community's goals and priorities. Mr. Harris said he believes this to be a conversation regarding the language used in the budget and not the actual line item amount being contested. Mr. Harris added that as the event sponsorship has evolved, he has appreciated staff increasing transparency on the process in which

dollars are distributed.

Motion: Rick Winn, supported by Jane Gietzen, moved to recommend the FY17 Budget Summary to the Grand Rapids City Commission and request fund appropriation. Motion carried unanimously.

Dr. Wendy Falb departed meeting.

6. Authorize Pedestrian Counts Hardware Purchase

Mr. Kirk presented the request for purchasing pedestrian counts hardware. Mr. Kirk shared that a selling point of this specific hardware is that it will not require additional infrastructure and also provides high level reporting metrics. Mr. Kirk said that these specific counters have been used in similar climates such as Canada, so the winter months should not provide any challenges for the hardware. Mr. Larson said this is by no means 'big brother' technology but will instead allow us to gauge the effectiveness of our various interventions, such as; banners, sidewalk improvements, and streetscape enhancements. Mr. Kirk said that site placements will be selected based on recommendations from GR Forward, as well as input from the Alliance for Livability, and other stakeholders.

Motion: Kayem Dunn, supported by Diana Sieger, moved to approve funding for procurement of pedestrian count hardware and account management services from Eco-Counter in an amount not to exceed \$25,000. Motion carried unanimously.

7. Approve Development Support for 250 Monroe

Mr. Kelly introduced a development support request for the Calder Plaza building at 250 Monroe. Mr. Kelly said the request would be to help provide snowmelt, façade improvements, and ADA improvements. Ms. Gietzen asked how the renovation of this building coincides with the renovation of the actual plaza. Mr. Kelly said that the Calder Plaza consultant team are working closely with the adjoining property owners. Ms. Gietzen asked if CWD has a seat on the Calder Plaza steering committee. Mr. Kelly said that because they were on a firm that submitted a proposal, it was a conflict of interest. Mr. Kelly said he would be specifically meeting with members of CWD for the upcoming Calder Plaza focus groups. Mayor Bliss said she is hopeful that this redesign will help the retail space at the location as the building is currently very uninviting. Mayor Bliss added that there is a great opportunity for outdoor seating at this location.

Motion: Mayor Rosalynn Bliss, supported by Elissa Hillary, moved to approve the development support in an amount not to exceed \$200,117 for 250 Monroe Avenue NW (The Calder Plaza Building).

8. Approve Areaway Remediation Support for 337 Mt. Vernon

Mr. Kelly introduced an areaway grant support request for 337 Mt. Vernon. Mr. Kelly said this areaway has caused flooding to the building and is need of immediate attention. Mr. Kelly said the project will reinforce, cap, and fill the areaway. Mr. Kelly said that because there is a large range of estimates for the project, the recommendation before the Board is to approve the maximum amount, but the reimbursement will be based on the actual receipts.

Motion: Jane Gietzen, supported by Elissa Hillary, moved to approve the areaway fill program request in an amount not to exceed \$35,000 for 337 Mr. Vernon Avenue NW. Motion carried unanimously.

9. President & CEO Report

DGRI (5/5/16)

- Received alignment updates from Airport and The Rapid
- Approved support for new Food Truck Ordinance!

DDA 5/11/16

- Will Consider FY 17 budget
- Will consider pedestrian counter purchase
- Will consider areaway grants for 2 WestSide properties
- Will consider development support for 250 Monroe

MNTIFA (5/11/16)

- Will Consider FY 17 budget

DID (5/13/16)

- Review of Assessments billed / collected

Alliances:

INVESTMENT (5/10)

- Chair: Nikos Monoyios, Long Range Planner @ The Rapid
- Recommended FY17 AFI Budget Priorities

VIBRANCY (4/20)

- Chair – Brandy Moeller, City of Grand Rapids
- Recommended FY17 AFV Budget Priorities

LIVABILITY (4/25)

- Chair: Lynee Wells, Principal @ Williams & Works – Working Group Discussions;
- Received Ambassador and GRPD Reports
- Participated in discussions on Downtown Census, Food Truck Reform, and Skate Park planning
- Recommended FY17 AFL Budget Priorities

DGRI Staff Highlights

Events / Marketing / Communications

- 1st Residential Stakeholder Event, May 3, 2016- ~150 attendees
- Conducted stakeholder outreach re: Food truck policy reform
- Launched development of 2 video projects
- Compiling the FY16 Annual Report

- Preparing for Relax at Rosa – 20 weekly, recurring events starting 5/5
- Planning launch of 2016 Movies in the Park lineup – May 17 on DayBreak & 8West on WoodTV8
- State of the Downtown – June 9!!!!

Planning / Development

- Released results of Downtown Census project
- Organizing Inter-City Trip > Minneapolis – May 19-21
- Collaborating on flood protection improvements for Ah-nab-Awen Park & Indian Mounds Park
- Partnering with Experience GR and Grand Action on Destination Asset Initiative
- Managing Lyon Square Schematic Design
- Calder Plaza Design – Steering Committee Meeting – 5/23
- Next TIF Plan Committee Meeting - 7/14
- Achieved approval from Rapid Board for free Silverline service north of Wealthy St.
- Preparing speech for World Towns Leadership Summit June 16 in Edinburgh, Scotland

10. Public Comment

None

11. Board Member Discussion

Mr. Harris said that he would like to continue the discussion regarding major event support with Ms. Hillary and Mr. Larson prior to the budget being presented to City Commission.

12. Adjournment

The meeting adjourned at 9:50am

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

**Agenda Item 3.
July 13, 2016
DDA Meeting**

DATE: July 7, 2016

TO: Brian Harris
Chairman

FROM: Jana M. Wallace
Downtown Development Authority Treasurer

SUBJECT: FY2016 Financial Statements Through May 31, 2016

Attached are the financial statements for the first eleven months of the DDA's fiscal year ended 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 May, 2016 Expenditures

In late May the annual principal and interest payments for the DDA's Series 1994 Van Andel Arena bonds were paid in the amount of \$3,995,000. Aside from that, there were no unusual financial transactions in May. The Authority has sufficient cash to support budgeted expenditures.

I currently expect to present the preliminary June 30, 2016 statements at the Authority's meeting on September 14, 2016. I also expect to present the FY2017 financial statements as of August 31, 2016 at the September meeting.

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

Attachments

STATEMENT A

DOWNTOWN DEVELOPMENT AUTHORITY

Balance Sheet

May 31, 2016

	Non-Tax Funds	Debt Increment	Local Tax Increment	TOTAL
ASSETS				
Pooled Cash and Investments	\$ 4,371,704	\$ 3,371,996	\$ 5,209,946	\$ 12,953,646
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	-	30,098,727	139,500	30,238,227
TOTAL ASSETS	\$ 5,046,604	\$ 38,874,883	\$ 95,401,682	\$ 139,323,169
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	-	517,611	-	517,611
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	-	30,098,727	-	30,098,727
TOTAL LIABILITIES	782,307	34,718,753	150,635	35,651,695
Fund Balance / Equity:				
Investments in General Fixed Assets	-	-	90,051,736	90,051,736
Non-Tax Increment Reserve	3,733,614	-	-	3,733,614
Reserve for Authorized Projects	-	-	5,186,322	5,186,322
Reserve for Brownfield Series 2012A Bonds	530,637	-	-	530,637
Reserve for Compensated Absences	-	-	8,033	8,033
Reserve for Eligible Obligations	-	4,156,130	-	4,156,130
Reserve for Encumbrances	46	-	4,956	5,002
TOTAL FUND EQUITY	4,264,297	4,156,130	95,251,047	103,671,474
TOTAL LIABILITIES & FUND EQUITY	\$ 5,046,604	\$ 38,874,883	\$ 95,401,682	\$ 139,323,169

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 - May 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)	(308)
Property Tax Increment - Rebates to City / ITP	-	-	-	-	(150,850)	(147,871)
Special Assessments - Areaway	15,000	1,032	-	-	-	-
Brownfield Authority - Grandville Avenue	-	-	-	-	25,225	25,667
Interest on Investments - General	16,719	27,380	8,000	456	60,500	97,026
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	42,250	-	-	-	-
Event Sponsorships and Support	40,000	49,450	-	-	-	-
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	\$ 209,399	\$ 7,870,567	\$ 8,090,668	\$ 6,537,904	\$ 4,950,214
EXPENDITURES						
Investment - Planning and Infrastructure						
Development Incentive Programs	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000	\$ 776,701
Transit Projects - Transit Millage Funded	-	-	-	-	230,000	7,918
Planning	15,000	1,713	-	-	75,000	76,235
Public Infrastructure	2,051,451	-	-	-	2,505,000	1,561,225
Investment Total	\$ 2,066,451	\$ 1,713	\$ -	\$ -	\$ 3,860,000	\$ 2,422,079
Livability - Residents / Workers / Neighborhood	465,000	330,828	-	-	995,000	63,792
Vibrancy - Attracting Visitors	532,000	343,916	-	-	270,000	128,703
Miscellaneous	50,000	26,775	-	-	-	1,000
Total Alliance Projects	\$ 3,113,451	\$ 703,232	\$ -	\$ -	\$ 5,125,000	\$ 2,615,574
Administration	2,200	2,769	-	-	952,863	947,467
Debt Service for Bond Issues	-	-	5,479,525	5,479,525	460,041	346,241
Estimated Capture to be Returned	-	-	2,391,042	2,095,402	-	-
TOTAL EXPENDITURES	\$ 3,115,651	\$ 706,001	\$ 7,870,567	\$ 7,574,927	\$ 6,537,904	\$ 3,909,282
EXCESS / (DEFICIT)	\$ -	\$ (496,602)	\$ -	\$ 515,741	\$ -	\$ 1,040,932

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.

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STATEMENT C

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

Project Title	Project Budgets		EXPENDITURES			Available
	%	Cost	Month	Fiscal Year	All Years	Budget
Areaway Fill Program (ARIP)		\$ 70,000 ^{1,2}	\$ -	\$ 42,930		\$ 27,070
Building Re-use Incentive Program (BRIP)		250,000 ^{1,2}	-	120,497		129,503
Development Project Guidance		80,000 ^{1,2}	8,754	54,171		25,829
Development Project Reimbursements		600,000 ^{1,2}	-	515,159		84,841
Streetscape Improvement Incentive Program		50,000 ^{1,2}	-	43,944		6,056
Investment - Development Incentives Sub-Total	7.45%	\$ 1,050,000	\$ 8,754	\$ 776,701		\$ 273,299
DASH North Shuttle Services		80,000 ^{1,2}	-	7,918		72,082
New Downtown Circulator Infrastructure		250,000 ²	-	-	-	250,000
Investment - Transit Millage Funded Sub-Total	2.34%	\$ 330,000	\$ -	\$ 7,918	\$ -	\$ 322,082
Downtown Plan		668,089 ²	1,956	76,235	669,233	(1,144)
Investment - Planning Sub-Total	4.74%	\$ 668,089	\$ 1,956	\$ 76,235	\$ 669,233	\$ (1,144)
Arena South Implementation		998,594 ²	-	22,464	71,058	927,536
Bostwick Avenue - Lyon St to Crescent St		225,000 ²	-	493,797	493,674	(268,674)
Bridge Street Streetscape Improvs		239,003 ²	-	104,864	111,120	127,883
Grandville Ave Area Improvements		850,000 ²	-	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	58,001	58,001		200,000
Monroe Ave Resurfacing - Louis to I-196		165,000 ²	-	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	-	28,549	117,890	982,110
Weston Street - Sheldon to LaGrave Ave		100,000 ²	-	-	-	100,000
Investment - Public Infrastructure Sub-Total	53.74%	\$ 7,569,270	\$ 58,001	\$ 1,561,225	\$ 3,899,158	\$ 3,670,112
Downtown Speakers Series		15,000 ^{1,3}	-	1,713		13,287
Investment - Non-Tax Supported Sub-Total	0.11%	\$ 15,000	\$ -	\$ 1,713		\$ 13,287
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	158	49,509	92,531	457,067
Skywalk Wayfinding Sign Improvements		50,000 ²	-	-	-	50,000
Snowmelt System Repairs / Investigation		50,000 ^{1,2}	1,000	7,258		42,742
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	\$ 1,158	\$ 63,792	\$ 332,973	\$ 2,775,465
Division Ave Task Force Implemntn		5,000 ^{1,3}	-	-		5,000
Downtown Ambassadors		225,000 ^{1,3}	49,081	257,240		(32,240)
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}	771	5,654		1,846
Street Trees Maintenance Program		5,000 ^{1,3}	-	-		5,000
Transportation Demand Mmnt Prog		125,000 ^{1,3}	11,746	62,934		62,066
Winter Avenue Building Lease		2,500 ^{1,3}	-	-		2,500
Livability - Non-Tax Supported Sub-Total	3.44%	\$ 485,000	\$ 61,598	\$ 330,828	\$ 9,715	\$ 144,457
Downtown Marketing & Inclusion		250,000 ^{1,2}	4,638	128,143		121,857
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	\$ 4,638	\$ 128,703		\$ 141,297
Bridge Lighting Operations		10,000 ^{1,3}	-	10,000		-
DGRI Event Production		60,000 ^{1,3}	776	81,541		(21,541)
Diversity/Inclusion Programming		10,000 ^{1,3}	-	9,497		503
Downtown Marketing & Inclusion		- ^{1,3}	-	16,606		(16,606)
Downtown Workforce Program		20,000 ^{1,3}	1,880	9,863		10,137
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}	-	76,892		3,108
Public Space Activation		35,000 ^{1,3}	1,015	28,589		6,411
Rosa Parks Circle Skating Operations		42,000 ^{1,3}	-	403		41,597
Special Events - Grants		50,000 ^{1,3}	2,500	29,181		20,819
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}	-	49,164		30,836
Vibrancy Non-Tax Supported Sub-Total	3.78%	\$ 532,000	\$ 6,171	\$ 343,916		\$ 188,084
Experience - Miscellaneous	0.00%	-^{1,2}	-	1,000		(1,000)
Experience - Miscellaneous	0.35%	50,000^{1,3}	1,648	26,775		23,225
TOTAL	100.00%	\$ 14,085,055	\$ 143,924	\$ 3,318,806		\$ 7,549,164

Note 1: Current year (FY2016) budget only.

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

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STATEMENT D

DOWNTOWN DEVELOPMENT AUTHORITY

Schedule of Expenditures

May, 2016

Source	Vendor	Purpose / Project	Description	Amount
Debt	U.S. Bank Corporate Trust	DDA 1994 Bonds - Van Andel Arena	Annual interest payment	\$3,137,513.20
Debt	U.S. Bank Corporate Trust	DDA 1994 Bonds - Van Andel Arena	Annual principal payment	857,486.80
Local	Paychex	Administration	DDA Payroll Wages, 401(k), Taxes - May 2016	57,671.68
Local	Bishop Land Design, LLC	Lyon Square Improvements	Lyon Square design services April 2016	38,002.20
Non-Tax	Mydatt Service Inc	Downtown Ambassadors	Monthly services - February 2016	24,510.78
Non-Tax	Mydatt Service Inc	Downtown Ambassadors	Monthly services - April 2016	24,510.78
Local	Correcting Entry to Add Project Code	Lyon Square Improvements	Move expenditures to the project code	19,999.22
Non-Tax	CHSP Minneapolis, LLC	Transportation Demand Mnmt Prog	MSP innovation exchange hotel rooms	8,188.73
Local	GRCAC	Downtown Marketing & Inclusion	GR live radio sponsor	4,500.00
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Sale of Area 5	3,858.40
Local	McAlvey Merchant & Associates	Administration	Consulting services - April 2015	3,000.00
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Sale of Area 5	2,984.80
Local	City of Grand Rapids	Administration	Staff services - 04/23/2016	2,924.50
Non-Tax	Fifth Third Bank - Procurement Card	Transportation Demand Mnmt Prog	Flights to MSP for innovation exchange	2,720.06
Local	City of Grand Rapids	Administration	Staff services - 05/21/2016	2,517.28
Local	Fifth Third Bank - Procurement Card	Administration	K. Larson World Towns Leadership summit flight	2,329.40
Local	City of Grand Rapids	Administration	Staff services - 05/07/2016	2,161.64
Local	Applied Imaging	Administration	Share of copier rental, and black/white/color copy fees	1,751.35
Non-Tax	Fifth Third Bank - Procurement Card	Experience - Miscellaneous	MUDF conference in Cincinnati - car rental & parking	1,648.36
Non-Tax	Fifth Third Bank - Procurement Card	Special Events - grants	Sabor Latino sponsorship	1,500.00
Local	Grand Rapids Public Schools	Downtown Plan	We are GR April advertisement	1,500.00
Non-Tax	Joshua A Dunigan	Downtown Workforce Program	Relax at Rosa performance- 05/05/16	1,500.00
Local	Dickinson Wright PLLC	Administration	Legal services - DDA TIF legislation	1,492.40
Local	HR Collaborative LLC	Administration	Share of HR consultant services	1,371.10
Local	Dickinson Wright PLLC	Administration	Legal services - DDA TIF legislation	1,365.00
Local	Dickinson Wright PLLC	Administration	Legal services - DDA TIF legislation	1,073.80
Local	Geotech Inc	Snowmelt System Repairs / Investigation	Monroe center snowmelt - asset mnmt maintenance	1,000.00
Non-Tax	Public Museum of West Michigan	Special Events - grants	'Science Night at the Museum' event sponsorship	1,000.00
Non-Tax	Revue Holding Company Inc.	Public Space Activation	Pop up performer solicitation - 05/01/2016	772.00
Non-Tax	Swift Printing	Stakeholder Engagement Programs	"Mix Mingle and Share" posters	770.86
Local	Dickinson Wright PLLC	Administration	Legal services - misc DDA matters March 2016	600.60
Local	Dickinson Wright PLLC	Administration	Share of legal services - misc DGRI matters 03/2016	532.35
Non-Tax	Swift Printing	DGRI Event Production	Valent- Ice and 80's on Ice event flyers	528.21
Local	MVP Sportsplex - GR, LLC	Administration	Payroll deduction for gym memberships - May 2016	484.35
Non-Tax	Nicholas Theodore Monoyios	Transportation Demand Mnmt Prog	MSP innovation exchange travel reimb - May, 2016	482.20
Local	Swift Printing	Downtown Plan	GR Forward palm cards	455.80
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Venue Towers development support	455.00
Local	Dickinson Wright PLLC	Administration	Legal services - Calder Plaza contract	455.00
Local	Professional Maint of Michigan Inc.	Administration	Share of cleaning services April 2016	451.66
Local	Dickinson Wright PLLC	Administration	Share of legal services - reviewed DGRI Bd packet	438.41
Local	Dickinson Wright PLLC	Administration	Legal services - library millage meeting	418.60
Local	Dickinson Wright PLLC	Administration	Legal services - tax increment finance plan amendmts	418.60
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Venue Towers development support	382.20
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - 20 E. Fulton redevelopment project	382.20
Non-Tax	Swift Printing	Downtown Workforce Program	Relax at Rosa handbills and flyers	380.27
Local	Dickinson Wright PLLC	Administration	Share of legal services - personnel matter	328.81
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - 250 Monroe development support	327.60
Local	Dickinson Wright PLLC	Administration	Legal services - library millage correspondence	327.60
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Sale of Area 5	309.40
Non-Tax	Fifth Third Bank - Procurement Card	Administration	Refreshments for various meetings	268.64
Local	Cellco Partnership dba Verizon	Administration	Share of cellphone svc/equip May 2016	264.79
Local	TDS Metrocom	Administration	Share of 29 Pearl NW telephone service - May 2016	251.22
Non-Tax	Fifth Third Bank - Procurement Card	Public Space Activation	Event supplies: Relax at Rosa	242.93
Non-Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	Event supplies: MITP	218.75
Local	Fusion IT	Administration	Share of IT services back up solutions - May 2016	215.08
Non-Tax	Fifth Third Bank - Procurement Card	Transportation Demand Mnmt Prog	K. Larson flight for Minneapolis innovation exchange	213.60
Local	Great America Financial Services	Administration	Share of Ricoh copier system lease - May 2016	176.78
Local	Fifth Third Bank - Procurement Card	Administration	L. Traylor and K. Van Driel conference registration	175.00
Local	Dickinson Wright PLLC	Administration	Share of legal services - personnel matter	172.23

continued on the next page

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

Page 2

Source	Vendor	Purpose / Project	Description	Amount
<i>continued from previous page</i>				
Local	Fifth Third Bank - Procurement Card	Public Realm Improvements	Public parklet storage unit	\$ 158.00
Local	Paychex	Administration	DDA Paychex Fees - May 2016	140.51
Local	Paychex	Administration	DDA Payroll HRS fees - May 2016	140.00
Local	Fifth Third Bank - Procurement Card	Downtown Marketing & Inclusion	Website/software monthly charges	138.01
Local	Fusion IT	Administration	Share of IT system & network engineering May 2016	122.59
Local	Comcast	Administration	Share of high speed internet - May 2016	120.31
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	106.65
Local	Fusion IT	Administration	Share of IT system & network engineering April 2016	95.71
Local	Dickinson Wright PLLC	Administration	Legal services - misc DDA matters January 2016	91.00
Non-Tax	MVP Sportsplex - GR, LLC	Transportation Demand Mnmt Prog	B. Kirk P/R deduction for gym membership - May 2016	72.00
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	69.62
Non-Tax	Cellco Partnership dba Verizon	Transportation Demand Mnmt Prog	B. Kirk cellphone svc/equip May 2016	68.93
Local	Breck Graphics dba Allegra	Administration	Share of K. Larson business cards	68.02
Local	Brandon Alman	Administration	Share of DGRI office painting installation	64.52
Non-Tax	Consumers Energy	Downtown Ambassadors	Electricity - 351 Winter Ave NW	58.87
Local	Gordon Water Systems	Administration	Share of water cooler rental - May 2016	56.56
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services- Sale of Area 5	54.60
Local	Madcap Coffee	Administration	Share of coffee	52.52
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	51.91
Local	Dickinson Wright PLLC	Administration	Share of legal services - misc DGRI matters 01/2016	46.97
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	46.44
Local	Madcap Coffee	Administration	Share of coffee	46.14
Local	JP Morgan Chase	Administration	DDA Payroll bank fee - May 2016	45.59
Local	Model Coverall	Administration	Share of office mats	33.14
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	29.83
Non-Tax	Swift Printing	DGRI Event Production	Valent-Ice poster	29.00
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	22.25
Local	Fusion IT	Administration	Share of IT system & network engineering April 2016	20.43
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	14.61
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	13.33
Local	Fifth Third Bank - Procurement Card	Administration	DDA postage	10.65
Local	Fusion IT	Administration	Share of IT system & network engineering April 2016	10.32
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	9.71
Local	Correcting Entry to Add Project Code	Administration	Remove expenditures not charged to a project	(19,999.22)
MAY, 2016 EXPENDITURES				<u>\$4,204,091.74</u>

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DDA

DATE: July 7, 2016

TO: Downtown Development Authority

FROM: Kristopher Larson 
President & CEO

SUBJECT: Adoption of FY17 Budget

Agenda Item #4
May 11, 2016
DDA Meeting

Update: Following the approval and recommendation by the DDA Board on May 11, 2016, the Grand Rapids City Commission unanimously approved the FY17 DDA Budget and Priority Plan at its meeting held June 7, 2016. Additionally, per recommended by the DDA Board, a text change was made to the Non-Tax Fund to remove the event names from the detail of the NTI: Vibrancy: Major Event Sponsorship line item.

Beginning in February of 2016, Downtown Grand Rapids Inc. (DGRI) staff began soliciting input from the three Alliances charged with advising DGRI staff on projects and priorities. This input process evolved from process overviews, to understanding prior years' initiatives and priorities from GR Forward, to generating concepts for new projects, and finally, to prioritizing and phasing projects strategically. This 3-month, iterative process culminated in each of the three Alliances tendering recommendations to the three fiduciary Boards of DGRI (DDA, DID, and MNTIFA) regarding their ambitions for the coming fiscal year.

Expenditures proposed FY17 DDA Budget include 103 individual capital projects, programs, events, and other initiatives. Among these include 64 events and engagement opportunities such as Valent-ICE, events for Downtown residents and workers, plus community inclusion efforts. There are 17 capital projects intended to beautify Downtown and improve its walkability and accessibility (examples include lighting overpasses, tree plantings, and pedestrian space improvements), 8 design & engineering projects (Lyon Square, white water, riverside running trail), & mobility projects (new DASH stop infrastructure, bicycle improvements), 6 continuing asset management investments (snow melt, wayfinding), and one new significant park improvement project – Veteran's Park. While price tags for the different types of projects can vary wildly from pop-up performers to planter boxes, the financial split between Alliance purviews is as follows:



DOWNTOWN
GRAND RAPIDS INC.

In addition to the 78 members that comprise the three Alliances, DGRI staff has also intently listened to its partner organizations, City staff, stakeholders, and the DGRI fiduciary Boards regarding preferences for future year budgetary priorities. *Citizens participated in identifying and prioritizing 98.11% of the \$5,706,000 in discretionary investments proposed in the FY17 DDA Budget.*

With GR Forward now an approved amendment to the City's Master Plan, DGRI has continued to work diligently in aligning its budgets with plan's recommendations. Of the 103 programs, projects, and initiatives proposed, the FY17 proposed budget includes 92 specific initiatives recommended by GR Forward. 82.52% of the proposed DDA program and project expenditures are directly related to GR Forward. Projects that are carry-forwards from previous commitments, such as snow melt repairs, the reconstruction of State Street, and wayfinding improvements, are examples of those projects not considered as directly tied-back to GR Forward recommendations. Examples of proposed GR Forward implementation-related projects include transforming four highway overpasses that create barriers within Downtown, developing a flexible re-design for Calder Plaza, advancing Lyon Square designs, the DASH system reboot, expanding the Downtown tree canopy, advancing more winter programming, and integrating more public art.

Now recommended by the DDA Board and approved by the City Commission, this action serves as the last formal step along the annual path for budget development and approvals.

Recommendation: Adopt the FY17 DDA Budget and Priority Plan.

**CITY OF GRAND RAPIDS, MICHIGAN
DOWNTOWN DEVELOPMENT AUTHORITY
FY2017 Appropriation Request**

Recommended by the Downtown Development Authority on May 11, 2016

Approved by City Commission on June 7, 2016

Submitting for Adoption by the Downtown Development Authority on July 13, 2016

PROPOSED FY2017 BUDGET				
RESOURCES	Non-Tax Fund	Debt Tax Increment	Local Tax Increment	TOTAL
Property Tax Increment - General	\$ -	\$ 9,630,568	\$ 5,107,623	\$ 14,738,191
Property Tax Increment - Public Transit Millage	-	-	454,848	454,848
Property Tax Increment - Rebates to City / ITP	-	-	(327,570)	(327,570)
Property Tax Increment - Prior Year Appeals	-	(75,000)	(75,000)	(150,000)
Special Assessments	15,000	-	-	15,000
Brownfield Redevelopment Authority - Grandville Avenue	-	-	26,180	26,180
Brownfield Redevelopment Authority - Veterans Park	-	-	606,979	606,979
Fees / Reimbursements - Miscellaneous	600	-	10,000	10,600
Interest - General	22,171	5,000	54,307	81,478
Interest - "The Gallery" Promissory Note	27,623	-	-	27,623
Principal - "The Gallery" Promissory Note	50,000	-	-	50,000
Property Rental - Buildings and Facilities	51,510	-	-	51,510
Property Rental - DASH Parking Lots	321,332	-	-	321,332
Event Sponsorships and Support	60,000	-	-	60,000
Lyon Square Partner Contributions	-	-	560,000	560,000
Property Sale	6,550,000	-	-	6,550,000
From Series 1994 Debt Service Reserve Fund	-	564,160	-	564,160
From / (To) Fund Balance	(3,812,588)	(5,000)	1,129,983	(2,687,605)
TOTAL RESOURCES	\$ 3,285,648	\$ 10,119,728	\$ 7,547,350	\$ 20,952,726
APPROPRIATIONS				
Program Area Alliances				
Investment - infrastructure & real property projects	\$ 2,061,451	\$ -	\$ 4,904,000	\$ 6,965,451
Livability - projects for downtown residents & workers	412,000	-	870,000	1,282,000
Vibrancy - projects for downtown visitor attraction	555,000	-	295,000	850,000
Total Program Area Expenditures	3,028,451	-	6,069,000	9,097,451
Administration and Miscellaneous	43,200	-	1,022,863	1,066,063
Estimated Excess Capture to be Returned	-	4,310,203	-	4,310,203
Debt Service	213,997	5,809,525	455,487	6,479,009
TOTAL APPROPRIATIONS	\$ 3,285,648	\$ 10,119,728	\$ 7,547,350	\$ 20,952,726
EXCESS / (DEFICIT)	\$ -	\$ -	\$ -	\$ -

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DDA

DATE: July 6, 2016

TO: Downtown Development Authority

FROM: Kristopher Larson
President & CEO 

Agenda Item #5
July 13, 2016
DDA Meeting

SUBJECT: Third Amendment to Parking Services Agreement

The DDA and the City entered into a forty-year Parking Operation and Maintenance Agreement dated December 17, 2002, as amended by a Memorandum of Amendment #1 dated September 1, 2006 and a Second Amendment to Parking Agreement dated June, 2013 (collectively, the "Agreement"), related to the City's Parking Services Department providing operation and maintenance services for surface parking lots owned by the DDA and identified as the "Parking Lots" in the Agreement. The Agreement provides that in return for the City's retention of all operating revenues realized from the Parking Lots, the City pay the DDA a usage fee equal to 12% of total annual gross revenues received from operation of the Parking Lots.

To assist with the funding of the programs that fall outside of direct TIF expenditure eligibility, DDA staff approached Parking Services staff and the Parking Commission during April and May of 2013, and requested that the parking revenue sharing agreement between the City and the DDA be modified to reflect a 25% transfer of gross parking revenues. At its meeting in May of 2013, the Parking Commission approved the request for a two-year period from July 1, 2013 through June 30, 2015. Commensurately, the DDA Board approved the amendment to the Agreement.

The DDA and the City have agreed to further amend the Agreement to extend the usage fee at 25% of total annual gross revenues for all Parking Lots except Area 3 (owned privately) for an additional two-year period commencing July 1, 2015, and ending June 30, 2017. Factoring in the proposed parking rate adjustments that are planned to be effective on September 1, 2016, parking revenues rebated back to the DDA (realized as revenues in the Non-Tax fund) are expected to increase by approximately \$200,000, or approximately 60%. Following this consideration by the DDA, the Agreement will be presented to the Parking Commission on July 14, 2016, and eventually to the City Commission.

Recommendation: Approve the attached resolution and authorize the DDA Board Chair to execute a third amendment to the Agreement mentioned herein.



DOWNTOWN
GRAND RAPIDS, INC.

**THIRD AMENDMENT TO PARKING OPERATION
AND MAINTENANCE AGREEMENT**

THIS THIRD AMENDMENT TO PARKING OPERATION AND MAINTENANCE AGREEMENT (the “Amendment”) is made _____, 2016, by and between the **CITY OF GRAND RAPIDS DOWNTOWN DEVELOPMENT AUTHORITY**, a Michigan statutory authority created pursuant to Act 197 of the Public Acts of Michigan of 1975, as amended (the “DDA”), and the **CITY OF GRAND RAPIDS**, a Michigan municipal corporation (the “City”).

RECITALS

The DDA and the City entered into a forty-year Parking Operation and Maintenance Agreement dated December 17, 2002, as amended by a Memorandum of Amendment #1 dated September 1, 2006 and a Second Amendment to Parking Agreement dated June, 2013 (collectively, the “Agreement”), related to the City’s Parking Services Department providing operation and maintenance services for surface parking lots owned by the DDA and identified as the “Parking Lots” in the Agreement. The Agreement provides that in return for the City’s retention of all operating revenues realized from the Parking Lots, the City pay the DDA a usage fee equal to 12% of total annual gross revenues received from operation of the Parking Lots, provided, the usage fee is equal to 25% of total gross revenues for all Parking Lots except Area 3 for a two-year period from July 1, 2013, through June 30, 2015. The DDA and the City have agreed to further amend the Agreement to extend the usage fee at 25% of total annual gross revenues for all Parking Lots except Area 3 for an additional two-year period commencing July 1, 2015, and ending June 30, 2017.

NOW, THEREFORE, in consideration of the mutual promises set forth below and in the Agreement, the parties agree as follows:

Section 1. Amendment to Section 4 of Agreement. Section 4 of the Agreement is further amended in its entirety to read as follows:

Section 4. Usage Fees. In return for the City’s retention of all revenues realized from operation of the Parking Lots, the City shall pay the DDA an annual usage fee equal to 12% of total annual gross revenue received from operation of the Parking Lots, *provided, however*, the usage fee shall be increased to 25% for all Parking Lots except Area 3 (which shall remain at 12%) for a period commencing July 1, 2013, and ending June 30, 2017. Such amounts shall be payable for each fiscal year of the City during the term of this Agreement commencing with the fiscal year ending June 30, 2003. The City shall pay such amount to the DDA by August 15 following each fiscal year during the term of this Agreement.

Section 2. Ratification. The Agreement is in all other respects hereby ratified and confirmed.

IN WITNESS WHEREOF, the parties have signed this Agreement on the day first written above.

**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

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

**RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION
OF A THIRD AMENDMENT TO PARKING OPERATION AND
MAINTENANCE AGREEMENT WITH THE CITY OF GRAND RAPIDS**

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

WHEREAS, the City of Grand Rapids Downtown Development Authority (the “DDA”) and the City of Grand Rapids (the “City”) previously entered into a forty-year Parking Operation and Maintenance Agreement dated December 17, 2002, as amended by a Memorandum of Amendment #1 dated September 1, 2006 (collectively, the “Agreement”), related to the City’s Parking Services Department providing operation and maintenance for DDA-owned surface parking lots (the “Parking Lots”); and

WHEREAS, the Agreement provides that in return for the City’s retention of all operating revenues realized from the Parking Lots, the City pay the DDA a usage fee equal to 12% of total annual gross revenues received from operation of the Parking Lots; and

WHEREAS, the DDA and the City entered into a Second Amendment to Parking Operation and Maintenance Agreement dated June, 2013 (the “Second Amendment”), agreeing to set the usage fee at 25% of total annual gross revenues for all Parking Lots except Area 3 for a two-year period commencing July 1, 2013 and ending June 30, 2015; and

WHEREAS, the DDA and the City have agreed to further amend the Agreement and the Second Amendment to set the usage fee at 25% of total annual gross revenues for all Parking Lots except Area 3 (the “25% Usage Fee”) for a two-year period that commenced July 1, 2015, and ending June 30, 2017; and

WHEREAS, a Third Amendment to Parking Operation and Maintenance Agreement between the City and DDA (the “Third Amendment”) extends the 25% Usage Fee from July 1, 2015, through June 30, 2017.

. **NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That the Third Amendment in the form presented at this meeting is approved and the Chairperson of the Board is authorized and directed to execute the Third 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: _____, 2016

Murphy Ackerman
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 _____, 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: _____, 2016

Murphy Ackerman
Recording Secretary

MEMORANDUM

CITY OF GRAND RAPIDS

DATE: July 6, 2016

TO: Kristopher Larson, AICP
Downtown Development Authority
Executive Director

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

SUBJECT: Pedestrian Safety Improvements at Various Locations

This project consists of pedestrian safety improvements and streetscape work at eight locations including shared-path construction, tree planting, fencing, pedestrian underpass construction and lighting upgrade work. The eight locations are Hastings Street/Coit Avenue; Webster Street/US131; Leonard Street/US131; Tenth Street/US131, Sibley Street/I196; Milwaukee Avenue/I196, Bridge Street/US131 and Cherry Street/US131. The project includes the widening of the sidewalk on the south side of Tenth Street, channeling of groundwater at the Sibley Street tunnel, widening of sidewalks at Leonard Street/US131 and Bridge Street/US131, the addition of sidewalk on the south side of Cherry Street between US131 NB Off Ramp and Ionia Avenue, and the addition of sidewalk on the south side of Hastings Street from Livingston Avenue to Coit Avenue. The pedestrian lighting will be upgraded at all tunnels and bridges and the street lighting will also be upgraded at Leonard Street, Bridge Street and Cherry Street. Also included are the planting of 28 street trees, installation of Americans with Disabilities Act (ADA) compliant ramps, and gateway landscaping.

Michigan Department of Transportation (MDOT) received bids for this project on June 3, 2016. The engineer's estimate is \$1,913,200 and Kamminga & Roodvoets, Inc. submitted the low bid of \$2,324,405.60. City staff has conferred with MDOT and, as a result, MDOT has informed the City that the grant amount for the project would be increased from \$973,426 to \$1,393,490. The estimated total expenditures required for this project equals a not to exceed amount of \$3,021,000, which includes the construction contract, street lighting force account work, public information program, previously authorized design phase services by Fishbeck, Thompson, Carr and Huber, Inc., construction phase services by Fishbeck, Thompson, Carr and Huber, Inc., administration and an approximate twelve percent allowance for local contingencies and ten percent allowance for MDOT contingencies. This project is being financed by a combination of MDOT Transportation Alternative Program grant funds and local share from City's Vital Streets Capital Fund and Capital Improvement Fund, Downtown Development Authority and private donations including the Dyer/Ives Foundation.

The DDA's share of costs is for a portion of the local and non-participating project cost at the Bridge Street and Cherry Street locations. The work includes widening of the sidewalks at Bridge Street, streetscape improvements at the northeast and southeast corners of Bridge Street and Turner Avenue, change in the configuration of the US131 On and Off Ramps at Cherry Street, addition of sidewalk on the south side of Cherry Street from the US131 Off Ramp to Ionia Avenue, streetscape enhancements in the reconfigured area, and street and pedestrian lighting upgrades at both Bridge Street and Cherry Street.

It is recommended that the DDA approve its share of costs in the amount of \$181,847. It is anticipated that City Commission will approve the agreement with MDOT and authorize total expenditures in an amount not to exceed \$1,627,510 for the local share of costs for this project at their meeting on July 12, 2016.

cc: Greg Sundstrom
Eric DeLong
Suzanne Schulz
James Hurt
Chris Zull

P:\CD16\DDA\Pedestrian Safety Improvements

071216

#15015

SUMMARY OF ESTIMATED COSTS

for

Pedestrian Safety Improvements at Various Locations

Project Funding Source(s)

	<u>Currently Approved</u>	<u>Budget Request(s)</u>	<u>Revised Project Estimate</u>
Federal Grant Share (MDOT)	\$1,393,490.00	\$0.00	\$1,393,490.00
Capital Improvement Series 2015 Bonds	100,000.00	1,236,263.00	1,336,263.00
Downtown Development Authority	181,847.00	0.00	181,847.00
Capital Improvement Fund	0.00	57,000.00	57,000.00
Private Donations	52,400.00	0.00	52,400.00
Total Project Sources	<u>\$77,300.00</u>	<u>\$964,500.00</u>	<u>\$3,021,000.00</u>

Breakdown of Project Uses

Construction Contract	\$2,324,405.60
Traffic Safety Force Account	10,000.00
Work/Public Information Program	
Previously Authorized Services by Fishbeck, Thompson, Carr and Huber, Inc.	117,500.00
Construction Phase Services by Fishbeck, Thompson, Carr and Huber, Inc.	148,900.00
Administration	<u>130,040.40</u>
Sub-Total	\$2,730,846.00
Contingencies (12% City; 10% MDOT)	<u>290,154.00</u>
Total Project Uses	<u>\$3,021,000.00</u>

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DDA

DATE: July 6, 2016
TO: Downtown Development Authority

FROM: Kristopher Larson
President & CEO 

**Agenda Item #7
July 13, 2016
DDA Meeting**

SUBJECT: Major Event Sponsorship for ArtPrize 8

Continuing with the structure established in the FY15 DDA Non-Tax Budget, DGRI staff has purposely delineated funds to assist a few signature events through a more specialized form of support. 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. At this time, DGRI staff is advancing a recommendation to support one of Downtown Grand Rapids' most beloved in well-known events, ArtPrize.

ARTPRIZE 2015 ECONOMIC IMPACT ANALYSIS

The 2015 ArtPrize Economic Impact analysis was created by using the same methodology as Anderson Economic Group's 2013 study of ArtPrize, updated with 2015 intercept study data, venue attendee counts and updated RIMS II multipliers – a summary of the findings appears below.

SUMMARY

1. ArtPrize 2015 generated \$27.4M total in net-new economic output in Grand Rapids. This is an increase of 24% compared to the \$22.1M estimate from the 2013 study. The increase can be attributed to a 16% increase in visitor spending and a 15% attendee-day increase compared to 2013.
2. ArtPrize 2015 stimulated earnings to local households in excess of \$6.8M.
3. Attendee spending in addition to the activity of the ArtPrize organization helped create 339 jobs.



**DOWNTOWN
GRAND RAPIDS INC.**

ArtPrize City Site Curation Underwriter (\$30,000) -

Activating public space throughout Grand Rapids has been a major component of ArtPrize since its inception. DGRI, and the DDA before it, has traditionally supported the curation of some of the city's most important placemaking spaces: parks and bridges. ArtPrize has announced a returning partnership with the City of Grand Rapids, Downtown Grand Rapids Inc. and the Frey Foundation to place innovative and engaging public art in city-owned venues during ArtPrize through the newly inaugurated Featured Public Projects Program.

ArtPrize Featured Public Projects is an entirely new strategy for selecting and funding large, ambitious artworks for high-visibility public park venues. ArtPrize will no longer hire independent curators to select artwork for city-owned spaces. Instead, they solicit proposals directly from artists through an open call, and provide up to \$55,000 in four \$10,000 - \$15,000 grants, as well as a host of in-kind services from construction and contracting partners to help realize these projects. Each venue will have one large, high-impact project that contributes to the overall festival experience.

In 2016, the following parks, bridges, and spaces will each feature a significant installation to activate the site with art:

- Ah-Nab-Awen Park
- VandenBerg (Calder) Plaza
- Grand River
- Gillett Bridge

ArtPrize Blue Bridge Sessions (\$10,000) -

During ArtPrize, the Blue Bridge Music Fest will feature two days of main-stage music, September 30 and October 1. Performance slots are available for ArtPrize artists, alongside a diverse lineup of West Michigan bands and performers booked in advance by the Blue Bridge Venue curator.

Musicians connected with The Blue Bridge Venue will have the opportunity to compete in independently organized awards, decided equally by public vote and expert jury. Ten \$1,000 prizes (corporate sponsor pending for these prizes) will be awarded, two in each category: Rock/Blues, Classical, Jazz, Folk/Country, and Pop/Electronica.

The activation of the Blue Bridge through this musical programmatic intervention will add vitality and the opportunity to linger in the public realm. Sufficient funds are available in the line item NTI:Vibrancy:Major Event Sponsorship, with only \$10,000 committed to date (GRandJazzFest).

Recommendation: Approve Signature Event Sponsorship to ArtPrize 8 in the amount of \$40,000.



DOWNTOWN GRAND RAPIDS INC. (DGRI)

ARTPRIZE FUNDING BRIEF FOR FEATURED PUBLIC PROJECTS: ART IN THE PUBLIC REALM, AND; THE BLUE BRIDGE SESSIONS AND THE BLUE BRIDGE MUSIC FEST

July 6, 2016

Continuing a critical and ongoing support program to ensure that artists receive the support required to create bountiful opportunities for the general public to be surprised, delighted and amazed by art in outdoor public spaces, ArtPrize invites Downtown Grand Rapids Inc. to return as a partner of ArtPrize Eight (September 21 – October 9, 2016). By partly underwriting the Featured Public Projects Program, DGRI creates new energy in the outdoor areas of downtown as the public discovers these spaces. This brief details specifics around this critical DGRI-supported program:

DGRI FUNDING OBJECTIVES:

- Facilitate a conversation around Public Art as an effective place maker. What is its role and future in downtown Grand Rapids?
- Surprise and delight a diverse cross section of visitors to downtown Grand Rapids with crowd-drawing, experiential public art and live music.
- Promote downtown Grand Rapids, including a transport system that serves as a downtown circulator for the general public.
- Produce actionable outcome metrics through data-driven economic impact and visitor behavior studies.

AN OVERVIEW OF THE ARTPRIZE FEATURED PUBLIC PROJECTS PROGRAM -- \$30,000



ArtPrize is respectfully requesting \$30,000 from DGRI to assist with the costs of facilitating this program in the form of grants that go directly to artists to realize their ArtPrize work.

Activating public space throughout Grand Rapids has been a major component of ArtPrize since its inception. We are pleased to announce a returning partnership with the City of Grand Rapids, Downtown Grand Rapids Inc. and the Frey Foundation to place innovative and engaging public art in city owned venues during ArtPrize through the newly inaugurated Featured Public Projects Program.

[ArtPrize Featured Public Projects](#) is an entirely new strategy for selecting and funding large, ambitious artworks for high-visibility public park venues. ArtPrize no longer hires independent curators to select artwork for city-owned spaces. Instead we solicit proposals directly from artists through [an open call](#), and provide up to \$55,000 in four \$10,000 -- \$15,000 grants, as well as a host of in-kind services from construction and contracting partners to help realize these projects. Each venue will have one large, high-impact project.

The ArtPrize Arts Advisory Council evaluated the RFQs, and a group of finalists (up to three per site) were asked to submit complete project proposals. Finalists were compensated \$500 each to create a detailed proposal, with a call scheduled between each artist and the Exhibitions Team to ensure they understood what to include in these proposals, including detailed designs, installation plans, removal plans, a concise budget and other relevant information to demonstrate project feasibility. ArtPrize staff presented the top choice project for each venue to city officials in May. Selected artists were notified at the end of May so that they could finalize their installation schedule.

Project proposals for temporary public art projects were accepted for [Ah-Nab-Awen Park](#), [Vandenberg \(Calder\) Plaza](#), the [Grand River](#) and [Gillett Bridge](#). All artistic mediums were encouraged, but installations were fabricated from materials appropriate for public display in an exterior environment. This includes the ability to withstand environmental factors, interaction with pedestrians and the general public.

Grants were provided to selected artists to help offset costs for the following, if needed: 1) hiring a Michigan licensed engineer to prepare a signed and sealed technical report by the required date 2) overseeing transportation and installation of artwork 3) maintaining artwork from install to the end of the event 4) removing artwork after the completion of the event 5) restoring the site to its original condition upon completion of removal.

The ArtPrize Featured Public Projects Program adds to an abundance of art in the public realm anticipated for ArtPrize Eight In 2016. ArtPrize added to its roster of anticipated [ArtPrize Pitch Nights](#), with events in Durham, Minneapolis, Louisville and Indianapolis yielding work in vacant downtown [office spaces](#) as well as outdoor public spaces like [Lyon Square](#) and the [former patio of TGIF at 50 Monroe](#). Additionally, outdoor art will be featured at ArtPrize venues like the [Gerald R. Ford Presidential Museum](#), the [Grand Rapids Public Museum](#), the [Fifth/Third Bank Building Plaza](#), [Kilwins](#) and [801 Ionia](#), among other outdoor sites.



AN OVERVIEW OF THE BLUE BRIDGE MUSIC FEST, BLUE BRIDGE SESSIONS -- \$10,000

ArtPrize is respectfully requesting \$10,000 from DGRI to assist with the costs of facilitating the downtown music component of ArtPrize.

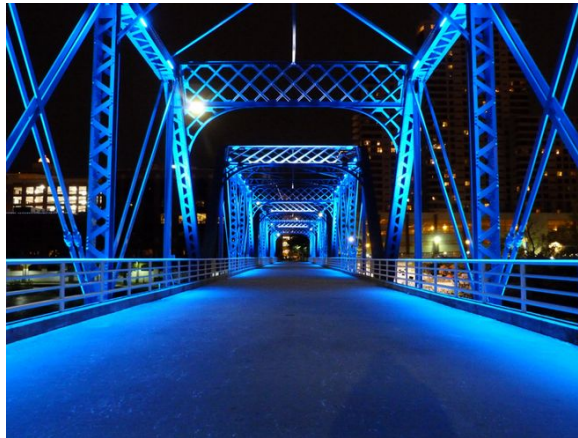
THE ARTPRIZE® BLUE BRIDGE music Fest

Long-time ArtPrize Venue and music hub, St. Cecilia Music Center, is taking a one-year hiatus from the annual event as they undergo renovations to their historic building. Stepping up to be the spot for all things music at ArtPrize Eight is [The Blue Bridge Music Fest](#) organized by Quinn Matthews of WYCE's GRLive radio show.

Musicians connected with [The Blue Bridge Venue](#) will have the opportunity to compete in independently organized awards, decided equally by public vote and expert jury. Ten \$1,000 prizes (corporate sponsor pending for these prizes) will be awarded, two in each category: Rock/Blues, Classical, Jazz, Folk/Country, and Pop/Electronica.

During ArtPrize, the Blue Bridge Music Fest will feature two days of main-stage music, September 30 and October 1. Performance slots are available for ArtPrize artists, alongside a diverse lineup of West Michigan bands and performers booked in advance by the Blue Bridge Venue curator.

The Blue Bridge Sessions will include 30-minute busking performance opportunities on the Blue Bridge throughout the 19-day event, except during the Blue Bridge Music Fest. Artists will perform live for ArtPrize visitors to promote their song. Blue Bridge Sessions will be open to all musicians connected with the Blue Bridge Venue.





SIGNATURE LEVEL SPONSOR BENEFITS FOR DGRI THROUGH THIS PROGRAM:

General Benefits	Description	Type	Duration
ArtPrize.org Website & App	Recognition by Alpha & Level – Logo	Visibility	12 months
Official Event Guide	Recognition by Alpha & Level – Logo	Visibility	2 months
ArtPrize Sponsor Seal	Usage for promotional applications	Visibility	12 months
Center Stage Rosa Parks Circle	Screen Spot (2 per day)	Visibility	19 days
Opening Sponsor Reception	Tickets (6)	Hospitality	1 day
Awards Ceremony	Tickets (6)	Hospitality	1 day
Pre-Awards VIP Reception	Tickets (6)	Hospitality	1 day
Event Guide & Map	Copies (25)	—	—
Receptions and Special Events	Exclusive invitations throughout the year	Hospitality	12 months

Thank you very much for your continuing support of this important ArtPrize program! For any questions, please contact Christian Gaines at christian@artprize.org.

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DDA

DATE: July 8, 2016

TO: Downtown Development Authority

FROM: Tim Kelly
Planning Manager

Agenda Item #8
July 13, 2016
DDA Meeting

SUBJECT: 63 Monroe Center NW Building Reuse Incentive Program Request

Belford Development, LLC, has submitted an application to utilize the Downtown Development Authority's Building Reuse Incentive Program (Program) to improve the façade at 63 Monroe Center NW, the current location of Jimmy John's. The façade improvements will include new siding and painting and will repair the existing deteriorating façade. The entrance will also be reconfigured to allow for less congestion and improve ingress and egress. Total project costs are estimated at \$35,215, and the requested assistance is \$17,607.50 as allowed within the BRIP Guidelines.

While façade enhancements are an approved activity under the Program, BRIP Guidelines require approved façade projects to record a historic easement on the building to preserve the enhancements and the DDA investment for a period of five years. The façade easement as applied is required to cover the entire building façade, even in the areas not being improved. However, at 63 Monroe Center the upper floors have been converted to condos and are under separate ownership, meaning an easement to restrict future alterations or improvements to the entire façade is not an option.

In light of this, and to allow the project to move forward as proposed, staff and DDA legal counsel propose executing a standard BRIP Agreement (Agreement) without an easement being recorded. The Agreement will include the standard provision stipulating the grant functions as a 5 year amortizing loan, such that if the building is sold within 5 years of the improvements, a certain portion will have to be repaid per the schedule below.

Date of Event Requiring Repayment

within 1st year after disbursement
within 2nd year after disbursement
within 3rd year after disbursement
within 4th year after disbursement
within 5th year after disbursement
after 5th year after disbursement

Amount to be Repaid

100% of Grant
80% of Grant
60% of Grant
40% of Grant
20% of Grant
no repayment required



DOWNTOWN
GRAND RAPIDS, INC.

Given the challenges this project has presented, staff in partnership with the Alliance for Investment, will discuss the inclusion of façade projects as part of the revisions to the DDA incentive programs. Further, due to the project's inability to be protected via a historic preservation easement, the project will be funded through the FY17 non-tax fund.

Recommendation:

Approve the BRIP request in an amount not to exceed \$17,607.50 for 63 Monroe Center NW.



Existing Jimmy John's Facade

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DDA

DATE: July 8, 2016

TO: Downtown Development Authority

FROM: Tim Kelly
Planning Manager 

Agenda Item #9
July 13, 2016
DDA Meeting

SUBJECT: 443 Bridge Street NW Building Reuse Incentive Program Request

DIG Hospitality, LLC (DIG), is requesting approval of a Building Reuse Incentive Program grant for their project located at 443 Bridge Street NW. Once complete, the ground floor space will be occupied by The Sovengard, a restaurant and "biergarten" whose drink and food menu has been designed to support local businesses, agriculture and craftspeople. The Sovegnard will occupy the ground floor along Bridge Street and will further solidify the corridor as a Downtown destination.

Total project costs are estimated at \$750,000, and will renovate the existing 10,000 sq ft building through the addition of a new electrical system, drywall, and HVAC. It will also include improvements to the surrounding vacant lots to accommodate an outdoor "biergarten" with seating for 124 people, bocce courts and a music pavilion.

To assist in the redevelopment, DIG is requesting reimbursement in an amount not to exceed \$72,050 for their eligible activities. Funds will assist in the addition of barrier free improvements and the installation of a fire suppression system. There are also a number of sustainable design elements, including the use of reclaimed materials, LED lighting, solar panels, low VOC paints, a stormwater capture system, and triple glazed insulated windows. Further, as the project site occupies four parcels along Bridge Street and Broadway, two of which are outside of the DDA boundary, funds may only be used for those improvements with in the DDA. Once complete, the restaurant will create 10 new full-time jobs.

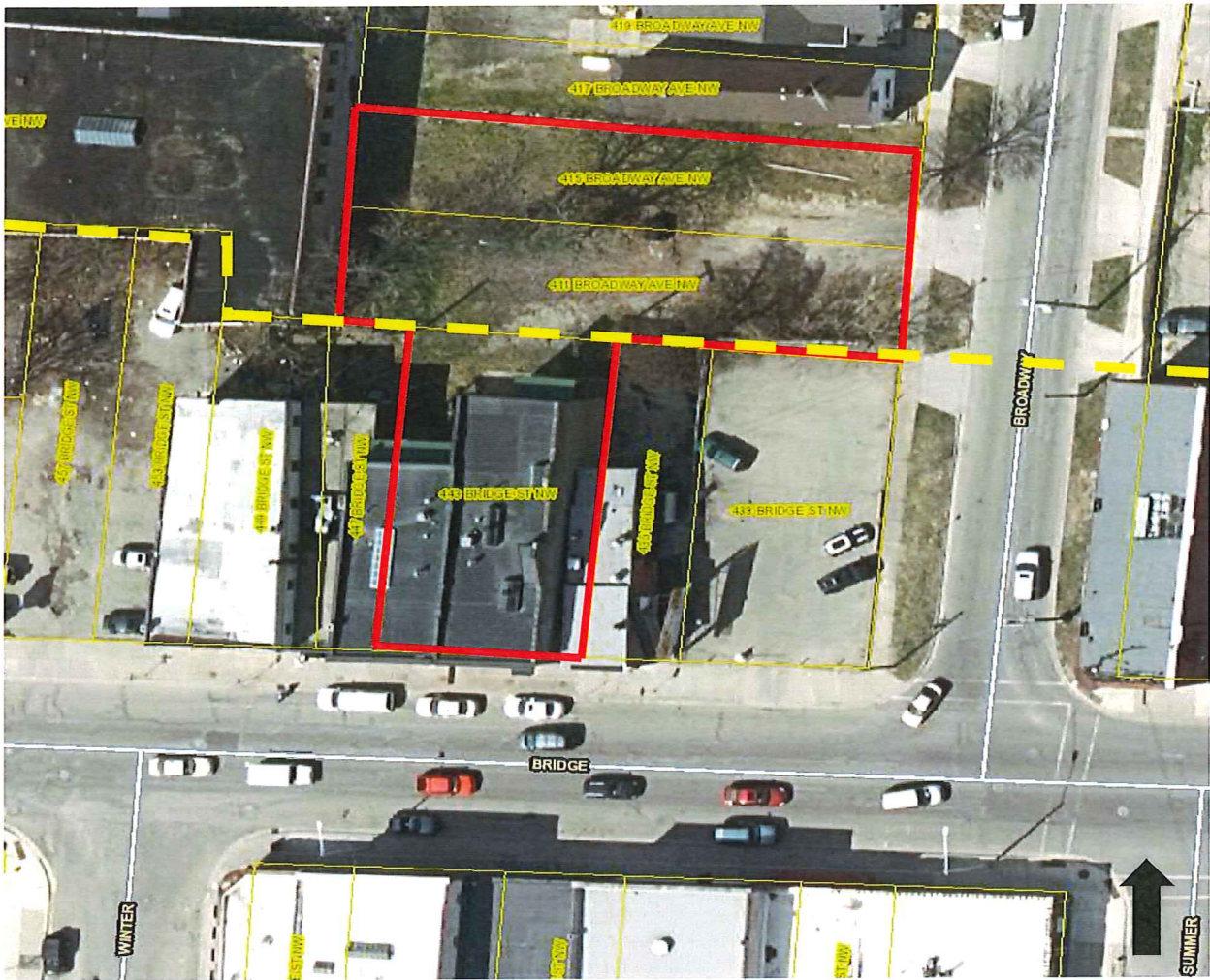
Recommendation:

Approve the BRIP request in an amount not to exceed \$72,050 for The Sovengard at 443 Bridge Street NW.



DOWNTOWN
DEVELOPMENT
AUTHORITY

SITE MAP



Project Boundary
DDA Boundary





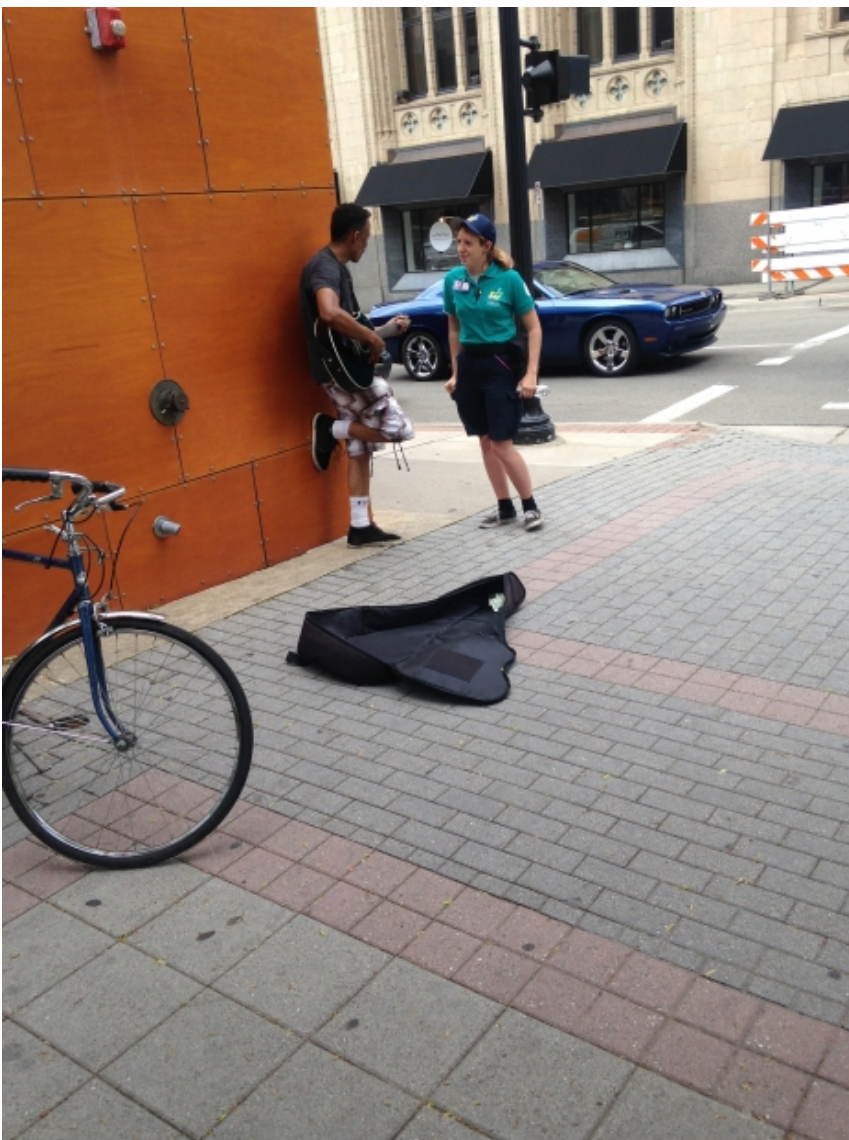
443 Bridge St NW



Downtown Grand Rapids Ambassador Program May 2016



Hospitality Highlights



Field Observations

May proved to be a busy month for the Ambassador team. Several events and big name concerts brought crowds of people in during the evening/nighttime hours - it was a great way to kick off our summer season and put our customer service skills to good use!

QUICK VIEW

May 01, 2016 -- May 31, 2016

- 1** Umbrella Escorts
- 3** Suspicious Package
- 11** Suspicious Person
- 17** Request for Fire/EMS
- 19** Motorist Assist
- 23.5** Segway Hours
- 34** Observation - Fighting
- 39** Panhandling - Aggressive
- 51** Panhandling - Passive
- 83** Safety Escort
- 209** Business Contact
- 566** Sidewalk Violation (skateboarding/Bicycling/Rollerblading)
- 576** PA - Directions
- 621** PA - Program Information
- 2435** PA - Information
- 3500** Outreach Contact
- 11182** PA - Other

Cleaning Highlights



Initiatives

The Ambassador team continued its increased focus on graffiti removal throughout the downtown. We continue to use our many tools and tricks to tackle tough and long standing graffiti. We removed over 1,000 graffiti tags in the month of May alone and to date have removed more graffiti than we have all last year.

We have also made efforts to target areas with large accumulation of road debris. We have been deploying teams out to remove the gravel/dirts from curb cuts where it easily accumulates.

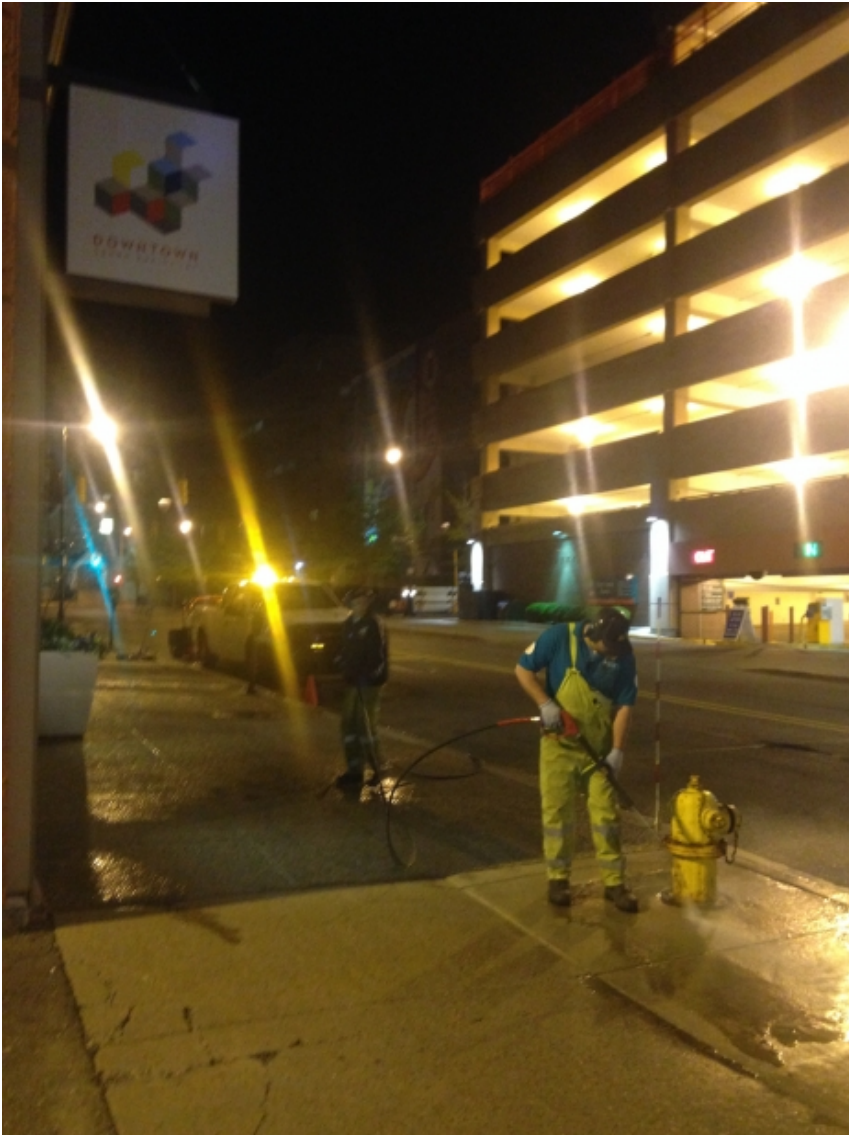
QUICK VIEW

May 01, 2016 -- May 31, 2016

925 Trash (Bags collected)

1197 Graffiti - Removed

Beautification & Special Projects



Accomplishments

May saw the start of our overnight pressure washing team hit the streets and we were able to complete 44 blocks in our first month of pressure washing.

We continue to refinish and replace trash cans throughout the downtown having deployed an additional 6 trash cans to replace cans that need work.

We also acquired 12 additional cigarette urns to be deployed throughout downtown.

QUICK VIEW

May 01, 2016 -- May 31, 2016

- 11** Billy Goat Hours
- 25.5** ATLV Hours
- 44** Power Washing (block faces)
- 48** Backpack Blower (hours)
- 819** Planters Watered
- 2519** Weed Abatement (block faces)

Stakeholder Feedback



Heather Hunt Wallace

5★ An ambassador saved me today! I was on a run when it started to rain- 2 miles from home and with my phone. She offered me a meijer bag to keep it dry in. Thank you so much for taking such great care of the city and its electrics!!



Carmen Villahermosa de Cox reviewed Downtown Grand Rapids Inc.

5★

May 11 at 8:45pm · 🌐

Marcia Rapp helped me by providing her "umbrella service" as it was raining and I was not prepared. What a great service offered to people in the city. Thank you #MarciaRapp!

Feedback

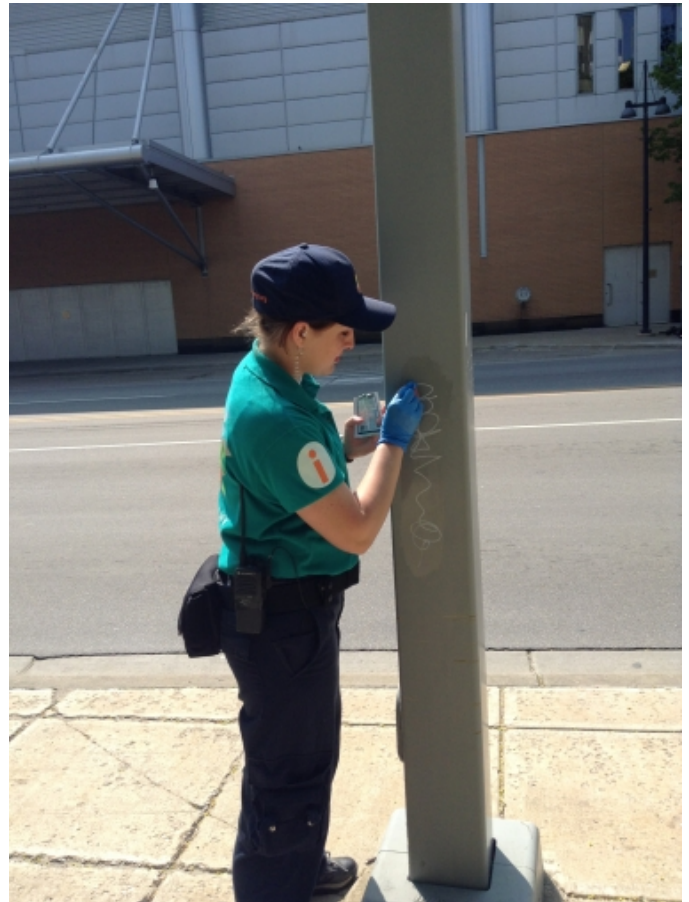
Rick is doing a wonderful, wonderful job. He is doing a great job around all of our properties up and down south division he is a very hard worker and a very nice man.

Latisha, Employee at the Westons

Highlights



2 ambassadors walk an intoxicated individual to the PIC



Shannon removes graffiti from a pole on Monroe Ave



Marcia rollin' on the Segway.



Ellen mulching the beds in the Campau Promenade

Statistics

Equipment Usage	Activity	May 2016 Totals	May 2015 Totals	May 2014 Totals	2016 YTD
	ATLV Hours	25.5	NA	NA	73
	Backpack Blower (hours)	48	NA	NA	67
	Bicycle (miles)	67	129	559.5	103.8
	Billy Goat Hours	11	NA	NA	26.5
	Segway Hours	23.5	61.25	58	29.25
Engagement	Business Contact	209	300	342	765
	Graffiti - Removed	1186	94	208	2084
	Motorist Assist	19	5	4	58
	Observation - Fighting	34	82	34	70
	Outreach Contact	3500	3080	3126	7514
	PA - Directions	576	1622	3069	4420
	PA - Information	2435	3911	6013	11079
	PA - Other	11183	5458	6851	49779
	PA - Program Information	621	2419	4044	6192
	Panhandling - Aggressive	39	186	120	137
	Panhandling - Passive	51	160	195	238
	Planters Watered	819	NA	NA	966
	Power Washing (block faces)	44	NA	NA	58
	Request for Fire/EMS	17	20	43	194
	Request for Police	1	16	28	13
	Safety Escort	83	757	1544	614
	Sidewalk Violation	566	532	661	1500
	Snow Removal	0	NA	NA	6346
	Suspicious Package	3	41	27	15
	Suspicious Person	11	416	173	81
	Trash (Bags collected)	925	NA	NA	4394
	Umbrella Escorts	1	212	113	15
	Weed Abatement	2517	NA	NA	3817
Total Contacts May 2016		24840	19311	26595	100349
Total Contacts May 2016					
Total Contacts May 2016					
Total Contacts 2016 YTD					

Fig. 1: Overview of total contacts for May 2014, 2015 and 2016 as well as the total contacts for 2016 YTD by category.

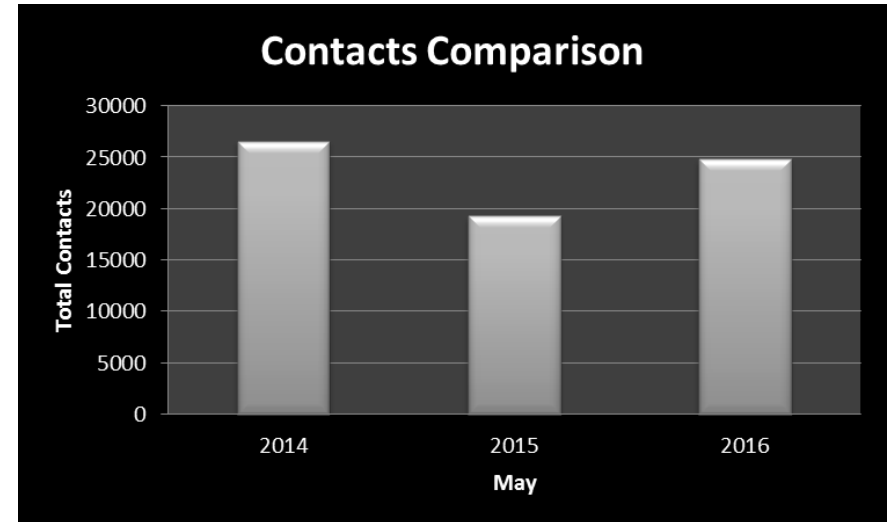


Fig. 2: Graph comparing total contacts for May for 2014, 2015 and 2016

The Ambassador had a strong finish to the month of May. We increased our statistics by over 5,000 from the previous time frame last year and we were close to achieving the same totals as May 2014.

Our team has increased its graffiti removal efforts throughout the downtown area. We have removed over 2000 pieces of graffiti/vandalism to date already this year which was more than we finished the year with in 2014.