

MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

Wednesday, June 10, 2015

8:00 a.m. Meeting

Downtown Grand Rapids Inc. 29 Pearl St. NW, Suite 1

AGENDA

1. Call to order
2. Approve Meeting Minutes from May 13, 2015 (8:01).....*Motion* *Harris*
(enclosure)
3. Accept May 31, 2015 Financial Statements (8:04).....*Motion* *Wallace*
(enclosure)
4. Approve Property Conveyance to The Rapid (8:08).....*Motion* *Wendt*
(enclosure)
5. Adopt FY16 DDA Budget and Priority Plan (8:18).....*Motion* *Larson*
(enclosure)
6. Consent to Development Area Liquor Licenses (8:34).....*Motion* *Pratt*
(enclosure)
 - Social Kitchen – 435 S. Ionia St. SW
7. DGRI Website Preview (8:40).....Info Item *Larson*
8. GR Forward: Update (9:00).....Info Item *Kelly*
9. President & CEO Report (9:20).....Info Item *Larson*
10. Public Comment (9:25)
11. Board Member Discussion (9:30)
12. Adjournment

MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

May 13, 2015

1. Call to Order – The meeting was called to order at 8:30 a.m. by Chair Brian Harris.

2. Attendance

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

Absent:

Others Present: Kristopher Larson (Executive Director), Mary Sierawski (DDA Executive Asst/Office Manager), Jana Wallace (DDA Treasurer), Eric Pratt, Tim Kelly, Bill Kirk, Brian Hedrick, Kimberly Van Driel (staff), Melvin Eledge (Block by Block), Marcia Warner (GRPL), Jono Klooster (City of Grand Rapids – Econ. Dev. Dept.) Charlsie Dewey (GRBJ), Jim Harger (MLive), and others.

3. Approval of Minutes of April 8, 2015

Motion: Mayor George Heartwell, supported by Dr. Wendy Falb, moved approval of the minutes of the April 8, 2015 DDA meeting as presented. Motion carried unanimously.

4. Accept April 30, 2015 Financial Statements

Ms. Wallace said that the month of April was a relatively slow month for financial transactions. Two debt service payments were made along with typical operating expenditures.

Motion: Jane Gietzen, supported by Jim Talen, moved to approve Statement D: Schedule of April 2015 Expenditures as recommended. Motion carried unanimously.

5. Approve Extension of Services Agreement with DGRI

Mr. Larson said that in March 2013, the DDA Board authorized the implementation of the Downtown Grand Rapids Inc. (DGRI) organizational model and plan for execution. Mr. Larson said DGRI was created to be the singular management entity for the combined operations of the DDA, the DID, and the Monroe North TIFA. Mr. Larson said in September 2013, the DDA and DGRI entered into a Services Agreement which articulated and formalized the operating relationships between the DDA and DGRI. Since the initial term of the Services Agreement ends on December 31, 2015, the DGRI Board of Advisors is seeking to renew the term of the Services Agreement pursuant to the provisions of the Agreement for an additional three years. Mr. Larson said the term would begin on January 1,

2016 and end December 31, 2018. Ms. Dunn clarified that there are no changes to the agreement, the Board is simply being asked to approve the Services Agreement for an additional three years. Mr. Harris said that is correct. Mr. Winn asked what would happen if one of the other entities didn't extend the term of the contract. Mr. Larson said the entity would have to search for new administration and that the allocation would be re-calculated. Mayor Heartwell said it seems to him that the relationship between DGRI and the DDA, DID, and MNTIFA is healthy and going well and that with this partnership the DDA has become stronger, healthier, and more responsive. Mayor Heartwell said he is pleased with the quality of staff we have as well and is pleased to make a motion. Ms. Sieger asked if there were goals and objectives set-up and if there are measures in place. Ms. Dunn said the goals and objectives were included in the Framework Plan and that we continue to monitor the achievement of goals. Mr. Harris added that the idea was to streamline all Downtown management entities and that this seems to be working well. Mr. Harris said the Executive Committee has conducted a review on the DGRI level, and all the Chairs are pleased with this arrangement thus far. Mr. Talen said his sense is that everything is working well, but would like to see some data to show this such as a survey to stakeholders to ensure that they are pleased with the services provided. Dr. Falb said perhaps a narrative would be appropriate. Mr. Harris agreed that a one-page narrative outlining the achievements of DGRI since its inception would be appropriate.

Motion: Mayor George Heartwell, supported by Jane Gietzen, moved to approve the attached resolution and authorize the DDA Board Chair to execute the attached services agreement addendum (First Addendum to Services Agreement) on behalf of the DDA. Motion carried unanimously.

6. Consent to TIF Assignment for Waters Building, 161 Ottawa Ave. NW

Mr. Larson said that the resolution presented is to consent to the assignment of the developer's rights to receive DDA tax increment revenues and grant proceeds to their lender as security for a construction loan for the redevelopment of the Waters building. Mr. Larson said as a term of the developer's financing, Mercantile Bank is requesting that the DDA consent to the assignment of the developer's rights to receive reimbursable tax increment revenues as security for the construction loan. Mr. Larson deferred to Mr. Wendt to answer any questions. Mr. Wendt said the bank wants security in case the borrower defaults. Mayor Heartwell clarified that the consent to TIF assignment shouldn't be seen as a sign of weakness of the project and that this is a very routine recommendation. Mr. Wendt replied yes.

Motion: Elissa Hillary, supported by Diana Sieger, moved to approve the attached resolution approving assignment of tax increment financing related to the Waters Building, LLC Project and authorize the DDA Board Chair to execute the attached services agreement addendum on behalf of the DDA. Motion carried unanimously.

7. Approve Fee Schedule for Real Estate Support Programs

Mr. Kelly shared information with the Board concerning the FY16 DDA Incentive Program Fee Schedule. Mr. Kelly said the Alliance for Investment (AI) and Downtown Grand Rapids Inc. (DGRI) have sought opportunities to improve utilization and efficiency of the incentive programs, as well as increase the capacity of the organization to implement community priorities. In Fall 2014, the AI adopted a series of goals and priorities and a work plan to guide their activities. Among the priorities was development of a new incentive program fee schedule. Mr. Kelly said given the nominal fees, the AI directed staff to research policies and programs to determine the most appropriate fee schedule. Among the goals were to ensure administrative costs are offset by an application and/or processing fee. Mr. Kelly said in December 2014, the AI approved a 100 percent cost recovery approach for all incentive programs, which would more closely align with the City of Grand Rapids' policies and best practices from around the country. Mr. Kelly said after examining annual costs, it was determined on average it costs DGRI \$114,000 annually on program administration. These costs are in stark contrast to the application fees collected, which in FY14 and FY15 averaged \$1,600 annually. Mr. Kelly said the policy as proposed includes a \$200 application fee for all new incentive programs, in addition to a processing fee of 3 percent that is due at the time an application is approved by the DDA Board. Mr. Kelly said to control fees for projects approved for the Development Support Program, a maximum fee of \$25,000 is being proposed. Additionally, in recognition of the financing challenges that many development projects face before being built, as proposed the fee for Development Support will be deducted from the 1st year reimbursement payment. Ms. Dunn said if fee is deducted from the 1st year reimbursement payment, that it could be several years. Mr. Kelly confirmed that is the case, but said it was important for the fees to not hinder projects. Mr. Kelly said this policy is based on the City's Brownfield program. Mayor Heartwell asked Mr. Wendt if the DDA is subject to the Bolt vs. City of Lansing ruling in regards to these fees. Mr. Wendt said the DDA is a public body and subject to the State of Michigan's rules, but Mr. Wendt feels comfortable with the 3 percent cap and that this represents a good relationship with the costs of services. Mr. Kelly said we are going to monitor these fees over the course of a year to ensure they are representative of actual costs associated with administering these programs. Mr. Wendt said he has discussed this procedure of monitoring costs with Mr. Kelly and believes we are in a good position with this policy. Ms. Gietzen asked about the \$25,000 cap. Mr. Larson said this number represents a staff time maximum cost and that we are looking for a full cost recovery and have tried to be equitable with the distribution of fees. Mr. Talen asked if we received feedback from stakeholders and customers of this program. Mr. Kelly said the AI has discussed this for many months and there is representation on the AI by CWD, the City of Grand Rapids, and the MEDC to name a few. Ms. Hillary asked if there's a cap on staff time utilized or just the fee amount. Mr. Kelly said the cap is in regards to the fee. Mayor Heartwell and Ms. Sieger both agreed that this is a very positive adjustment for the DDA. Mr. Harris thanked the AI for all their hard work on the FY16 DDA Incentive Program Fee Schedule.

Motion: Jane Gietzen, supported by Mayor George Heartwell, moved to approve the amended fee schedule for FY2016 for the Areaway Fill, Building Reuse, Development Support, and Streetscape Improvements Incentive Programs. Motion carried unanimously.

8. Approve Contract for Downtown Demographic Research

Mr. Kirk said during the FY15 Budget Planning Process, the Alliance for Livability (AL), prioritized funding to support a “Downtown Census” effort with the goal acquiring and/or creating the most accurate representation of the demographic profile for the Downtown residential population. Mr. Kirk said DGRI staff created a scope of work for the downtown demographic researcher in January 2015 to lead this effort. Six statements of interest were received, and three candidates were interviewed. Mr. Kirk said the successful proposal, submitted by Gustavo Rotondaro of Metric-a LLC, has been collaborating with DGRI staff to refine the specific scope of the project, define deliverables, and create a timeline for completion. Mr. Harris said this is valuable information because instead of guessing how many residents live Downtown, we will now have hard data and this data will be available to others in the community. Ms. Gietzen asked if the deliverables on this project will be a repeated process or just a one-time activity. Mr. Kirk said there will be plan created to keep this data accurate and current. Ms. Dunn commended the project and said this consultant is very good at what he does. Ms. Sieger also commended the project and asked about the linkages between DGRI and the GR Forward plan. Mr. Kirk said there will be a concept plan for Phase 2 and that it’s exciting to begin collecting this data to further enhance the GR Forward plan. Ms. Sieger said that Mr. Rotondaro’s work is very good and she hopes he’s created an infrastructure for his consulting practice to be able to produce what is needed. Dr. Falb asked if this tool can be used for other neighborhoods. Mr. Kirk said the methodology can be used in other areas of the City. Mr. Talen said we shouldn’t collect data for the sake of collecting data and what is the outcome we are hoping to achieve with this activity. Mr. Larson said we want to answer the question of what the population looks like, not assume what it should look like and thinking about applications, particularly for the retail environment. Mr. Kirk added that Mr. Rotondaro will be tasked with acquiring and compiling all available and existing data related to Downtown residents and generating a Downtown Demographic Profile report, in addition to other deliverables he will be producing. Mr. Harris said this project is in preparation for what we will be exposing ourselves to in regards to the implementation of the GR Forward plan. Ms. Hillary said it is exciting to be collecting data about people that live Downtown, but that residents are just one set of customers, and wondered if any other data will be collected about those that do not live Downtown, but frequent Downtown, such as professional visitors. Mr. Kirk said we have some of that data currently, and this project will be focused on just residents. Ms. Hillary said part of Downtown is to serve residents, but that the Downtown is the Downtown for the region and she is trying to anticipate how we will use this particular data. Mr. Larson said as you zoom out of the Downtown, regionally, there is reliable data available, but that in smaller segments, such as the Downtown, it gets more difficult to determine who is living there. Mr. Winn asked if the residents will be notified that this census is taking place. Mr. Kirk said the first phase is pulling

data from existing sources and phase two would be gathering more specific data about residents.

Motion: Kayem Dunn, supported by Elissa Hillary, moved to approve the recommendation to authorize the DGRI President & CEO to execute a contract for services with Metric-a, LLC for the scope of work associated with the Downtown Census effort not to exceed \$30,000.

9. Approve BRIP Support for Signage at 64 Ionia SW

Mr. Pratt said 64 Ionia LLC is requesting a \$2,000 Ground Floor Commercial Signage grant to assist in the design, engineering, fabrication and installation of a new signage package for the vacant storefront at The Judd Building. Mr. Pratt said the applicant is proposing to open “Luna” a new Latin-American influence restaurant in Downtown Grand Rapids. Luna is scheduled to open in Fall 2015. Mr. Pratt said the applicant is proposing to install one new internally laminated wall sign above the main entrance to the storefront. Mr. Pratt added that the sign has been approved by Grand Rapids Historic Preservation.

Motion: Jane Gietzen, supported by Mayor George Heartwell, moved to approve one (1) Commercial Signage grant in the amount of \$2,000 to 64 Ionia LLC to assist with the installation of a new signage package for the vacant storefront at 64 Ionia Avenue SW - The Judd Building. Motion carried unanimously.

10. Consent to Development Area Liquor Licenses

- 144 E. Fulton

Mr. Pratt presented a development area liquor license request for 144 E. Fulton St., Grand River Cigar. Mr. Pratt said this business was previously located at 131 S. Division and the applicant is looking to relocate and expand their business at 144 E. Fulton Street. Mr. Pratt said upon completion Grand River Cigar will employ up to seven new full and part time employees and will provide seating for a minimum of 50 patrons and be open six days per week. Mr. Pratt introduced the owner of Grand River Cigar, Robin Day, to answer any questions. Mr. Day said he has made significant investments in the new space and is seeking a liquor license to be able to provide alcohol to patrons as well. Ms. Gietzen asked about the State of Michigan smoking ban in relation to his business. Mr. Day said his business has an exemption from the State which was issued 30 days after they enacted the ban. The exemption was only for businesses that garner over 70% of their business from tobacco sales. Mr. Day said there are around 75 businesses like his in the State of Michigan. Mr. Talen asked if his exemption would cease if his main business was no longer from tobacco. Mr. Day said no, he has received his one-time exemption from the State.

Motion: Mayor George Heartwell, supported by Elissa Hillary, moved to approve Grand River Cigar's (144 E. Fulton St.) liquor license resolution. Motion passed 8-1, Jim Talen opposed.

11. Consent to Personal Property Exemption for Founders Brewing Co.

Mr. Pratt said Canal Street Brewing Company, LLC (dba Founders Brewing Company), is requesting a 12-year exemption on the real property investment and an eight-year exemption on personal property investment in connection with the expansion of their brewing operations on three parcels (231 Bartlett St. SW, 248 Williams St. SW, and 235 Grandville Ave. SW). Mr. Pratt said while all three properties reside within the Downtown Development Authority's Tax Increment Finance (TIF) District; the two properties located at 248 Williams SW and 235 Grandville SW were included in the City's Brownfield Plan prior to being added to the DDA's TIF District. Therefore the Brownfield Redevelopment Authority is in a first position to capture any tax increment revenues generated by the two properties for the purposes of Founder's Brownfield Plan Amendment. Mr. Pratt added that because the property located at 231 Bartlett was added to the DDA's TIF District prior to being added to the Brownfield Authority, the DDA is able to capture certain local millages levied against the property. Approval of an Industrial Facilities Exemption Certificate would impact the DDA's ability to capture any tax increment revenues generated by the property over the life of the certificate. Mr. Harris asked what would be the impact of a failed action here today. Mr. Pratt said he would guess that if the Brownfield consented, then the abatement would be granted on the portion of the investment that happens on those parcels, but not on the DDA's parcels. Mr. Wendt added that the DDA's action today is just a recommendation to the City Commission. Ms. Dunn said she can't see any merit in withholding the recommendation. Mr. Talen said it's essentially providing support for this project. Ms. Hillary asked to hear from Jonathan Klooster from the City of Grand Rapids' Economic Development Department. Mr. Klooster said taxes are being captured by the Brownfield, but the property that is being added is also within the DDA district, so the impact to the DDA is abatement of 50% of incremental City and ITP taxes for 12 years.

Motion: Kayem Dunn, supported by Diana Sieger, moved to consent to the granting of the Industrial Facilities Exemption Certificate to Canal Street Brewing, LLC (dba Founders Brewing Company) at 231 Bartlett Street SW, pursuant to P.A. 198 of 1974. Motion carried unanimously.

12. Recommend FY16 DDA Budget and Priority Plan

Mr. Larson gave a presentation about the FY16 DDA Budget and Priority Plan. Mr. Larson said expenditures proposed include 98 individual capital projects, programs, events, and other initiatives. Mr. Larson said in addition to the 70 members that comprise the three Alliances, DGRI staff has also listened to its partner organizations. Mr. Larson said the budget is a reflection of the many voices that participated in the budget process. Mr. Harris said the proposed programs seem to represent many voices. Mr. Harris said he appreciates the budget process and all of the detail included in the presentation. Ms. Sieger commended DGRI staff on all of the hard work that contributed to the FY16 budget. Ms. Sieger said that

Grand Rapids Community Foundation staff and DGRI staff have been discussing parking in the Arena South area and are trying to come up with a transition plan for the Arena South businesses. Mr. Talen said he appreciates the budget presentation and explanation within the memo and is impressed and appreciates the work of the Alliances. Mr. Talen said a noteworthy item within the FY16 budget is the extension of Ottawa Avenue in Arena South and that this will help with transit goals. Mr. Talen also said that the Downtown Circulator project is a beneficial item for transit. Mr. Talen said these two items seem like game changers and are significant. Ms. Hillary said she appreciates the community input within the budget. Dr. Falb said she loves the Alliance she participates on and that it's very exciting and substantial work happening at the Alliance level. Mr. Harris recognized the good work of the Alliances and said it's a very dynamic budget, and that the inclusion of 56 specific initiatives from the GR Forward community visioning process is notable as well. Ms. Gietzen said she has been on the DDA Board for several years and the trajectory of DGRI is impressive and that she is very excited about the future of Downtown Grand Rapids. Ms. Gietzen said she's more optimistic every day that her children will decide to remain in Grand Rapids because of all the positive changes happening. Mr. Harris closed by saying he appreciates the press release that went out in advance of this meeting and that these transparency measures and overall budget process is excellent.

Motion: Diana Sieger, supported by Jane Gietzen, moved to recommend the FY16 Budget Summary to the Grand Rapids City Commission and request fund appropriation. Motion carried unanimously.

13. GR Forward: GRPS Partner Progress

Mr. Larson introduced John Helmholtz from GRPS to discuss the collaboration between GRPS and GR Forward. Mr. Helmholtz said GRPS appreciates that GR Forward included K-12 within the plan. Mr. Helmholtz shared information on Innovation Central High and the Museum School. Ms. Gietzen reinforced the asset that the Innovation Central High campus provides for Downtown and nearby residents. Dr. Falb said solid partnerships are in place. Ms. Dunn asked about the timeline of the proposed renovations to the campus. Mr. Helmholtz said it's a ten year plan.

14. DGRI President and CEO Report

MNTIFA (5/13)

- Will accept financial audit
- Will consider DGRI service agreement amendment
- Will consider budget adoption

DID

- DID Renewal Steering Committee –
 - Completed Stakeholder Survey

- Pursuing small boundary adjustments, public safety / management programs
 - Will make recommendations to DID Board in April
- DID will consider authorization recommendation to City Commission (4/21)

DGRI (5/18)

- Will consider bylaw amendments to enable an Executive Committee
- Will consider service agreements with MNTIFA and DDA
- Will consider recommendation for audit vendor

Alliances:

INVESTMENT (5/12)

- Chair: Nikos Monoyios, Long Range Planner @ The Rapid
- Recommended proposed budget for FY16
- Had a working session to discuss I-196 interchange options

VIBRANCY (4/15)

- Chair – Brandy Moeller, City of Grand Rapids
- Launched Workforce programming series
- Recommended proposed budget for FY16

LIVABILITY (4/27)

- Chair: Lynee Wells, Principal @ Williams & Works
- Working with vendor for streetscape beautification design effort
- Recommended FY16 Budget Recommendations

DGRI Staff Highlights

- GR Forward – Steering Committee to meet May 21st
- GR Forward draft plan expected June 1
- GR City Commission approved setting of date for DID public hearing (June 9)
- Arranged Visit from DNR director 4/17
- Met with MML in Lansing re: TIF Reform 4/24
- Meeting with major property owners re: DID renewal / expansion
- Hosted Downtown Kalamazoo Inc. staff 5/7
- Meeting weekly with Movie Theater developers
- Pop-Up Performers first appearance – May 1st
- RPC Lunchtime Programming – kicked off May 7th (Every Thursday from 11:30am-1:30pm)

15. Public Comment

None.

16. Board Member Discussion

None.

17. Adjournment

The meeting adjourned at 10:15 a.m.

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

**Agenda Item 3.
June 10, 2015
DDA Meeting**

DATE: June 4, 2015

TO: Brian Harris
Chairman

FROM: Jana M. Wallace
Downtown Development Authority Treasurer

SUBJECT: FY2015 Financial Statements Through May 31, 2015

Attached are the financial statements for the first eleven months of the DDA's fiscal year ending June 30, 2015. These statements include:

- Statement A: Balance Sheet
- Statement B: Comparison of FY2015 Budget vs Actual Results
- Statement C: Statement of Project Expenditures
- Statement D: Schedule of May, 2015 Expenditures

This month, the City Treasurer's Office decreased current year property tax increment revenues due to current and prior year taxable value decreases, which resulted from the settlement of property assessment appeals. FY2015 revenue adjustments related to assessment appeal decisions settled in May and June and/or for assessment appeals which were not been settled as of June 30, 2015 will be made in July and August. Two large payments from the Debt Increment Fund were made in May for the DDA's Series 1994 Van Andel Arena bonds principal and interest. The Authority continues to have sufficient cash to support budgeted expenditures.

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

Attachments

STATEMENT A

DOWNTOWN DEVELOPMENT AUTHORITY

Balance Sheet

May 31, 2015

	Non-Tax Funds	Debt Increment	Local Tax Increment	TOTAL
ASSETS				
Pooled Cash and Investments	\$ 5,167,294	\$ 2,856,711	\$ 4,365,475	\$ 12,389,480
Petty Cash	-	-	500	500
Debt Service Reserve Fund	-	5,400,768	-	5,400,768
Accounts Receivable	8,675	-	-	8,675
Loan Receivable - Project Developer	723,848	-	-	723,848
Loan Receivable - Special Assessments	14,736	-	-	14,736
General Fixed Assets	-	-	89,511,580	89,511,580
Future Tax Increment Revenues Anticipated	-	31,877,460	183,750	32,061,210
TOTAL ASSETS	\$ 5,914,553	\$ 40,134,939	\$ 94,061,305	\$ 140,110,797
LIABILITIES AND FUND EQUITY				
Liabilities				
Current Liabilities	\$ 24,561	\$ -	\$ 93,367	\$ 117,928
Parking Revenue Payable	22,760	-	-	22,760
Project Increment Due to Developers	-	-	40,277	40,277
Due to Other Governmental Units	-	3,774,320	-	3,774,320
Debt Increment Reimbursement Payable	-	617,922	-	617,922
Deposit - Area 1 and Area 5 Options to Buy	122,903	-	-	122,903
Deposit - Movies in the Park Vendors	2,300	-	-	2,300
Net Retiree Health Care Obligation ¹	-	-	(5,667)	(5,667)
Prior Year Property Tax Appeals	-	42,528	22,139	64,667
Deferred Revenue - Developer Loan	723,848	-	-	723,848
Contract Payable	-	-	183,750	183,750
Bonds Payable	-	31,877,460	-	31,877,460
TOTAL LIABILITIES	896,372	36,312,230	333,866	37,542,468
Fund Balance / Equity:				
Investments in General Fixed Assets	-	-	89,511,580	89,511,580
Non-Tax Increment Reserve	4,440,307	-	-	4,440,307
Reserve for Authorized Projects	-	-	3,742,603	3,742,603
Reserve for Brownfield Series 2012A Bonds	530,584	-	-	530,584
Reserve for Compensated Absences	-	-	6,897	6,897
Reserve for Eligible Obligations	-	3,822,709	-	3,822,709
Reserve for Encumbrances	47,290	-	466,359	513,649
TOTAL FUND EQUITY	5,018,181	3,822,709	93,727,439	102,568,329
TOTAL LIABILITIES & FUND EQUITY	\$ 5,914,553	\$ 40,134,939	\$ 94,061,305	\$ 140,110,797

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 FY2015 Budget vs Actual Results July 1, 2014 - May 31, 2015

	Non-Tax Funds		Debt Tax Increment		Local Tax Increment	
	Budget	Actual	Budget	Actual	Budget	Actual
REVENUES						
Property Tax Increment - General	\$ -	\$ -	\$ 7,529,127	\$ 7,520,354	\$ 4,237,009	\$ 4,332,561
Property Tax Increment - Transit Millage	-	-	-	-	385,681	385,681
Property Tax Increment - Prior Year Appeals	-	-	(200,000)	(34,095)	(100,000)	(18,934)
Property Tax Increment - Rebates to City / ITP	-	-	-	-	(278,682)	(133,590)
Special Assessments - Areaway	15,000	1,289	-	-	-	-
Brownfield Authority - Grandville Avenue	-	-	-	-	21,973	24,730
Interest on Investments - General	18,747	41,365	10,000	1	50,644	105,880
Interest on Investments - Multi-Year Accrual Reversal ¹	-	(28,853)	-	-	-	(95,793)
Interest on Investments - The Gallery Note	40,167	37,341	-	-	-	-
Property Rental - DASH Parking Lots	336,925	275,685	-	-	-	-
Property Rentals - Movies in the Park Vendors	-	4,350	-	-	-	-
Property Rentals - Winter Avenue Building	9,000	9,802	-	-	-	-
Property Rentals - YMCA Customer Parking	52,000	46,475	-	-	-	-
Sponsorship - Movies in the Park	-	1,500	-	-	-	-
Principal Repayments - The Gallery on Fulton Note	-	200,000	-	-	-	-
Reimbursement - GR Public Schools for GR Forward	-	-	-	-	-	37,010
Reimbursement - Monroe Ctr Ph 3 / Monument Park	-	-	-	-	-	81,679
Reimbursement - ValentICE	-	15,400	-	-	-	-
Reimbursements and Fees - Miscellaneous	500	200	-	-	10,000	1,405
From / (To) Fund Balance	3,127,112	-	(10,000)	-	145,089	-
TOTAL REVENUES	\$ 3,599,451	\$ 604,554	\$ 7,329,127	\$ 7,486,260	\$ 4,471,714	\$ 4,720,629
EXPENDITURES						
Investment - Planning and Infrastructure						
Development Incentive Programs	\$ -	\$ -	\$ -	\$ -	\$ 1,085,000	\$ 1,188,504
Transit Projects - Transit Millage Funded	-	-	-	-	125,000	63,559
Planning	35,000	21,634	-	-	350,000	381,279
Public Infrastructure	2,051,451	-	-	-	890,000	395,932
Investment Total	\$ 2,086,451	\$ 21,634	\$ -	\$ -	\$ 2,450,000	\$ 2,029,274
Livability - Residents / Workers / Neighborhood	605,000	344,863	-	-	700,000	167,611
Vibrancy - Attracting Visitors	808,000	605,164	-	-	-	-
Miscellaneous	100,000	52,986	-	-	-	-
Total Alliance Projects	\$ 3,599,451	\$ 1,024,647	\$ -	\$ -	\$ 3,150,000	\$ 2,196,885
Administration	-	1,314	-	-	862,863	882,637
Debt Service for Bond Issues	-	-	5,479,525	5,479,525	458,851	418,501
Estimated Capture to be Returned	-	-	1,849,602	1,388,812	-	-
TOTAL EXPENDITURES	\$ 3,599,451	\$ 1,025,961	\$ 7,329,127	\$ 6,868,337	\$ 4,471,714	\$ 3,498,023
EXCESS / (DEFICIT)	\$ -	\$ (421,407)	\$ -	\$ 617,923	\$ -	\$ 1,222,606

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. ddastrmts-may15.xls jmw 06042015

STATEMENT C

DOWNTOWN DEVELOPMENT AUTHORITY Statement of Current Project Expenditures As of May 31, 2015

Project Title	Project Budgets		EXPENDITURES			Available Budget
	%	Cost	Month	Fiscal Year	All Years	
Areaway Fill Program (ARIP)		\$ 35,000 ^{1,2}	\$ -	\$ 35,000		\$ -
Building Re-use Incentive Program (BRIP)		250,000 ^{1,2}	90,000	385,748		(135,748)
Development Project Guidance		- ^{1,2}	1,583	48,973		(48,973)
Development Project Reimbursements		750,000 ^{1,2}	-	690,733		59,267
Streetscape Improvement Incentive Program		50,000 ^{1,2}	-	28,050		21,950
Investment - Development Incentives Sub-Total	9.55%	\$ 1,085,000	\$ 91,583	\$ 1,188,504		\$ (103,504)
Amtrak Station Relocation		800,000 ²	-	-	746,164	53,836
DASH North Shuttle Services		150,000 ²	-	38,751	101,251	48,749
Jefferson Ave - Cherry/Fulton ITP Millage		353,000 ²	24,808	24,808	377,808	(24,808)
Investment - Transit Millage Funded Sub-Total	11.47%	\$ 1,303,000	\$ 24,808	\$ 63,559	\$ 1,225,223	\$ 77,777
Downtown Plan		487,500 ²	19,950	381,279	540,254	(52,754) ⁴
Investment - Planning Sub-Total	4.29%	\$ 487,500	\$ 19,950	\$ 381,279	\$ 540,254	\$ (52,754)
Arena South Implementation		230,809 ²	-	672	34,696	196,113
Bostwick Avenue - Lyon St to Crescent St		225,000 ²	-	-	-	225,000
Bridge Street Streetscape Improvs		125,000 ²	-	105	105	124,895
Grand River Activation		232,435 ²	-	-	132,435	100,000
Ionia Ave 9 - Buckley St to Wealthy St		886,673 ²	4,195	8,032	690,721	195,952
Michigan / Ottawa Gateway		300,000 ²	-	-	-	300,000
Monroe Ave Resurfacing - Louis to I-196		165,000 ²	-	76,196	76,196	88,804
Monroe Center-Phase 3 / Monument Park		725,000 ²	-	88,594	1,256,839	(531,839) ⁴
Ottawa Avenue Public Improvements		330,000 ²	-	186,633	186,633	143,367
State Street - Jefferson to Lafayette		450,000 ²	-	-	-	450,000
Veterans Park Improvements		100,000 ²	-	35,700	35,700	64,300
Wealthy Street - US 131 to Division Ave		885,000 ²	-	-	-	885,000
Weston Street - Sheldon to LaGrave Ave		400,000 ²	-	-	-	400,000
Investment - Public Infrastructure Sub-Total	44.50%	\$ 5,054,917	\$ 4,195	\$ 395,932	\$ 2,413,325	\$ 2,641,592
Downtown Speakers Series		35,000 ^{1,3}	853	21,634		13,366
Investment - Non-Tax Supported Sub-Total	0.31%	\$ 35,000	\$ 853	\$ 21,634		\$ 13,366
Accessibility and Mobility Repairs		10,000 ^{1,2}	-	10,000		-
Bicycle Friendly Improvements		401,000 ²	812	7,965	129,521	271,479
Downtown Census		30,000 ^{1,2}	-	-	-	30,000
Public Realm Improvements		200,000 ²	2,773	49,597	49,597	150,403
Seward Ave Non-Motorized Facility		56,730 ²	-	17,858	33,152	23,578
Snowmelt System Repairs / Investigation		532,574 ²	-	46,706	429,280	103,294
Urban Recreation Plan		326,496 ²	-	2,083	53,579	272,917
Wayfinding System Improvements		310,000 ²	78	33,402	33,402	276,598
Livability - Local Tax Supported Sub-Total	16.43%	\$ 1,866,800	\$ 3,663	\$ 167,611	\$ 728,531	\$ 1,128,269
Division Ave Task Force Implemntn		5,000 ^{1,3}	-	-		5,000
Downtown Ambassadors		300,000 ^{1,3}	24,638	267,866		32,134
Educational Partnerships Initiatives		10,000 ^{1,3}	2,500	2,500		7,500
Project and Fixed Asset Maintenance		100,000 ^{1,3}	-	4,441		95,559
Recreational Walk / Tour Signage		40,000 ³	-	9,715	9,715	30,285
Riverwalk Maintenance		60,000 ^{1,3}	-	1,000		59,000
Stakeholder Engagement Program		5,000 ^{1,3}	232	4,719		281
Street Trees Maintenance Program		5,000 ^{1,3}	-	5,000		-
Transportation Demand Mgmt Prog		92,500 ^{1,3}	130	49,622		42,878
Winter Avenue Building Lease		2,500 ^{1,3}	-	-		2,500
Livability - Non-Tax Supported Sub-Total	5.46%	\$ 620,000	\$ 27,500	\$ 344,863	\$ 9,715	\$ 275,137
Bridge Lighting Operations		10,000 ^{1,3}	-	-		10,000
DGRI Event Production		45,000 ^{1,3}	2,915	68,662		(23,662) ⁴
Diversity/Inclusion Programming		10,000 ^{1,3}	133	4,183		5,817
Downtown Marketing		225,000 ^{1,3}	187	147,336		77,664
Downtown Workforce Program		15,000 ^{1,3}	346	4,766		10,234
Go-Site Visitor Center at GRAM		30,000 ^{1,3}	-	-		30,000
Holiday Décor Program		60,000 ^{1,3}	-	62,536		(2,536)
Major Event Sponsorship		82,000 ^{1,3}	-	65,240		16,760
Public Space Activation		30,000 ^{1,3}	700	1,874		28,126
Rosa Parks Circle Skating Operations		42,000 ^{1,3}	38,712	39,216		2,784
Special Events - Grants		50,000 ^{1,3}	-	46,573		3,427
Special Events - Office of		100,000 ^{1,3}	-	85,469		14,531
Special Events - Training Program		5,000 ^{1,3}	-	-		5,000
State of Dntn Event & Annual Reports		22,500 ^{1,3}	-	150		22,350
Ticketed Events - Police Services		80,000 ^{1,3}	9,743	75,168		4,832
Wayfinding Sign Maintenance		- ^{1,3}	-	3,991		(3,991)
Vibrancy Support Sub-Total	7.10%	\$ 806,500	\$ 52,736	\$ 605,164		\$ 201,336
Experience - Miscellaneous		100,000 ^{1,3}	-	14,713		85,287
Monroe Ave Phase 3 Services		- ^{1,3}	1,373	38,273		(38,273)
Misc - Non-Tax Supported Sub-Total	0.88%	\$ 100,000	\$ 1,373	\$ 52,986		\$ 47,014
TOTAL	100.00%	\$11,358,717	\$ 226,661	\$ 3,221,532		\$ 4,228,233

Note 1: Current year (FY2015) budget only.

Note 2: Paid from local tax increment.

Note 3: Paid from non-tax funds.

Note 4: Expense shown without reimbursements. Downtown Plan reimbursed \$37,010 by GRPS for its share of project. DGRI Event Production reimbursed \$15,400 for ValentICE sculpture costs and \$5,450 for Movies in the Park sponsorships and vendor rentals. Monroe Center Ph 3 - Monument Park was reimbursed \$81,679 by Consumers Energy for electrical infrastructure costs.

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STATEMENT D
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures
May, 2015

Source	Vendor	Purpose / Project	Description	Amount
Debt	U.S. Bank Corporate Trust	DDA 1994 Bonds - Van Andel Arena	Annual principal payment	\$3,073,753.00
Debt	U.S. Bank Corporate Trust	DDA 1994 Bonds - Van Andel Arena	Semi-annual interest payment	921,247.00
Local	Fulton Property Holdings LLC	Building Re-use Incentive Prog (BRIP)	Partial support for 12 S Division improvements	65,000.00
Local	Paychex	Administration	DGRI payroll processing fees - May, 2015	60,578.28
Non Tax	City Treasurer - Parks/Recreation	Rosa Parks Circle Skating Operations	Partial support for FY2015 ice rink operations	38,712.46
Local	Herkimer Apartment Ltd Hsg Assoc	Building Re-use Incentive Prog (BRIP)	Partial support for 309 S Division improvements	25,000.00
Local	City Treasurer - Engineering Dept	Jefferson Ave - Cherry/Fulton ITP Mills	Final billing through 04/30/2015	24,807.90
Non Tax	Mydatt Services dba Block by Block	Downtown Ambassadors	Monthly services - April 2015	24,510.78
Local	Interface Studio, LLC	Downtown Plan	Share of GRForward process services - March 2015	12,554.82
Non Tax	City Treasurer - Police Department	Ticketed Events - Police Services	Pedestrian safety - April 2015	9,742.56
Local	Federal Square Building Co #1 LLC	Administration	Share of May, 2015 office lease	5,749.42
Local	City Treasurer - Budget Office	Administration	Support services allocation - May 2015	5,196.50
Local	City of Grand Rapids	Administration	Staff services - May 2015	4,257.84
Local	Michigan Dept of Transportation	Ionia Ave 9 - Buckley St to Wealthy St	Ionia streetscape - final billing	4,195.20
Local	Interface Studio, LLC	Downtown Plan	Travel expenses - March 2015	3,705.70
Local	Dickinson Wright PLLC	Administration	Legal services - share of TIF legislation February 2014	3,232.51
Local	Interface Studio, LLC	Downtown Plan	Travel expenses - April 2015	2,931.34
Non Tax	Grand Rapids Public Library Fndtn	Educational Partnerships Initiatives	Share of Peninsular Club/Robinson Studio photo digitizing	2,500.00
Local	Yucko's Inc	Public Realm Improvements	Share of dog waste bag dispensers	2,036.25
Local	Fusion IT LLC	Administration	Share of IT services - HP Elitebook and docking station	1,526.16
Non Tax	Breck Graphics dba Allegra	DGRI Event Production	MITP - magnets, handbills, posters	1,497.32
Non Tax	Consumers Energy	Monroe Ave Phase 3 Services	Electricity - 03/24-04/22/2015	1,373.49
Local	Dickinson Wright PLLC	Administration	Legal services - misc matters March 2015	1,146.60
Local	City Treasurer - Risk Management	Administration	General insurance - May 2015	1,068.00
Local	City Treasurer - Parking Services	Administration	Parking - DGRI staff- May 2015	1,055.00
Local	City Treasurer - Parking Services	Administration	Parking validations - April 2015	908.00
Non Tax	Baker Tent and Party Rental	DGRI Event Production	Linens, cocktail tables rentals - MITP Release party	816.28
Local	Katerberg Verhage	Bicycle Friendly Improvements	Installation of bike repair stations May 2015	811.95
Local	Twin Lakes Nursery Inc.	Public Realm Improvements	Tree planting at Downtown Market	736.78
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - sale of lot 5 to Jackson Entrmt Mar 2015	655.20
Local	Dickinson Wright PLLC	Administration	Legal services - M & B FOIA requests February 2014	637.00
Non Tax	Thomas Powell / Grand Central Market	Downtown Speakers Series	Food and beverages for leadership luncheon	453.39
Local	Professional Maint of Michigan, Inc.	Administration	Share of 29 Pearl NW janitorial services April 2015	451.65
Local	American Planning Association	Administration	T. Kelly - membership dues - 07/01/2015-06/30/2016	440.00
Local	Fifth Third Bank - Procurement Card	Downtown Plan	GR Forward public forum / DNR visit snacks / luncheon	419.68
Local	Cellco Partnership dba Verizon	Administration	Share of staff cellphone svc/equip 04/02-05/01/2015	403.55
Non Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	DGRI events - supplies and equipment rental	389.47
Non Tax	Kevin Budzynski dba Whiskey Neat	Downtown Speakers Series	Video recording - Peter Kageyama event	350.00
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Hopson Flats March 2015	345.80
Non Tax	Vault of Midnight	Public Space Activation	Free Comic Book Day - photography	300.00
Local	Federal Square Building Co #1 LLC	Administration	Share of 29 Pearl St NW electricity - April 2015	267.18
Local	TDS Metrocom LLC	Administration	Share of 29 Pearl NW telephone service - May 2015	250.62
Non Tax	Curtis Cleaners	Stakeholder Engagement Program	DGRI Holiday Party linens - washed/pressed 12/23/2014	231.50
Local	Fusion IT LLC	Administration	Share of svcs - remote PC monitoring & server backup	227.98
Non Tax	Curtis Cleaners	DGRI Event Production	ValentICE linens - washed and pressed 02/20/2015	200.00
Local	Grand Rapids Public Schools	Downtown Plan	Meeting room rental - Central High School 04/16/2015	200.00
Non Tax	Matt Gabriel dba 96157 Musical Prod	Downtown Workforce Program	Relax at Rosa event - musical performance 05/07/2015	200.00
Local	Fifth Third Bank - Procurement Card	Administration	M. Sierawski - Annual SHRM Membership	190.00
Non Tax	Fifth Third Bank - Procurement Card	Downtown Marketing	Website services - NationBuilder	187.00
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - The Venue - BOB II devel March 2015	182.00
Local	Fusion IT LLC	Administration	Share of IT services - scheduled monthly server updates	163.45
Local	Kristopher Larson	Administration	Travel expenses - Downtown Ann Arbor	161.40
Local	PCS Gophers	Administration	Interoffice and mail service	156.94
Non Tax	Andrew Stembaugh	Public Space Activation	Free Comic Book Day - pop up performance	150.00
Local	Fifth Third Bank - Procurement Card	Administration	K. Larson - LOCUS leadership summit	145.63
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Morton House devel March 2015	145.60
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Venue Towers devel March 2015	145.60
Local	Paychex	Administration	DGRI payroll, taxes, 401(k), FSA - May, 2015	142.34
Local	Paychex	Administration	DGRI HRS processing fees - May, 2015	135.00

continued on the next page

STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures
May, 2015

Page 2

Source	Vendor	Purpose / Project	Description	Amount
<i>continued from previous page</i>				
Non Tax	Fifth Third Bank - Procurement Card	Diversity/Inclusion Programming	Sponsorship / refreshments for BL ² END event	\$ 133.24
Non Tax	Cellco Partnership dba Verizon	Transportation Demand Mgmt Program	B. Kirk cellphone svc/equip 04/02/2015-05/01/2015	129.76
Non Tax	City Treasurer - Parking Services	Downtown Safety Ambassadors	Parking - Melvin Eledge April 2015	127.00
Local	Comcast	Administration	Share of 29 Pearl high speed internet April 2015	126.77
Non Tax	Alysha Shah dba Luna Gitana Hoops	Public Space Activation	Free Comic Book Day - Hula Hooping 05/02/2015	125.00
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - 12 Weston devel March 2015	109.20
Local	Staples Contract & Commercial Inc	Downtown Plan	Supplies - GR Forward public forum	107.96
Non Tax	Curtis Cleaners	Downtown Workforce Program	Broomball event - linens washed & pressed 03/06/2015	100.00
Local	City Treasurer - Engineering Dept	Wayfinding System Improvements	Engineering services - 02/22-04/25/2015	78.35
Non Tax	Alysha Shah dba Luna Gitana Hoops	Public Space Activation	Play Downtown event - Hula Hooping 05/01/2015	75.00
Local	Ferris Coffee & Nut Company, Inc.	Administration	Share of coffee for staff and meetings	69.43
Local	Acuity, a Mutual Insurance Company	Administration	Share of general liability ins upgrade	65.38
Local	Gordon Water Systems	Administration	Share of water cooler costs April / May, 2015	62.16
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	56.54
Non Tax	Curtis Cleaners	Downtown Speakers Series	Table linens - washed and pressed 11/19/2014	50.00
Non Tax	Liz Hertl	Public Space Activation	Pop-up performer	50.00
Local	Staples Contract & Commercial Inc	Administration	Share of office supplies	47.82
Non Tax	Fifth Third Bank - Procurement Card	Downtown Workforce Program	Downtown workforce event - microphone stand	45.90
Local	JPMorganChase	Administration	DGRI payroll account bank fees - May, 2015	43.73
Local	Model Coverall Service, Inc.	Administration	Share of floor mats - 29 Pearl NW - 04/01/2015	31.40
Local	Model Coverall Service, Inc.	Administration	Share of floor mats - 29 Pearl NW - 04/29/2015	31.40
Local	Kristopher Larson	Downtown Plan	Parking reimbursements - DNR staff visit	30.00
Local	Professional Maint of Michigan, Inc.	Administration	Share of waste basket liners	29.25
Local	Kristopher Larson	Administration	Travel expenses - Downtown Ann Arbor	11.80
Non Tax	Staples Contract & Commercial Inc	DGRI Event Production	Supplies - MITP Release party	11.79
Local	Fifth Third Bank - Procurement Card	Administration	K. Larson - wifi access when traveling	9.95
MAY 2015 EXPENDITURES				\$4,310,737.95

Local - local tax increment funds
Non-tax - non-tax funds
Debt - school tax increment funds

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

DATE: June 5, 2015

TO: Downtown Development Authority

FROM: Kristopher Larson, AICP
President & CEO



Agenda Item 4
June 10, 2015
DDA Meeting

SUBJECT: Recommendation to Approve and Authorize Property Conveyance to ITP / The Rapid

Enclosed in your packet is a resolution approving and authorizing the conveyance of a small, remnant undevelopable parcel to the Interurban Transit Partnership (The Rapid). In 2007, The Rapid acquired a parcel of property from the City of Grand Rapids Downtown Development Authority (the "DDA") in connection with the development of its transit facilities at 300 Ellsworth Avenue, SW. Following the completion of the Rapid Central Station and associate street improvements, a small undevelopable piece of property exists between the western boundary of the parcel the DDA conveyed to ITP and relocated Ellsworth Avenue, SW.

The Rapid has requested that the DDA convey whatever interest it has, if any, in this property in order to clear its title to land it utilizes in connection with the operation of its Ellsworth Avenue facilities. The property would be conveyed for nominal consideration. In addition to the resolution, both a property map and quit claim deed are included in your packet for review.

Recommendation: Approve the attached resolution and authorize the DDA Board Chair to execute the quit claim deed on behalf of the DDA.

**CITY OF GRAND RAPIDS
DOWNTOWN DEVELOPMENT AUTHORITY**

**RESOLUTION APPROVING AND AUTHORIZING THE
EXECUTION OF A QUIT CLAIM DEED IN FAVOR OF
THE INTERURBAN TRANSIT PARTNERSHIP**

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

WHEREAS, the Interurban Transit Partnership, aka The Rapid (the "ITP"), in 2007 acquired a parcel of property from the City of Grand Rapids Downtown Development Authority (the "DDA") in connection with the development of its transit facilities at 300 Ellsworth Avenue, S.W.; and

WHEREAS, a small undevelopable piece of property exists between the western boundary of the parcel the DDA conveyed to ITP and relocated Ellsworth Avenue, S.W.; and

WHEREAS, the ITP has requested that the DDA convey whatever interest it has, if any, in this property to ITP in order to clear its title to land it utilizes in connection with the operation of its Ellsworth Avenue facilities; and

WHEREAS, the DDA is willing to convey whatever interest it has in the property to ITP.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the DDA agrees to convey to ITP whatever interest, if any, it has in the property identified as "DDA Fee Ownership" on the attached drawing by quit claim deed (the "Deed") for nominal consideration of \$1.00.

2. That the Chairperson of the Board of Directors of the DDA is authorized and directed to execute the Deed approved as to form by DDA legal counsel.

3. That the DDA Executive Director and legal counsel are authorized to take whatever additional action necessary to complete the conveyance.

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

YEAS: Boardmembers _____

NAYS: Boardmembers _____

ABSTAIN: Boardmembers _____

ABSENT: Boardmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: May 13, 2015

Mary Sierawski
Recording Secretary

CERTIFICATION

I, the undersigned duly qualified and acting Recording Secretary of the City of Grand Rapids Downtown Development Authority (the “DDA”), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the DDA at a meeting held on May 13, 2015, 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: May 13, 2015

Mary Sierawski
Recording Secretary

QUIT CLAIM DEED

GRAND RAPIDS DOWNTOWN DEVELOPMENT AUTHORITY, a municipal authority, of 300 Monroe Avenue, N.W., Grand Rapids, Michigan 49503 ("**Grantor**"), QUIT CLAIMS to **INTERURBAN TRANSIT PARTNERSHIP**, a municipal authority, of 300 Ellsworth Avenue, S.W., Grand Rapids, Michigan 49503 ("**Grantee**"), the following real property located in the City of Grand Rapids, County of Kent, State of Michigan, described as:

(See Attached Exhibit A)

subject to existing easements, reservations and building and use restrictions of record, if any, and to any liens for taxes which are not yet due and payable.

Grantor reserves a perpetual, nonexclusive easement over, under and across the 13 Foot Wide Parcel for the installation, maintenance and repair of public utilities.

This instrument is exempt from transfer tax under MCLA 207.505(a) and MCL 207.526(a) being a transfer where the consideration is less than One Hundred Dollars (\$100.00).

This Deed is being recorded to correct the legal description set forth in a Warranty Deed dated June 15, 2007, recorded at Instrument No. 20070921-0093192 ("Prior Deed"). The Prior Deed failed to include within the legal description of Parcel 1 the Vacated 15 Foot Wide Alley located north of Wealthy Street, the 13 Foot Wide Parcel located to the west of the Vacated 15 Foot Wide Alley, and the Additional Property located between the 13 Foot Wide Parcel and the easterly right of way line of relocated Ellsworth Avenue.

A Consent Judgment to Vacate a Portion of Goodrich and Summit Streets in Ellsworth's Addition to the City of Grand Rapids dated December 15, 2008, recorded January 14, 2009, at Instrument No. 20090114-0003140 incorrectly states that title to a portion of Lot 8, Block 12 in Ellsworth's Addition to the City of Grand Rapids (which includes the 13 Foot Wide Parcel and the Additional Property described on attached Exhibit A) shall "remain vested in the Michigan Department of Transportation" upon the recording of the amended plat required by this Judgment. The parties acknowledge and agree that fee title to the 13 Foot Wide Parcel and the Additional Property is vested in Grantor and is being conveyed to Grantee pursuant to this Deed. Accordingly, this Deed correctly identifies how fee title to that part of Lot 8, Block 12 in Ellsworth's Addition to the City of Grand Rapids and Lot 21, Block 12 of the AMENDED

PLAT of Lot 8, Block 12, and Lot 1, Block 13, and Lot 17, Block 14, and the vacated portion of Summit Street and the vacated portion of Goodrich Street of Ellsworth's Addition to the City of Grand Rapids, Southeast one-quarter, Section 25, Town 7, North, Range 12 West, City of Grand Rapids, Kent County, Michigan, as recorded at Instrument No. 20090629-0060405 is vested.

**GRAND RAPIDS DOWNTOWN
DEVELOPMENT AUTHORITY**, a municipal
authority

Dated: _____, 2014

By _____
[Print name: _____]
Its: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2014, by _____, the _____ of Grand Rapids Downtown Development Authority, a municipal authority.

Notary Public, State of MI, County of _____
My Commission Expires: _____
Acting in the County of _____

<u>Drafted by:</u> Karen J. Custer Miller Johnson 250 Monroe Avenue, N.W., Ste. 800 Grand Rapids, Michigan 49503 (616) 831-1700	<u>When recorded, return to:</u> Karen J. Custer Miller Johnson 250 Monroe Avenue, N.W., Ste. 800 Grand Rapids, Michigan 49503 (616) 831-1700
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EXHIBIT A

VACATED 15 FOOT WIDE ALLEY

All that part of the 15.0 foot wide North-South alley of Block 12 of Ellsworth's Addition to the City of Grand Rapids, Kent County, Michigan as recorded in Book 1 Page 25 of Kent County Records, vacated by resolution of the Common Council of the City of Grand Rapids as reported in minutes dated March 8, 1894; described as: Commencing at the Southeast corner of said Section 25, thence North $88^{\circ}26'30''$ West 670.38 feet, along the south line of said Section 25 to southerly extension of the westerly right of way line of relocated Ionia Avenue (66.0 feet wide); thence North $00^{\circ}22'09''$ West 308.81 feet, along said westerly right of way line and the southerly extension thereof to the southerly line of Goodrich Street (60.0 feet wide), as vacated in Circuit Court Judgment Vacating Williams, Bartlett, and Goodrich Streets West from Ionia Avenue, recorded in Liber 1974 Page 538, Kent County Records; thence North $88^{\circ}38'04''$ West (formerly recorded as North $88^{\circ}18'08''$ West) 445.34 feet along said southerly line to the intersection of the westerly right of way line of Highway U.S.-131; thence continuing North $88^{\circ}38'04''$ West 191.05 feet, along said southerly right of way line of vacated Goodrich Street (60.0 feet wide), to the northwesterly corner of Lot 7, Block 12 of said Ellsworth's Addition, said corner also being the intersection of the southerly line of vacated Goodrich Street, and the easterly line of the 15.0 foot wide vacated North-South alley of said Block 12, for the PLACE OF BEGINNING OF THIS DESCRIPTION: Thence South $00^{\circ}21'54''$ East 249.27 feet, along said easterly line to the easterly right of way line of relocated Ellsworth Avenue as described in Parcel No. 5 of the Covenant Deed to John C. Mackie, as State Highway Commissioner of the State of Michigan, recorded in Liber 1885 Page 496, Kent County Records; thence Northwesterly 78.23 feet, along said easterly right of way line, being a 604.96 foot radius curve to the left, having a central angle of $07^{\circ}24'33''$ and a chord which bears North $11^{\circ}25'37''$ West 78.18 feet, to the westerly line of said 15.0 foot wide vacated North-South alley; thence North $00^{\circ}21'54''$ West 173.00 feet, along said westerly line to the southerly right of way line of Goodrich Street (60.0 feet wide); thence South $88^{\circ}38'04''$ East 7.50 feet, along the easterly extension of said southerly right of way line of Goodrich Street to the centerline of said vacated North-South alley; thence continuing South $88^{\circ}38'04''$ East 7.50 feet, along the southerly line of said vacated Goodrich Street to the place of beginning.

Subject to all easements and restrictions of record.

Containing 3,101.6 Square Feet, more or less.

EXHIBIT A (CONTINUED)

13 FOOT WIDE PARCEL

All that part of Lot 21 Block 12 of the Amended Plat of Lot 8, Block 12, and Lot 1, Block 13, and Lot 17, Block 14 and the vacated portion of Summit Street and the vacated portion of Goodrich Street of Ellsworth's Addition to the City of Grand Rapids, Southeast one-quarter, Section 25, Town 7 North, Range 12 West, City of Grand Rapids, Kent County, Michigan, as recorded in Instrument Number 200906290060405, Kent County Records, and that part of Lots 9, 10, and 11 of Block 12 of Ellsworth's Addition to the City of Grand Rapids, Kent County, Michigan as recorded in Book 1 Page 25 of Kent County Records, described as: Commencing at the Southeast corner of said Section 25, thence North 88°26'30" West 670.38 feet, along the south line of said Section 25 to southerly extension of the westerly right of way line of relocated Ionia Avenue (66.0 feet wide); thence North 00°22'09" West 308.81 feet, along said westerly right of way line and the southerly extension thereof to the southerly line of Goodrich Street (60.0 feet wide), as vacated in Circuit Court Judgment Vacating Williams, Bartlett, and Goodrich Streets West from Ionia Avenue, recorded in Liber 1974 Page 538, Kent County Records; thence North 88°38'04" West (formerly recorded as North 88°18'08" West) 445.34 feet along said southerly line to the intersection of the westerly right of way line of Highway U.S.-131; thence continuing North 88°38'04" West 198.55 feet, along said southerly line of vacated Goodrich Street (60.0 feet wide), to the centerline of the 15.0 foot wide North-South alley of said Block 12, vacated by resolution of the Common Council of the City of Grand Rapids as reported in minutes dated March 8, 1894; thence continuing North 88°38'04" West 7.50 feet, along the easterly extension of the southerly right of way line of Goodrich Street (60.0 feet wide), to the westerly line of said 15.0 foot wide vacated North-South alley of Block 12, for the PLACE OF BEGINNING OF THIS DESCRIPTION: Thence South 00°21'54" East 173.00 feet, along said westerly line to easterly right of way line of relocated Ellsworth Avenue as described in Parcel No. 5 of the Covenant Deed to John C. Mackie, as State Highway Commissioner of the State of Michigan, recorded in Liber 1885 Page 496, Kent County Records; thence Northwesterly 44.74 feet, along said easterly right of way line, being a 604.96 foot radius curve to the left, having a central angle of 04°14'14" and a chord which bears North 17°15'02" West 44.73 feet, to the easterly line of the property* conveyed to the Michigan State Highway Department in the Quit Claim Deed from the American Box Board Company recorded in Liber 1856 Page 1147, Kent County Records; said line determined to be 13.0 feet North 88°38'04" West of and parallel with the westerly line of said 15.0 foot wide vacated North-South alley; thence North 00°21'54" West 130.59 feet, along said line to the southerly right of way line of said Goodrich Street (60.0 feet wide); thence South 88°38'04" East 13.00 feet, along said southerly right of way line, to the place of beginning.

Subject to all easements and restriction of record.

Containing 1970.8 Square Feet, more or less.

*** Note:**

The property conveyed to the Michigan State Highway Department in the Quit Claim Deed from the American Box Board Company recorded in Liber 1856 page 1147, Kent County Records was a leasehold interest.

EXHIBIT A (CONTINUED)

ADDITIONAL PROPERTY

All that part of Lot 21 Block 12 of the Amended Plat of Lot 8, Block 12, and Lot 1, Block 13, and Lot 17, Block 14 and the vacated portion of Summit Street and the vacated portion of Goodrich Street of Ellsworth's Addition to the City of Grand Rapids, Southeast one-quarter, Section 25, Town 7 North, Range 12 West, City of Grand Rapids, Kent County, Michigan, as recorded in Instrument Number 200906290060405, Kent County Records, and that part of Lots 9, 10, 11 and 12 of Block 12 of Ellsworth's Addition to the City of Grand Rapids, in Section 25, Town 7 North, Range 12 West, Kent County, Michigan as recorded in Book 1 Page 25 of Kent County Records, described as follows ("Additional Property"):

That part of Lots 8, 9, 10, 11 and 12 Block 12 of Ellsworth's Addition to the City of Grand Rapids lying east of the property described as Parcel No. 5 in a certain Covenant Deed dated November 27, 1959, between The Chesapeake and Ohio Railway Company, as Grantor, and John C. Mackie, as State Highway Commissioner of the State of Michigan, as Grantee, recorded at Liber 1885, Page 496, Kent County Records.

Parcel No. 5 is described as follows:

Part of Block 12 of Ellsworth's Addition to the City of Grand Rapids, according to the recorded plat thereof and a portion of the vacated alley running northerly and southerly therein, more particularly described as follows: Beginning at the point of intersection of the North line of Wealthy Street with the east line of Ellsworth Avenue; thence North 0°01'34" West, on and along said east line of Ellsworth Avenue, a distance of 272.98 feet to the point of intersection of said east line of Ellsworth Avenue with the south line of Goodrich Street; thence South 88°18'27" East, on and along said south line of Goodrich Street, a distance of 80.06 feet to a point; thence South 0°01'34" east a distance of 26.16 feet to a point; thence South 28°09'09" East a distance of 20.00 feet to a point; thence on a curve to the right having a radius of 604.96 feet and a long chord of 218.14 feet bearing South 17°45'56" East a distance of 219.34 feet to a point; thence South 0°01'34" East a distance of 24.26 feet to a point on said north line of Wealthy Street; thence North 88°05'56" West a distance of 156.00 feet to the place of beginning; containing an area of 33,991 square feet, more or less; TOGETHER WITH the 609,785 cubic foot warehouse building located in part upon said Parcel No. 5 and in part upon adjacent land owned by party of the first part, which adjacent land is not hereby conveyed.

Note: The westerly boundary of the Additional Property corresponds to the easterly right of way line of relocated Ellsworth Avenue.

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

DATE: June 5, 2015

TO: Downtown Development Authority

FROM: Kristopher Larson, AICP
President & CEO



Agenda Item 5
June 10, 2015
DDA Meeting

SUBJECT: Recommendation to Adopt DDA's FY2016 Budget

UPDATE:

This agenda item represents the fourth and final step in the DDA's budget approval and adoption process. To date, the following steps have occurred:

- Step 1 – Unanimous recommendations by three DGRI Alliances (Livability – 3/23; Vibrancy – 4/15; Investment – 5/12)
- Step 2 – Unanimous approval and recommendation by DDA Board to Grand Rapids City Commission (May 13)
- Step 3 – Unanimous approval and appropriation by Grand Rapids City Commission (May 26)
- Step 4 – Consideration of adoption by DDA Board (June 10)

BACKGROUND:

Beginning in February of 2015, 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 emerging 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 years.

Expenditures proposed FY16 DDA Budget include 98 individual capital projects, programs, events, and other initiatives. Examples of each include undergrounding utilities, pedestrian area beautification along the Pearl St. gateway into Downtown, revamping Lyon Square, inclusion efforts intended to create a more welcoming Downtown for all citizens, festoon lighting over the South Ionia entertainment district, plus the very popular 6-event series, Movies in the Park.

Taken together, the investments total \$9,653,555 for FY16. After removing obligations such as debt service payments, the real estate purchase of Area 5, and administrative / overhead costs, the FY16 budget includes \$4,924,500 in discretionary investments. In addition to the 70 members that comprise the three Alliances, DGRI staff has also intently listened to its partner organizations, City staff, the public-at-large, and the DGRI fiduciary Boards regarding preferences for future year budgetary priorities. *Citizens participated in identifying and prioritizing 94% of the \$4,924,500 in discretionary investments proposed in the FY16 DDA Budget.*

Also included within the proposed budget are 56 specific initiatives emerging from community visioning process, GR Forward. To date, more than 3,500 citizens have participated in crafting the vision. Examples of proposed GR Forward implementation-related projects include transforming four highway overpasses that create barriers within Downtown, developing a flexible greening treatment for Calder Plaza and Gillett Bridge, bike share system planning, improvements to the Downtown tree canopy, plus an urban walking / running trail.

Recommendation: Adopt the FY16 Budget as authorized by the Grand Rapids City Commission

**CITY OF GRAND RAPIDS, MICHIGAN
DOWNTOWN DEVELOPMENT AUTHORITY
FY2016 Appropriation Request**

Recommended by the Downtown Development Authority on May 13, 2015

Approved by City Commission on May 26, 2015

Submitting for Adoption by the Downtown Development Authority on June 10, 2015

PROPOSED FY2016 BUDGET				
RESOURCES	Non-Tax Fund	Debt Tax Increment	Local Tax Increment	TOTAL
Property Tax Increment - General	\$ -	\$ 7,970,567	\$ 4,695,425	\$ 12,665,992
Property Tax Increment - Public Transit Millage	-	-	417,548	417,548
Property Tax Increment - Rebates to City / ITP	-	-	(150,850)	(150,850)
Property Tax Increment - Prior Year Appeals	-	(100,000)	(100,000)	(200,000)
Special Assessments	15,000	-	-	15,000
Brownfield Redevelopment Authority - Grandville Avenue	-	-	25,225	25,225
Fees / Reimbursements - Miscellaneous	500	-	15,000	15,500
Interest - General	16,719	8,000	60,500	85,219
Interest - "The Gallery" Promissory Note	30,887	-	-	30,887
Principal - "The Gallery" Promissory Note	50,000	-	-	50,000
Property Rental - Buildings and Facilities	62,000	-	-	62,000
Property Rental - DASH Parking Lots	318,150	-	-	318,150
Event Sponsorships and Support	40,000	-	-	40,000
From / (To) Fund Balance	2,582,395	(8,000)	1,575,056	4,149,451
TOTAL RESOURCES	\$ 3,115,651	\$ 7,870,567	\$ 6,537,904	\$ 17,524,122
APPROPRIATIONS				
<u>Program Area Alliances</u>				
Investment - infrastructure & real property support projects	\$ 2,066,451	\$ -	\$ 3,860,000	\$ 5,926,451
Livability - projects and programs for downtown residents	465,000	-	995,000	1,460,000
Vibrancy - projects and programs for tourist attraction	532,000	-	270,000	802,000
Total Program Area Expenditures	3,063,451	-	5,125,000	8,188,451
Administration and Miscellaneous	52,200	-	952,863	1,005,063
Estimated Excess Capture to be Returned to Schools	-	2,391,042	-	2,391,042
Debt Service	-	5,479,525	460,041	5,939,566
TOTAL APPROPRIATIONS	\$ 3,115,651	\$ 7,870,567	\$ 6,537,904	\$ 17,524,122
EXCESS / (DEFICIT)	\$ -	\$ -	\$ -	\$ -

Downtown Development Authority

Local Tax Increment Only

Proposed FY2016 Revenue and Appropriation Request and FY2017 - 2020 Forecasts

Updated 5/8/2015 by Jana Wallace

Table 1 - Projected Revenue	FY2015			FY2016	FY2017	FY2018	FY2019	FY2020	FY2016-20	NOTES
	Budget	YTD Actual ¹	Estimate	Budget	Forecast	Forecast	Forecast	Forecast	TOTAL	
Local Tax Increment - Calculated with Estimated Mills	\$ 4,237,009	\$ 4,338,852	\$ 4,237,009	\$ 4,695,425	\$ 4,718,902	\$ 4,742,497	\$ 4,766,209	\$ 4,790,040	\$ 23,713,073	Estimating 0.50% annual growth after FY2016
Public Transit Millage Increment	385,681	385,681	385,681	417,549	419,637	421,735	423,844	425,963	2,108,727	Estimating 0.50% annual growth after FY2016
Sub-Total Tax Increment Revenues	\$ 4,622,690	\$ 4,724,533	\$ 4,622,690	\$ 5,112,974	\$ 5,138,539	\$ 5,164,232	\$ 5,190,053	\$ 5,216,003	\$ 25,821,800	
Rebates to City of Grand Rapids and ITP	(278,682)	(133,590)	(133,590)	(150,850)	(303,209)	(304,725)	(306,248)	(307,779)	(1,372,811)	Rebates are 5% thru FY2016 then 10% beginning FY2017
Prior Year Tax Increment Adjustments	(100,000)	(3,092)	(75,000)	(100,000)	(100,000)	(50,000)	(50,000)	(50,000)	(350,000)	Adjustments due to appeals.
Sub-Total Tax Increment Revenues - Net	\$ 4,244,008	\$ 4,587,851	\$ 4,414,100	\$ 4,862,124	\$ 4,735,330	\$ 4,809,507	\$ 4,833,805	\$ 4,858,224	\$ 24,098,990	
Interest	50,644	2,202	57,000	60,500	49,466	70,467	93,546	167,769	441,749	Estimated 1.0% to 2.0% interest rates
Brownfield Redevelopmt Auth Reimbs - Grandville Ave	21,973	24,730	24,730	25,225	24,216	23,489	23,607	23,725	120,261	Custer STI-capture maxed out after 2012/FY2013
Brownfield Redevelopmt Auth Reimbs - Veterans Park	-	-	-	-	606,979	129,569	10,952	-	747,500	TIR from BRA-Fitzgerald by 12/31/2019 nte \$747,500
Reimb - Consumers Energy - Monroe Center Ph 3	-	81,679	81,679	-	-	-	-	-	-	Project reimbursement
Reimb - GR Public Schools - GR Forward Participation	-	37,010	67,290	5,000	-	-	-	-	5,000	GRPS' total commitment to the project is \$72,290
Miscellaneous Reimbursements & Fees	10,000	1,075	5,000	10,000	10,000	10,000	10,000	10,000	50,000	Bid packet fees, incentive applications, etc
TOTAL PROJECTED REVENUE AS AMENDED	\$ 4,326,625	\$ 4,734,547	\$ 4,649,799	\$ 4,962,848	\$ 5,425,991	\$ 5,043,033	\$ 4,971,910	\$ 5,059,717	\$ 25,463,499	
Table 2 - Administration										
General Administration	825,000	710,587	915,000	915,000	942,450	970,724	999,845	1,029,841	4,857,859	Staff, supplies, technology, legal, city costs, etc.
City of GR Legacy Costs	37,863	37,863	37,863	37,863	37,863	37,863	37,863	-	151,450	Share of former DDA emps' legacy costs - 5 yr payout
Sub-Total Administration	\$ 862,863	\$ 748,450	\$ 952,863	\$ 952,863	\$ 980,313	\$ 1,008,586	\$ 1,037,708	\$ 1,029,841	\$ 5,009,310	
Table 3 - Debt Service for Bond Issues										
Series 2003B/2013B CCBA Bonds - DeVos Place	333,700	293,100	333,700	333,650	328,550	327,100	324,225	326,125	1,639,650	Debt matures 02/01/2023
Series 2008 KCDC Bonds - Floodwall Refunding	50,151	46,318	50,151	50,891	51,437	51,537	16,032	15,933	185,830	Debt matures 11/01/2020
Series 2012A BRDA Bonds - Ionia South of Wealthy	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	375,000	Debt matures 06/01/2032
Series 2009A MMBA Van Andel Arena Refunding Bonds	-	500	500	500	500	500	500	500	2,500	Paying agent fees for Debt Increment Bonds
Sub-Total Debt Service	\$ 458,851	\$ 414,918	\$ 459,351	\$ 460,041	\$ 455,487	\$ 454,137	\$ 415,757	\$ 417,558	\$ 2,202,980	
Table 4 - Project Expenditures: Committed and Planned										
Investment: Development Incentive Programs										
Areaway Removal Incentive Program	35,000	35,000	35,000	70,000	35,000	35,000	35,000	35,000	210,000	Support for areaway abandonment
Building Re-Use Incentive Program	250,000	295,748	350,000	250,000	250,000	200,000	200,000	200,000	1,100,000	Historic preserv, ADA compliance, & façade improv
Development Project Guidance	-	42,330	65,000	80,000	85,000	85,000	90,000	90,000	430,000	Legal / staff time expended on behalf of devel projects
Project Tax Increment Reimbursements	750,000	686,700	686,700	600,000	600,000	650,000	650,000	700,000	3,200,000	Development Support Program Reimbursements
Streetscape Improvement Incentive Program	50,000	28,050	50,000	50,000	50,000	50,000	50,000	50,000	250,000	Partial support for streetscape enhancements
Sub-Total Development Incentives	\$ 1,085,000	\$ 1,087,828	\$ 1,186,700	\$ 1,050,000	\$ 1,020,000	\$ 1,020,000	\$ 1,025,000	\$ 1,075,000	\$ 5,190,000	
Investment: Planning										
Downtown Plan	\$ 350,000	\$ 361,329	\$ 467,290	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	Scope expanded - see Reimbs-GRPS in Revenues above.
Investment: Public Infrastructure										
Arena South Implementation	-	672	5,000	200,000	500,000	250,000	-	-	950,000	Ionia festoon lights, Ottawa extension, arcade arena alley
Bostwick Avenue - Lyon St to Crescent St	50,000	-	-	-	225,000	-	-	-	225,000	Local match for State grant to reconstruct Bostwick
Bridge Street Streetscape / US 131 Underpass	125,000	-	1,500	225,000	-	-	-	-	225,000	Pedestrian and streetscape design / improvements
Grandville Area Public Improvements	-	-	-	850,000	-	-	-	-	850,000	Share of ornamental lighting & utility undergrounding
Grand River Activation	100,000	-	-	-	-	-	-	-	-	
Ionia Avenue 9 - Buckley to Wealthy	-	3,837	3,837	-	-	-	-	-	-	

Pearl Street Gateway Enhancements	-	-	-	600,000	-	-	-	-	600,000	Pedestrian enhancements to gateway roadway
Michigan / Ottawa Gateway	-	-	-	-	-	-	-	-	-	
Monroe Avenue Resurfacing - Louis to I-196	165,000	76,196	100,000	-	-	-	-	-	-	
Monroe Center - Phase 3 / Monument Park	-	88,594	125,000	-	-	-	-	-	-	
Ottawa Ave. Public Improvements	200,000	186,633	186,633	130,000	-	-	-	-	130,000	Public Improvements associated with Arena Place
Rowe Hotel Public Improvements	-	-	-	120,000	-	-	-	-	120,000	Final costs for Arena Place streetscape work
Library Area Improvements	-	-	-	130,000	-	-	-	-	130,000	Additional streetscape amenities, bicycle parking, etc.
Lyon Square Improvements	-	-	-	200,000	-	-	-	-	200,000	DDA contribution to \$2M fiber downtown infrastructure
State Street - Jefferson Ave to Lafayette Ave	50,000	-	-	50,000	850,000	-	-	-	900,000	DDA share of \$1,060,000 project
Veterans Park Improvements	100,000	-	100,000	-	1,000,000	-	-	-	1,000,000	Construct new park designed by VMP Comm
Weston Street - Sheldon to LaGrave Ave.	100,000	-	-	-	100,000	-	-	-	100,000	DDA contribution to street redesign
Sub-Total Public Infrastructure	\$ 890,000	\$ 355,932	\$ 521,970	\$ 2,505,000	\$ 2,675,000	\$ 250,000	\$ -	\$ -	\$ 5,430,000	
Investment: ITP Millage Funded Transit-Related Investments										
Amtrak Station Re-Location	50,000	-	-	-	-	-	-	-	-	Project completed ahead of schedule
DASH North Shuttles Lease	75,000	31,250	75,000	80,000	80,000	-	-	-	160,000	DASH service from Monroe N area to main downtown
New Downtown Circulator Infrastructure	-	-	-	150,000	100,000	-	-	-	250,000	bus wraps, digital / infromation infrastructure, etc.
Sub-Total Transit-Related	\$ 125,000	\$ 31,250	\$ 75,000	\$ 230,000	\$ 180,000	\$ -	\$ -	\$ -	\$ 410,000	
Livability										
Accessibility and Mobility Repairs	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	50,000	Repairs related to findings of FY2007 audit
Bicycle Friendly Improvements	100,000	-	20,000	150,000	500,000	500,000	-	-	1,150,000	On-street infrastructure, bikeshare study/plan, protected bike lane pilot, etc.
Downtown Census	30,000	-	5,000	25,000	-	15,000	-	-	40,000	Build/update comprehensive residential demographic census
Public Realm Improvements	200,000	45,298	50,000	300,000	100,000	100,000	-	-	500,000	Improving Calder Plaza; Monroe North Gateway; public art
Seward Avenue Non-Motorized Facility	-	17,858	17,858	-	-	-	-	-	-	Local match for \$952k bike facility, trail, & striping
Snowmelt System Capital Repairs	100,000	39,256	75,000	50,000	50,000	50,000	50,000	50,000	250,000	Electrical and alarm improvements
Urban Recreation Improvements	150,000	981	10,000	150,000	150,000	150,000	-	-	450,000	Running course, skate plaza, winter rec improvs, etc
Heartside Public Restroom Facility	-	-	-	100,000	-	-	-	-	100,000	Facility construction only. Operations paid by DID.
Tree Well Fill	-	-	-	50,000	50,000	50,000	-	-	150,000	Support half of cost, net of revenue for scrapped iron wells
Skywalk Wayfinding System	-	-	-	40,000	5,000	5,000	-	-	50,000	Electronic wayfinding tools for Skywalk system
Wayfinding System Improvements	110,000	33,324	75,000	120,000	120,000	120,000	-	-	360,000	Regular updates and repairs to wayfinding system
Sub-Total Livability	\$ 700,000	\$ 146,717	\$ 262,858	\$ 995,000	\$ 985,000	\$ 1,000,000	\$ 60,000	\$ 60,000	\$ 3,100,000	
Vibrancy										
Downtown Marketing and Inclusion Efforts	-	-	-	250,000	250,000	250,000	250,000	250,000	1,250,000	Grow vibrancy & diversity for a more welcoming Downtown
State of Downtown / Annual Report	-	-	-	20,000	20,000	20,000	20,000	20,000	100,000	Production of state-mandated reports and annual meeting
Sub-Total Vibrancy	\$ -	\$ -	\$ -	\$ 270,000	\$ 270,000	\$ 270,000	\$ 270,000	\$ 270,000	\$ 1,350,000	
Total Project Expenditures	\$ 3,150,000	\$ 1,983,056	\$ 2,513,818	\$ 5,125,000	\$ 5,130,000	\$ 2,540,000	\$ 1,355,000	\$ 1,405,000	\$ 15,555,000	
Total Expenditures	\$ 4,471,714	\$ 3,146,424	\$ 3,926,032	\$ 6,537,904	\$ 6,565,800	\$ 4,002,723	\$ 2,808,465	\$ 2,852,399	\$ 22,767,290	
Table 4 - Excess / (Deficit) of Revenues Over Expenses										
Fund Balance - Beginning	\$ 2,986,356	\$ 2,986,356	\$ 2,986,356	\$ 3,710,123	\$ 2,135,068	\$ 995,259	\$ 2,035,568	\$ 4,199,013	\$ 3,710,123	
Plus: Projected Revenue	4,326,625	4,734,547	4,649,799	4,962,848	5,425,991	5,043,033	4,971,910	5,059,717	25,463,499	
Less: Administration and Debt Service	(1,321,714)	(1,163,368)	(1,412,214)	(1,412,904)	(1,435,800)	(1,462,723)	(1,453,465)	(1,447,399)	(7,212,290)	
Less: Project Expenditures	(3,150,000)	(1,983,056)	(2,513,818)	(5,125,000)	(5,130,000)	(2,540,000)	(1,355,000)	(1,405,000)	(15,555,000)	
Fund Balance - Ending	\$ 2,841,267	\$ 4,574,479	\$ 3,710,123	\$ 2,135,068	\$ 995,259	\$ 2,035,568	\$ 4,199,013	\$ 6,406,332	\$ 6,406,332	

Note 1: Actual data through March 31, 2015

Downtown Development Authority

Non-Tax Fund Only

Proposed FY2016 Revenue and Appropriation Request and FY2017 - 2020 Forecasts

Updated 5/8/2015 by Jana Wallace

Cost Center : 7060UNREST

Table 1 - Projected Revenue	FY2015			FY2016	FY2017	FY2018	FY2019	FY2020	FY2016-20	NOTES
	Budget	YTD Actual ¹	Estimate	Budget	Forecast	Forecast	Forecast	Forecast	TOTAL	
Property Rental - Parking Lots	\$ 336,925	\$ 247,308	\$ 315,000	\$ 318,150	\$ 321,332	\$ 324,545	\$ 327,790	\$ 331,068	\$ 1,622,885	25% of gross beginning FY2014
Property Rental - Winter Avenue Building	9,000	-	9,000	9,000	9,000	9,000	9,000	9,000	45,000	Leased to DID
Property Rental - YMCA Parking Lot	52,000	38,025	52,000	53,000	54,000	55,000	56,000	57,000	275,000	Use of the original DASH 8 lot
Areaway Special Assessment (3)	15,000	1,289	1,289	15,000	15,000	15,000	15,000	15,000	75,000	City View, Mel Trotter, Touchstone
Interest on Investments	18,747	10,111	24,171	16,719	8,768	12,988	12,717	22,828	74,020	Estimated interest rates @ 0.5% to 1.5%
The Gallery Promissory Note - Interest	40,167	-	45,181	30,887	28,637	26,107	22,451	17,951	126,033	4.5% simple interest.
The Gallery Promissory Note - Principal	-	175,000	200,000	50,000	50,000	75,000	100,000	100,000	375,000	\$25k due 04/15. Developer pd \$175k 11/7/14
Movies in the Park Sponsorship	-	1,250	20,000	20,000	30,000	30,000	30,000	35,000	145,000	Food trucks and other vendors
Valent-ICE Sculpture Reimbursements	-	15,400	15,400	20,000	25,000	25,000	25,000	25,000	120,000	Offset costs of sponsor sculptures
Miscellaneous	500	-	500	500	515	530	546	563	2,655	Fees, reimbursements, etc.
TOTAL PROJECTED REVENUE	\$ 472,339	\$ 488,383	\$ 682,541	\$ 533,256	\$ 542,252	\$ 573,170	\$ 598,505	\$ 613,410	\$ 2,860,592	
Table 2 - Committed and Planned Expenditures										
Investment - Planning and Infrastructure										
Purchase Area 5 Parking Lot	2,051,451	-	-	2,051,451	-	-	-	-	2,051,451	Acquire Area 5 for future development
Debt Service Related to Area 5 Purchase	-	-	-	-	185,997	180,683	175,368	170,054	712,102	Principal and interest for Area 5 acquisition
Downtown Speaker Series	35,000	14,270	30,000	15,000	15,000	-	-	-	30,000	Events featuring city-building experts
Sub-Total Investment	2,086,451	14,270	30,000	2,066,451	200,997	180,683	175,368	170,054	2,793,553	
Livability										
Division Avenue Task Force Implementation	5,000	-	1,500	5,000	5,000	-	-	-	10,000	Implementation of Task Force findings
Downtown Recreational Walk / Tour Signage	25,000	9,715	10,000	15,000	10,000	-	-	-	25,000	Signage to improve walking
Downtown Ambassador Program	300,000	218,590	300,000	225,000	225,000	200,000	-	-	650,000	Hospitality and Safety Program
Educational Partnerships Initiatives	10,000	-	-	5,000	-	-	-	-	5,000	Growing partnerships to increase awareness
Project and Fixed Asset Maintenance	100,000	4,441	50,000	50,000	25,000	25,000	25,000	25,000	150,000	Asset maintenance not budgeted elsewhere
Riverwalk Maintenance	60,000	1,000	30,000	25,000	10,000	10,000	10,000	10,000	65,000	Walkway repairs and maintenance
Stakeholder Engagement Programs	5,000	4,387	5,000	7,500	7,500	7,500	7,500	7,500	37,500	Constituency-directed engagement
Street Trees Maintenance Program	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	25,000	Watering / tending trees within the district
Transportation Demand Mnmt Program	92,500	49,381	80,000	125,000	125,000	125,000	-	-	375,000	Enabling mobility options
Winter Avenue Building	2,500	-	-	2,500	2,500	2,500	2,500	2,500	12,500	Maintenance and repairs
Sub-Total Livability	605,000	292,514	481,500	465,000	415,000	375,000	50,000	50,000	1,355,000	
Vibrancy										
Bridge Lighting Operations	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	50,000	Electricity and maintenance for lighting
DGRI Event Production	45,000	63,956	65,000	60,000	60,000	60,000	-	-	180,000	DGRI-produced events, i.e. Movies in the Park
Diversity / Inclusion Programming	10,000	4,000	6,000	10,000	10,000	10,000	-	-	30,000	Increase Downtown awareness to new audiences
Downtown Marketing	225,000	128,065	225,000	-	-	-	-	-	-	Moved to Local Tax Increment fund
Downtown Workforce Program	15,000	4,277	15,000	20,000	22,500	22,500	-	-	65,000	Events engaging the Downtown workforce
Go-Site Visitor Center at GRAM	30,000	-	5,000	10,000	-	-	-	-	10,000	Support for visitor engagement center

Holiday Décor Program	60,000	62,536	62,536	30,000	20,000	20,000	-	-	70,000	Adorning Downtown for the holiday season
Major Event Sponsorship	82,000	65,240	65,240	80,000	80,000	-	-	-	160,000	Artprize, LaughFest, and GRand Jazz Fest
Public Space Activation	30,000	1,174	25,000	35,000	15,000	15,000	-	-	65,000	Buskers, murals, & other enlivening interventions
Rosa Parks Circle Ice Skating Support	42,000	504	40,000	42,000	42,000	42,000	-	-	126,000	Skate rink operations
Special Events - Grant Programs	50,000	46,573	49,073	50,000	50,000	50,000	50,000	50,000	250,000	Support for new & emerging events
Special Events - Office of	100,000	29,219	86,000	100,000	75,000	-	-	-	175,000	Partial support for special events mnmt
Special Events Training Program	5,000	-	-	5,000	-	-	-	-	5,000	Workshops to assist and train event producers
State of the Dntn Event & Annual Report	22,500	150	10,000	-	-	-	-	-	-	Moved to Local Tax Increment fund
Ticketed Events - Police Services	80,000	50,702	80,000	80,000	80,000	-	-	-	160,000	Pedestrian safety - Arena & DeVos Place
Wayfinding Sign Maintenance	-	3,991	3,991	-	-	-	-	-	-	Moved to Local Tax Increment fund
Sub-Total Vibrancy	806,500	460,387	747,840	532,000	464,500	229,500	60,000	60,000	1,346,000	
Miscellaneous Projects										
Administration	1,500	1,315	2,000	2,200	2,500	2,700	2,900	3,100	13,400	Miscellaneous fees and expenditures
Monroe Avenue Phase 3 Services	-	30,261	55,000	-	-	-	-	-	-	Monument Park snowmelt and lighting
Experience Miscellaneous	100,000	14,263	80,000	50,000	50,000	50,000	50,000	50,000	250,000	Available for emerging ideas and opportunities
Sub-Total Miscellaneous	101,500	45,839	137,000	52,200	52,500	52,700	52,900	53,100	263,400	
TOTAL PROJECTED EXPENDITURES	\$ 3,599,451	\$ 813,010	\$ 1,396,340	\$ 3,115,651	\$ 1,132,997	\$ 837,883	\$ 338,268	\$ 333,154	\$ 5,757,953	
Table 3 - Excess / (Deficit) of Revenues Over Expenses										
Fund Balance - Beginning	\$ 5,439,588	\$ 5,439,588	\$ 5,439,588	\$ 4,725,789	\$ 2,143,394	\$ 1,552,648	\$ 1,287,936	\$ 1,548,172	\$ 4,725,789	
Plus: Projected Revenue	472,339	488,383	682,541	533,256	542,252	573,170	598,505	613,410	2,860,592	
Less: Committed & Planned Expenditures	(3,599,451)	(813,010)	(1,396,340)	(3,115,651)	(1,132,997)	(837,883)	(338,268)	(333,154)	(5,757,953)	
Ending Fund Balance - Before Reserve	\$ 2,312,476	\$ 5,114,961	\$ 4,725,789	\$ 2,143,394	\$ 1,552,648	\$ 1,287,936	\$ 1,548,172	\$ 1,828,428	\$ 1,828,428	
Reserve for Brownfield 2012A Bonds	(530,584)	(530,584)	(530,584)	(530,637)	(531,071)	(530,964)	(531,291)	(530,999)	(530,999)	Per Downtown Market Repayment Agreement
Ending Fund Balance - With Reserve	\$ 1,781,892	\$ 4,584,377	\$ 4,195,205	\$ 1,612,757	\$ 1,021,577	\$ 756,972	\$ 1,016,881	\$ 1,297,429	\$ 1,297,429	

Note 1 - Actual data as of March 31, 2015

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

DATE: June 5, 2015

TO: Downtown Development Authority

FROM: Eric Pratt
Project Manager

**Agenda Item #6a
June 10, 2015
DDA Meeting**

SUBJECT: Development Area Liquor License Request – 435 Ionia Avenue SW (Social Kitchen & Bar)

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

Our office has received a new application for your review:

Social Kitchen and Bar – GR, LLC, a wholly owned subsidiary of Peas and Carrots Hospitality, LLC, is requesting a new Class C liquor license, through the State of Michigan's Development Area Liquor License Program. The new Class C License will be used in connection with the applicant's newest expansion project: Social Kitchen & Bar restaurant at the Downtown Market. Described by the applicant as, "a timeless comfort food concept," the Social Kitchen first opened in Birmingham, Michigan in June of 2012. The applicant is hoping to have Social Kitchen & Bar – Grand Rapids open in time for ArtPrize 2015.

Once Complete, Social Kitchen & Bar – Grand Rapids will occupy approximately 4,900 Sq/Ft of interior space in the Downtown Market and have seating for up to 200 guests, with an outdoor patio. Total project cost is estimated to be \$700,000 and will create 50 new full and part time jobs. Staff has reviewed the application and finds that it meets or exceeds the requirements of the act.

Recommendation:

Staff recommends approval of the attached resolution.

Attachment.

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

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

Board member _____, supported by Board member _____, moved the adoption of the following resolution:

WHEREAS, the Downtown Development Authority of the City of Grand Rapids (the “DDA”) was created by the City Commission on October 16, 1979, and operates pursuant to the authority of Act 197 of 1975, and

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

WHEREAS, Social Kitchen and Bar – GR, LLC, a Michigan Limited Liability Corporation, located at 300 E. Maple Road, Suite 200, Birmingham, Michigan, 48216; has applied to the City for approval of a license under the Act, and is located within the DDA district, and

WHEREAS, Social Kitchen and Bar – GR, LLC, in its application, has indicated its intention to operate Social Kitchen and Bar – Grand Rapids, “a timeless comfort food,” restaurant, and

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

WHEREAS, that the DDA finds that the issuance of a liquor license to Social Kitchen and Bar – GR, LLC. as proposed by Social Kitchen and Bar – GR, LLC would promote economic growth by:

1. operating in a manner that would be consistent with adopted goals, policies and plans of the district, particularly by promoting the competitiveness and vitality of downtown Grand Rapids as a destination for dining, arts and tourism.
2. facilitate private investment and promote economic growth in the leased space at 435 Ionia Avenue SW.
3. supporting the creation of several full and part-time jobs in the district.

NOW, THEREFORE, BE IT RESOLVED, that the Downtown Development Authority of the City of Grand Rapids recommends issuance of a Class C Liquor License to Social Kitchen and Bar – GR, LLC at 435 Ionia Avenue SW, above all others.

YEAS: Board members _____

NAYS: Board members _____

ABSTAIN: Board members _____

ABSENT: Board members _____

RESOLUTION DECLARED ADOPTED.

Dated: June 10, 2015

Kristopher Larson
Executive Director

CERTIFICATION

I, the undersigned duly qualified and Secretary of the Downtown Development Authority of the City of Grand Rapids (the “DDA”), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the DDA at a regular meeting held on June 10, 2015, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Mary Sierawski
DDA Secretary



LAW OFFICES

ADKISON, NEED & ALLEN

PROFESSIONAL LIMITED LIABILITY COMPANY

PHILLIP G. ADKISON
KELLY A. ALLEN
SALAM F. ELIA
LINDA S. MAYER
GREGORY K. NEED
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Telephone (248) 540-7400
Facsimile (248) 540-7401
www.ANAfirm.com

OF COUNSEL:
KEVIN M. CHUDLER

May 12, 2015

VIA OVERNIGHT MAIL

Ms. Dawn Kulak, Licensing Coordinator
City of Grand Rapids
City Clerk's Office
300 Monroe Avenue, 2nd Floor
Grand Rapids, MI 49503

Re: Social Kitchen and Bar-GR, LLC's Request for Class C and SDM Liquor Licenses with Sunday Sales Permit (AM and PM), Outdoor Service Area Permit (2 Areas) One on Private Property and One on City Sidewalk to be Located at 435 Ionia SW, Suite A 103, Grand Rapids, Kent County, Michigan, to be Issued Pursuant to MCL 436.1521a(1)(b) ("Redevelopment License").

Dear Ms. Kulak:

We represent Social Kitchen and Bar-GR, LLC ("Social"), which intends to do business as Social Kitchen and Bar to be located at 435 Ionia SW, Suite A103, Grand Rapids. Social is requesting the following permits in conjunction with the new Class C Redevelopment License: Sunday Sales (AM and PM) and Outdoor Service Area on private and city property.

BUSINESS PLAN

Social is seeking approval for a new Class C Redevelopment License for a proposed full-service restaurant with sleek and contemporary decor. Social will offer full lunch and dinner menu entrees at reasonable prices. Social will offer occasional entertainment to accompany the dining experience, such as an acoustic guitarist or piano music. The proposed hours of operation are 7 days a week from 11:00 a.m. to midnight. Social's sole member is Peas and Carrots Hospitality, LLC ("Peas and Carrots"). Peas and Carrots is owned by James Bellinson, 46%, Zachary Sklar, 49%, Gary Dabkowski, 2% and Scott Segal, 3% ("Owners"). Social is expected to employ approximately 50 people.

The total proposed cost of the renovation, fixtures and equipment of the restaurant building is approximately \$750,000.00. To fund the project, the landlord will supply a portion of the funds in tenant improvements and the balance will be covered by the Owners' business sales and their personal savings and earnings.

BUILDING

Social will be located at 435 Ionia SW Suite A 103, Grand Rapids, which is located in the Downtown Market Grand Rapids. Social will occupy approximately 4,976 interior square feet on the first floor and also have storage in the basement of the building. Social will have outdoor dining areas, with a portion on private and a portion on public property. This portion of the Downtown Market has never been occupied. Social will complement the other uses in the development occupied by condos, apartments and offices. Social proposes a total indoor seating capacity of approximately 170-200 patrons, and an outdoor patio capacity to be determined. Final capacity will be determined by the City.

THE APPLICANTS

The Owners of Social have three other operating licensed businesses in the metro Detroit area. Social Bar & Kitchen opened in Birmingham in June 2012. Mex in Bloomfield Hills opened in August 2013 and Beau's opened in August 2014.

Mr. Sklar is the owner and operator of Cutting Edge Cuisine, which is the exclusive caterer for Temple Bethel on Telegraph, in Bloomfield Hills. Cutting Edge Cuisine is an extraordinary culinary service with an outstanding reputation. We urge the City to review its website at www.cuttingedgecuisine.com. Mr. Sklar has expanded his culinary expertise to Social, Mex, and Beau's. Now Mr. Sklar would like to bring Social to the City of Grand Rapids.

Mr. Bellinson is involved in real estate development, owning over 60 mobile home parks in the Eastern United States. He is also a licensed attorney and a Board Member and part owner of Level One Bank.

The Owners are committed to the success of their businesses, their employees and the communities in which they operate. They have a proven track record of success and they will invest significant capital improving the property, in order to ensure an upscale and enjoyable experience for their guests.

Social will add a unique dimension to the City's dining options. Social will be both small enough to ensure personal attention to detail and established enough to sustain its efforts for long-term success.

In order for Social to qualify for a new Class C license issued pursuant to the Redevelopment License Law, the licensed business will need be engaged in dining, entertainment or recreation, be open to the general public, have a seating capacity of not less than 25 persons and expend not less than \$75,000.00 over the preceding 5 years or a commitment for

a capital investment of at least that amount for the rehabilitation or restoration of the building that houses the licensed premises. According to the Redevelopment License Law, this amount must be expended before the issuance of the license. Additionally, our office has contacted all the escrowed on premise licensees in Kent County and none of them are readily available to purchase. Enclosed is a list of the licensees.

Accordingly, we submit for the City's consideration the enclosed proposed MLCC Form 1305 – the Resolution recommending the approval of the New Class C liquor license and approval for the outdoor service area on the city property.

Enclosed for your review are the following documents:

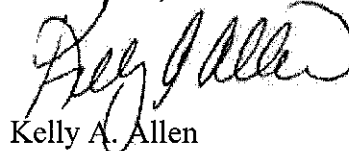
- City of Grand Rapids Business License Application;
- MLCC completed and signed application;
- Site Plan;
- Proposed Floor Plan;
- Lease Agreement; and
- Menu.

Additionally, included is a check for the Application Fee, payable to City of Grand Rapids, for \$1,045.00.

Please begin the City's review of this application as soon as possible. Please call me or my legal assistant, Laura Peters, if you have any questions whatsoever. We look forward to being heard on the City Council's Agenda as soon as possible. Thank you for your assistance in this matter.

Very truly yours,

ADKISON, NEED & ALLEN, P.L.L.C.



Kelly A. Allen

/lbp

Enclosures

cc: Mr. Zachary Sklar (*without enclosures, via U.S. mail*)
Mr. James Bellinson (*without enclosures, via U.S. mail*)



Downtown Grand Rapids Ambassador Program

May 2015 Report



Outreach Highlights



Veronica and Tyler dropping off donated food items from the River Bank Run

Initiatives

Veronica and Tyler were able to work with the event planners of the 5/3 River Bank run and Mel Trotter Ministries to coordinate the donation of left over yogurt, fruit and bottled water originally planned to be used at the event but proved to be extra that would just go to waste.

QUICK VIEW

May 01, 2015 -- May 31, 2015

160 Panhandling - Passive

3069 Homeless

180 Panhandling - Aggressive

Safety Highlights



Eryn and Kevin assist an intoxicated individual to the PIC at Mel Trotter Ministries

Training

Rebecca, Melvin and Bill completed C.E.R.T. Training which was the culmination of over 20 hours of training covering topics such as Search and Rescue, Fire Safety, Medical Triage, HAZardous Chemicals, Radio Communications, Disaster response and disaster psychology.

Accomplishments

The ambassador team provided enhanced deployment for the 5/3 River Bank Run. The day was extremely busy with many racers and spectators coming downtown and spending time before and after the race visiting restaurants and other establishments.

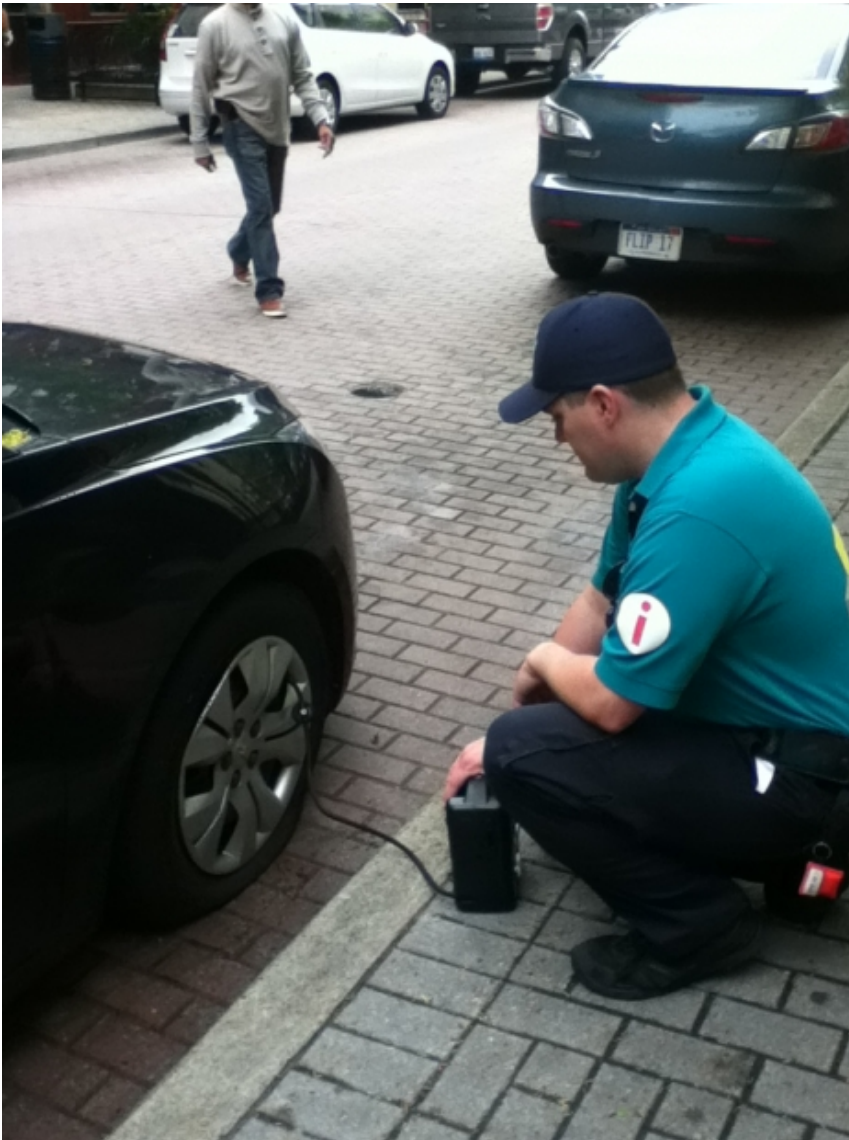
The safety ambassador team also completed its Beta Test of the SMARTSystem statistics gathering system. We were one of five teams across the entire US to be involved in the Beta test and we were chosen based on our team's use of the system which has been identified as one of the standard bearers for Block by Block.

QUICK VIEW

May 01, 2015 -- May 31, 2015

- 16** Request for Police
- 20** Request for Fire/EMS
- 61.25** Segway Hours
- 129** Bicycle (miles)
- 747** Safety Escort
- 82** Observation - Fighting
- 41** Suspicious Package
- 415** Suspicious Person
- 532** Sidewalk Violation (skateboarding/Bicycling/Rollerblading)

Hospitality Highlights



Melvin pumps a tire up for a motorist on Monroe Center

Special Recognition

Veronica, Tyler, Kevin and Katie all received positive feedback for providing excellent customer service to downtown!

Initiatives

The ambassador program is currently renewing its contracts for the next convention cycle hosted by ShowSpan. The ambassadors will once again be providing ambassador services inside of the convention center and will be participating in the International Beer, Wine and Food Festival.

QUICK VIEW

May 02, 2015 -- May 31, 2015

4 Motorist Assistance

88 Graffiti - Removed

212 Umbrella Escorts

291 Business Contact

1564 PA - Directions

2347 PA - Program Information

3740 PA - Information

5206 PA - Other

Stakeholder Feedback



RedLine Language Services LLC

May 29 at 1:43pm

Just a quick note to say how much I appreciated finding two Ambassadors—Katie and her colleague (didn't get his name)—standing outside the Ledyard Building just now when I needed to head over to 50 Louis. It was raining pretty steadily but I had left my umbrella in my car. Katie came right up and offered to walk me to my destination. Fantastic! I've seen the green shirts around town but have never had the need to use your team service's until today. I'll recommend the Downtown Ambassadors to anyone! Thanks, Matthew

Like · Comment · Share

Feedback posted to DGRI's Facebook page

Community Feedback

Kevin was the ambassador that helped me downtown after the KNOTB concert. He came right up to me and my two friends and asked if we needed help as he could likely tell we looked confused. We asked him if he knew how to use UBER and he explained he actually used to drive for them. He was able to help us get an UBER ride and waited with us until he was sure the car was just a little ways away.

He was helpful, respectful and funny. He was a great representative for Grand Rapids. I am happy that this device exists in GR and am happy Kevin was so helpful to my friends and I when we needed it! Who knows everyone's name? Even our dogs? Veronica!!

We love her!! She makes our downtown area warm and personal - 365 days a year. In the winter or hot summer, we can always count on her to be there with a helpful suggestion and friendly smile. She is unwavering in her infectious personality. We live downtown and look forward to our encounters with her often.

We love her!

Peggy Leven and Lola

Hi. I just want to say I've ran into Kevin twice and he remembered me. Very cool dude. Taught me a lot about what the Ambassadors do. I just want to say this is a very cool service and I look forward to utilizing it more. I also met Tyler, Kevin's sidekick... He's awesome hero support. Seriously both are very friendly guys... You're on the right track with people like this on the job.

Chad Stabler

Jr. Ambassador Program



Melvin offers input as the Jr. Ambassadors design Calder Plaza



The Jr Ambassadors help design the future of Calder Plaza

Highlights

6 Jr. Ambassadors gathered at the DGRI office to talk about urban planning and offered creative ideas for how to bring vibrancy to Calder Plaza. They were then able to use their suggestions to design the future of Calder Plaza by drawing their suggestions on paper with an overlaid image of Calder Plaza.

Highlights



Veronica blows bubbles with some kids on Louis St



Veronica assembles games in RPC for the Relax at Rosa event



Katie removes graffiti from a pole on Bridge St



Bill removes graffiti from an electrical box outside the GRAM