

AGENDA

DOWNTOWN DEVELOPMENT AUTHORITY



Board Members:

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

Wednesday, March 14, 2018
8:00 a.m. Meeting
29 Pearl Street, NW Suite #1

- | | | |
|---|-----------|---------|
| 1. Call to order | | |
| 2. Approve Meeting Minutes from February 14, 2018 (8:01)
(enclosure) | Motion | Harris |
| 3. Accept Financial Statements from February 28, 2018 (8:04)
(enclosure) | Motion | Wallace |
| 4. 138 Fulton Street East Alley Repair (8:10)
(enclosure) | Motion | McCaul |
| 5. 56 Division Avenue Downtown Enhancement Grant (8:20)
(enclosure) | Motion | Kelly |
| 6. Parking Operations and Service Agreement Extension (8:35)
(enclosure) | Motion | Kelly |
| 7. River Restoration and Design Guidelines Presentation (8:40)
(enclosure) | Info Item | Kelly |
| 8. President & CEO Report (9:10) | Info Item | Kelly |
| 9. Public Comment (9:15) | | |
| 10. Board Member Discussion (9:20) | | |
| 11. Adjournment | | |



UNAPPROVED MINUTES

MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

February 14, 2018

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

2. Attendance

Present: Mayor Rosalynn Bliss, Kayem Dunn, Jermale Eddie, Dr. Wendy Falb, Jane Gietzen, Brian Harris, Diana Sieger, Jim Talen

Absent: Rick Winn

Others Present: Tim Kelly (DDA Interim Executive Director), Murphy Ackerman (DDA Executive Assistant), Jana Wallace (DDA Treasurer), Jennie Schumacher, Gabi Schumacher, Annamarie Buller (DDA Staff), Jim Harger, Melvin Eledge, Josh Naramore, David VanTongeren, Ryan Schmidt, Jan Van Der Woerd, Christian Borg, Erin Banchoff, and others

3. Approve Meeting Minutes from January 10, 2018

Motion: Diana Sieger, supported by Kayem Dunn, moved approval of the minutes from the January 10, 2018 meeting as presented. Motion carried unanimously.

4. Accept Preliminary Financial Statements from January 31, 2017

Ms. Wallace gave an over view of the financial statements through January 31. Ms. Wallace said there are no significant items to report on this month's financials and the transaction for the Studio C development deal will appear on next month's statements.

Motion: Jane Gietzen, supported by Kayem Dunn, moved to approve Statement D: Schedule of January 31, 2017 Expenditures as recommended. Motion carried unanimously.

5. Approval of Officers for 2018

Mr. Kelly said there has been a recommendation for Mr. Harris to continue as Chair of the DDA Board, with Mr. Winn serving as Vice-Chair and Treasurer, and Ms. Ackerman as Secretary.

Motion: Jane Gietzen, supported by Kayem Dunn, moved to approve the appointment of Brian Harris as DDA Chair, Rick Winn as DDA Vice-Chair and Treasurer, and Murphy Ackerman as DDA Recording Secretary. Motion carried unanimously.

6. Exploration Committee Report

Mr. Harris shared that Ms. Dunn and himself have led the exploration committee for identifying the needs of the organization as well as a new Executive Director of the DDA. Ms. Dunn thanked the various board members for their participation and gave a brief overview of how the committee has proceeded over the past few months in light of Mr. Larson's departure. Ms. Dunn said it was imperative to understand where the needs of the community are now and how they have evolved since

the creation of this organization. Ms. Dunn said it was clear, and the DGRI Board has agreed, that Mr. Kelly should be named President and CEO of DGRI as well as Executive Director of the DDA. Ms. Dunn said should it be approved at this meeting, it will need to receive final approval from City Commission.

Motion: Kayem Dunn, supported by Diana Sieger, moved to accept the Exploration Committee's recommendation to appoint Tim Kelly DDA Executive Director. Motion carried unanimously.

Ms. Gietzen said this process has demonstrated the value of a succession plan and would like to ensure that one is established once again moving forward. Mr. Kelly thanked the Board for their confidence and said he looks forward to continue to implement the GR Forward Plan.

7. Ferris Liquor License

Mr. Kelly shared the request for a liquor license at Ferris' second location at 40 Pearl St. Mr. Kelly said while the location will continue its primary function as a café, this will allow for different offerings for patrons, as well as extended hours. Mr. Kelly said the layout of the location will not be altered.

Motion: Kayem Dunn, supported by Jane Gietzen moved to approve the resolution for the issuance of a development area liquor license for Ferris Coffee & Nut Company, for the location at 40 Pearl St. Motion carried unanimously.

8. House of Wine Liquor License

Mr. Kelly shared the request for a liquor license for House of Wine at 53 Monroe Center. Mr. Kelly said this location also recently received a Development Enhancement Grant for the façade of the building. Mr. Kelly said the location is slated to open in the Spring.

Motion: Kayem Dunn, supported by Jane Gietzen moved to approve the resolution for the issuance of a development area liquor license for Keltic Liquors LLC, for the House of Wine at 53 Monroe Center. Motion carried unanimously.

9. 150 Ottawa Development Agreement Amendment

Mr. Kelly explained that this amendment is to memorialize an agreement between the DDA and Brownfield Redevelopment Authority (BRA) to defer the collection of the school tax increment to the BRA in turn to reimburse the developer for the construction of the project's parking ramp. Mr. Kelly said those terms and intended use of the school tax increment will now be explicitly stated.

Motion: Kayem Dunn, supported by Jane Gietzen, moved to approve the resolution authorizing an amendment to the Development Agreement for 150 Ottawa Avenue. Motion carried unanimously.

10. Waters Building Development Agreement Amendment

Mr. Kelly said, similar to the previous item, this amendment will allow the DDA to defer the collection of the school tax increment revenue generated to the BRA in order to reimburse the developer for eligible expenses.

Motion: Kayem Dunn, supported by Mayor Rosalynn Bliss, moved to approve the resolution authorizing an amendment to the Development Agreement for The Waters Building. Motion carried unanimously.

11. PILOT Request 424 S. Division Avenue – Tapestry Square

Mr. Kelly introduced the project at 424 Division from Inner City Christian Federation (ICCF) Housing.

Mr. Kelly introduced Mr. Schmidt and Mr. Van Der Woerd from ICCF to give more information on the project. Mr. Schmidt shared that the Tapestry Square Senior Living project is a mixed-use, mixed-income development that involves new construction of a five-story building. The project includes development of 104 rental units (94 one-bedroom and 10 two-bedroom) for seniors. Sixty-two (62) of the units (56 one-bedroom and 6 two-bedroom) will be designated as affordable to households with income at or below 60% of the area median income. The ground floor is reserved for commercial space. Mr. Schmidt said that the focus of this project will be independent senior living as opposed to assisted living. Mr. Van Der Woerd said the project will also be applying for LIHTC credits. Mr. Eddie asked if this will be only senior housing or mixed ages. Mr. Schmidt said the piece of the project being introduced today is exclusively senior housing. The rest of the project has not yet been determined. This is also the first dedicated senior living facility that ICCF has done. Mayor Bliss asked if there is a possibility for more height and density on some of the buildings. Mr. Schmidt said it is currently at five (5) stories due to the zoning. Mayor Bliss said she is excited to see this project take shape and thanked ICCF for their work on a lot that has been vacant for too long.

Motion: Diana Sieger, supported by Dr. Wendy Falb, moved to approve consenting to a payment in lieu of taxes (PILOT) for the 424 S. Division Avenue project. Motion carried unanimously.

12. DASH North Contract Extension

Mr. Naramore said the City has previously established contracts with both the DDA and MNTIFA to support the operation of DASH North. Mr. Naramore said the contract is currently operating out of term and a contract extension needs to be established through June 30th of this year. Mr. Naramore said he and Mr. Kelly are working on an updated contract moving forward. Mr. Harris asked if there will be any issues with accruals. Ms. Wallace said this was previously a budgeted expense and the DDA has sufficient funds to cover the accruals. Ms. Dunn asked if this is going to be a long term agreement as this arrangement was originally established as a pilot program. Mr. Naramore said there will be a larger rebrand of the DASH services that will allow for additional partnership opportunities and that will be reflected in the new contract. Ms. Dunn clarified that this current extension is only to buy time until a new contract is established. Mr. Naramore said yes.

Motion: Kayem Dunn, supported by Mayor Rosalynn Bliss, moved to approve extending the DASH North agreement with Mobile GR and Parking Services and the Monroe North Tax Increment Financing Authority (MNTIFA). Motion carried unanimously.

13. Downtown Ambassador 2017 Report

Mr. Eledge gave an overview of the services provided by the Ambassador team in 2017. Mr. Eledge shared various testimonials from businesses and community members that the team continues to have contact with. Mr. Eledge shared that the team will also be training with Spoke Folks to ensure that all team members are trained in bike repair assistance. Mr. Kelly said all of these stats will be made available to the DID Board, as well as condensed for a mailer. Mr. Harris thanked Mr. Eledge for the presentation and the continued hard work of the team.

10. President & CEO Report
DDA (1/10/18)

- Approved contract for video services
- Received presentation on the proposed conservancy for Ecliptic at Rosa Parks
- Received presentation on the bikeshare feasibility study

DID (12/19/17)

- Approved financial statements through 10/31/17
- Received update on summer/fall plantings and the Clean Team
- Received an update on potential legislative changes occurring in 2018
- Discussed forming committees to review fund balances and purchasing policies

MNTIFA (1/10/18)

- Elected Shaun Biel Chair and Diedre Deering Co-Chair
- Received presentation on bikeshare feasibility study

DGRI (2/12/18)

- Elected Chair and Co-Chair
- Received presentation on River restoration and the River Trail Design Guidelines

Alliances:

- Goal 1 (Restore the River): April 18, 2018 - 10:00 AM
 - River Design Guidelines, River Trail Crossing
- Goal 2 (Downtown Neighborhood): April 17, 2018 - 3:30 PM
 - Rose Center Recommendations, Housing Now! Recommendations, Affordable Housing
- Goal 3 (21st Century Mobility Strategy): April 23, 2018 - 3:30 PM
 - Bike Share Feasibility Study, Downtown Bike and Pedestrian Safety Projects
- Goal 4 (Economic Vitality): April 25, 2018 - 3:30 PM
 - Micro Local Business Recruitment RFP, Rose Center Recommendations
- Goal 5 (Public Spaces and Programming): April 19, 2018 - 3:30 PM
 - Winter Programming / Outdoor Fitness Equipment

DGRI Staff Highlights

Events / Marketing / Communications / Engagement

- Produced Light Up Downtown – Dec 1
- Completed install of sports-oriented ice rink at Heartside Park for Winter 2018
- World of Winter (WoW) Activities: Feb 9, 2018 – Feb 16, 2018
- Celebrating Black History Month

Planning / Development / Infrastructure

- Completed sale of Area 4 and 5 for Studio Park Development
- Celebrating The Rapid's announcement of Laker Line funding
- Collaborating with City of GR to install public restrooms in parking ramps
- Partnered with The Right Place, City of GR, MDOT, MEDC, and GRR on AHQ2 Proposal
- Collaborating with Frey Foundation on development of maintenance sustainability plan for RPC
- Lyon Square DD process ongoing – finalizing scope for in-river designs to be submitted with HCP – to DDA for funding Nov 8
- Calder Plaza – presented to City Commissioners, CoGR, Kent County on potential Pavilion plans & construction leading up to 50th anniversary of La Grande Vitesse. Drafted Pavilion design RFQ for review by City & County.
- Planning pedestrian safety improvements at several key intersections & crossings
 - Michigan / Bridge Street Trail Crossings

- Pilot Protected bike lane – Division Ave (Leonard to Fountain)
- Received Pinnacle Award for Leadership from International Downtown Association for Equity-Driven Growth Agenda in GR Forward
- Streetspace Guidelines process ongoing. Upcoming engagement includes meeting with Innovation Central High Students on 2/16.
- Meeting with MEXO (100 Fulton on 1/12 to discuss opportunities for public space activation

Advocacy

- Senator Horn's TIF Reform bill (SB 393) is through the Senate and to House, Afendoulis introduced Fee Fairness Act (HB5325)
- Participated in a Grand River Briefing for the West Michigan Legislative Delegation on January 22, 2018.
- Transformational Brownfield (MIThrive)– Collaborating with The Right Place & CoGR on potential applications for use of tool

11. Public Comment

None

12. Board Member Discussion

Mr. Talen asked if there was any indication of whether the addition of the Heartside Ice Rink was a success. Mr. Kelly said there are not final numbers as the ice rink is still operating. Mr. Kelly said he would follow up at the next board meeting. Mr. Talen asked if there are any updates on the Heartside Restroom. Mr. Naramore said designs are currently in progress with anticipated construction in the Fall. Mr. Kelly said he will share more updates as they become available.

13. Adjournment

The meeting adjourned at 9:15am

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

**Agenda Item 3.
March 14, 2018
DDA Meeting**

DATE: March 9, 2018

TO: Brian Harris
Chairman

FROM: Jana M. Wallace
Downtown Development Authority Treasurer

SUBJECT: FY2018 Interim Financial Statements as of February 28, 2018

Attached are the Authority's interim financial statements for the first eight months of the fiscal year ending June 30, 2018. The attached statements include:

- Statement A: Balance Sheet
- Statement B: Comparison of FY2018 Budget vs Actual Results
- Statement C: Statement of Project Expenditures
- Statement D: Schedule of February, 2018 Expenditures
- Statement E: DDA Series 2017 Bond Proceeds Statements

The "Studio Park" property sales and transfers closed on February 1, 2018. As budgeted, the Authority's \$3.7 million share of the Parking Areas 4 and 5 sales proceeds were deposited into the Authority's Non-Tax Fund. Then, also as budgeted, the Authority paid \$2,077,574.50 from the Non-Tax Fund to the City's MobileGR / Parking System which were the sale proceeds from Parking Area 1.

The Authority has sufficient funds for 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

As of February 28, 2018

	Non-Tax Funds	Debt Increment	Local Tax Increment	TOTAL
ASSETS				
Pooled Cash and Investments	\$ 5,498,406	\$ 4,306,361	\$ 6,682,525	\$ 16,487,292
Petty Cash	-	-	500	500
Debt Service Reserve - Series 1994 Bonds	-	4,854,956	-	4,854,956
Due from Other Governmental Units	-	162,624	-	162,624
Loan Receivable - Project Developer	563,848	-	-	563,848
Loan Receivable - Special Assessments	3,684	-	-	3,684
General Fixed Assets	-	-	90,051,736	90,051,736
Accumulated Depreciation on Fixed Assets	-	-	(53,295,150)	(53,295,150)
Future Tax Increment Revenues Anticipated	-	29,589,155	44,500	29,633,655
TOTAL ASSETS	\$ 6,065,938	\$ 38,913,096	\$ 43,484,111	\$ 88,463,145
LIABILITIES AND FUND EQUITY				
Liabilities				
Current Liabilities	\$ -	\$ -	\$ 48,987	\$ 48,987
Project Increment Due to Developers	-	-	7,373	7,373
Current Year Excess Capture	-	623,005	-	623,005
Deposit - Area 5 Option to Buy	22,830	-	-	22,830
Net Retiree Health Care Obligation ¹	-	-	(5,720)	(5,720)
Deferred Revenue - Developer Loan	563,848	-	-	563,848
Contract Payable	-	-	44,500	44,500
Bonds Payable	-	29,589,155	-	29,589,155
TOTAL LIABILITIES	586,678	30,212,160	95,140	30,893,978
Fund Balance / Equity:				
Investments in General Fixed Assets, net of Accumulated Depreciation	-	-	36,756,586	36,756,586
Debt Service Reserve - Series 1994 Bonds	-	4,854,956	-	4,854,956
Non-Tax Increment Reserve	4,943,907	-	-	4,943,907
Reserve for Authorized Projects	-	-	6,617,268	6,617,268
Reserve for Brownfield Series 2012A Bonds	530,964	-	-	530,964
Reserve for Compensated Absences	-	-	7,791	7,791
Reserve for Eligible Obligations	-	3,845,980	-	3,845,980
Reserve for Encumbrances	4,389	-	7,326	11,715
TOTAL FUND EQUITY	5,479,260	8,700,936	43,388,971	57,569,167
TOTAL LIABILITIES & FUND EQUITY	\$ 6,065,938	\$ 38,913,096	\$ 43,484,111	\$ 88,463,145

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 FY2018 Budget vs Actual Results July 1, 2017 - February 28, 2018

	Non-Tax Funds		Debt Tax Increment		Local Tax Increment	
	Budget	Actual	Budget	Actual	Budget	Actual
REVENUES						
Property Tax Increment - General	\$ -	\$ -	\$ 6,083,468	\$ 6,288,650 ¹	\$ 5,667,979	\$ 5,647,516
Property Tax Increment - Transit Millage	-	-	-	-	508,483	508,483
Property Tax Increment - Prior Year Appeals	-	-	(75,000)	(26,121)	(75,000)	(13,877)
Property Tax Increment - County/GRCC/City/ITP Rebates	-	-	-	-	(617,646)	(350,972)
Special Assessments - Areaway	15,000	516	-	-	-	-
Brownfield Authority - Grandville Avenue	-	-	-	-	26,696	28,257
Brownfield Authority - Veterans Park	-	-	-	-	736,548	-
Earnings from Investments - General	28,821	32,304	20,000	32,810	73,650	56,153
Earnings from Investments - Multi-Year Accrual Reversal	-	21,713	-	31,400	-	30,876
Interest Paid by Developer - The Gallery on Fulton Note	25,373	-	-	-	-	-
Property Rental - DASH Parking Lots	442,200	272,967	-	-	-	-
Property Rentals - YMCA Customer Parking	52,025	29,575	-	-	-	-
Event Sponsorships and Fees	75,000	5,025	-	-	-	-
Valent-ICE Sculpture Reimbursements	20,000	22,590	-	-	-	-
Contributions - Lyon Square Project	-	-	-	-	-	150,000
Principal Repayments - The Gallery on Fulton Note	75,000	-	-	-	-	-
Property Sale	4,074,108	3,667,075	-	-	-	-
Series 1994 Debt Service Reserve Fund	-	-	3,995,000	-	-	-
Reimbursements and Fees - Miscellaneous	600	2,000	-	-	10,000	1,900
From / (To) Fund Balance	(1,468,979)	-	(20,000)	-	2,211,790	-
TOTAL REVENUES	\$ 3,339,148	\$ 4,053,765	\$ 10,003,468	\$ 6,326,739	\$ 8,542,500	\$ 6,058,336
EXPENDITURES						
<u>GR Forward Projects:</u>						
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor	\$ 30,000	\$ 4,800	\$ -	\$ -	\$ 1,625,000	\$ 471,251
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population	-	-	-	-	1,790,000	777,644
Goal #3: Implement a 21st Century Mobility Strategy	40,000	25,722	-	-	1,430,000	151,015
Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy	25,000	18,773	-	-	100,000	-
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming	974,500	652,106	-	-	1,955,000	852,611
Total GR Forward Projects	\$ 1,069,500	\$ 701,401	\$ -	\$ -	\$ 6,900,000	\$ 2,252,521
Administration	4,200	3,439	-	-	1,187,863	861,471
Debt Service for Bond Issues	-	-	9,380,463	687,731	454,637	345,879
Purchase for Studio Park Project	2,265,448	2,077,575	-	-	-	-
Estimated Capture to be Returned	-	-	623,005	-	-	-
TOTAL EXPENDITURES	\$ 3,339,148	\$ 2,782,415	\$ 10,003,468	\$ 687,731	\$ 8,542,500	\$ 3,459,871
EXCESS / (DEFICIT)	\$ -	\$ 1,271,350	\$ -	\$ 5,639,008	\$ -	\$ 2,598,465

Note 1: Budgeted and Actual captured tax increment revenues here are 60% of the Authority's legal capture authority per the FY2018-22 Priority Plan.

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STATEMENT C

DOWNTOWN DEVELOPMENT AUTHORITY

Statement of FY2018 Project Expenditures

As of February 28, 2018

Project Name	FY2018 Project Budgets		EXPENDITURES		Remaining FY2018 Budgets
	%	Amount	Month	Fiscal Year	
Michigan Street Streetscape Improvements		\$ 180,000	\$ 20,741	\$ 46,018	\$ 133,982
River Trail Improvements		228,000	-	28,071	199,929
Streetscape / Riverwalk Projects TBD		616,228	-	1,500	614,728
GRForward Goal # 1 - Bond Proceeds	11.39%	\$ 1,024,228	\$ 20,741	\$ 75,589	\$ 948,639
Arena South Implementation		150,000	-	17,012	132,988
Bridge Street Streetscape Improvs		100,000	-	6,664	93,336
Downtown Plan		325,000	5,970	73,077	251,923
Grand River Activation		100,000	-	100,000	-
Parks Design		700,000	-	274,498	425,502
Pearl Street Gateway Enhancements		100,000	-	-	100,000
State Street & Bostwick Ave Reconstruction		150,000	-	-	150,000
GRForward Goal # 1 - Local Tax Increment	18.07%	\$ 1,625,000	\$ 5,970	\$ 471,251	\$ 1,153,749
Downtown Speakers Series		10,000	-	4,800	5,200
Riverwalk Maintenance		20,000	-	-	20,000
GRForward Goal # 1 - Non-Tax Increment	0.33%	\$ 30,000	\$ -	\$ 4,800	\$ 25,200
Affordable Housing Support		250,000	-	-	250,000
Areaway Fill Program (ARIP)		35,000	-	-	35,000
Building Re-use Incentive Program (BRIP)		100,000	-	-	100,000
Development Project Guidance - Unit 5010		90,000	430	(2,061)	92,061
Development Project Reimbursements		925,000	34,397	779,705	145,295
Downtown Census		15,000	-	-	15,000
Streetscape Improvement Incentive Program		375,000	-	-	375,000
GRForward Goal # 2 - Local Tax Increment	19.90%	\$ 1,790,000	\$ 34,827	\$ 777,644	\$ 1,012,356
Accessibility and Mobility Repairs		100,000	-	1,000	99,000
Bicycle Friendly Improvements		75,000	-	31,770	43,230
DASH North Shuttle Services		80,000	-	-	80,000
Grandville Ave Area Improvements		50,000	-	-	50,000
Michigan / Ottawa Gateway		50,000	-	-	50,000
New Downtown Circulator Infrastructure		500,000	-	-	500,000
Public Realm Improvements - Local Tax		150,000	315	25,273	124,727
Streetscape Imprvmnts - CBD, Heartside, Arena S		350,000	6,810	77,179	272,821
Wayfinding System Improvements		75,000	424	15,793	59,207
GRForward Goal # 3 - Local Tax Increment	15.90%	\$ 1,430,000	\$ 7,549	\$ 151,015	\$ 1,278,985
Public Realm Improvements - Non-Tax		-	-	610	(610)
Transportation Demand Mgmt Prog		40,000	-	25,112	14,888
GRForward Goal # 3 - Non-Tax Increment	0.44%	\$ 40,000	\$ -	\$ 25,722	\$ 14,278
Econ Devel - Minority/Women Business Enterprises		100,000	-	-	100,000
GRForward Goal # 4 - Local Tax Increment	1.11%	\$ 100,000	\$ -	\$ -	\$ 100,000
Downtown Workforce Programs		25,000	-	18,773	6,227
GRForward Goal # 4 - Non-Tax Increment	0.28%	\$ 25,000	\$ -	\$ 18,773	\$ 6,227
DGRI Event Production - Local Tax		-	-	77	(77)
Downtown Marketing & Inclusion		300,000	16,560	111,895	188,105
Heartside Public Restroom Facility		150,000	-	-	150,000
Sheldon Blvd - Weston to Cherry Street		300,000	-	-	300,000
Snowmelt System Repairs / Investigation		50,000	-	1,336	48,664
State of Dntn Event & Annual Reports		20,000	-	26,230	(6,230)
Ticketed Events - Police Services - Local Tax		-	10,558	10,558	(10,558)
Tree Well Fill		150,000	-	-	150,000
Urban Recreation Plan		125,000	4,149	10,055	114,945
Veterans Park Improvements		860,000	15,125	692,460	167,540
GRForward Goal # 5 - Local Tax Increment	21.74%	\$ 1,955,000	\$ 46,392	\$ 852,611	\$ 1,102,389
African-American Museum and Archives		6,500	(7,462)	2,537	3,963
Bridge Lighting Operations		10,000	-	-	10,000
DGRI Event Production - Non-Tax		245,000	22,103	165,370	79,630
Diversity / Inclusion Programming		30,000	5,000	37,798	(7,798)
Downtown Ambassadors		200,000	231	124,659	75,341
Educational Partnerships Initiatives		5,000	2,840	2,840	2,160
Experience - Miscellaneous		50,000	5	22,833	27,167
Holiday Décor Program		35,000	4,008	42,930	(7,930)
Major Event Sponsorship		60,000	-	55,000	5,000
Police Foot Patrols		35,000	-	27,390	7,610
Project and Fixed Asset Maintenance		15,000	2,497	14,613	387
Public Space Activation		36,000	-	26,712	9,288
Rosa Parks Circle Skating Operations		40,000	-	-	40,000
Special Events - Grants		30,000	3,000	20,950	9,050
Special Events - Office of		75,000	-	50,000	25,000
Special Events - Training Program		5,000	-	335	4,665
Stakeholder Engagement Programs		20,000	359	2,317	17,683
Street Trees Maintenance Program		5,000	-	-	5,000
Ticketed Events - Police Services - Non-Tax		70,000	17,488	55,822	14,178
Winter Avenue Building Lease		2,000	-	-	2,000
GRForward Goal # 5 - Non-Tax Increment	10.84%	\$ 974,500	\$ 50,069	\$ 652,106	\$ 322,394
TOTAL	100.00%	\$ 8,993,728	\$ 165,548	\$ 3,029,511	\$ 5,964,217

STATEMENT D

DOWNTOWN DEVELOPMENT AUTHORITY Schedule of FY2018 Expenditures February, 2018

Source	Date Posted	Vendor	Purpose / Project	Description	Amount
Non-Tax	2/28/2018	City Treasurer - MobileGR / Parking Svcs	Purchase for Studio C! Project	Area 1 sale proceeds	\$ 2,077,574.50
Local Tax	2/28/2018	Paychex	Administration	DDA Payroll Wages, 401(k), Taxes - February 2018	59,225.23
Local Tax	2/16/2018	20 Monroe Bldg Company Ltd Partnership	Developer Reimbursements	Developer Reimbursement FY2018-Summer	34,397.45
Bonds	2/5/2018	Dykema Excavators Inc	Michigan Street Streetscape Improvements	16039-Mich-Monroe to Ionia (1603907) DDA share	20,741.38
Local Tax	2/8/2018	SKO Design Group	Veterans Park Improvements	14084 - SKO-032090720179 - DDA share	15,124.98
Non-Tax	2/19/2018	Ice sculptures, Ltd.	DGRI Event Production	Valentice: Ice Festival Sculptures	12,225.00
Local Tax	2/5/2018	City Treasurer - Budget Office	Administration	Support services allocation - February, 2018	11,635.00
Local Tax	2/21/2018	City Treasurer - Police Dept	Ticketed Events - Police Services	Police Overtime Costs - 12/2017	10,558.20
Non-Tax	2/21/2018	City Treasurer - Police Dept	Ticketed Events - Police Services	Police Overtime Costs - 01/2018	9,568.97
Local Tax	2/20/2018	Cassidy Bisher	Downtown Marketing & Inclusion	Video Production services 2018	8,283.33
Local Tax	2/20/2018	Eco-Compteur Inc	Streetspace Improvs - CBD/Hrtside/Arena S	Pedestrian Counters supplies and technology	6,810.00
Local Tax	2/12/2018	Nederveld, Inc	Downtown Plan	Design Services: Downtown Streetscape Design	5,970.19
Local Tax	2/12/2018	Federal Square Building Co. #1, LLC	Administration	Office Lease: 29 Pearl Str 2/2018	5,616.23
Non-Tax	2/21/2018	LINC Community Revitalization Inc	Diversity / Inclusion Programming	Sponsorship: Community Spirit Awards 08/2017	5,000.00
Non-Tax	2/21/2018	City Treasurer - Police Dept	Ticketed Events - Police Services	Police Overtime Costs - 01/2018	4,815.80
Local Tax	2/11/2018	GRCAC	Downtown Marketing & Inclusion	Advertising: GR Live (sponsorship) 3/4 2017	4,500.00
Non-Tax	2/14/2018	Fifth Third Bank P-Card 01/18 KL	DGRI Event Production	Event supplies	3,941.06
Non-Tax	2/21/2018	City Treasurer - Police Dept	Ticketed Events - Police Services	Police Overtime Costs - 12/2017	3,103.32
Non-Tax	2/25/2018	West Michigan Hockey Inc	Special Events - Grants	Grant: Great Skate Winterfest 02/01/2018	3,000.00
Local Tax	2/20/2018	McAlvey Merchant & Associates	Administration	Governmental Consulting 01/2018	3,000.00
Non-Tax	2/20/2018	Michigan Landscape Services	Holiday Décor Program	Installation of Holiday Banners	2,950.00
Non-Tax	2/19/2018	Creative Studio Promotions	DGRI Event Production	Event supplies: Valent-Ice Rock Candy	2,835.82
Local Tax	2/14/2018	Fifth Third Bank P-Card 01/18 KL	Urban Recreation Plan	Heartside Ice Rink supplies	2,700.48
Local Tax	2/14/2018	Fifth Third Bank P-Card 01/18 KL	Administration	Professional development	2,587.00
Non-Tax	2/1/2018	Public Museum of West Michigan	Educational Partnerships Initiatives	Sponsorship: "Water's Extreme Journey" exh 2018	2,500.00
Local Tax	2/25/2018	Dickinson Wright PLLC	Administration	Legal: District J and L boundaries 12/17	2,002.00
Local Tax	2/25/2018	Dickinson Wright PLLC	Administration	Legal: Miscellaneous DDA matters 12/17	1,826.00
Local Tax	2/24/2018	City of Grand Rapids	Administration	Staff services - payroll period ended 02/24/2018	1,785.32
Local Tax	2/6/2018	City Treasurer - Risk Management	Administration	General insurance - February 2018	1,528.00
Non-Tax	2/19/2018	Ice sculptures, Ltd.	DGRI Event Production	Light Up Downtown: Ice Sculpture Carving	1,500.00
Local Tax	2/10/2018	City of Grand Rapids	Administration	Staff services - payroll period ended 02/10/2018	1,328.17
Local Tax	2/14/2018	Fifth Third Bank P-Card 01/18 TK	Administration	Prof Devel - Van Driel conf hotel; A Guy conf reg	1,148.57
Non-Tax	2/25/2018	Geotech Inc	Project and Fixed Asset Maintenance	Snowmelt System Repair 01/2018	1,080.60
Non-Tax	2/25/2018	Geotech Inc	Project and Fixed Asset Maintenance	Snowmelt System Repair 01/2018	1,005.70
Non-Tax	2/11/2018	Great Lakes Sport & Social Club	DGRI Event Production	Event Services: Hungry Hippo Tournament org	1,000.00
Local Tax	2/20/2018	HR Collaborative LLC	Administration	HR Consultant 01/2018	968.10
Non-Tax	2/20/2018	McAlvey Merchant & Associates	Administration	Governmental Consulting 01/2018	687.00
Local Tax	2/1/2018	Bryan Esler Photo, Inc.	Downtown Marketing & Inclusion	Photographer: General Photography 01/2018	680.00
Local Tax	2/1/2018	Athletica Sport Systems, Inc.	Urban Recreation Plan	Heartside Pop Up Ice Rink Supplies	574.00
Local Tax	2/20/2018	Athletica Sport Systems, Inc.	Urban Recreation Plan	Heartside Pop Up Ice Rink Supplies	574.00
Local Tax	2/1/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 12/2017	573.31
Local Tax	2/25/2018	Cellco Partnership	Administration	Cell Phone Service 1/2018	501.15
Local Tax	2/20/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: Rand Revolt w/e 12/03/17	478.28
Local Tax	2/11/2018	Federal Square Building Co. #1, LLC	Administration	Office Lease: 29 Pearl St Mezzanine Office 02/2018	475.14
Local Tax	2/11/2018	Valley City Sign Co	Wayfinding System Improvements	Fulton & Lafayette Wayfinding sign repairs	424.00
Local Tax	2/20/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: Rand Revolt w/e 01/21/18	396.29
Local Tax	2/14/2018	Fifth Third Bank P-Card 01/18 KL	Administration	ICSC sponsorship & Project manager job posting	375.00
Local Tax	2/20/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: Rand Revolt w/e 12/17/17	368.96
Local Tax	2/10/2018	City of Grand Rapids	Development Project Guidance	Staff services - payroll period ended 02/10/2018	363.89
Local Tax	2/5/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: Rand Revolt w/e 01/14/18	355.29
Non-Tax	2/11/2018	The Salvation Army	Educational Partnerships Initiatives	Room Rental: Human Trafficking Awareness 1/23/18	340.00
Local Tax	2/14/2018	Fifth Third Bank P-Card 01/18 KL	Downtown Marketing & Inclusion	CRM subscription & Facebook ads	334.53
Local Tax	2/14/2018	Fifth Third Bank P-Card 01/18 KL	Public Realm Improvements	Parklet Storage	315.00
Local Tax	2/12/2018	Erick Picardo	Urban Recreation Plan	Rosa Parks Chair Mural project: 02/2018	300.00
Local Tax	2/28/2018	Paychex	Administration	DDA Paychex fee - February 2018	292.19
Local Tax	2/25/2018	Dickinson Wright PLLC	Administration	Legal: TIF Legislation 12/2017	286.00
Non-Tax	2/25/2018	Geotech Inc	Project and Fixed Asset Maintenance	Snowmelt System Repair 01/2018	285.40
Local Tax	2/25/2018	Dickinson Wright PLLC	Administration	Legal Services: Transition matters 12/2017	278.75
Non-Tax	2/13/2018	City Treasurer - MobileGR / Parking Svcs	Holiday Décor Program	Holiday Decor Installation Meter Hooding	250.00
Local Tax	2/5/2018	U.S. Bank Corporate Trust	DDA 1994 Bonds - Van Andel Arena	Paying agent fee	250.00
Local Tax	2/11/2018	Z2 Systems Inc	Downtown Marketing & Inclusion	CRM Subscription 01/2018	250.00
Local Tax	2/20/2018	Mighty Co.	Downtown Marketing & Inclusion	Website care and maintenance 02/2018	250.00
Local Tax	2/20/2018	Z2 Systems Inc	Downtown Marketing & Inclusion	CRM Subscription 12/2017	250.00
Local Tax	2/25/2018	TDS Metrocom	Administration	Phone Service 01/2018	235.97
Local Tax	2/20/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 01/2018	233.17
Local Tax	2/15/2018	Kimberly Van Driel	Administration	Travel: Special Event Conference 01-02/2018	230.10
Local Tax	2/25/2018	Federal Square Building Co. #1, LLC	Administration	Utility Service: Electricity 01/2018	218.47
Local Tax	2/20/2018	MVP Sportsplex - GR, LLC	Administration	Paid via Payroll Deductions 02/2018	217.77
Local Tax	2/14/2018	Fifth Third Bank P-Card 01/18 TK	Downtown Marketing & Inclusion	CRM subscription & Snapchat filters	208.62
Non-Tax	2/14/2018	Fifth Third Bank P-Card 01/18 TK	Stakeholder Engagement Programs	Resident network lunch	206.03
Local Tax	2/25/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: Rand Revolt w/e 01/28/18	204.98

continued on the next page

STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures - FY 2018
February, 2018

Page 2

Source	Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
<i>continued from previous page</i>					
Non-Tax	2/20/2018	Staples Contract & Commercial Inc.	DGRI Event Production	Office/Event Supplies 01/2018	\$ 199.99
Non-Tax	2/1/2018	City Treasurer - Petty Cash	Administration	Local Business Expense	189.55
Local Tax	2/20/2018	The KR Group, Inc.	Administration	IT services: Yiovanny Cornejo Microsoft office 1/18	188.51
Local Tax	2/25/2018	GreatAmerica Financial Services Corp	Administration	Copier Lease 01/2018-02/2018	183.32
Local Tax	2/28/2018	Paychex	Administration	DDA Payroll HRS fees - February 2018	179.87
Non-Tax	2/13/2018	City Treasurer - MobileGR / Parking Svcs	Holiday Décor Program	Holiday Decor Installation Meter Hooding	170.00
Local Tax	2/14/2018	Fifth Third Bank P-Card 01/18 KL	Administration	SBAM membership & MiBiz subscription	168.00
Non-Tax	2/14/2018	Fifth Third Bank P-Card 01/18 KL	Holiday Décor Program	Holiday decor storage	157.91
Non-Tax	2/20/2018	Staples Contract & Commercial Inc.	Stakeholder Engagement Programs	Office/Meeting Supplies 01/2018	152.99
Local Tax	2/19/2018	Creative Studio Promotions	Administration	Office supplies: Staff nametags	149.61
Local Tax	2/12/2018	Creative Studio Promotions	Administration	Office supplies: Staff nametags	146.64
Non-Tax	2/1/2018	City Treasurer - Petty Cash	DGRI Event Production	Event Supplies: Movies in the Park 2017	132.62
Local Tax	2/20/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 01/2018	130.32
Non-Tax	2/13/2018	City Treasurer - MobileGR / Parking Svcs	Holiday Décor Program	Holiday Decor Installation Meter Hooding	130.00
Non-Tax	2/13/2018	City Treasurer - MobileGR / Parking Svcs	Holiday Décor Program	Holiday Decor Installation Meter Hooding	130.00
Non-Tax	2/28/2018	City Treasurer - MobileGR / Parking Svcs	Holiday Décor Program	Hooded meters for holiday decor removal	130.00
Non-Tax	2/16/2018	City Treasurer - Water Dept	Project and Fixed Asset Maintenance	Irrigation - Wealthy Street roundabout	125.08
Local Tax	2/11/2018	Comcast	Administration	Internet at 29 Pearl St NW 02/07/2018-03/06/2018	118.67
Non-Tax	2/15/2018	Andy Guy	Administration	Meeting Reimbursement: 12/2017-02/2018	115.95
Local Tax	2/20/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 02/2018	114.98
Non-Tax	2/5/2018	Consumers Energy 1	Downtown Ambassadors	Share of electricity - 331 Winter Ave NW	108.85
Non-Tax	2/14/2018	Fifth Third Bank P-Card 01/18 KL	Administration	Local Business Expenses	100.29
Non-Tax	2/20/2018	Staples Contract & Commercial Inc.	DGRI Event Production	Office/Event Supplies 01/2018	99.99
Non-Tax	2/13/2018	City Treasurer - MobileGR / Parking Svcs	Holiday Décor Program	Holiday Decor Installation Meter Hooding	90.00
Non-Tax	2/8/2018	City Treasurer - Special Events	DGRI Event Production	Chinese Lunar New Year event permit fee	86.91
Local Tax	2/25/2018	Madcap Coffee Company	Administration	Meeting Supplies 02/2018	84.94
Local Tax	2/1/2018	City Treasurer - Petty Cash	Administration	Mileage Reimbursement: K. Larson	77.00
Non-Tax	2/23/2018	DTE Energy	Downtown Ambassadors	Share of natural gas - 331 Winter Ave NW	74.17
Local Tax	2/25/2018	Dickinson Wright PLLC	Development Project Guidance	Legal: Area 4/5 Development 12/17	66.00
Local Tax	2/1/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 12/2017	64.60
Local Tax	2/1/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 11/2017	62.20
Local Tax	2/1/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 12/2017	55.87
Non-Tax	2/14/2018	Fifth Third Bank P-Card 01/18 TK	DGRI Event Production	Event Supplies	55.55
Non-Tax	2/20/2018	City Treasurer - MobileGR / Parking Svcs	Downtown Ambassadors	FEBRUARY 2018 MONTHLY PARKING BILLING	48.00
Local Tax	2/1/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 11/2017	46.83
Local Tax	2/1/2018	City Treasurer - Petty Cash	Administration	DGRI office supplies (DDA portion)	42.29
Local Tax	2/1/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 11/2017	41.30
Local Tax	2/20/2018	Staples Contract & Commercial Inc.	Administration	Office/Meeting Supplies 01/2018	35.56
Local Tax	2/20/2018	Staples Contract & Commercial Inc.	Administration	Office/Event Supplies 01/2018	29.52
Local Tax	2/1/2018	State of Michigan - MESC	Administration	Unemployment Charges	26.03
Local Tax	2/1/2018	City Treasurer - Petty Cash	Administration	Travel/Training: K. Larson meeting parking	25.00
Local Tax	2/28/2018	JPMorganChase	Administration	DDA Payroll Bank Fee - February 2018	24.38
Local Tax	2/1/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 11/2017	17.73
Non-Tax	2/20/2018	Curtis Laundry and Dry Cleaners, Inc.	DGRI Event Production	Event Supplies Maintenance 01/2018	17.50
Local Tax	2/20/2018	Staples Contract & Commercial Inc.	Administration	Office/Event Supplies 01/2018	9.48
Local Tax	2/14/2018	Fifth Third Bank P-Card 01/18 TK	Administration	DGRI Postage (DDA Portion)	8.91
Non-Tax	2/13/2018	Yiovanny Cornejo	DGRI Event Production	Mileage Reimbursement: 01/2018	8.80
Non-Tax	2/1/2018	City Treasurer - Petty Cash	Experience - Miscellaneous	Misc. Supplies: Thank you card	4.98
Local Tax	2/1/2018	City Treasurer - Petty Cash	Administration	DGRI office postage (DDA portion)	3.10
Non-Tax	2/14/2018	GR African American Museum/Archives	African-American Museum and Archives	Rent reimbursement 08/2017-01/2018	(7,462.12)
TOTAL FEBRUARY, 2018 EXPENDITURES					\$ 2,343,067.36

STATEMENT E

DOWNTOWN DEVELOPMENT AUTHORITY

Series 2017 Improvement & Refunding Bonds

Balance Sheet

As of February 28, 2018

Assets - Pooled Cash and Investments	<u>\$ 745,622</u>
Liabilities and Fund Balance	
Current Liabilities	\$ -
Reserve for Encumbrances	-
Reserved for Projects	745,622
Liabilities and Fund Balance	<u>\$ 745,622</u>

Statement of FY2018 Revenues and Expenditures

July 1, 2017 through February 28, 2018

	<u>Budget</u>	<u>Actual</u>
REVENUES		
Bond Proceeds	\$ - ¹	\$ -
Interest Earned	5,161	2,624
From / (To) Fund Balance	1,019,067	-
Total Revenues	<u>\$ 1,024,228</u>	<u>\$ 2,624</u>
EXPENDITURES		
GR Forward Projects:		
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor		
River Trail Improvements	\$ 228,000	28,071
Michigan Street Streetscape Improvements	180,000	46,018
Streetscape / Riverwalk Projects TBD	616,228	-
Costs of Issuance	-	1,500
Total GR Forward Project Expenditures	<u>\$ 1,024,228</u>	<u>\$ 75,589</u>
Excess / (Deficit)	<u>\$ -</u>	<u>\$ (72,965)</u>

Note 1: \$1,250,808 from bond proceeds was deposited on March 8, 2017.

MEMORANDUM

CITY OF GRAND RAPIDS

DATE: March 8, 2018

TO: Tim Kelly
Downtown Development Authority
Executive Director

FROM: Jeff McCaul, P.E., Acting City Engineer

**SUBJECT: Utility Improvements at Various Locations - Contract 2015
(Fulton Street Alley Retaining Wall)**

This project consists of installing a precast retaining wall block system alongside the existing stone foundation wall. The existing wall supports the Fulton Street Alley between LaGrave Avenue and Jefferson Avenue providing ingress/egress to four properties with access to the alley. The wall also provides for maximizing the lower parking area for 138 E. Fulton Street adjacent to the alley. The existing stone wall has partially collapsed in October 2017 necessitating the closure of the alley to through traffic and blocking off a portion of the parking lot. The new wall will be built in existing City right of way near the north right of way line of the alley. This will bring legal clarity to a property issue that has existed for over 100 years related to ownership of the wall, and would protect a myriad of interests with respect to the subject right of way. The property owner of 138 E. Fulton Street is in support of the proposed repair has granted a grading easement to facilitate construction of the new wall.

On June 9, 2015 (Proceeding No. 84662), a resolution awarding contracts to Diversco Construction Company, Inc. (Diversco), Dykema Excavators, Inc., Ponstein Enterprises, LLC dba Georgetown Construction, Lodestar Construction, Inc., and Wyoming Excavators, Inc. in connection with the above-captioned project was approved by the City Commission. The engineer's estimate for the construction work is \$40,000 and Diversco submitted the low bid of \$36,218. The total expenditures for this project is \$50,000. This amount includes the cost of the construction, engineering and inspection, and contingencies. This work is recommended to be financed equally by the Capital Improvement Fund and the Downtown Development Authority (DDA) for the improvement to the alley retaining wall. The DDA's share of cost will assist in the overall project cost for restoring ingress/egress to all properties along the alley for deliveries and access to parking lots.

It is recommended that the DDA approve its share of costs in the amount of \$25,000. The City Commission authorized its share of expenditures for this project on March 6, 2018.

SUMMARY OF ESTIMATED COSTS

for

Utility Improvements at Various Locations- Contract 2015 (Fulton Street Alley Retaining Wall)

Project Funding Source(s)

	<u>Currently Approved</u>	<u>Budget Request(s)</u>	<u>Revised Project Estimate</u>
Capital Improvement Fund	\$25,000	\$0	\$25,000
Downtown Development Authority*	0	25,000	25,000
Total Project Sources	<u>\$25,000</u>	<u>\$25,000</u>	<u>\$50,000</u>

*Budget request being presented at the March 14, 2018 Downtown Development Authority meeting

Breakdown of Project Uses

Construction Contract	\$36,218
Engineering/Inspection/Administration	<u>5,782</u>
Sub-Total	\$42,000
Contingencies	<u>8,000</u>
Total Project Uses	<u><u>\$50,000</u></u>

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: March 9, 2018

TO: Downtown Development Authority

FROM: Tim Kelly, AICP
President & CEO

Agenda Item #5
March 14, 2018
DDA Meeting

SUBJECT: Downtown Enhancement Grant Request: Keeler Building 56 N. Division Avenue

Keeler Flats, LLC (Developer), on behalf of Arath III Inc. (Owner) is requesting approval of a Downtown Enhancement Grant (DEG) for 56 N. Division Avenue. The Owner is seeking to make repairs to the failing areaway on Division Avenue and Fountain Street to re-open the sidewalks that have been closed for several years.

Total project costs to reinforce the areaway and add a new sidewalk cap on both Division Avenue and Fountain Street are estimated at approximately \$400,000. As allowed in the DEG guidelines, the Owner is requesting 50 percent of eligible activities be reimbursed in an amount not to exceed \$200,000. If approved, work is expected to begin this spring and would be complete by June 2018.

The repair of the areaway is anticipated to aid in the future redevelopment of the vacant building. In March 2017, the DDA Board consented to a request for a Payment in Lieu of Taxes (PILOT) for the Developer's proposed mixed-use development. Since that time, the Developer has worked to secure project financing, including applications to MSHDA for the State administered Low Income Housing Tax Credits (LIHTC). Despite being unsuccessful in their initial attempts, the Developer plans to reapply in April 2018, and is hopeful that an award will enable them to close on the property.

Whether or not the Developer's project receives a LIHTC award, repairing the areaway and re-opening the sidewalks presents an opportunity to make significant safety enhancements in Downtown, and is a priority project as identified by the Downtown Grand Rapids Inc. Alliances. In the current condition, pedestrians on Division Avenue are forced to cross to the west side of the street as they approach the Keeler Building. While some cross as intended, others will walk in the bike or vehicular travel lanes, creating conflicts and posing a major safety risk. Though redevelopment of the Keeler Building is expected to incorporate other sidewalk enhancements, those elements will be coordinated at a later phase to ensure the work complements the ground floor uses.



56 N. Division Ave

If approved, the project will be reimbursed through the Streetscape Improvement Incentive Program line item of the DDA's Local Tax Increment budget. Sufficient capacity exists to fund the request.

Recommendation:

Approve the Downtown Enhancement Grant request in an amount not to exceed \$200,000 for the areaway and sidewalk improvements on Division Avenue and Fountain Street to improve pedestrian safety and support future redevelopment of the Keeler Building.



MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: March 9, 2018

TO: Downtown Development Authority

FROM: Josh Naramore
Mobile GR and Parking Services Manager

SUBJECT: Parking Operations and Management Agreement

Agenda Item #6
March 14, 2018
DDA Meeting

Background

The City of Grand Rapids (the City) and the Downtown Development Authority (DDA) have a long-standing partnership that goes back to 1994, under which the DDA has acquired several land parcels and financed improvements for their use as surface lots. These lots are operated and maintained by the City's Mobile GR and Parking Services Department.

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

To assist with the funding of the programs that fall outside of direct Tax Increment Financing expenditure eligibility, DDA staff approached Mobile GR and Parking Services staff and the Mobile GR Commission during April and May of 2013, and requested that the parking revenue sharing agreement between the City of Grand Rapids and the DDA be modified to reflect a 25% transfer of gross parking revenues. This increase was to contribute to programs and services that contributed to a safe, vibrant and beautiful Downtown. Examples of these services and programs were:

- Downtown Marketing
- Office of Special Events Operational Support
- Enhanced Public Safety Downtown



56 N. Division Ave

- Rosa Parks Circle Ice Skating
- Special Event Program Support
- Street Trees Maintenance
- Wayfinding Sign Maintenance

These types of programs and services contribute to the demand for parking and an increase in parking system revenues.

In May of 2013, the Mobile GR Commission recommended approval to the City Commission of the amendment with a two year evaluation period from July 1, 2013 through June 30, 2015. The DDA approved the request at its June 2013 meeting and the City Commission subsequently approved the changes in July 2013.

At the end of the two year evaluation period, both the DDA and the City agreed to amend the Agreement to extend the usage fee at 25% of total annual gross revenues for all Parking Lots except Area 3 (owned privately) for an additional two-year period commencing July 1, 2015, and ending June 30, 2017. Desired collaborative outcomes included:

- Enhanced DASH service
- Enhanced marketing
- Bikeshare feasibility analysis
- Carshare implementation
- Continued support for employer outreach programs

The prior two year extension lapsed on July 1, 2017. Revenue transfers have continued. City staff recently met the DDA to develop an extension to the agreement to address the lapse and cover revenue transfers in 2017 and a portion of 2018. The DDA would like to extend the Parking Operation Agreement, which their respective board will act on March 14, 2018.

Agreement

No changes to the past agreement will take place at this time. The usage fee will remain at 25% of total annual gross revenues for all Parking Lots, which will cover a time period of July 1, 2017, and ending June 30, 2018. Further discussions will take place over the next few months that will focus on a more comprehensive agreement between Mobile GR and the DDA.

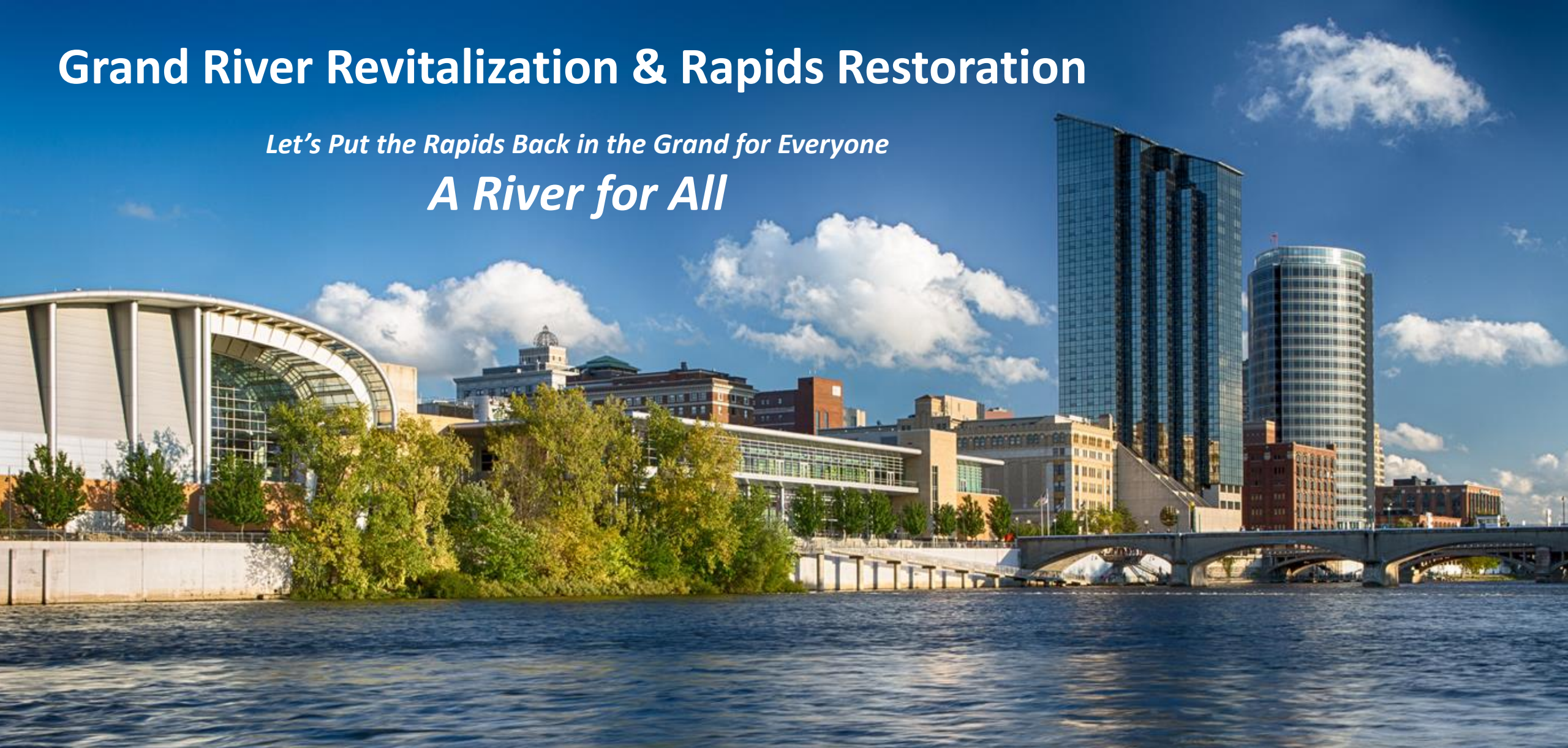
Recommendation

Approve an extension of the existing Parking Operation and Maintenance Agreement between the DDA and the City of Grand Rapids Mobile GR and Parking Service Department until June 30, 2018.

Grand River Revitalization & Rapids Restoration

Let's Put the Rapids Back in the Grand for Everyone

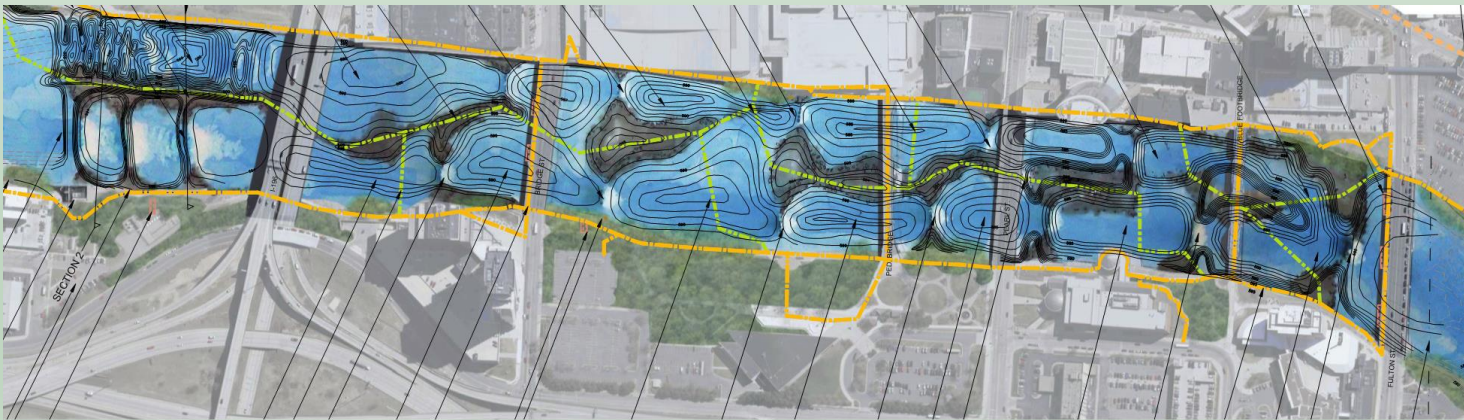
A River for All



Design



Upper Reach (Ann Street-6th Street Dam)

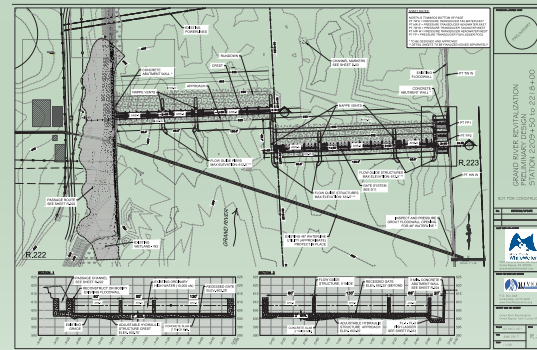


Lower Reach (6th Street Dam-Fulton Street)

Design

Adjustable Hydraulic Structure

Proposed Location



- Maximizes the activation of bedrock shelf in upper reach
- Utilizes existing geology of the riverbed to reduce impacts to natural river channel
- Avoids critical city infrastructure
- Optimal location for effectiveness as Sea Lamprey Barrier
- Provides public access opportunities on city owned property

Design

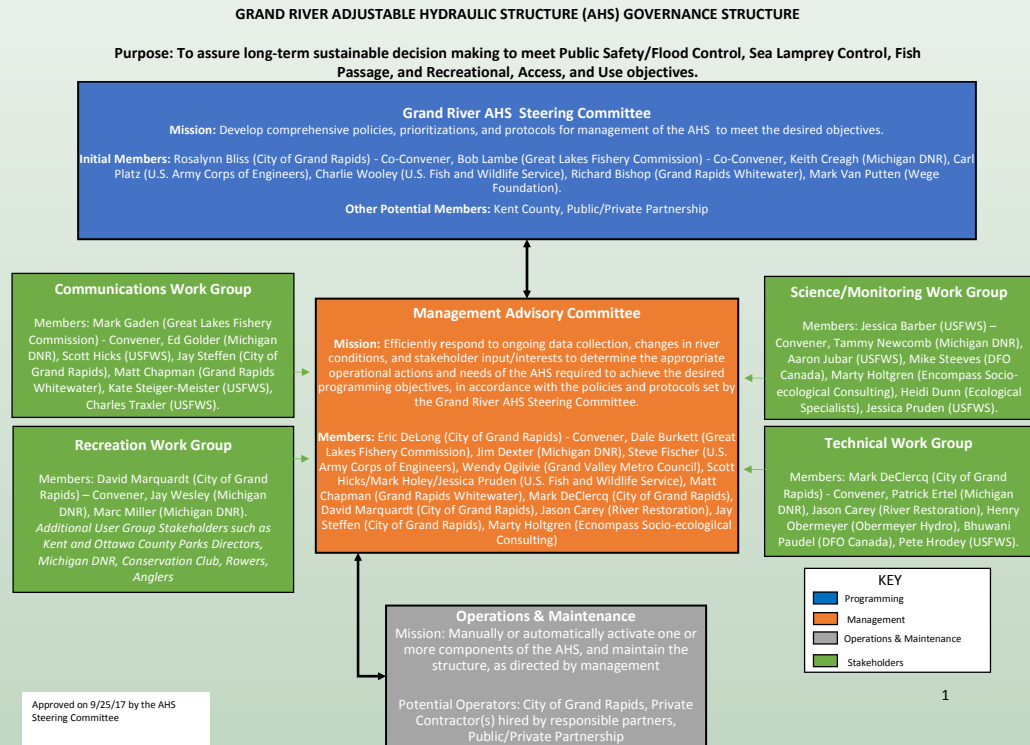
U.S. Army Corps of Engineers Engineer Research & Development Center (ERDC) April, 2017



- COE research center conducted an independent analysis of the AHS structure at the request of USFWS
- Collaborative face to face meeting in Vicksburg, MS
- Participation from: MDNR, USFWS, GLFC, USACOE, MDEQ, Wege Foundation, GRWW, City of Grand Rapids
- Analyzed Sea Lamprey Swimming capabilities and AHS Velocity metrics
- Greater level of comfort with design led to need for AHS Governance & Management

Design

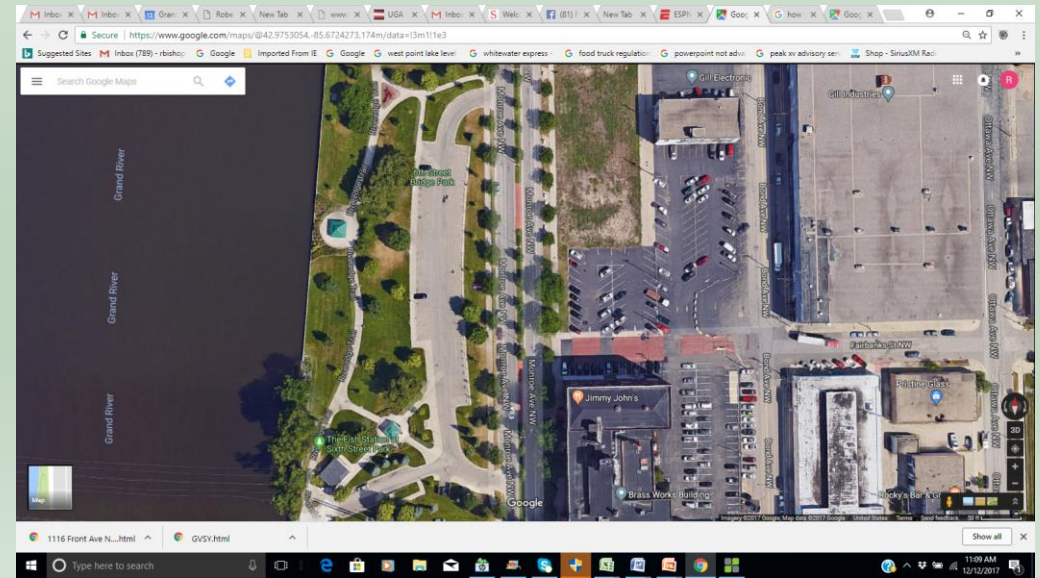
Proposed Grand River AHS Governance Structure



- AHS provides a range of management options to provide lamprey control and improve river connectivity
- Purpose: Meet Public Safety/Flood Control, Sea Lamprey Control, Fish Passage, and Recreational, Access
- Committees: Steering, Management, Communication, Recreation, Science/Monitoring, Operations/Maintenance and Technical
- Collaborative Partners: USFWS, GLFC, USCOE, City of Grand Rapids and GRWW
- Project Partnership Agreement is being drafted

Permitting/Easements

- Two Permits
 - United States Fish and Wildlife
 - Michigan Department of Environmental Quality
- Draft Habitat Conservation Plan Submitted to USFWS November 1, 2017
 - First Round of Comment Review has started
 - Discussion underway on when to submit formal application
- 33 Easements
 - City leading the process
 - City Parks are proposed as construction staging areas



Funding

- Capital Campaign:
 - April 25
- Campaign Chairs
 - Megan Sall
 - Mike VanGessel
 - John Green
- Over 30% committed

Grand River Restoration Sources & Uses				
REVENUE	GOAL	COMMITTED	RECEIVED	REMAINING GOAL
Private Resources	\$19,723,000	\$5,819,962	\$3,994,962	\$13,903,038
National Resources	\$15,202,000	\$6,302,000	\$102,000	\$8,900,000
State Resources	\$9,746,917	\$4,246,917	\$1,096,917	\$5,500,000
TOTAL REVENUE	\$44,671,917	\$16,368,879	\$5,193,879	\$28,303,038

Project Schedule

- April 25 Capital Campaign
- Spring of 2018 Submit Formal Application to USFW
- Summer 2019 begin work in the River
- Completion 2024/25



Questions



Project goals

- Restore the rapids to the Grand River for everyone
- Improve habitat and connectivity, water quality, riparian functions
- Create economic opportunities, enhance underserved communities and instill stewardship ethic



Other Items



DOWNTOWN
GRAND RAPIDS INC.



RIVER FOR ALL

DGRI BOARD OF ADVISORS

PROJECT UPDATE 2.12.18

GREEN GRAND RAPIDS



GR FORWARD

(INCL. GRAND RIVER RESTORATION COMMITTEE FINAL REPORT)



PARKS & RECREATION STRATEGIC MASTER PLAN



VITAL STREETS



**GRWW/RIVER RESTORATION
(WET)**



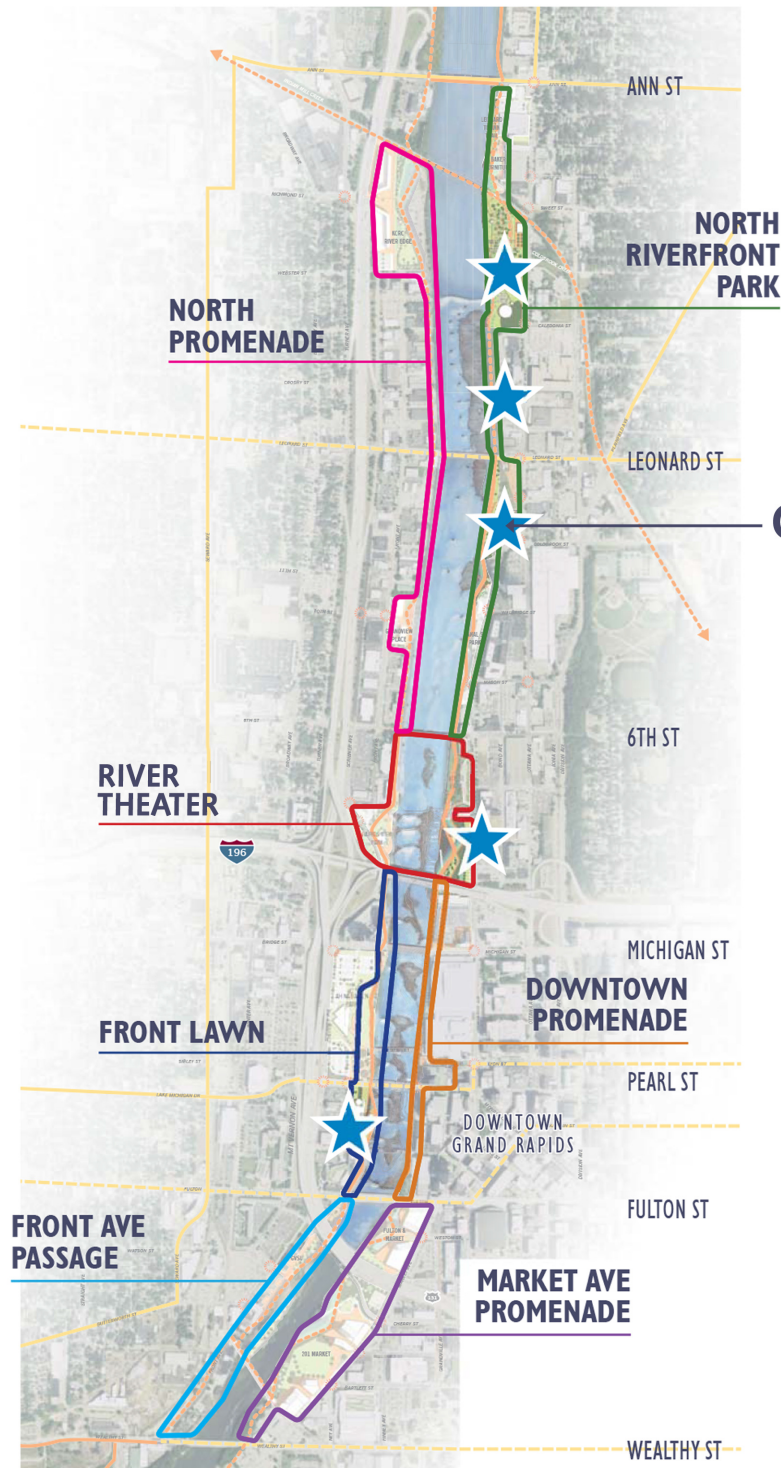
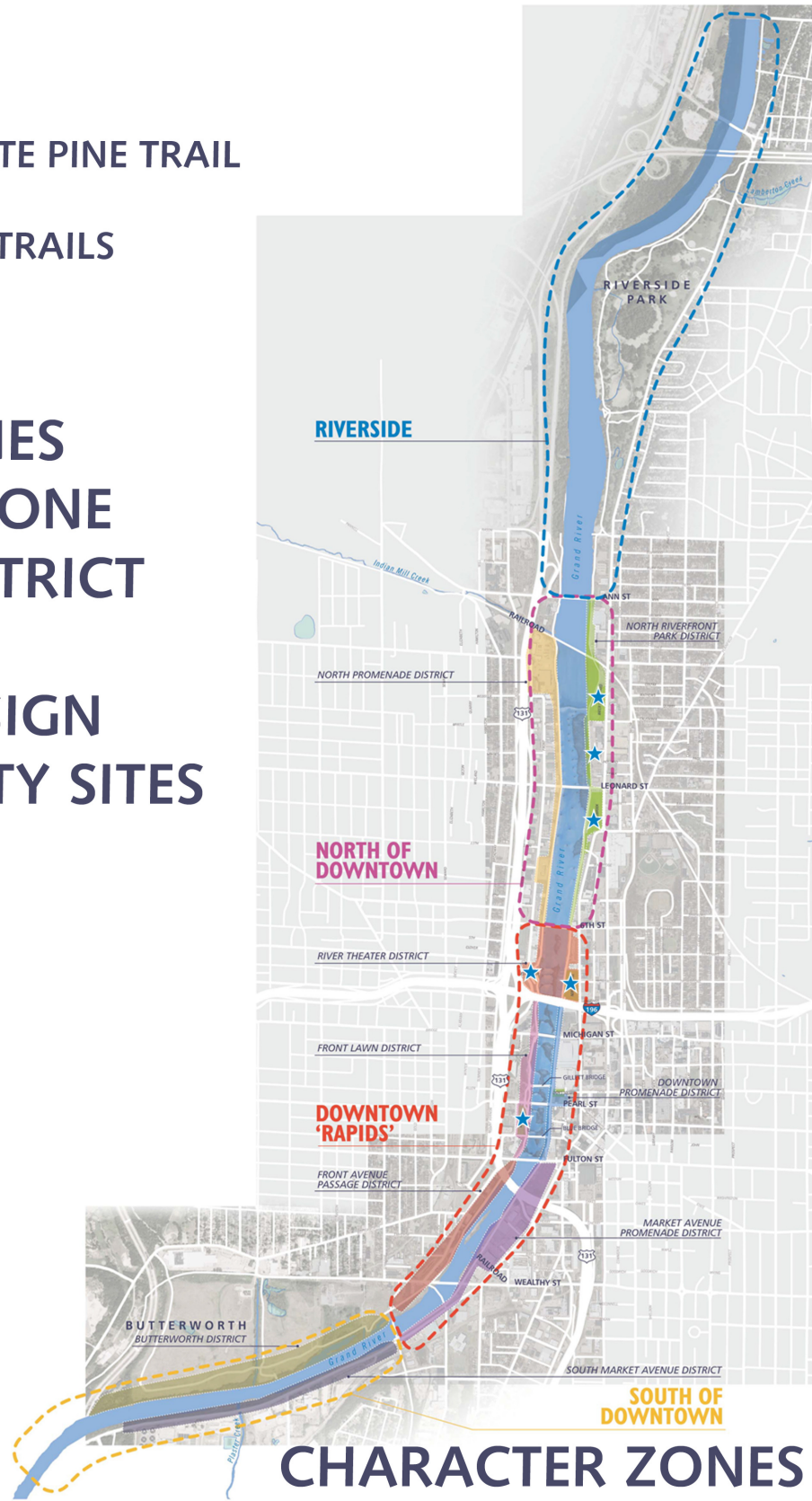
**GRAND RIVER CORRIDOR
IMPLEMENTATION PLAN
AND TRAIL DESIGN
GUIDELINES (DRY)**

RIVER FOR ALL



PHASED IMPLEMENTATION

- 1. PROJECT AREA:
NORTH PARK STREET/WHITE PINE TRAIL
TO
MILLENNIUM PARK/KENT TRAILS
- 2. CORIDOR WIDE
DESIGN GUIDELINES
BY CHARACTER ZONE
AND SPECIAL DISTRICT
- 3. SITE SPECIFIC DESIGN
FOR OPPORTUNITY SITES

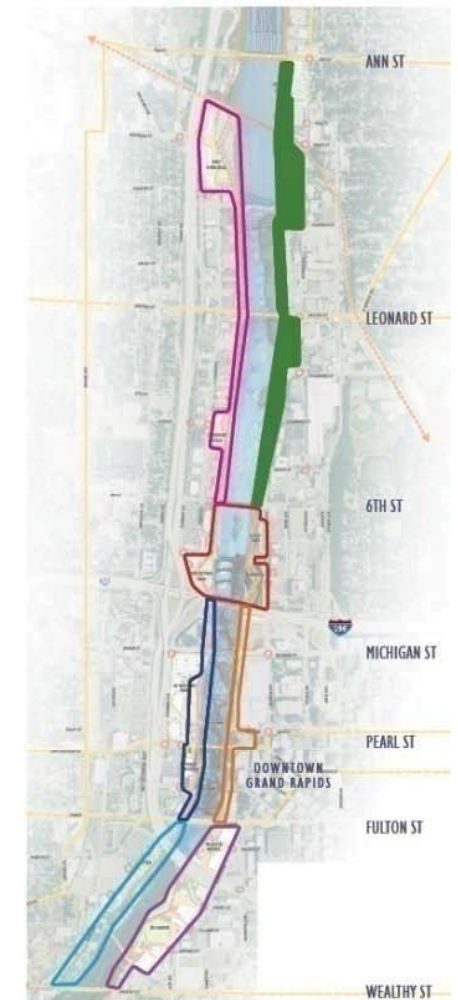


OPPORTUNITY SITES, TYP.

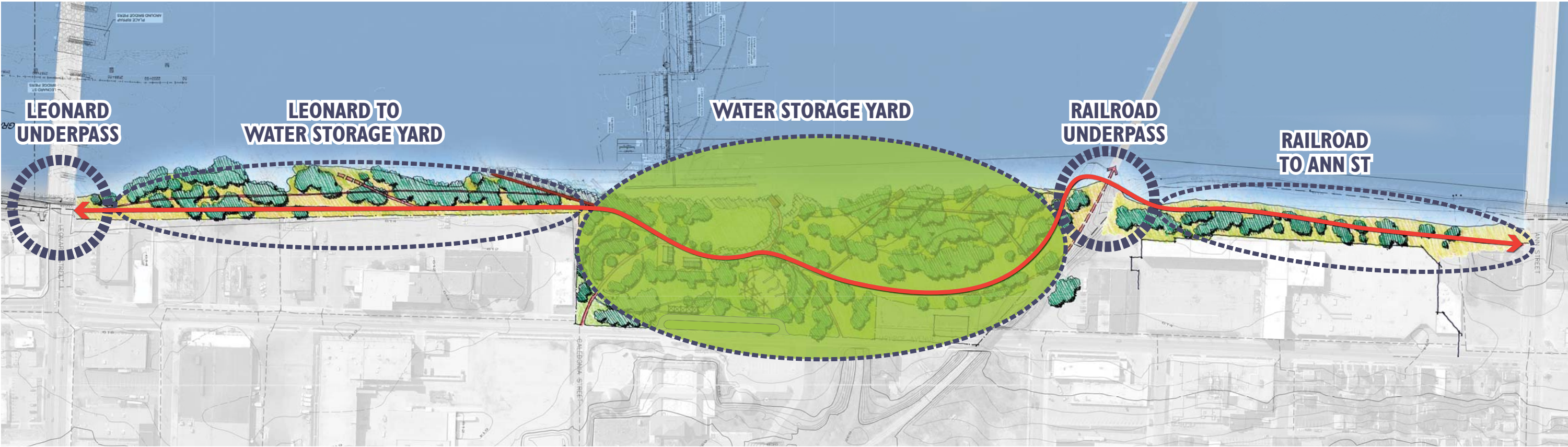
SPECIAL DISTRICTS

North Riverfront Park

natural/river character
adventure parks
family picnics, gathering, leisure
outdoor learning
river recreation destination
touch the water



North Riverfront Park - Leonard to Ann Trail



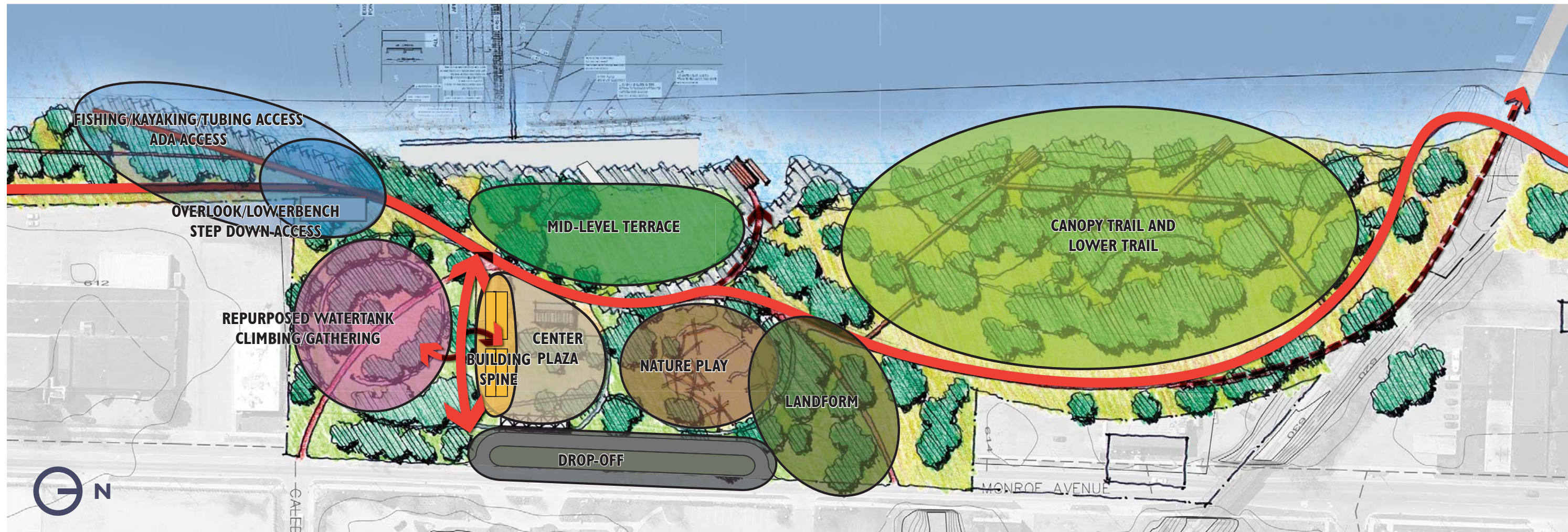
North Riverfront Park - Water Storage Yard Site



KEY MAP

Site Programming

- » **Mid-level terrace**
- » **High use area downstream of barrier**
- » **Re-purposed water tank area**
- » **Building spine and center plaza**
- » **Drop off**
- » **Nature play integrated with landform**
- » **Canopy trail**

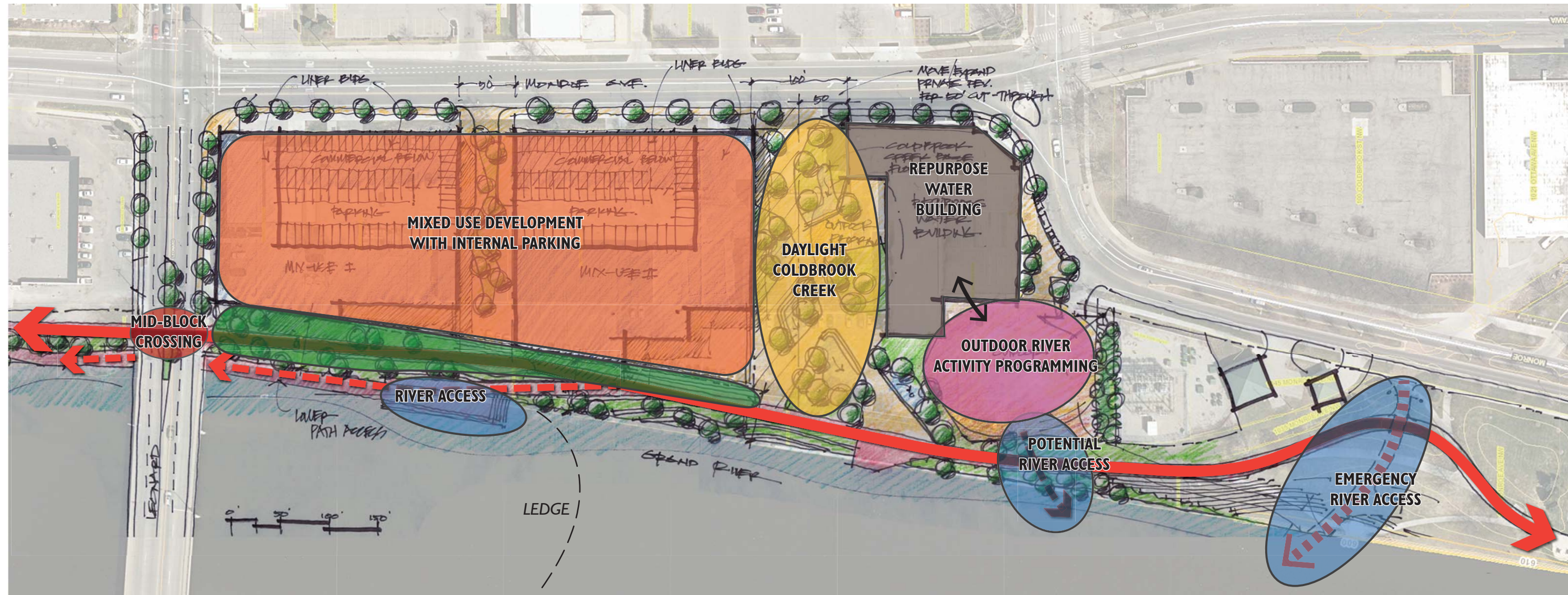


North Riverfront Park - Water Storage Yard Site

CANOPY WALK



North Riverfront Park - Coldbrook



North Riverfront Park - Coldbrook

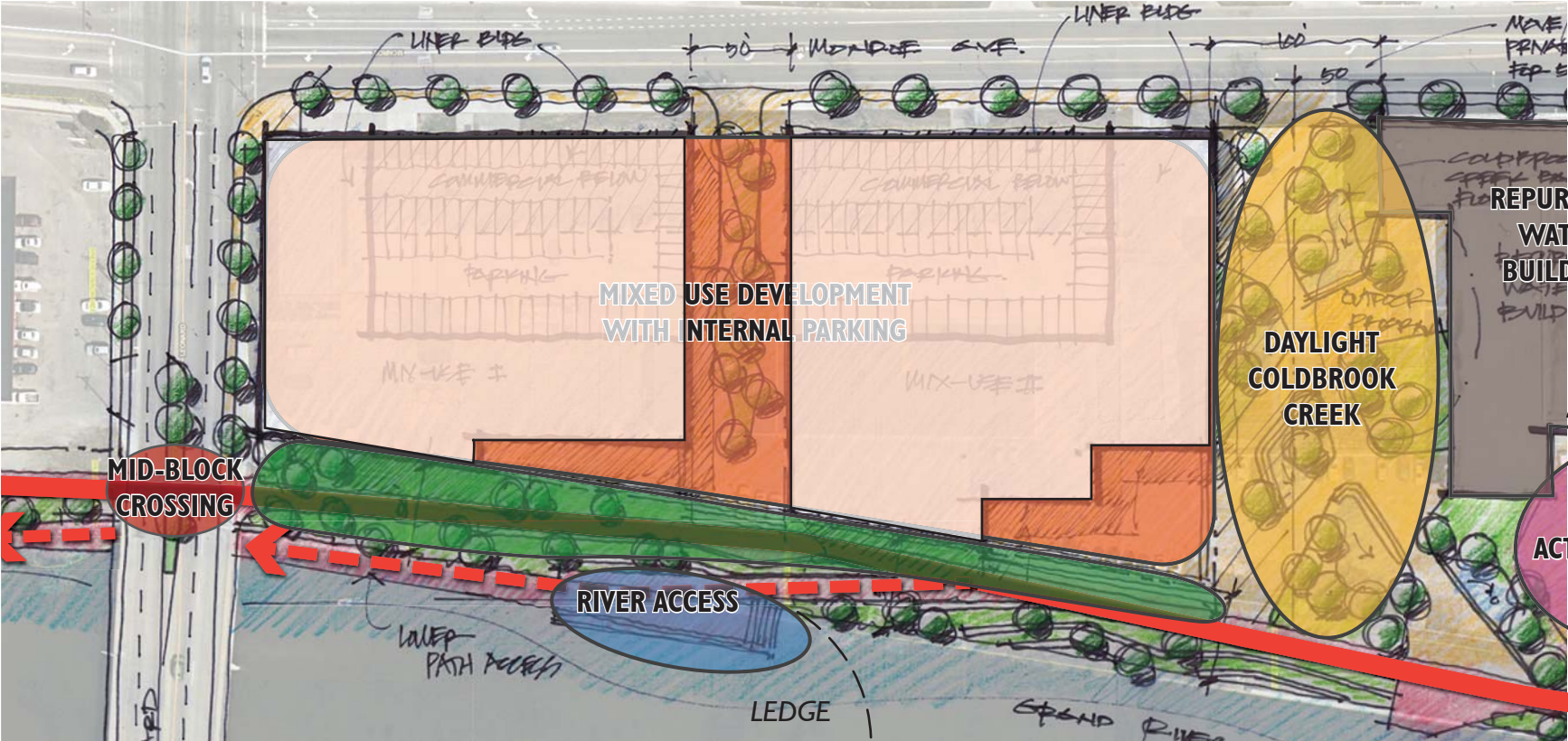
BUILDING SCALE COMPARISON



38 COMMERCE



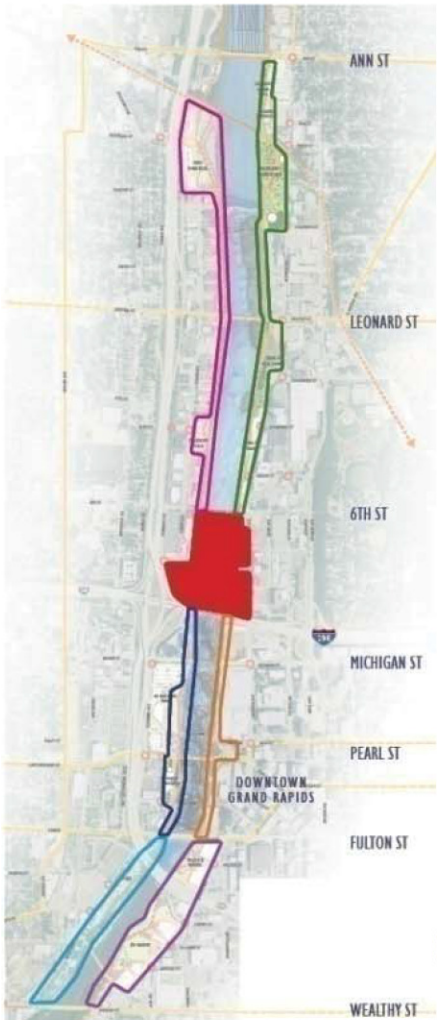
UICA BUILDING





River Theater

balance of river + civic character
river events
festivals
unique outdoor programming
beach
touch the water



Mid Level Terrace

Front Lawn

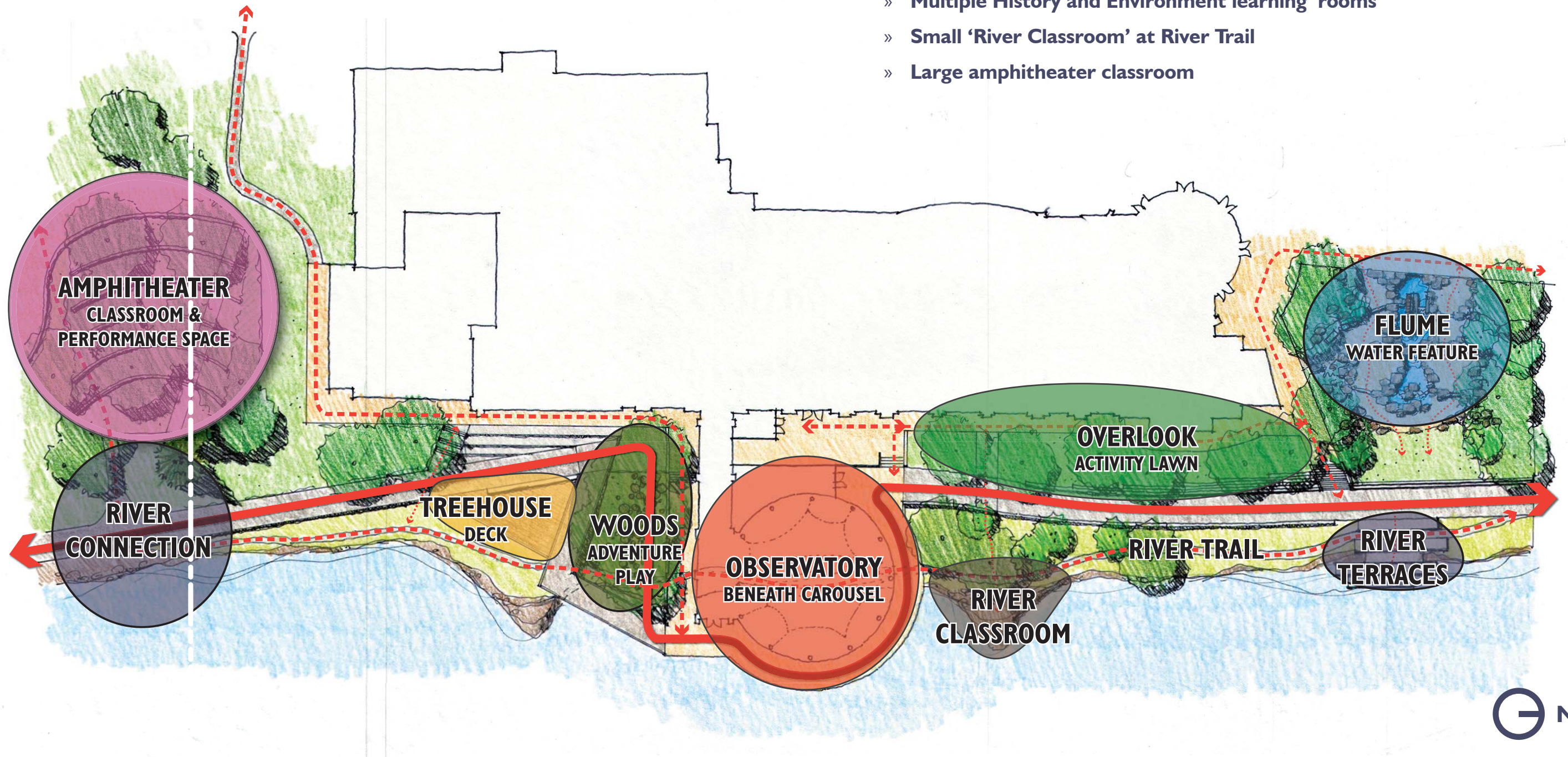
links a series of parks
cultural district edge
community/festival gathering
outdoor education
touch the water



Front Lawn - Museum Site

Current Option

- » **Utilizes existing wall on north side of site**
- » **Creates viewing deck on south side**
- » **Multiple History and Environment learning ‘rooms’**
- » **Small ‘River Classroom’ at River Trail**
- » **Large amphitheater classroom**



NEXT STEPS



RIVER FOR ALL

FEBRUARY-MARCH

- A. REFINED OPPORTUNITY SITE DESIGNS WITH COST ESTIMATES
- B. DRAFT TRAIL DESIGN GUIDELINES AND ASSET MANAGEMENT PLAN

APRIL-MAY

- A. FINAL OPPORTUNITY SITE DESIGNS WITH COST ESTIMATES
- B. FINAL TRAIL DESIGN GUIDELINES AND ASSET MANAGEMENT PLAN



DOWNTOWN
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