

# AGENDA

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



## Board Members:

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

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Wednesday, May 8, 2019

8:00 a.m. Meeting

29 Pearl Street, NW Suite #1

- |   |           |           |
|---|-----------|-----------|
| 1. Call to order  |           |           |
| 2. Approve Meeting Minutes from April 10, 2019 (8:01)<br>(enclosure)        | Motion    | Harris    |
| 3. Accept Financial Statements as of April 30, 2019 (8:05)<br>(enclosure)   | Motion    | Wallace   |
| 4. Calder Plaza Parklet Funding (8:10)<br>(enclosure)                       | Motion    | Wong      |
| 5. Exit Space Mural Funding (8:20)<br>(enclosure)                           | Motion    | Van Driel |
| 6. Downtown Enhancement Grant – Division Ave Areaway (8:30)<br>(enclosures) | Motion    | Miller    |
| 7. DASH Memorandum of Understanding (8:40)<br>(enclosures)                  | Motion    | Kelly     |
| 8. FY20 Budget Recommendation (8:50)<br>(enclosures)                        | Motion    | Staff     |
| 9. President & CEO Report (9:10)  | Info Item | Kelly     |
| 10. Public Comment (9:15)   |           |           |
| 11. Board Member Discussion (9:20)  |           |           |
| 12. Adjournment   |           |           |





MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

April 10, 2019

1. Call to Order – The meeting was called to order at 8:04 a.m. by Chair Brian Harris

2. Attendance

Present: Luis Avila, Rick Winn, Mayor Rosalynn Bliss, Diana Sieger, Brian Harris

Absent: Jim Talen, Jermale Eddie, Kayem Dunn

Others Present: Tim Kelly (DDA Executive Director), Flor Valera, (DDA Recording Secretary) Jana Wallace (DDA Treasurer), Dick Wendt (DGRI Legal Counsel), Kristin Kent, Jori Bennett, David Davis, Nathan Phillips, Jerry Powell, Mark Washington (City Manager), Alyssa Hearin, John McNaughton, JD Loeks and others.

3. Approve Meeting Minutes from February 13, 2019

*Motion: Luis Avila, supported by Mayor Rosalynn Bliss, moved approval of the minutes from the February 13, 2019. Motion carried unanimously.*

4. Accept Financial Statements from February 31, 2019

Jana Wallace introduced the financial statements for the first nine months of fiscal year ending June 30, 2019. Ms. Wallace stated the authority issued \$618,800 of gainsharing rebates in March to the County of Kent, Grand Rapids Community College, The Rapid, and the City of Grand Rapids in accordance with the Authority's 2016 Development Plan Amendment. She stated these rebates were recorded on Statement B as property tax increment revenue reductions rather than as expenditures to reflect the nature of the payments. It was also noted that on Statement B, the Local Tax Increment Administration budget line appears to be trending higher than expected. However, expenditures included three and a half months of DGRI payroll expenditures and noted that these will be re-allocated to other Authority projects as well as to the MNTIFA and DID.

*Motion: Diana Sieger, supported by Mayor Rosalynn Bliss, moved to approve Statement D: Schedule of February 31, 2019 Expenditures as recommended. Motion carried unanimously.*

5. Innovation Grant- Ambiance GR

Kyama Kitavi introduced a request for a Retail Innovation/Incubations Grant Support for Ambiance GR Kitchen and Lounge. Mr. Kitavi stated the request was vetted and affirmed by the GR Forward Goal 4 Alliance. The new restaurant and lounge will be leasing space inside the Ledyard Building located at 125 Ottawa Ave. NE. The retail innovation funds of \$45,000 will help underwrite a portion of Ambiance GR's lease fees for a period of 18 months with CWD. Expenditures of these funds must and will occur in accordance with sections 7(1) (r) and 7(2) the DDA's enabling statute PA 197 of 1975. Once open, Ambiance will be the only-African American owned/managed restaurant and live entertainment venue in Downtown Grand Rapids. Mr. Katavi reminded the Board that the GR Forward aims to support and diversify the mix of Downtown retail offerings. In 2017, the DDA directed funding to support a retail business innovation and incubation program to further the community's goals. An RFP was developed in March 2018 and the first recipient to benefit from this program was Tamales Mary.

Mr. Winn asked to be reminded how the incubator grant is awarded to the requester. Mr. Kelly stated to receive funding; first, a resolution must be approved, then the tenant (Ambiance GR) is required to enter into a written contract with the DDA incorporating the provisions and conditions required by Act 57. Furthermore, CWD Real Estate Investment must sign an affidavit indicating the funding would be used towards reducing Ambiance's rent. Mr. Avila asked if there is a budgetary limitation on the amount applicants could request under this program. Mr. Kelly stated the Goal 4 Alliance recommended the RFP budget to be set not to exceed \$60,000. The overall budget to support Economic Development—Business Enterprises line item for FY19 is set to \$150,000.

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

6. Studio Park Liquor License

Mr. Kelly presented a request for a Development Area Liquor License for Studio Park. The liquor license will be used for guests of the theater, restaurant, and listening room. If approved, the request will proceed to the Grand Rapids City Commission for consideration. Mayor Bliss asked if the request included the restaurant inside the Canopy by Hilton hotel. Mr. Kelly clarified that this liquor license request is only for the Studio Park Project, it does not include the hotel's restaurant.

*Motion: Rick Winn, supported Mayor Rosalynn Bliss, moved to approve the resolution for issuance of a development area liquor license for Studio Park. Motion carried unanimously.*

JD Loeks, President of Studio C was introduced to the Board to provide a project update. He presented images illustrating the current construction progress. He noted construction for phase one is expected to wrap up in the fall. Pre-leasing for the ground-level retail spaces has begun with 50 percent of the spaces already spoken for and added that pre-leasing for the apartment units is expected to begin on May 1<sup>st</sup>. There is currently an unsolicited list of 100 potential tenants for the 106 residential units. Mr. Loeks presented images of the "Listening Room" an intimate 200-seat music venue. He stated this is unique concert space combined with a bar-restaurant feel. It will feature performances from local and national musicians who typically travel through Detroit and Chicago. The Canopy by Hilton hotel, not directly under control of Studio C, is expected to open in early 2020. He concluded with an overview of the office portion of the project. He stated that although Franklin Partners are no longer tied to this project, the development of the office building will go forward as

planned. The team is confident and the plan includes pre-leasing soon to find an anchor tenant prior to starting construction.

Ms. Sieger asked about the location of parking ramp. Mr. Loeks presented an image illustrating the location of the structure and noted that the ramp is targeted to open in the fall as well. They are currently three (3) levels up out of the six (6) in terms of pouring concrete on the south portion of the ramp. The ramp is designed as two (2) separate structures because the north end of the parking ramp has to accommodate the foundation of the future condo tower.

Mr. Harris stated the original concept included retail incubation and asked if this is still part of the plan. Mr. Loeks stated yes and asked the board to stay tuned for additional details. The team is working to identify the appropriate partners. We are hoping to come back in two months with a formal request for support. The Board thanked Mr. Loeks for the update.

7. Pop Up Park Project Support

Stephanie Wong introduced a request to fund a one-year pilot program to build an off-leash dog park in Downtown. Ms. Wong stated as more people are trying to move to the downtown area the concept of the dog park is evolving especially in urban areas. She illustrated examples of Pop-Up Dog Parks from other cities such as Seattle, Denver, and San Jose. This pilot project aspires to add a new lifestyle amenity that appeals to and supports the growing number of Downtown Residents. This pilot project also comes in direct response to the recent City Parks Master Plan that identified a deficit of dog parks in the City of Grand Rapids. A recent study identified 5,016 households own at least one dog within the 49503- zip code. Ms. Wong stated we currently have two public dog parks (Hillcrest and Covell Park), and neither are conveniently walkable for Downtown residents. The empty parcel for the proposed dog park, called The Downtown P.U.P (Pop-Up Park) is owned by Maplegrove Property Management and is located at 210 Market Ave. Ms. Wong said the request is for \$25,000 to support the installation of seating, trash receptacles, waste dispensers, and planter boxes. The site will be enclosed with a 6-foot tall fence and double gated entrances with a north and south entry point. There will be designated areas separating small and large dogs. The park will be open year-round and hours of operation will be 8:00 AM – 10:00 PM daily, consistent with City parks hours. If approved, funding for the dog park would be provided out of the FY19 Urban Recreation line item. Mr. Avila asked about maintenance responsibilities. Ms. Wong stated the Downtown Ambassadors will assist with maintenance, but we are giving the pet-owners the ultimate responsibility to clean up after their dogs and care for the site. Other ways to reinforce maintenance is through the creative signage. Mr. Harris inquired about the means to capture the success of the project. Ms. Wong explained that there are different ways to measure the success of this pilot program. One of the ways includes conducting a survey in downtown. She noted that after one year, the pilot would be evaluated and an agreement may be renewed upon the approval of both parties. Ms. Wong cited the current situation from dog owners who live on residential units on Monroe Center. She stated because of the lack of a nearby dog park; dogs currently urinate on the planter beds. The DID pays for this beautification's improvements; the installation of a nearby dog park, may help with the current situation. Mayor Bliss expressed her support for this project. She stated Grand Rapids could strive towards being a more dog-friendly city. She also added that the new dog park will attract more people to the downtown area. Mr. Wendt clarified that in addition to the \$25,000, the DDA would also be signing the lease of the property in the amount of 1 dollar.

*Motion: Rick Winn, supported by Mayor Rosalynn Bliss, moved to approve funding for an amount not to exceed \$25,000 to build an off-leash dog park at 210 Market Avenue. Motion carried unanimously.*

8. Project One Overview

Mr. Kelly reminded the board that in May 2017, the DDA approved a Major Event Sponsorship to ArtPrize 9-11 in the amount of \$50,000 per year over three (3) years. He stated this is our final year of sponsorship commitment and noted that ArtPrize would be doing things a little different, and would like the Board to be informed of the new initiative. He introduced Jori Bennett, Executive Director of ArtPrize to provide a high-level overview of their Project 1 initiative. Ms. Bennett began her presentation by sharing the mission of the organization, which is focused on celebrating artists, transforming urban spaces and promoting cultural understanding. After ten (10) years of the annual competition, they are moving to a biennial competition. Project 1 will not be replacing ArtPrize—ArtPrize is now held on every-other-year schedule, as is Project 1. This year they are shifting their organizational principle from a competition to a commission model. Project 1 will focus on just five (5) artist, each producing large public artworks. The exhibition will take place over seven (7) weeks punctuated by special events, educational programming, artist talks, and volunteer opportunities. Other objectives of this initiative include; helping generate conversations about “belonging” and positioning Grand Rapids as an epicenter for art, innovation and a great place to live, work and play. Ms. Bennett compared and contrasted both events. She stated they will continue to use the City as a canvas for artistic exploration and this new initiative will also help contribute to the cultural and economic impact of the city. Ms. Bennett highlighted each of the artists participating in Project 1. The artists include Amanda Brower, Heather Hart, Rafael Lozano-Hemmer, Paul Amenta in collaboration with Ted Lott, and Olalekan Jeyifous. These artists will produce large-scale installations, and through this process, each artist will engage with communities wherever their projects take place. She presented the event schedule—the events will take place every Saturday starting September 7 and concluding October 26, 2019. Mr. Winn asked if some of the art pieces would be installed permanently. Ms. Bennett stated the permanent installations of these pieces was not included in the Project 1 RFP, but this is something they are considering for future projects. Mr. Avila asked why the switch from the previous format. Ms. Bennett stated ArtPrize is thinking about the long-term sustainability of the organization and the need to innovate. By converting to this new format, it allows ArtPrize the opportunity to reinvent, be more creative and intentional. It also gives artist more time to plan and create their art pieces. The Board thanked Ms. Bennett for the update.

9. Rad Women Overview

Kimberly Van Driel presented the Board with an overview of a project titled “Rad Women.” This project is based on the bestselling book “Rad American Women A-Z” written by Kate Schatz which celebrates the radical heroines who shaped America’s history. Ms. Van Driel stated this project is in celebration of Women’s history month. The emphasis of the GR Forward Master Plan is to support local women and create job opportunities. This project will brighten our city street spaces and create paid opportunities for local female artists and vendors. We are working with twenty-seven local female artist to paint portraits of these influential women on mechanical boxes located through Downtown. The project began in October and DGRI is working in partnership with the City of Grand Rapids, Lions & Rabbits and other numerous partners. She gave an overview of the logistics process and noted that DGRI is working with only city owned mechanical boxes. The author and illustrator Kate Schatz will be visiting Grand Rapids on May 7 and 8. The scheduled programming and events include a tour of Downtown, Artist and Author luncheon, ribbon cutting, a Rad Women Happy Hour at the Pyramid Scheme. There will also be trips to GRPS Coit Creative Arts Academy, WMCAT, and a public reading for kids at the Grand Rapids Public Library.

Ms. Van Driel stated we are also working with Grand Rapids Running Tours and GR Walks to develop a self-guided tour app to engage the community to participate and learn more about this project. She concluded by presenting the Board with a copy of the book and an invitation to attend the Happy Hour event. Mr. Harris asked about the long-term maintenance. Ms. Van Driel stated that DGRI would be responsible for maintenance. We are planning to install an anti-graffiti vinyl to shield these mechanical boxes against unwanted vandalism.

Mr. Avila asked if the concept of this project is national or only being carried out in Grand Rapids. Ms. Van Driel stated its only taking place in Grand Rapids. She explained how this idea came about and noted that the Goal 5 Placemaking Working group pushed to make this idea a reality. Mr. Avila thanked Ms. Van Driel and indicated that this simple, yet powerful concept could easily be replicated in different cities.

10. FY20 Budget Overview

Mr. Kelly reminded the Board of the budget process and schedule. He stated this is an opportunity for the Board to review the list of projects before the May DDA Board meeting. A reminder that Fiscal Year 2020 begins on July 1, 2019. Currently, the Alliances are wrapping up their work, and each will be giving their approval of their budgets by the end of April. The Fiduciary Boards are scheduled to recommend their budgets to City Commission.

Mr. Harris encouraged Board members to attend the May 8 Board meeting to provide input on the recommended budget. On May 14, the approved budgets will go before City Commission for adoption. The final step outlined in the budget process is the adoption of the FY20 budget on June 12.

Mr. Winn asked if there was ever a time when the DDA/MNTIFA have not adopted their budgets after the City Commission already approved it. He asked for clarification as to why the DDA would need to adopt the budget if it was previously approved before recommending it to City Commission.

Mr. Wendt stated this is something the Board could consider for future budget recommendations. The DDA could indicate in the resolution its approval and adoption of the budget upon approval by City Commission, thus eliminating the final step. Mr. Kelly added that this additional procedural step allows the Board to further evaluate comments received from the City Commission.

To continue with the budget process overview, Mr. Kelly highlighted the budget priorities. He stated this is our fourth year using the GR Forward Master Plan as our guiding document to help us identify projects for the new fiscal year. We also prioritize opportunities for projects through new and existing organizational partnerships. Other priorities include Alliance/Community Driven Projects and DGRI staff projects.

Mr. Kelly stated the FY20 budget also includes "Committed Obligations" such as the Debt Service, Development Project Reimbursement, among other previously authorized project contributions. The DDA is also committed to fund ongoing projects which include; the River restoration, Downtown Ambassadors, DASH Service, and City Departments—PD, OSE. Mayor Bliss asked to be reminded of the support the DDA provides to the Police Department (PD) and the Office of Special Events (OSE). Mr. Kelly stated the DDA contributes in providing added public safety during events. We reimburse GRPD's overtime costs associated with pedestrian crossings for ticketed events at the Van Andel Arena and the DeVos Center. Historically we had a line item to fund GRPD foot patrols for downtown events.

The Board took a moment to discuss the agreement and the contribution associated with GRPD services. Mayor Bliss said she believed the events themselves paid for this additional support. Mr. Kelly said they pay a portion, but the DDA also supports these services. He stated that we have allocated \$75,000 in the FY19 to support "Ticketed Events-Police services". Mayor Bliss asked if the DDA's

contribution goes directly to cover PD services and if the overtime is part of the roll-off pension cost. Ms. Wallace stated yes and noted that the monthly reimbursements are fully loaded cost. Mayor Bliss asked who determines what events require PD assistance. Mr. Winn mentioned that SMG is likely to make the decision. Ms. Wallace stated the current agreement is between the Convention Arena Authority, Mobile GR, and the DDA. The budget line item is explicitly for ticketed events. The reimbursement payments made to the GRPD are split between these three entities. She added that these entities meet periodically to determine the percentage of support. Mr. Winn stated it would be beneficial for the Board to understand the agreement. The Board agreed. Mayor Bliss noted that under State Law, we are required to use law-enforcement officers to assist with crosswalks during events. Mr. Wendt explained when the agreement was established, the three parties agreed that whoever benefited directly would contribute to cover the additional services provided by the GRPD. Mr. Harris stated something to consider as we move forward is to find a way to record how the contribution, we award to requesters is precisely being used towards.

Mr. Harris requested Mr. Kelly to analyze this and bring back recommendations. In addition, he indicated that as we work to revamp several of our tools, we also need to have conversations regarding legacy requesters.

He cited the excellent efforts of ArtPrize (Project 1) and stated that we are likely to anticipate a new sponsorship request in the upcoming year. The question remains how do we address these requests and at what point should the DDA decide that the event can be self-sustain and no longer needs the support of the DDA to continue being successful. He stated that we have not entirely figured out how the Board should address this request and noted that he is open to suggestions. Mr. Winn agreed that the GRPD charges and legacy sponsorships required further discussions. Mr. Harris deferred to Mayor Bliss, Vice Chair Mr. Winn and Mr. Kelly to convene and further evaluate these topics. Mr. Kelly stated we have initiated some of these conversations with the City as we work to update our service agreement. He acknowledged that GRPD topic would be added to the discussion.

To continue with the budget process, Mr. Kelly stated the FY20 budget would also be carrying over priorities from FY19. This includes affordable housing, accessibility and mobility improvement, river trail, and the Heartside public restrooms. Mayor Bliss stated the City Commission had formally adopted the Heartside Plan. The plan outlines a desire from the community to install public restrooms. She noted that we are starting to see some lighting improvements on Division Ave. Mr. Kelly concluded his overview by presenting the FY2020 preliminary revenue projections in comparison with the FY 2019 revenues. He noted that the subtotal for FY2020 does not account for additional revenue from the new parking services agreement.

11. President & CEO Report  
DDA (2/13/19)

- Approved extension to the DGRI Service Agreement
- Authorized funding for Lyon Square CM and final Plaza Design
- Received an annual report presentation from the Downtown Ambassadors

DID (3/5/19)

- Review financial statements through 12/31/18
- Review of proposed Downtown plantings for spring 2019
- Considering extension to the DGRI Service Agreement

MNTIFA (2/13/19)

- Elected 2019 Officers
- Received a presentation on FY18 Audit
- Approved extension to the DGRI Service Agreement
- Authorized funding of Downtown transit shelters
- Received a presentation on PA57

DGRI (3/22/19)

- Reviewed River Governance Strategy
- Discussed next steps related to a Downtown Retail Strategy
- Received overview of a proposed approach for a Downtown Corporate Recruitment and Retention Strategy

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

- Riverfront Governance Organizing
  - Finalizing dates for GR Forward Thinking Series
  - Reviewing RFQ for lead consultant with project partners with distribution scheduled for April
  - Final recommendations delivered before the end of 2019
  - US Army Corps of Engineers meeting 4/10
  - State Legislators briefing 4/15
- Lyon Square Opportunity Site
  - Construction documents being finalized for Phase 1 (Uplands)
  - Design underway for Phase 2 (Plaza)
  - MOU drafted and will be distributed to project partners for review and discussion
  - Finalizing funding structure

**Goal 2 - Develop a true Downtown neighborhood home to a diverse population**

- Downtown Neighbor Network
  - Planning committee finalized mission, vision and goals at June meeting
  - Network Board/Committee seated in early 2019 and met April 5
  - 5<sup>th</sup> Annual Mix, Mingle and Share Event April 10 at New Holland
- Development News
  - Studio Park
    - Ottawa extension summer 2019
    - Parking ramp September 2019
    - Theater and residential buildings summer/fall 2019
    - Hotel January 2020
  - 150 Ottawa
    - Interior build out underway
    - Warner Building will be complete spring 2019
    - Hyatt Place open summer 2019
  - 37 Ottawa and 50 Monroe
    - Tenant build out underway for tenants at 37 Ottawa. Additional space being leased.

- Rooms being finished at AC Hotel at 50 Monroe
- Both buildings to be complete and open spring 2019
- 449 Bridge Street
  - Utility connection complete last week and will begin “going vertical” by December
  - Target completion September 2019
- Embassy Suites (Monroe North)
  - Project complete
  - Grand opening scheduled April 11 2019
- 601 Bond
  - Opening winter 2019
- 10 Ionia
  - Brownfield approvals received in 2018
  - Groundbreaking in January 2019
  - 18-month construction schedule
- MSU GR Research Center Phase II
  - Ground lease negotiations underway with development team
  - New building to be constructed on Michigan Street to support MSU research and health care innovation
  - Construction anticipated to begin Q4 2019 with substantial completion in late 2021

**Goal 3 – Implement a 21st century mobility strategy**

- Bus Shelter Enhancements
  - Held Meeting with Mobile GR and Rapid staff to outline project funding and schedule
  - Installation to begin spring 2019
  - Final install complete before end of 2019
- Pedestrian Safety Enhancements
  - Improvements complete on Division Avenue north of Lyon
  - Keeler Building areaway reinforcement complete
  - Michigan Street crossing designs are finalized and the project will be bid spring 2019
- Division Avenue Bike Lane
  - Construction complete
  - Survey distributed and analysis ongoing
  - Extensions being discussed for 2019
- Downtown Streetspace Guidelines
  - DDA/TIFA received presentation December 2018
  - DGRI Board of Advisor adopted February 2019

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

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

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

- VandenBerg Plaza/Calder Plaza Improvements
  - Design of Phase 1 improvements ongoing
  - Designs complete spring 2019
  - June 2019 is the 50th anniversary of the plaza's opening and a key organizing point for a celebratory moment
- Food Trucks
  - Extension of pilot ordinance approved by City Commission May 2018
  - Update to City Commission in December 2018
  - New ordinance adopted January 2019
- Public Realm Improvements
  - Tree plantings with FOGRP scheduled
  - Michigan/Ottawa off ramp improvements being designed
  - Fitness equipment being deployed spring 2019
- Explore opportunities to beautify public plaza at Van Andel Arena
  - Consultant team work commenced in November
  - Exploring partnership/funding opportunities for FY2019
  - Alley activation to begin with former Art Prize installation (Ford Museum crocodiles)
  - Stakeholder and Alliance engagement ongoing
  - Designs complete spring 2019
- Division Avenue Safety and Cleanliness Improvements
  - Lighting
    - DDA authorized additional funding in December 2018
    - Fulton to Cherry construction to begin spring 2019
  - Public Restrooms
    - City and DGRI working with Heartside Quality of Life committee to finalize design and operation of new public facilities for Cherry / Commerce and Weston / Commerce parking ramps
    - City and DGRI partnering to develop a sustainable facility management protocol for the new facilities.
- Public Art

- Work on 27 Rad Women murals underway. Complete May 2019
- Collaborating with UICA Exit Space to paint mural at Ottawa and Michigan off ramp riverfront mural down the stairwell near the Grand Rapids Public Museum

12. Public Comment

Davis Davis took a moment to address the Board on the need to educate the public on litter awareness.

13. Board Member Discussion.

None

14. Adjournment

The meeting adjourned at 9:30am

# MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

**Agenda Item 3.  
May 8, 2019  
DDA Meeting**

DATE: May 6, 2019

TO: Brian Harris  
Chairman

FROM: Jana M. Wallace  
Downtown Development Authority Treasurer

**SUBJECT: FY2019 Interim Financial Statements as of April 30, 2019**

Attached are the Authority's interim financial statements for the first ten months of fiscal year ending June 30, 2019. The attached statements include:

- Statement A: Balance Sheet
- Statement B: Comparison of FY2019 Budget vs Actual Results
- Statement C: Statement of Project Expenditures
- Statement D: Schedule of April, 2019 Expenditures
- Statement E: DDA Series 2017 Bond Proceeds Statements

In April, the Authority issued principal and interest payments totaling \$6,197,100 for the Authority's Series 2009 and Series 2017 Van Andel Arena Refunding and Improvement Bonds. Since the Series 2009 and Series 2017 bonds are considered 'eligible obligations' under State law, these debt service payments were paid from the Authority's Debt Increment Fund ("DIF") using school tax increment revenues.

As a result of the large outflow of cash, on Statement A the DIF now has a negative "Reserve for Eligible Obligations," or fund balance. The DIF's Cash balance would also be negative if not for the amount reserved to reimburse the State, Grand Rapids Public Schools, and Kent Intermediate School District for FY2019 property tax increment revenues captured in excess of the amounts required to pay the FY2019 annual eligible obligation debt service. These reimbursements are required by State law.

The amount reserved for the excess capture reimbursements is on Statement A, "Current Year Estimated Excess Capture," in the Liabilities section. I assure you the DIF has sufficient annual revenues to pay annual principal and interest expenditures. After some research, I found the negative Cash and negative Reserve for Eligible Obligations balances already existed, in part, as of June 30, 1997 then the negative balances increased when the Comptroller's Office made an adjustment in FY2000.

Please contact me at 616-456-4514 or [jwallace@grcity.us](mailto:jwallace@grcity.us) if you have any questions.

Attachments

# STATEMENT A

## DOWNTOWN DEVELOPMENT AUTHORITY

### Balance Sheet

As of April 30, 2019

	Non-Tax Funds	Debt Increment	Local Tax Increment	TOTAL
<b>ASSETS</b>				
Pooled Cash and Investments	\$ 5,100,100	\$ 1,725,215	\$ 7,099,096	\$ 13,924,411
Petty Cash	-	-	500	500
Debt Service Reserve - Series 1994 Bonds	-	865,859	-	865,859
Loan Receivable - Project Developer	488,848	-	-	488,848
General Fixed Assets	-	-	87,946,535	87,946,535
Accumulated Depreciation on Fixed Assets	-	-	(54,924,734)	(54,924,734)
Future Tax Increment Revenues Anticipated	-	19,254,554	30,250	19,284,804
<b>TOTAL ASSETS</b>	<b>\$ 5,588,948</b>	<b>\$ 21,845,628</b>	<b>\$ 40,151,647</b>	<b>\$ 67,586,223</b>
<b>LIABILITIES AND FUND EQUITY</b>				
<b>Liabilities</b>				
Current Liabilities	\$ -	\$ -	\$ 27	\$ 27
Other Accrued Liabilities	10,963	-	-	10,963
Current Year Estimated Excess Capture	-	1,913,628	-	1,913,628
Deposit - Area 4 Developer Damage	1,000	-	-	1,000
Prior Year Property Tax Appeals	-	98,202	97,932	196,134
Deferred Revenue - Developer Loan	488,848	-	-	488,848
Contract Payable	-	-	30,250	30,250
Bonds Payable	-	19,254,554	-	19,254,554
<b>TOTAL LIABILITIES</b>	<b>500,811</b>	<b>21,266,384</b>	<b>128,209</b>	<b>21,895,404</b>
<b>Fund Balance / Equity:</b>				
Investments in General Fixed Assets, net of Accumulated Depreciation	-	-	33,021,801	33,021,801
Debt Service Reserve - Series 1994 Bonds	-	865,859	-	865,859
Non-Tax Increment Reserve	4,550,444	-	-	4,550,444
Reserve for Authorized Projects	-	-	6,979,284	6,979,284
Reserve for Brownfield Series 2012A Bonds	531,291	-	-	531,291
Reserve for Compensated Absences	-	-	12,229	12,229
<b>Reserve for Eligible Obligations</b>	<b>-</b>	<b>(286,615)</b>	<b>-</b>	<b>(286,615)</b>
Reserve for Encumbrances	6,402	-	10,124	16,526
<b>TOTAL FUND EQUITY</b>	<b>5,088,137</b>	<b>579,244</b>	<b>40,023,438</b>	<b>45,690,819</b>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$ 5,588,948</b>	<b>\$ 21,845,628</b>	<b>\$ 40,151,647</b>	<b>\$ 67,586,223</b>

## STATEMENT B

### DOWNTOWN DEVELOPMENT AUTHORITY Comparison of FY2019 Budget vs Actual Results July 1, 2018 - April 30, 2019

	Non-Tax Funds		Debt Tax Increment		Local Tax Increment	
	Budget	Actual	Budget	Actual	Budget	Actual
<b>REVENUES</b>						
Property Tax Increment - General	\$ -	\$ -	\$ 8,254,822	\$ 9,560,001 <sup>1</sup>	\$ 5,672,682	\$ 5,712,499
Property Tax Increment - Transit Millage	-	-	-	-	522,053	522,053
Property Tax Increment - Prior Year Appeals	-	-	(75,000)	2,827	(75,000)	2,844
Property Tax Increment - County/GRCC/City/ITP Rebates	-	-	-	-	(619,474)	(618,900)
Special Assessments - Areaway	15,000	258	-	-	-	-
Brownfield Authority - Grandville Avenue	-	-	-	-	28,398	-
Earnings from Investments - General	51,977	59,373	8,616	51,723	70,703	80,337
Earnings from Investments - Multi-Year Accrual Reversal	-	32,842	-	28,792	-	52,661
Interest Paid by Developer - The Gallery on Fulton Note	21,998	-	-	-	-	-
Property Rental - DASH Parking Lots	225,127	300,509	-	-	-	-
Property Rentals - YMCA Customer Parking	52,545	42,250	-	-	-	-
Event Sponsorships and Fees	75,000	38,520	-	-	-	-
Valent-ICE Sculpture Reimbursements	25,000	13,725	-	-	-	-
Contributions - Lyon Square Project	-	-	-	-	-	125,000
Principal Repayments - The Gallery on Fulton Note	100,000	-	-	-	-	-
Series 1994 Debt Service Reserve Fund	-	-	845,000	-	-	-
Reimbursement - FEMA 2013 Grd River Flood Damage	-	-	-	-	-	4,608
Reimbursement - GRKCCAA for Exterior Arena Improvs	-	-	-	-	-	59,851
Reimbursements and Miscellaneous Revenues	1,000	3,375	-	-	5,000	2,682
From / (To) Fund Balance	828,709	-	(384,238)	-	4,097,793	-
<b>TOTAL REVENUES</b>	<b>\$ 1,396,356</b>	<b>\$ 490,852</b>	<b>\$ 8,649,200</b>	<b>\$ 9,643,343</b>	<b>\$ 9,702,155</b>	<b>\$ 5,943,635</b>
<b>EXPENDITURES</b>						
<b><u>GR Forward Projects:</u></b>						
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor	\$ 45,000	\$ 2,050	\$ -	\$ -	\$ 2,013,000	\$ 158,238
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population	150,000	-	-	-	2,340,000	1,613,879
Goal #3: Implement a 21st Century Mobility Strategy	40,000	5,520	-	-	2,100,000	335,536
Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy	25,000	16,366	-	-	150,000	1,892
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming	1,131,000	772,289	-	-	1,425,000	323,505
<b>Total GR Forward Projects</b>	<b>\$ 1,391,000</b>	<b>\$ 796,225</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,028,000</b>	<b>\$ 2,433,050</b>
Administration	5,356	999	-	-	1,257,898	1,004,259
Debt Service for Bond Issues	-	-	7,649,200	6,804,200	416,257	387,807
Estimated Capture to be Returned	-	-	1,000,000	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,396,356</b>	<b>\$ 797,224</b>	<b>\$ 8,649,200</b>	<b>\$ 6,804,200</b>	<b>\$ 9,702,155</b>	<b>\$ 3,825,116</b>
<b>EXCESS / (DEFICIT)</b>	<b>\$ -</b>	<b>\$ (306,372)</b>	<b>\$ -</b>	<b>\$ 2,839,143</b>	<b>\$ -</b>	<b>\$ 2,118,519</b>

Note 1: Budgeted and Actual captured tax increment revenues here are 90% of the Authority's legal capture authority, per the FY2019-2023 Priority Plan.

ddastmts-Apr19.xls jmw 05062019

**STATEMENT C**

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Statement of FY2019 Project Expenditures**  
**As of April 30, 2019**

Project Name	FY2019 Project Budgets		Expenditures		Remaining
	%	Amount	Month	Fiscal Year	FY2019 Budgets
River Trail Improvements		\$ 100,000	\$ 4,736	\$ 58,689	\$ 41,311
Sheldon Blvd - Weston to Cherry Street		497,204	61,669	502,203	(4,999)
Weston Street - Sheldon to LaGrave Ave		81,750	-	-	81,750
<b>GRForward Goal # 1 - Bond Proceeds</b>	<b>6.72%</b>	<b>\$ 678,954</b>	<b>\$ 66,405</b>	<b>\$ 560,892</b>	<b>\$ 118,062</b>
Arena South Implementation		50,000	-	10,500	39,500
Downtown Plan - Local Tax Increment Fund		325,000	-	71,822	253,178
Grand River Activation		400,000	-	-	400,000
Lyon Square Improvements		288,000	-	5,970	282,030
Parks Design		700,000	-	80,040	619,960
Pearl Street Gateway Enhancements		100,000	-	(10,094)	110,094
State Street & Bostwick Ave Reconstruction		150,000	-	-	150,000
<b>GRForward Goal # 1 - Local Tax Increment</b>	<b>19.93%</b>	<b>\$ 2,013,000</b>	<b>\$ -</b>	<b>\$ 158,238</b>	<b>\$ 1,854,762</b>
Downtown Plan - Non-Tax Increment Fund		20,000	-	-	20,000
Downtown Speakers Series		10,000	-	1,675	8,325
Riverwalk Maintenance		15,000	-	375	14,625
<b>GRForward Goal # 1 - Non-Tax Increment</b>	<b>0.45%</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ 2,050</b>	<b>\$ 42,950</b>
Affordable Housing Support		250,000	-	-	250,000
Development Project Guidance		90,000	-	4,598	85,402
Development Project Reimbursements		1,300,000	-	1,004,600	295,400
Downtown Census		15,000	-	-	15,000
Downtown Enhancement Grants		485,000	155,580	409,275	75,725
Weston Street - Sheldon to LaGrave Ave		200,000	-	195,406	4,594
<b>GRForward Goal # 2 - Local Tax Increment</b>	<b>23.17%</b>	<b>\$ 2,340,000</b>	<b>\$ 155,580</b>	<b>\$ 1,613,879</b>	<b>\$ 726,121</b>
Heartside Public Restroom Operations		150,000	-	-	150,000
<b>GRForward Goal # 2 - Non-Tax Increment</b>	<b>1.49%</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
Accessibility and Mobility Repairs		100,000	-	1,000	99,000
Bicycle Friendly Improvements		250,000	-	56,822	193,178
DASH North Shuttle Services		100,000	-	66,664	33,336
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		325,000	75,885	131,548	193,452
Streetscape Improv - CBD/Heartside/Arena S		650,000	6	36,078	613,922
Wayfinding System Improvements		75,000	96	43,424	31,576
<b>GRForward Goal # 3 - Local Tax Increment</b>	<b>20.80%</b>	<b>\$ 2,100,000</b>	<b>\$ 75,987</b>	<b>\$ 335,536</b>	<b>\$ 1,764,464</b>
Transportation Demand Mnmt Program		40,000	5,520	5,520	34,480
<b>GRForward Goal # 3 - Non-Tax Increment</b>	<b>0.40%</b>	<b>\$ 40,000</b>	<b>\$ 5,520</b>	<b>\$ 5,520</b>	<b>\$ 34,480</b>
Econ Devel - Minority/Women Business Enterprises		150,000	-	1,892	148,108
<b>GRForward Goal # 4 - Local Tax Increment</b>	<b>1.49%</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 1,892</b>	<b>\$ 148,108</b>
Downtown Workforce Programs		25,000	-	16,366	8,634
<b>GRForward Goal # 4 - Non-Tax Increment</b>	<b>0.25%</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 16,366</b>	<b>\$ 8,634</b>
Downtown Marketing and Inclusion		400,000	10,578	166,692	233,308
Downtown Tree Plantings		150,000	-	76,894	73,106
Heartside Public Restroom Facilities Construction		150,000	-	-	150,000
Public Space Activation		-	-	408	(408)
Sheldon Blvd - Weston to Cherry Street		400,000	-	-	400,000
Snowmelt System Repairs / Investigation		50,000	1,533	14,339	35,661
State of Downtown Event & Annual Reports		25,000	-	3,887	21,113
Urban Recreation Improvements		250,000	-	47,743	202,257
Veterans Park Improvements		-	-	13,542	(13,542)
<b>GRForward Goal # 5 - Local Tax Increment</b>	<b>14.11%</b>	<b>\$ 1,425,000</b>	<b>\$ 12,111</b>	<b>\$ 323,505</b>	<b>\$ 1,101,495</b>
Bridge Lighting Operations		10,000	-	-	10,000
DGRI Event Production		325,000	6,502	225,307	99,693
Diversity / Inclusion Programming		45,000	2,500	43,656	1,344
Downtown Ambassadors		209,000	26,721	143,039	65,961
Educational Partnerships Initiatives		5,000	1,000	1,000	4,000
Experience - Miscellaneous		50,000	3,477	29,654	20,346
Holiday Décor Program		55,000	-	58,137	(3,137)
Major Event Sponsorship		70,000	-	32,632	37,368
Police Foot Patrols		35,000	-	-	35,000
Project and Fixed Asset Maintenance		25,000	-	5,120	19,880
Public Space Activation - NON-TAX		65,000	67	63,296	1,704
Rosa Parks Circle Skating Operations		40,000	-	-	40,000
Special Events - Grants		25,000	-	24,594	406
Special Events - Office of		50,000	-	25,000	25,000
Special Events - Training Program		5,000	-	3,000	2,000
Stakeholder Engagement Programs		35,000	572	16,427	18,573
Ticketed Events - Police Services		80,000	44,154	101,427	(21,427)
Winter Avenue Building Lease		2,000	-	-	2,000
<b>GRForward Goal # 5 - Non-Tax Increment</b>	<b>11.20%</b>	<b>\$ 1,131,000</b>	<b>\$ 84,993</b>	<b>\$ 772,289</b>	<b>\$ 358,711</b>
<b>TOTAL</b>	<b>100.00%</b>	<b>\$ 10,097,954</b>	<b>\$ 400,596</b>	<b>\$ 3,790,167</b>	<b>\$ 6,307,787</b>

**STATEMENT D**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Schedule of FY2019 Expenditures**  
**April, 2019**

Source	Date Posted	Vendor	Purpose / Project	Description	Amount
Debt	4/19/2019	U.S. Bank Corporate Trust N.A.	MMBA 2009A Bonds - Van Andel Arena	Annual principal payment	\$3,510,000.00
Debt	4/26/2019	U.S. Bank Corporate Trust N.A.	DDA 2017 LTGO Bonds - Van Andel Arena	DDA 2017 Bond Principal due May 1, 2019	2,080,000.00
Debt	4/26/2019	U.S. Bank Corporate Trust N.A.	DDA 2017 LTGO Bonds - Van Andel Arena	DDA 2017 Bond interest due May 1, 2019	519,350.00
Local	4/10/2019	Hotel Holdings Monroe	Downtown Enhancement Grants	Embassy Suites DEG Reimb. 04/2019	155,580.00
Debt	4/19/2019	U.S. Bank Corporate Trust N.A.	MMBA 2009A Bonds - Van Andel Arena	Semi-annual interest payment	87,750.00
Local	4/18/2019	MKSK Inc	Public Realm Improvements	Arena Plaza prof svcs/travel 02/2019	74,885.34
Bonds	4/2/2019	Wyoming Excavators Inc	Sheldon Blvd - Weston to Cherry Street	15096-Sheldon, Weston/Fulton (#1509611)-DDA	49,267.98
Non-Tax	4/7/2019	Mydatt Svcs Inc dba Block by Block	Downtown Ambassadors	Downtown Ambassadors 03/2019	26,385.55
Non-Tax	4/12/2019	City Treasurer - Police Dept	Ticketed Events - Police Services	DDA SHARE OVERTIME VAN ANDEL March 2019	18,782.47
Bonds	4/2/2019	Moore & Bruggink Inc	Sheldon Blvd - Weston to Cherry Street	15096-Sheldon Blvd-Weston/Fulton (#170134.3-6)-DDA	12,401.49
Non-Tax	4/12/2019	City Treasurer - Police Dept	Ticketed Events - Police Services	DDA SHARE OVERTIME VAN ANDEL FEB 2019	9,670.77
Non-Tax	4/12/2019	City Treasurer - Police Dept	Ticketed Events - Police Services	DDA SHARE OVERTIME DEVOS March 2019	8,268.84
Local	4/19/2019	City Treasurer - Budget Office	Administration	Support services allocation - April, 2019	8,230.00
Non-Tax	4/12/2019	City Treasurer - Police Dept	Ticketed Events - Police Services	DDA SHARE OVERTIME DEVOS FEB 2019	7,432.51
Local	4/10/2019	Fifth Third Bank P-Card - 03/2019	Administration	Staff Prof. Dev. Travel and Training expenses	6,963.18
Local	4/7/2019	Federal Square Bldg Co. #1, LLC	Administration	Office Lease: 29 Pearl Street 04/2019	5,728.56
Non-Tax	4/4/2019	Michigan State University	Transportation Demand Mmnt Program	Temporary Trowbridge parking 02/22/19-3/29/19	5,520.00
Bonds	4/4/2019	City Treasurer - MobileGR/Parking Svcs	River Trail Improvements	Riverwalk Xing-Michigan/Bridge & Fulton/Pearl 01/19	4,735.84
Local	4/16/2019	McAlvey Merchant & Associates	Administration	Governmental Consulting March 2019	4,500.00
Non-Tax	4/29/2019	Dwelling Place of Grand Rapids NPHC	Experience - Miscellaneous	Pekich Park clean up 2019	3,445.00
Local	4/23/2019	Erika Townsley	Downtown Marketing and Inclusion	Photography Services at various locations 04/2019	3,000.00
Non-Tax	4/16/2019	West Bend Mutual Insurance Company	DGRI Event Production	Movies on Monroe Gen Liability Policy 06/7-08/24/19	2,917.00
Local	4/17/2019	Dickinson Wright PLLC	Administration	DDA Legal Matters 02/2019	2,662.00
Local	4/25/2019	Holland Litho Services Inc	Downtown Marketing and Inclusion	Neighbor Summit Programs 02/2019	2,557.34
Non-Tax	4/3/2019	Grand Rapids Urban League	Diversity / Inclusion Programming	Event support: African Am. Male Achievem Conf 2019	2,500.00
Local	4/6/2019	City of Grand Rapids	Administration	Staff services - payroll period ended 04/06/2019	2,440.61
Non-Tax	4/10/2019	Fifth Third Bank P-Card - 03/2019	DGRI Event Production	Supplies for Movies on Monroe 2019	2,054.40
Local	4/17/2019	Herald Companies dba GR Press	Administration	FY 2018 Annual Report Affidavit publishing	1,919.58
Local	4/20/2019	City of Grand Rapids	Administration	Staff services - payroll period ended 04/20/2019	1,716.12
Local	4/23/2019	Swift Printing & Communications	Downtown Marketing and Inclusion	Relax at Rosa Marketing Materials 04/2019	1,322.35
Local	4/17/2019	HR Collaborative LLC	Administration	HR Consultant services 03/2019	1,250.21
Local	4/10/2019	Fifth Third Bank P-Card - 03/2019	Administration	Tim Kelly Prof. Dev. APA Conf airfare/lodging	1,232.00
Non-Tax	4/14/2019	AIA Grand Rapids	Educational Partnerships Initiatives	AIAGR COTE Keynote Lecture Sponsorship	1,000.00
Local	4/17/2019	Kyle DeGross	Public Realm Improvements	Michigan/Bridge Str xwalk mural 50% down payment	1,000.00
Local	4/23/2019	Geotech Inc	Snowmelt System Repairs / Investigation	West of Ionia Street Leak Repair 03/2019	995.82
Local	4/24/2019	TGG, Inc.	Administration	Life & S/T & L/T disability insurance - 05/2019	969.84
Local	4/17/2019	Dickinson Wright PLLC	Administration	DGRI Board of Advisors 02/2019	923.35
Local	4/17/2019	Christina Hutton	Downtown Marketing and Inclusion	Rad Women Marketing Supplies 4/2019	825.00
Local	4/18/2019	Kate Elizabeth Schatz	Downtown Marketing and Inclusion	RAD Women Guest Speaker Airfare Reimb. 04/19	717.16
Non-Tax	4/4/2019	Ryan Charles Woodford	DGRI Event Production	Security Services: WoW Silent Disco 2/15/19	624.00
Local	4/19/2019	County of Kent	KCDC Series 2008 Floodwalls	Semi-annual interest payment due 05/01/2019	623.43
Local	4/10/2019	Fifth Third Bank P-Card - 03/2019	Downtown Marketing and Inclusion	Social Media Marketing	569.22
Local	4/10/2019	Fifth Third Bank P-Card - 03/2019	Downtown Marketing and Inclusion	Supplies for RAD Women Project	550.09
Local	4/23/2019	Geotech Inc	Snowmelt System Repairs / Investigation	Snowmelt System O&M 03/2019	537.75
Local	4/1/2019	Mark Miller	Administration	New Urbanism Conf. Airfare 06/7/19-06/14/18	532.50
Non-Tax	4/10/2019	Fifth Third Bank P-Card - 03/2019	DGRI Event Production	Storage for Event Supplies	519.85
Local	4/7/2019	Federal Square Bldg Co. #1, LLC	Administration	Office Lease: 29 Pearl Street Mezz Office 04/2019	475.14
Local	4/7/2019	Professional Maint of Michigan Inc.	Administration	Janitorial services March 2019	451.38
Local	4/7/2019	Z2 Systems Inc	Downtown Marketing and Inclusion	NeonCRM Monthly cloud-based software 03/2019	350.00
Non-Tax	4/10/2019	Fifth Third Bank P-Card - 03/2019	Stakeholder Engagement Programs	Lunches for Downtown Neighbor Network DNN	346.30
Local	4/7/2019	GreatAmerica Financial Svcs Corp	Administration	Copier Lease 03/2019	335.22
Local	4/17/2019	Dickinson Wright PLLC	Administration	Project Hexagon 02/2019	330.00
Local	4/16/2019	Z2 Systems Inc	Downtown Marketing and Inclusion	NeonCRM Monthly cloud-based software 08/2018	250.00
Local	4/17/2019	TDS Metrocom, LLC	Administration	Phone Service 4/2019	248.30
Local	4/23/2019	Federal Square Bldg Co. #1, LLC	Administration	Utility Service: Electricity 03/2019-04/2019	229.90
Non-Tax	4/17/2019	Swift Printing & Communications	Stakeholder Engagement Programs	Presentation mat'ls: DNN event: Mix/Mingle/Share 2019	225.35
Local	4/24/2019	Applause for ACE LLC	Downtown Marketing and Inclusion	Catering Services: River Briefing meeting 04/2019	219.80
Local	4/16/2019	The KR Group, Inc.	Administration	IT services: 03/2019	210.86
Local	4/16/2019	West Mich Hispanic Chamber	Administration	Annual Membership dues 2019	197.98
Non-Tax	4/23/2019	Swift Printing & Communications	DGRI Event Production	Event Management Program Handbill & Flyers 04/2019	193.83
Non-Tax	4/10/2019	Fifth Third Bank P-Card - 03/2019	Downtown Ambassadors	Lunches for Ambassadors Meeting	186.03
Local	4/23/2019	Cellco Partnership dba Verizon	Administration	Cell Phone Service 02/19-03/19	184.17
Local	4/16/2019	MVP Sportsplex - GR, LLC	Administration	Paid via Payroll Deductions 03/2019	183.72
Non-Tax	4/18/2019	Corbin Mohr	DGRI Event Production	2019 Movies on Monroe Event consultant	160.00
Local	4/7/2019	Comcast	Administration	Internet at 29 Pearl St NW 05/07/2019 to 6/06/2019	120.25
Local	4/17/2019	Swift Printing & Communications	Downtown Marketing and Inclusion	Rad Women marketing posters	110.85
Local	4/17/2019	Dickinson Wright PLLC	Administration	Restated Service Agreement 2019	110.00
Local	4/16/2019	Mighty Co.	Downtown Marketing and Inclusion	Website Hosting 4/2019-6/2019	105.00
Non-Tax	4/4/2019	Malamiah Juice Bar LLC	Administration	Staff Wellness Challenge 2019 Juice	102.18
Local	4/16/2019	Staples Contract & Commercial Inc.	Administration	Office supplies 04/2019	100.52
Local	4/18/2019	Kimberly Van Driel	Administration	Prof Devel in Detroit with Patronicity	96.99

*continued on the next page*

STATEMENT D - continued  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
Schedule of Expenditures - FY2019  
April, 2019

Page 2

Source	Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
<i>Continued from previous page</i>					
Local	4/21/2019	Williams & Works Inc	Wayfinding System Improvements	14025-Wayfinding/Parking signage (#87580)-DDA	\$ 95.83
Local	4/10/2019	Flor Valera	Administration	New Alliance Orientation refreshments	82.33
Local	4/16/2019	Engineered Protection Systems Inc	Administration	Office Security System 5/1/2019 - 7/31/2019	73.41
Local	4/16/2019	Staples Contract & Commercial Inc.	Administration	Office supplies 04/2019	64.93
Non-Tax	4/5/2019	Consumers Energy 1	Downtown Ambassadors	351 Winter Ave NW - 03/2019 DDA's share	58.36
Local	4/23/2019	Gordon Water Systems	Administration	Water Cooler Lease 04-19	49.49
Non-Tax	4/22/2019	City Treasurer - MobileGR/Parking Svcs	Downtown Ambassadors	MARCH 2019 MONTHLY PARKING	48.00
Local	4/7/2019	Breck Graphics dba Allegra Printing	Administration	Business Cards: F. Valera 3/2019	44.71
Non-Tax	4/23/2019	DTE Energy	Downtown Ambassadors	351 Winter Ave NW - 03/2019 DDA's share	43.41
Non-Tax	4/10/2019	Fifth Third Bank P-Card - 03/2019	Public Space Activation	Supplies for public activation of multiple events	36.73
Local	4/16/2019	Model Coverall Service Inc	Administration	Floor Mat Rental 04/2019	36.57
Non-Tax	4/10/2019	Fifth Third Bank P-Card - 03/2019	Experience - Miscellaneous	Intern goodbye gift	31.60
Non-Tax	4/18/2019	Flor Valera	Administration	Reimb: A. Sloan 90 day review	31.44
Non-Tax	4/4/2019	City Treasurer - Public Library	Public Space Activation	Ionia Alley photograph research	30.00
Local	4/1/2019	Amanda Sloan	Administration	Reimbursement for Office Supplies 3/28/2019	26.89
Non-Tax	4/18/2019	Kimberly Van Driel	DGRI Event Production	World of Winter volunteer meeting coffee expenses	25.58
Local	4/16/2019	Staples Contract & Commercial Inc.	Administration	Office supplies 04/2019	24.30
Local	4/10/2019	Fifth Third Bank P-Card - 03/2019	Administration	Office Supplies 03/2019	22.62
Local	4/16/2019	Staples Contract & Commercial Inc.	Administration	Office supplies 04/2019	20.17
Local	4/7/2019	Fusion IT LLC	Administration	Network Management 4/2019	9.50
Local	4/23/2019	Fusion IT LLC	Administration	Network Management 03/2019	9.50
Non-Tax	4/10/2019	Fifth Third Bank P-Card - 03/2019	DGRI Event Production	Events Team -Postage	7.35
Local	4/1/2019	Kelly Brewster	Streetscape Improv - CBD/Heartside/Arena S	16065 Newberry - Monroe/Dvn Reconstr (#867) - DDA	3.76
Local	4/2/2019	Kelly Brewster	Streetscape Improv - CBD/Heartside/Arena S	16065 Newberry - Monroe/Dvn Reconstr (#868) - DDA	2.39
<b>TOTAL APRIL, 2019 EXPENDITURES</b>					<b>\$6,641,259.79</b>

**STATEMENT E**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Series 2017 Improvement & Refunding Bonds**

**Balance Sheet**  
**As of April 30, 2019**

<b>Assets - Pooled Cash and Investments</b>	<b>\$ 115,080</b>
<b>Liabilities and Fund Balance</b>	
Current Liabilities	\$ -
Reserved for Projects	115,080
<b>Liabilities and Fund Balance</b>	<b>\$ 115,080</b>

**Statement of FY2019 Revenues and Expenditures**  
**July 1, 2018 through April 30, 2019**

	<b>Amended Budget</b>	<b>Actual</b>
<b>REVENUES</b>		
Bond Proceeds	\$ - <sup>1</sup>	\$ -
Interest Earned	7,000	4,019
From / (To) Fund Balance	671,954	-
<b>Total Revenues</b>	<b>\$ 678,954</b>	<b>\$ 4,019</b>
<b>EXPENDITURES</b>		
<b>GR Forward Projects:</b>		
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor		
River Trail Improvements	\$ 100,000	\$ 58,689
Michigan Street Streetscape Improvements	-	-
Sheldon Blvd - Weston to Cherry Street	497,204	502,203
Weston Street - Sheldon to LaGrave Ave	81,750	-
<b>Total GR Forward Project Expenditures</b>	<b>\$ 678,954</b>	<b>\$ 560,892</b>
<b>Excess / (Deficit)</b>	<b>\$ -</b>	<b>\$ (556,873)</b>

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

# MEMORANDUM

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



DATE: May 8, 2019

TO: Downtown Development Authority

FROM: Stephanie Wong, Project Manager

SUBJECT: Calder Plaza Parklet

Agenda Item #4  
May 8, 2019  
DDA Meeting

In 2015, the Downtown Development Authority (DDA) Board approved one of the first parklets in downtown. With the help from the Alliance for Investment, the parklet was designed for more eyes on the street, equipped with bike parking, shade, and elevated seating. Since then, the Parklet Program has provided multiple opportunities for businesses and property owners to enhance public spaces and provide more sidewalk seating for Downtown patrons. Sundance continues to be a prominent parklet alongside previous parklets from BarFly Ventures, at Grand Rapids Brewing Company, McFadden's Saloon, Stella's Lounge, Garage Bar and with more on the way.

This year, DGRI had the opportunity to work with Newco Design LLC, a design build company in Grand Rapids. Newco specializes in repurposing and retrofitting shipping containers. Shipping containers are already designed to sit curbside, designed to be easily transported and readily available. With approval from Goal 5 Alliance Placemaking Working Group, the parklet will occupy two parallel parking spaces in front of Calder Plaza along Ottawa Ave. The parklet will include seating and standing tables to accommodate 'Kick it At Calder' food truck series. The design on the outside of the parklet is consistent with the 'Kick it At Calder' branding to further celebrate the 50<sup>th</sup> year anniversary of La Grande Vitesse in June. Shade, greenery and a game bin will also be part of the parklet.

The parklet was budgeted in the FY2019 line item under Public Space Activation. If approved, staff will receive necessary permits from the City of Grand Rapids to have the parklet installed in May 2019.

Recommendation: Approve an amount not to exceed \$20,000 to fabricate and install a parklet for public realm improvements at Calder Plaza.





View from the sidewalk looking at Ottawa Ave.



View from the Ottawa Ave looking into Calder Plaza

# MEMORANDUM

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



DATE: May 8, 2019

TO: Downtown Development Authority

FROM: Kimberly Van Driel  
Director of Public Space Management

Agenda Item #  
May 8, 2019  
DDA Meeting

**SUBJECT:** Exit Space Downtown Mural Program with the Urban Institute of Contemporary Arts

As described in the FY18 budget narrative and accompanying presentations to the DDA Board, public space activation and connectivity were key themes that derived from the work of the Goal 5 Alliance as a priority to continue to reinvest in public space, culture and inclusive programming as a GR Forward effort.

As a mechanism for translating the objectives into implementable interventions, in 2015 DGRI staff pursued a relationship with the Urban Institute for Contemporary Arts (UICA) to serve as a partner in deploying the Exit Space mural program to help add life and art to expansive public and privately owned walls in Downtown.

Since 2015, through the Exit Space Program, the DDA has been able to support five large public art installations throughout the Downtown district by teaming up with local and international artists that are passionate about public art. Each mural has created local, regional, national, and international recognition.

In 2019, Goal 5 Placemaking working group members have been working to activate Van Andel Alley with temporary improvements to help activate the public realm which has been proven to be effective through more pedestrian activity within the area.

Goal 5 members have made the recommendation of support for the Exit Space program to work with one of Grand Rapids Sister Cities from Poland, artist Natalia Rak, to paint a mural on the Richmond Stamp Works Building located at 26 Ionia Ave. SW.

With the future permanent plaza improvements to Van Andel Arena, the newly added temporary improvements to the Van Andel Alley, and the construction of Studio C, this location is designated as a corridor to an ever-growing entertainment district. With the addition of more public art installations, the area will continue to grow as a vibrant and culturally inclusive space to be.

Through this continued partnership, DGRI will help to fund the completion of the mural in July of 2019 by artist Natalia Rak. You can visit her mural artwork at <https://www.instagram.com/nataliarakart/>. DGRI funds will be used to directly compensate artist stipends and materials. The UICA will serve as the fiduciary of the project and will oversee creative decision making and artist selection.



## Recommendation:

Approve an amount not to exceed \$23,000 to support the completion of the Richmond Stamp Works mural building located at 26 Ionia Ave. SW as a part of UICA's Exit Space Project.

## EXITSPACE PROJECT

*The project is a series of artistic interventions on publicly viewable properties, large and small, including walls, construction sites, and windows in occupied and unoccupied buildings, as well as utility boxes, crosswalks, street poles, and bike lanes.*

### BACKGROUND

Through the *Exit Space Project*, UICA hopes to accomplish its goals to (1) "increase Grand Rapids' **vibrancy**," (2) "**build the sense of creative place** for our residents and visitors," and (3) "advance the **city's identity** as a growing collaborative ecosystem that nurtures business, technology, art, and design."

There is alignment between those goals of the Alliance for Vibrancy. These can be summarized as **Attracting** large and diverse populations downtown and **Calling Out** to the region and beyond who we are and how we are enacting that identity in striking ways. The guidelines for Vibrancy grants may be useful:

LOCATION: Held within Downtown Grand Rapids Inc. boundaries.

DISTINCTLY GRAND RAPIDS: Calls out the Grand Rapids brand/identity. Is unique to Grand Rapids and/or celebrates authentic qualities of the downtown that sets it apart from other cities, thereby branding downtown Grand Rapids as the primary destination for arts and/or entertainment in West Michigan.

PROMOTES THE DOWNTOWN: Has demonstrated a commitment to helping market downtown GR.

BROAD POPULARITY: Can be enjoyed by a variety of audiences and is not offensive or dangerous. Must not be religious or political. Must be accessible to the public.

DIVERSITY AND INCLUSION: Attract diverse artists / clientele to the downtown.

CLEAR GOALS AND MEASURES OF EFFECTIVENESS: Has clearly articulated its goals, how those support the goals of Downtown Grand Rapids Inc., and effectiveness in reaching those goals can/will be measured.

### OBJECTIVES

According to <http://exitspaceproject.com>, the *Exit Space Project* aims at "redefining public space" through Street Art. It supports "dynamic experiments investigating ideas, images and conversation that are conveyed by contemporary artists who practice is anchored within public space."

*Exit Space Project* works, both individually and collectively, will accomplish the following goals in meeting its and DGRI's objectives:

1. Propose an innovative and surprising use of urban space that can arrest the interest of a passerby, whether on foot or vehicle, depending on the scale;
2. Create a conversation about urban art and urban space that is fresh and significant;
3. Be inclusive in the engagement of and the value for audiences diverse by culture and socio-economic status;
4. By doing these things, call out creativity of the region and the identity of Downtown as its hub.

### TARGET AUDIENCE(S)



1. Visitors to Downtown Grand Rapids
2. Tourists
3. Downtown Residents
4. Downtown Workers

#### CRITERIA OF SUCCESS

1. Surveys of points of interest in downtown Grand Rapids will recognize *Exit Space* to be among them.
2. *Exit Space* art works will be mentioned and/or reviewed widely.
3. Surveys and reviews will point to the engagement of diverse people.
4. Residents and downtown workers will mention *Exit Space* as a source of pride.

# SISTER CITIES MURAL PROJECT

Richmond Stamp Works  
26 Ionia Ave. SW

# Proposed Site

- Richmond Stamp Works, 26 Ionia Ave. SW Grand Rapids, MI 49503.
- South facing wall in a prominent location in the Heartside Neighborhood, a historic part of the downtown community.
- Current conditions are fair and the surface is painted stucco/brick.
- Lift access would require open parking spaces 9-5pm for a short duration of installation.



# Natalia Rak

- Natalia Rak is an Internationally recognized mural artists, painter, and illustrator with work in Poland, Austira, Germany, France, and the US.
- The artist is best known for her work “The Legend of the Giants,” in Bialystok, Poland, which depicts a young girl, wearing traditional Polish dress, standing on tip-toe and raising a watering can to water a real-life tree that grows next to the mural’s wall.
- Rak’s work often combines allegories, narrative storytelling, nature and portraiture in vivid, deeply saturated colors.





uica

# Installation Details

- Timeline: Between July 13 - 25.
- Clay moulding will be left unpainted.
- Power washing is prohibited - artist will use only soap and water for cleaning.
- Appropriate paint and anti-graffiti coating for breathable surfaces (stucco) will be used- per Historic Preservation Commission requirements.
- Damaged brick - painting allowed at the discretion of the owner.

# MEMORANDUM

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



DATE: May 8, 2019

TO: Downtown Development Authority

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

SUBJECT: **Downtown Enhancement Grant – 218 South Division Avenue Areaway**

**Agenda Item #6**  
**May 8, 2019**  
**DDA Meeting**

The City of Grand Rapids is requesting approval of a Downtown Enhancement Grant for the areaway removal in front of 218 South Division Avenue.

This areaway abandonment and removal is in coordination with the larger Division Avenue project that will reconstruct Division, from Cherry to Wealthy Street. The City plans to begin the first phase of this reconstruction, primarily pertaining to the installation of a new ductbank along the eastern sidewalk, in the fall of 2019. This work will not require street closure. The areaway at 218 S. Division is located within the area of this initial east side work. The primary reconstruction of the entire street will begin in spring 2020 and necessitate full street closure.

The areaway at 218 Division is the only remaining areaway within the project area and its removal will set the stage for the future street improvements including new sidewalk, brickscape, and most importantly, street trees. Total project cost is \$71,442.58 based on construction bids received by the City of Grand Rapids on April 30, 2019. This amount includes all design and construction engineering, inspection, administration and contingencies. The City received 4 bids for the project and it is anticipated that the City Commission will approve a contract with Bultsma Construction Company, the low bidder, on May 14, 2019. Right Spot LLC, the property owner, has committed to invest \$21,874.55 (31% of project cost) and the City has committed to invest \$24,071.56 (34%). The City is requesting reimbursement from DGRI in the amount of \$25,497.47 (35%) for the remainder of the investment.

The areaway project is expected to start on June 1, 2019 and be complete by July 27. Areaway project scope includes removal of the existing areaway roof (sidewalk), construction and waterproofing of a new basement foundation wall, sand backfill, and temporary sidewalk pavement (in prep of the future reconstruction).

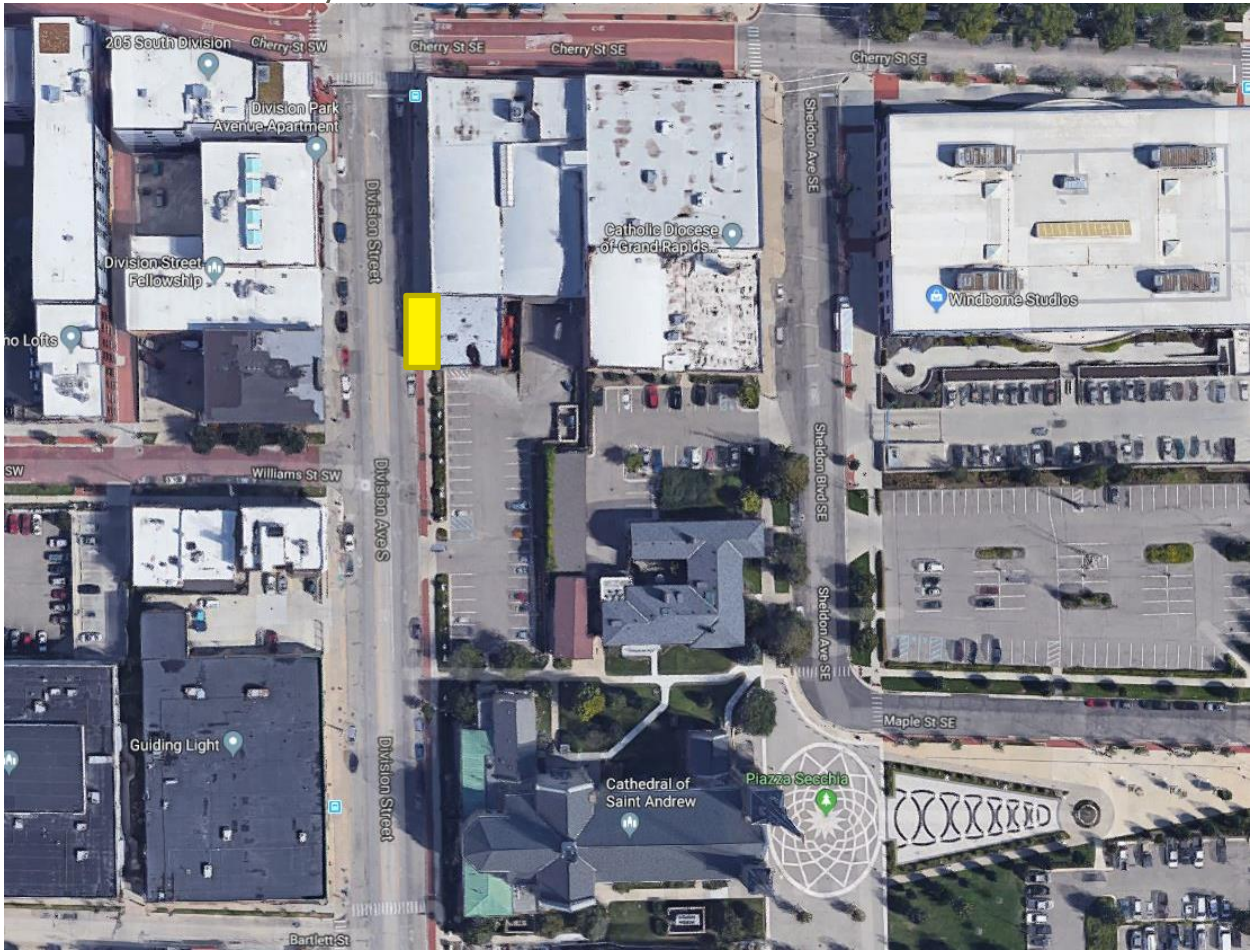
**Recommendation:** Approve the Downtown Enhancement Grant request in an amount not to exceed \$25,497.47 for the areaway removal at 218 South Division Avenue.



218 South Division Avenue (current condition)



218 South Division Areaway location



# MEMORANDUM

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



DATE: May 3, 2019

TO: Downtown Development Authority

FROM: Tim Kelly, AICP  
Executive Director

SUBJECT: DASH Memorandum of Understanding

Agenda Item #7  
May 8, 2019  
DDA Meeting

## Background

Since December 2012, through Memorandums of Understanding (MOU) the DDA has partnered with the City of Grand Rapids and the Monroe North Tax Increment Finance Authority (collectively “the Parties”) to provide DASH transit services from and to the Monroe North Development Area and the Downtown District. The MOUs have outlined the terms and requirements of the Parties for contributing towards the cost of bus infrastructure as well operating costs.

For the first two years of the service, the DDA and MNTIFA contributed \$150,000 each, for the second two years each contributed \$160,000 and during the 18-month period ending June 30, 2018, each contributed \$112,500. For the current fiscal year, the DDA is contributing \$99,994 and the TIFA is contributing \$80,004.

For FY2020, it is proposed that an additional one-year memorandum of understanding be entered into for the period ending June 30, 2020. As outlined in the attached resolution and MOU, it is proposed the DDA contribute \$270,000 (\$22,500 per month) and the MNTIFA contribute \$80,000 (\$6,67 per month). As proposed, the City will contribute \$2,340,000.

The increased funding from the DDA is needed to continue the expanded services offerings, including late night and weekend service which was initiated in FY2019. Since beginning the expanded service, DASH North ridership increased by 95,323 boardings, a 246 percent increase over FY2018 (attached). To help offset the additional costs, the Parties will look to identify additional partners to contribute to the enhanced services, and will also pursue advertising opportunities within the vehicles.

If approved, the Chairperson of the Boards of the DDA and the MNTIFA would be authorized to execute the MOU, approved as to content by the DDA Executive Director and as to form by DDA/MNTIFA legal counsel. An updated MOU would then need Board authorization prior to July 1, 2020 and the start of FY2021.



Recommendation: Approve the MOU, approved as to content by the DDA Executive Director and as to form by DDA/MNTIFA legal counsel, extending DASH service through June 30, 2020.

## MEMORANDUM OF UNDERSTANDING

**THIS MEMORANDUM OF UNDERSTANDING** (the “Memorandum”) is entered into as of July 1, 2019, by and between the **CITY OF GRAND RAPIDS** (the “City”), the **CITY OF GRAND RAPIDS DOWNTOWN DEVELOPMENT AUTHORITY** (the “DDA”) and the **TAX INCREMENT FINANCE AUTHORITY OF THE CITY OF GRAND RAPIDS** a/k/a the Monroe North Tax Increment Finance Authority (the “MNTIFA”).

### RECITALS

A. The City, DDA and MNTIFA have previously determined to collaborate in the provision of a fare-free downtown area shuttle service a/k/a DASH transit service between the DDA’s Downtown District and MNTIFA’s Monroe North Development Area (the “DASH North Service”) which service is within the scope and authority of both the DDA’s and MNTIFA’s development and tax increment financing plans.

B. The City, DDA and MNTIFA previously entered into Memorandums of Understanding dated as of December 10, 2012, December 10, 2014, July 1, 2018 (the “Prior Memorandums”), providing for the DASH North Service from December 10, 2012, through June 30, 2019.

C. On May 8, 2019, at the request of the City’s Mobile GR and Parking Services Department, the DDA Board and MNTIFA Board agreed to financially support the DASH North Service from July 1, 2019, through June 30, 2020 (the “FY2020 Period”), pursuant to the same or similar terms and conditions as the Prior Memorandums as set forth on this Memorandum.

D. The terms of the DASH North Service during the FY2020 Period are as set forth in this Memorandum.

E. The City, through its Mobile GR and Parking Services Department, will provide for the FY2020 Period the DASH North Services pursuant to the terms and conditions of this Memorandum.

### UNDERSTANDING

**Section 1. DASH North Service.** The parties hereto agree that DASH North Service, including the level and frequency of service, shall be provided during the FY2020 Period as described and in accordance with the terms and conditions of the “DASH” Shuttle Bus Service Agreement dated as of \_\_\_\_\_, 2017 (the “Service Agreement”), between the City and the Interurban Transit Partnership (“ITP”) and attached hereto as Attachment I. The service schedule for the DASH North Service may only be modified pursuant to the provisions of the Service Agreement and with the prior written approval of staff of Downtown Grand Rapids, Inc.

**Section 2. Term of Service.** The DASH North Service will be provided by the City through its Mobile GR and Parking Services Department for the FY2020 Period (the “Term”).

**Section 3. Obligations of DDA and MNTIFA for FY2020 Period.** The DDA agrees to pay the City \$270,000 at the rate of \$22,500 per calendar month for the FY2020 Period.

MNTIFA agrees to pay the City \$80,000 at the rate of \$6,667 per calendar month for the FY2020 Period. The City shall invoice the DDA and MNTIFA each the monthly payment on or about the 20<sup>th</sup> day of the prior month which payment shall be due on the first business day of the next month for the monthly payment due that month. The payments received by the City from the DDA and MNTIFA shall be used for the acquisition of public facilities, i.e. public transit vehicles, in connection with the provision of DASH North Services for the FY2020 Period. The City agrees that such investment shall not duplicate prior investments made through the payment of rent pursuant to the Prior Memorandums.

**Section 4. Obligation of the City for FY2020 Period.** The City agrees to contribute through its Mobile GR and Parking Services Department the operating costs of the DASH North Services for the FY2020 Period which contribution shall be at least \$2,340,000.

**Section 5. Use of Funds Contributed by DDA and MNTIFA.** Since the DDA and MNTIFA will make the contributions set forth in Section 3 hereof with tax increment revenues each received or will receive in accordance with Parts 2 and 3, respectively, of Act 57 of the Public Acts of Michigan of 2018 (“Act 57”), the City covenants and agrees that such contributed funds shall be used only for “public facilities” as defined in Parts 2 and 3, respectively, of Act 57.

**Section 6. Net Revenues from Advertising.** The DDA and MNTIFA may sell inside bus advertising in coordination with ITP. All net revenues received from such advertising shall be credited against the payments made by each of the DDA and MNTIFA, respectively.

**Section 7. Daily Boarding Information.** As provided in paragraph I.6. of the Service Agreement, the City agrees to request from ITP monthly, and upon receiving same promptly provide the DDA and MNTIFA, daily on/off boarding information for the DASH North Service.

**Section 8. Quarterly Meetings.** The parties hereto agree to meet along with ITP quarterly during the Term to review and discuss user activity, customer feedback and other matters affecting the character and quality of the DASH Service.

**Section 9. Insurance Coverage.** The City shall cause ITP to provide the insurance coverage prescribed in paragraph I.15. of the Service Agreement naming the DDA and MNTIFA and their respective officers, board members, employees and agents as additional or co-insureds. In addition, the City shall name the DDA and MNTIFA and their respective officers, board members, employees and agents as additional or co-insureds with respect to the insurance coverage required by paragraph II.5. of the Service Agreement. Upon request, the City shall provide or cause to be provided a certificate of insurance or other documentation reasonably acceptable to the DDA and MNTIFA evidencing the insurance coverage required by this Section 9.

**Section 10. Indemnification.** To the extent permitted by law, each party to this Memorandum agrees to hold harmless and indemnify the other parties hereto and their respective officers, commissioners, board members, employees and agents from any and all claims, liability, demands, losses, damages, expenses and costs (including attorneys’ fees and costs) based on (i) each party’s own negligence or wanton and willful acts or omissions or (ii) the

indemnifying party's breach of this Memorandum. The intent of this Section 10 is that each party be responsible for claims and liability for its own acts and omissions, including that of its respective officers, commissioners, board members, employees and agents. None of the parties to the Memorandum, however, waives any defense it may have available to it at law or in equity.

**Section 11. Early Termination.** This Memorandum shall terminate before the end of the Term if the Service Agreement shall be terminated. Termination shall be effective as of the date and time of termination of the Service Agreement (the "Termination Effective Date"). No party to the Memorandum shall have any obligation to any other party on and after the Termination Effective Date except for such DASH North Service provided prior to the Termination Effective Date and except the provisions of Section 10 hereof shall continue to be in effect after the Termination Effective Date.

**CITY OF GRAND RAPIDS**

By: \_\_\_\_\_  
Rosalynn Bliss  
Mayor

Attest: \_\_\_\_\_  
Joel H. Hondorp  
City Clerk

**CITY OF GRAND RAPIDS  
DOWNTOWN DEVELOPMENT  
AUTHORITY**

By: \_\_\_\_\_  
Brian Harris  
Chairperson

**TAX INCREMENT FINANCE  
AUTHORITY OF THE CITY OF  
GRAND RAPIDS**  
a/k/a Monroe North Tax Increment Finance  
Authority

By: \_\_\_\_\_  
Shaun Biel

## **ATTACHMENT I**

### **“DASH” Shuttle Bus Service Agreement**

**CITY OF GRAND RAPIDS  
DOWNTOWN DEVELOPMENT AUTHORITY**

**RESOLUTION APPROVING AND AUTHORIZING  
EXECUTION OF A MEMORANDUM OF  
UNDERSTANDING WITH THE CITY OF GRAND RAPIDS  
AND THE TAX INCREMENT FINANCE AUTHORITY OF  
THE CITY OF GRAND RAPIDS RELATED TO DASH  
NORTH TRANSIT SERVICE**

Boardmember \_\_\_\_\_, supported by Boardmember \_\_\_\_\_, moved  
the adoption of the following resolution:

**WHEREAS**, the City of Grand Rapids Downtown Development Authority (the “DDA”),  
the City of Grand Rapids (the “City”) and the Tax Increment Authority of the City of Grand  
Rapids, a/k/a the Monroe North Tax Increment Finance Authority (the “MNTIFA”) have  
previously entered into memorandums of understanding related to the provision of fare-free  
downtown area shuttle service between the DDA’s Downtown District and the MNTIFA’s  
Monroe North Development Area (the “DASH North Service”) through June 30, 2019; and

**WHEREAS**, the DDA, City and MNTIFA have agreed to enter into a new memorandum  
of understanding related to the provisions of the DASH North Service from July 1, 2019 to June  
30, 2020.

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

1. That the Memorandum of Understanding (the “MOU”) substantially in the form  
presented at this meeting is approved with such modifications not materially adverse to the DDA  
approved as to the content by the DDA Executive Director and as to form by the DDA legal  
counsel.

2. That the Chairperson of the DDA Board is authorized and directed to execute the MOU for and on behalf of the DDA.

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

YEAS: Boardmembers \_\_\_\_\_  
\_\_\_\_\_

NAYS: Boardmembers \_\_\_\_\_

ABSTAIN: Boardmembers \_\_\_\_\_

ABSENT: Boardmembers \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

Dated: May 8, 2019

\_\_\_\_\_  
Flor Valera  
Recording Secretary

**CERTIFICATION**

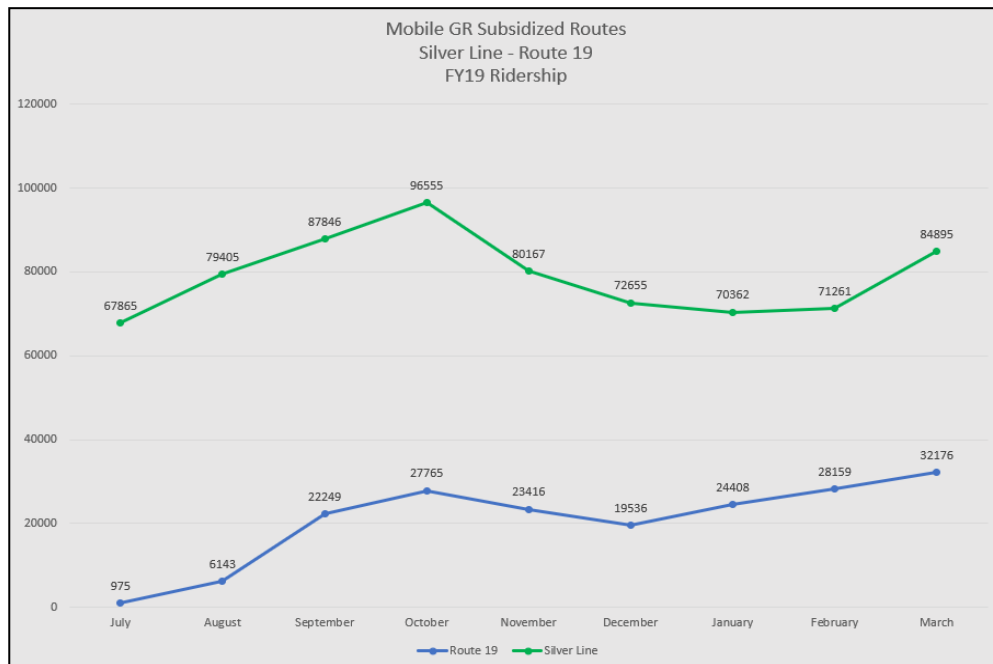
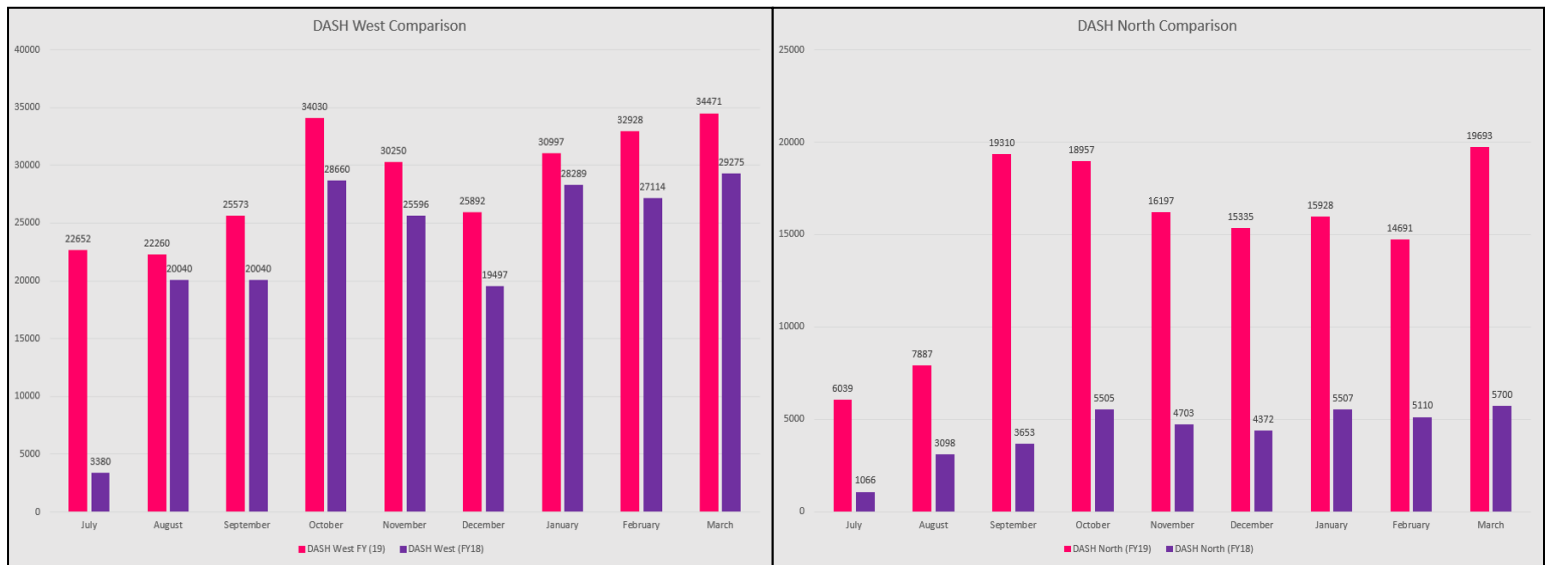
I, the undersigned duly qualified and acting Recording Secretary of the City of Grand Rapids Downtown Development Authority (the “DDA”), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of the DDA at a meeting held on May 8, 2019, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: May 8, 2019

\_\_\_\_\_  
Flor Valera  
Recording Secretary

# FY19 Monthly Ridership Numbers

DASH/Silver Line/ Route 19 FY19 Monthly Boardings									
Route Name	July	August	September	October	November	December	January	February	March
DASH North	6,039	7,887	19,310	18,957	16,197	15,335	15,928	14,691	19,693
DASH West	22,652	22,260	25,573	34,030	30,250	25,892	30,997	32,928	34,471
Route 19	975	6,143	22,249	27,765	23,416	19,536	24,408	28,159	32,176
Silver Line	67,865	79,405	87,846	96,555	80,167	72,655	70,362	71,261	84,895
Totals	97,531	115,695	154,978	177,307	150,030	133,418	141,695	147,039	171,235



# MEMORANDUM

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



DATE: May 3, 2019

TO: Downtown Development Authority

FROM: Tim Kelly, AICP  
Executive Director

SUBJECT: FY2020 Budget and Priority Plan

Agenda Item #8  
May 8, 2019  
DDA Meeting

Each year the Downtown Development Authority (DDA) recommends and adopts a one-year budget and five-year priority plan to reflect the priorities for Downtown investment. With the approval of GR Forward in December 2015 as amendment to the City's Master Plan, the DDA and DGRI now have clearly defined objectives and the proposed budgets are built to reflect the plan's recommendations and to implement the community objectives for Downtown. The DDA budgets, which include the local tax increment fund (LTI), non-tax increment fund (NTI), and school tax increment (STI) consist of both new projects from GR Forward and carry forward priorities that span multiple fiscal years.

Among the new projects proposed for FY2020 are a planning initiative to recommend a governance model for the future River Corridor improvements, Master Planning for the future development of Areas 7, 8 and 9, reconstruction of Division Avenue from Cherry Street to Wealthy Street, and partnering with the City of Grand Rapids to provide enhanced support for Downtown businesses. In addition, funding is recommended to initiate major capital improvements to Downtown public spaces, including Calder Plaza, Ecliptic at Rosa Parks Circle, Lyon Square, and the Van Andel Arena Plaza.

Carry-forward priorities from previous years include completing River trail improvements on Michigan and Bridge Streets, finalizing implementation of improved Downtown transit shelters, providing funding to grow the supply of affordable housing, and working to deploy a public restroom in the Heartside neighborhood.

When examined by GR Forward goal the breakdown from the LTI and NTI budgets is as follows:

- Goal 1 (Restore the River as the Draw): \$1,530,000
- Goal 2 (Create a True Downtown Neighborhood Home to a Diverse Population): \$2,130,000
- Goal 3 (21<sup>st</sup> Century Mobility Strategy): \$1,915,000

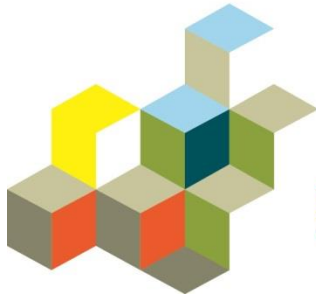


- Goal 4 (Ensure Job Opportunities and Ensure Vitality of the Local Economy) \$500,000
- Goal 5 (Reinvest in Public Space, Culture and Inclusive Programming): \$5,129,000

As in previous years, the Downtown Grand Rapids Inc. Alliances played an important role in developing the budget. Beginning in February 2019, staff began soliciting input from the five goal Alliances charged with advising on projects and priorities. This 3-month, iterative process culminated in all five Alliances tendering recommendations to the three fiduciary Boards of DGRI (DDA, DID, and MNTIFA) regarding their ambitions for the coming fiscal year. The attached budget narrative provides additional detail on the various priorities that emerged during that process.

Following a recommendation from the DDA Board, DGRI staff will present the recommended DDA FY20 budgets to the City Commission on May 14, 2019, requesting bottom-line appropriation. After receiving City Commission appropriation, the Board will adopt their final annual budget and priority plans at the next scheduled meeting.

**Recommendation: Recommend the FY2020 DDA Budget Summary to the Grand Rapids City Commission and request fund appropriation.**



**DOWNTOWN**  
GRAND RAPIDS INC.

## FY 2020 Recommended Budget

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### Narrative

The following narrative document outlines priority project areas developed with the five GR Forward Goal Alliances over the past few months. Projects and funding represent commitments to on-going obligations, as well as existing, on-going, and new projects in the next fiscal year.

#### Goal #1 – Creating a Connected and Equitable River Corridor

- Downtown Plan

Planning initiatives to further the goals of GR Forward. Proposed initiatives in FY2020 include:

- Establish a Governance and Management Plan for the Grand River Corridor
- Area 7, 8 and 9 visioning

- Parks Design

Completion of design for Downtown parks. In FY2020, funds will be used to complete the design of Lyon Square (Phase II known as Lyon Plaza), Calder Plaza, and Ah Nab Awen Park. In addition, funding is allocated to complete preliminary designs and cost estimates for the connection from Belknap to Monroe North.

- Lyon Square Improvements

Construction of improvements for Phase 1 (Lyon Edge). Funding is provided from partner contributions as well as from the DDA and City of Grand Rapids through bond proceeds.

- Downtown Speaker Series (NTI)

Funding to bring thought leaders in city building to Grand Rapids and advance key organization goals.

- Riverwalk Maintenance (NTI)

Funding to continue the seasonal upkeep of the existing Riverwalk.

## Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population

- Affordable Housing Support  
RFP for Affordable Housing Support for Downtown Grand Rapids distributed in May of 2019. Funds are available for creative initiatives help Downtown Grand Rapids grow and secure the neighborhood's overall supply of "affordable" housing.
- Development Project Guidance  
Funding for legal and staff time expended on behalf of facilitating development projects.
- Downtown Census  
Update to existing Downtown census. DGRI has committed to updating the census on a biannual basis to better understand the changing dynamics of the Downtown resident, employee and visitor populations.
- Project Tax Increment Reimbursements  
Continued funding for the existing Development Support Program. Program funds will be used to further promote economic growth and development in Downtown by funding approved eligible expenses in new construction projects over \$5 million in new investment and in rehabilitation projects featuring over \$1 million in new investment. Proposed funding is to cover existing obligations, and to capitalize on new opportunities.
- Downtown Enhancement Grant  
Funding for the Downtown Enhancement Grant Program. Funds will be used cover existing obligations, and to continue to assist property and business owners in the rehabilitation of the Downtown public realm. Funds are utilized to reimburse eligible activities, including installation of street furniture, snowmelt, and other public realm improvements.
- Heartside Quality of Life Plan Implementation (NTI)  
Funding to implement recommendations from the Heartside neighbors and businesses during the Quality of Life process. Specific activities will be developed in collaboration with the Goal 2 Alliance and will align with recommendations from GR Forward.
  - Support of year 1 mailings of the Heartside Downtown Neighborhood Association
  - Neighborhood resident development training program
  - Pekich Park Gardening support
  - Incentivize local farmers markets and expand fresh food access
  - Public Restrooms for Heartside
  - Support to continue the work of the Public Inebriate Center operated by Mel Trotter Ministries.

- Stakeholder Engagement - Downtown Neighbor Network (NTI)  
Second year of a two-year pilot program to support Downtown and Downtown adjacent neighbors that are connect, informed and empowered to improve Downtown living.
  - Communications and marketing of the DNN
  - Regular events to connect stakeholders and bring together Downtown Residents
  - Downtown Resident Survey and leadership training

### Goal #3: Implement a 21st Century Mobility Strategy

- Accessibility and Mobility Repairs

Funding to implement recommendations from the Downtown accessibility audit conducted by the Disability Advocates of Kent County.

- Bike Friendly Improvements

Funding to continue the implementation of bike parking infrastructure and network connections throughout Downtown in partnership with MobileGR. A portion of funding is also anticipated to go toward the initiation of bike share.

- DASH North Shuttle Lease

Funding to help support the continued operation of DASH North and West, including maintaining weekend and evening service.

- Michigan / Ottawa Gateway Improvements

Mural and enhancements to fencing and plantings at the I-196 off ramp.

- New Downtown Circulator Infrastructure

Investments in new infrastructure – including shelters and supporting amenities – to improve the ridership experience of transit users in Downtown.

- Streetscape Improvements

Pedestrian and human-scaled enhancements along key Downtown corridors. Enhancements will include seating and other furnishings, lighting, trees, planters, transit bulbs, and safety elements to improve street crossings. Proposed projects for FY20 include:

- Division Avenue: Wealthy to Cherry Street
- Mason Street in Monroe North
- Ottawa: North of Mason Street
- Newberry Street: Monroe to Ottawa Avenue
- River Trail Street Enhanced Crossings
- Enhanced Transit Stop / Bus Bulb: Fulton Street and Sheldon Avenue

- Wayfinding System Improvements

Funding to maintain the existing wayfinding system, and to initiate a reboot and modernization of the system as recommended by the Streetspace Guidelines.

- Transportation Demand Management (NTI)

Continuation of transportation demand management efforts and programs. Funding will be utilized for outreach, education, and additional activities to support mobility options in and out of Downtown.

#### **Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy**

- Retail Attraction and Incubation RFP

Expand funds available to attract underserved and unavailable retail options Downtown. The overarching goal is to build a unique retail market and experience that expands opportunities for all; including attracting and serving an increasing diverse population. This is done through gap support for individual businesses as well as supporting space activation activities such as pop up shops and incubations spaces geared towards retailers interested in doing business Downtown.

- Business Resource Fair/Expo

A half day event featuring as many small business resource providers as possible; from technical assistance providers and alternative financing. A place where those we are looking to do business downtown are able to explore the landscape of small business and entrepreneurship resources. This event will also be an opportunity for Entrepreneurial Support organizations to market their programs and resources directly including promotion for DGRI business programs and events like the Doing Business Downtown Seminar Series.

- Doing Business Downtown Seminar Series

A more focused series of panel's, talks and discussions on what it takes to do business downtown and some of the unique challenges that downtown businesses face such as dealing with social service needs or managing downtown events. This will be a quarterly series that will leverage relationships in the small business ecosystem as well with topics ranging from general business resources to contracting with DGRI or the City.

- Downtown Business Association Support

This funding will be used explicitly to support the Business Association's organizational support. What this means depends on the association but will be for events, marketing and work that the Business Associations are doing themselves. Much will tie into the overall business development efforts such as the expo and seminar series.

- Downtown Business/Retail Marketing

Developing a branding/marketing strategy for downtown retail. A study on what is “Brand Rapids” would help inform market gaps and opportunity better informing where efforts should be focused. It would additionally allow for a more aggressive approach to promoting Downtown as a retail destination for both businesses and shoppers.

- Research

A study of current retail conditions by looking at vacancy rates/locations and leakage/gap analysis in order to set a baseline within the context of local regional and national conditions. This also would increase the internal capacity to maintain the relevancy and accuracy of the data in order to measure and track the impact of DGRI efforts and programs. Ongoing efforts would include a map/listing of retail opportunities, maintaining a directory of downtown retailers and economic statistics that impact general business decisions.

### **Goal #5: Reinvest in Public Space, Culture and Inclusive Programming**

- Downtown Marketing and Inclusion Efforts

The DDA’s contribution to Downtown Marketing helps support communications that promote Downtown events and programming initiatives to Downtown stakeholders, residents, businesses, and customer audiences. This includes but is not limited to paid advertising, the production of marketing collateral, and ongoing maintenance and enhancements of a digital media platform that serves more than 85,000 users and reaches tens of thousands more.

- Sheldon Avenue Public Improvements

Completion of pedestrian improvements, including new pavers, street trees and decorative lighting, along Sheldon Avenue from Fulton Avenue to Weston Street. The project will further the goal established in GR Forward to create a linear park that connects Cathedral Square to Crescent Park.

- Snowmelt System Capital Repairs

Continued capital repairs to the Downtown snowmelt system(s) to ensure efficient operations.

- State of the Downtown Event/Annual Report

DDA contribution to the State of the Downtown Event/Annual Report helps to support the programming activities and production for the annual event as well as the costs to support the marketing medium for DGRI’s annual report.

- Urban Recreation

Funding for place management programs will include support for the pop-up dog park, parklet, dog waste and cigarette urn bins, beautification, Calder Plaza, and equipment storage.

- Bridge Lighting Operations (NTI)

DDA contribution to Bridge Lighting Operations helps to support electricity and maintenance for lighting on the Indiana Railroad Bridge (Blue Bridge) and the Gillett Bridge.

- DGRI Event Production (NTI)

DDA contribution to DGRI Event Production contributes to the support of six on Monroe events, World of Winter that includes 5+ events, Silent Disco and summer Olympics.

- Diversity and Inclusion Programming (NTI)

The DDA's contribution to Community Relations and Engagement helps support efforts to create a more welcoming and inclusive Downtown, attract and serve more multicultural audiences and strengthen community ties in and to the Downtown neighborhood. This work includes but is not limited to event support and production, program sponsorship and partnership building to advance the collective vision of Downtown for the benefit of the entire community.

- Downtown Ambassador Program (NTI)

Funding to extend the hospitality contract with Block by Block and continue deployment of the Downtown Ambassadors.

- Experience Miscellaneous (NTI)

Funds not currently associated with projects but that provide the opportunity to take advantage of unforeseen projects, partnerships or initiatives that arise during the fiscal year.

- Holiday Décor Program (NTI)

DDA contribution to Holiday Décor Program helps to support the DDA's investment towards lighting and decorating the downtown during the holiday season. This continued support will allow DGRI to continue to decorate the downtown with the replacement of existing decoration investments. This will also include the expansion into the Bridge St. business district and S. Division Ave. with the newly installed electricity in the area.

- Major Event Sponsorship (NTI)

DDA contribution to Major Event Sponsorship helps to support Downtown signature events like ArtPrize and LaughFest.

- Police Foot Patrols (NTI)

DDA contribution to providing added public safety via additional police foot patrol services along key entertainment corridors throughout the summer months.

- Public Space Activation (NTI)

DDA contribution to Public Space Activation helps to continue and expand upon the Pop-Up Performer Program, public games, winter programming, public artwork programs, murals, Activate This Place placemaking grant program, alley activation, food truck initiatives, parks programming, and other enlivening interventions that help create an ambiance and atmosphere within the downtown.

- Rosa Parks Circle Ice Skating (NTI)

DDA contribution to Rosa Parks Circle Ice Skating helps to support skate rink operations including operations of the Zamboni, maintenance and upkeep of the rink.

- Special Events Grants – Seasonal Event and Programming Sponsorship Program (NTI)

DDA contribution to Special Events Event Sponsorship Support Program will help to support events and programming happening within the downtown that are seeking event support and that align with the community goals that were voiced through the Special Events Optimization process finalized in FY15. This program will help us to free and open to the public events that happen during Oct-Apr events to help encourage GR Forward goal of creating a 4-season city.

- City of Grand Rapids Office of Special Events Support (NTI)

DDA contribution for The City of Grand Rapids Office of Special Event (OSE) support financially helps maintain and run the office's management in order to schedule, process and permit events looking to host an event within The City of Grand Rapids.

- Special Events Training Program (NTI)

DDA contribution to Special Events Training Program will help to support four educational workshops for events training in order to help assist event planners and producers to successfully plan and manage an event within the downtown and the City of Grand Rapids.

- Stakeholder Engagement Programs (NTI)

Engagement activities for residents, employees and other stakeholders in FY2019.

- Winter Avenue Building (NTI)

Funding for annual maintenance needs at the DDA owned building on Winter Avenue.

- Ticketed Events: Police Services (NTI)

DDA contribution for GRPD police services for ticketed special events include those located at Van Andel Arena and DeVos Place for pedestrian safety. Additional food patrol services are provided in entertainment districts throughout the warmer months.

Downtown Development Authority

Non-Tax Fund Only

Proposed FY2020 Revenue and Appropriation Request and FY2021 - 2024 Forecasts

Prepared May 6, 2019

	FY2018	FY2019			FY2020	FY2021	FY2022	FY2023	FY2024	FY2020-24	
Table 1 - Projected Revenue	Final	Budget	YTD Actual <sup>1</sup>	Estimate	Request	Forecast	Forecast	Forecast	Forecast	TOTAL	NOTES
Property Rental - DASH Parking Lots	\$ 504,610	\$ 225,127	\$ 298,709	\$ 394,000	\$ 950,000	\$ 954,750	\$ 959,524	\$ 964,321	\$ 969,143	\$ 4,797,738	No Area 4 revenues after 03/312018
Property Rental - YMCA Parking Lot	54,925	52,545	38,025	50,700	51,207	51,719	52,236	52,759	53,286	261,207	Use of the former DASH 8 lot
Areaway Special Assessment	516	15,000	258	258	15,000	15,000	15,000	15,000	15,000	75,000	City View, Mel Trotter, Touchstone
Interest on Investments	54,409	51,977	92,063	82,862	108,466	118,217	128,046	137,876	145,144	637,749	FY2019-FY2024 estimates from City Treasurer
The Gallery Promissory Note - Interest	25,373	21,998	-	21,998	17,498	12,998	8,498	3,998	-	42,992	4.5% simple interest due April 1 annually
The Gallery Promissory Note - Principal	75,000	100,000	-	100,000	100,000	100,000	100,000	88,848	-	388,848	Due April 1 annually through April 1, 2023
Event Sponsorships & Fees	36,690	75,000	34,880	50,000	50,000	50,000	50,000	50,000	50,000	250,000	Sponsorships and fees from vendors like food trucks
Valent-ICE Sculpture Reimbursements	28,965	25,000	13,725	15,000	15,000	15,000	15,000	15,000	15,000	75,000	Offset costs of sponsor sculptures
Property Sale	3,667,075	-	-	-	-	-	-	-	-	-	Potential sale of properties within district boundaries
Miscellaneous	2,000	1,000	3,375	5,000	2,000	2,060	2,122	2,185	2,251	10,618	Fees, write-offs, reimbursements, etc.
TOTAL PROJECTED REVENUE	\$ 4,449,563	\$ 567,647	\$ 481,035	\$ 719,818	\$ 1,309,171	\$ 1,319,744	\$ 1,330,426	\$ 1,329,987	\$ 1,249,824	\$ 6,539,153	
Table 2 - Committed and Planned Expenditures											
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor											
Downtown Speaker Series	\$ 5,957	\$ 10,000	\$ 1,675	\$ 10,000	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ 30,000	Events featuring city-building experts
Riverwalk Maintenance	13,470	15,000	375	10,000	15,000	15,000	-	-	-	30,000	Walkway repairs and maintenance
Sub-Total	\$ 19,427	\$ 25,000	\$ 2,050	\$ 20,000	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 60,000	
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population											
Downtown Plan	\$ -	\$ 20,000	\$ -	\$ -	-	-	-	-	-	\$ -	Implementation of plan recommendations
Heartside Quality of Life Implementation	-	150,000	-	-	125,000	-	-	-	-	125,000	Includes restrooms, public inebriate center, etc.
Stakeholder Engagement Programs	8,717	35,000	15,855	35,000	40,000	40,000	-	-	-	80,000	Resident and merchant engagement programs
Sub-Total	\$ 8,717	\$ 205,000	\$ 15,855	\$ 35,000	\$ 165,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 205,000	
Goal #3: Implement a 21st Century Mobility Strategy											
Transportation Demand Mnmt Program	29,704	40,000	-	25,000	200,000	200,000	-	-	-	400,000	Enabling mobility options, DASH support
Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy											
Downtown Workforce Program	\$ 28,120	25,000	16,366	25,000	50,000	50,000	-	-	-	100,000	Events & programs geared to engaging dntn workforce
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming											
African American Museum & Archives	4,771	-	-	-	-	-	-	-	-	-	Growing partnerships to increase awareness
Bridge Lighting Operations	-	10,000	-	-	10,000	-	-	-	-	10,000	Electricity and maintenance for lighting
DGRI Event Production	299,481	325,000	218,805	325,000	270,000	270,000	-	-	-	540,000	DGRI-produced events, i.e. Movies on Monroe, etc
Diversity and Inclusion Programming	44,548	45,000	41,156	45,000	50,000	50,000	-	-	-	100,000	Community relations to build more inclusive downtown
Downtown Ambassadors	201,025	209,000	116,318	209,000	222,000	225,000	-	-	-	447,000	Hospitality and safety program
Educational Partnerships Initiatives	3,303	5,000	-	5,000	-	-	-	-	-	-	Growing partnerships to increase awareness
Experience Miscellaneous	33,561	50,000	26,177	50,000	50,000	50,000	-	-	-	100,000	Available for emerging ideas and opportunities
Holiday Décor Program	43,041	55,000	58,137	58,137	60,000	60,000	-	-	-	120,000	Adorning Downtown for the holiday season
Major Event Sponsorship	120,000	70,000	32,632	83,000	70,000	70,000	-	-	-	140,000	Support for large events
Police Foot Patrols	27,390	35,000	-	35,000	35,000	35,000	-	-	-	70,000	Additional services within DDA boundaries

Project and Fixed Asset Maintenance	32,691	25,000	5,120	25,000	25,000	25,000	-	-	-	50,000	Asset maintenance not budgeted elsewhere
Public Realm Improvements	-	-	-	-	1,400,000	1,500,000	-	-	-	2,900,000	Arena Plaza & Calder Plaza improvements
Public Space Activation	58,672	65,000	63,229	65,000	250,000	150,000	-	-	-	400,000	Buskers/games/murals/public art/enlivening interventions
Rosa Parks Circle Ice Skating Support	41,332	40,000	-	40,000	40,000	40,000	-	-	-	80,000	Skate rink operations
Special Events - Grant Programs	23,700	25,000	24,594	25,000	25,000	25,000	-	-	-	50,000	Support for new & emerging events
Special Events - Office of	75,000	50,000	25,000	50,000	75,000	75,000	-	-	-	150,000	Partial support for special events management
Special Events - Training Program	3,335	5,000	3,000	5,000	5,000	5,000	-	-	-	10,000	Workshops to assist and train event producers
Ticketed Events - Police Services	105,305	80,000	57,273	80,000	80,000	80,000	-	-	-	160,000	Pedestrian safety - Van Andel Arena & DeVos Place
Winter Avenue Building	-	2,000	-	2,000	2,000	2,000	-	-	-	4,000	Maintenance and repairs
<b>Sub-Total</b>	<b>\$ 1,117,155</b>	<b>\$ 1,096,000</b>	<b>\$ 671,441</b>	<b>\$ 1,102,137</b>	<b>\$ 2,669,000</b>	<b>\$ 2,662,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,331,000</b>	
<b>Administration</b>	<b>\$ 5,097</b>	<b>\$ 5,356</b>	<b>\$ 866</b>	<b>\$ 5,300</b>	<b>\$ 5,300</b>	<b>\$ 5,459</b>	<b>\$ 5,623</b>	<b>\$ 5,791</b>	<b>\$ 5,965</b>	<b>\$ 28,138</b>	Miscellaneous expenditures
<b>Land Acquisition</b>											
<b>Purchase Area 5 Parking Lot</b>	<b>2,054,745</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL PROJECTED EXPENDITURES</b>	<b>\$ 3,262,965</b>	<b>\$ 1,396,356</b>	<b>\$ 706,578</b>	<b>\$ 1,212,437</b>	<b>\$ 3,119,300</b>	<b>\$ 2,987,459</b>	<b>\$ 5,623</b>	<b>\$ 5,791</b>	<b>\$ 5,965</b>	<b>\$ 6,124,138</b>	
<b>Table 3 - Excess / (Deficit) of Revenues Over Expenses</b>											
Fund Balance - Beginning	\$ 4,207,911	\$ 5,394,509	\$ 5,394,509	\$ 5,394,509	\$ 4,901,890	\$ 3,091,761	\$ 1,424,046	\$ 2,748,849	\$ 4,073,045	\$ 4,901,890	
Plus: Projected Revenue	4,449,563	567,647	481,035	719,818	1,309,171	1,319,744	1,330,426	1,329,987	1,249,824	6,539,153	
Less: Committed & Planned Expenditures	(3,262,965)	(1,396,356)	(706,578)	(1,212,437)	(3,119,300)	(2,987,459)	(5,623)	(5,791)	(5,965)	(6,124,138)	
<b>Ending Fund Balance - Before Reserve</b>	<b>\$ 5,394,509</b>	<b>\$ 4,565,800</b>	<b>\$ 5,168,966</b>	<b>\$ 4,901,890</b>	<b>\$ 3,091,761</b>	<b>\$ 1,424,046</b>	<b>\$ 2,748,849</b>	<b>\$ 4,073,045</b>	<b>\$ 5,316,904</b>	<b>\$ 5,316,904</b>	
Reserve for Brownfield 2012A Bonds	(530,964)	(531,291)	(531,291)	(531,291)	(530,999)	(531,483)	(531,591)	(531,257)	(530,781)	(530,781)	Per Ionia Ave Improvements Repayment Agreement
<b>Ending Fund Balance - With Reserve</b>	<b>\$ 4,863,545</b>	<b>\$ 4,034,509</b>	<b>\$ 4,637,675</b>	<b>\$ 4,370,599</b>	<b>\$ 2,560,762</b>	<b>\$ 892,563</b>	<b>\$ 2,217,258</b>	<b>\$ 3,541,788</b>	<b>\$ 4,786,123</b>	<b>\$ 4,786,123</b>	

Note 1 - Actual data as of March 31, 2019.

Downtown Development Authority

Debt Tax Increment Fund Only

Proposed FY2020 Revenue and Appropriation Request and FY2021 - 2024 Forecasts

Prepared on May 6, 2019

Table 1 - Projected Revenue	FY2018	FY2019			FY2020	FY2021	FY2022	FY2023	FY2024	FY2020-24	NOTES
	Actual	Budget	YTD Actual <sup>1</sup>	Estimate	Request	Forecast	Forecast	Forecast	Forecast	TOTAL	
Property Tax Increment - Estimated Mills <sup>2</sup>		\$ 10,283,135			\$ 9,547,500	\$ 9,595,238	\$ 9,643,214	\$ -	\$ -		FY2020-22 growth at 0.50%
Share of Revenue Required for Eligible Obligations		90.00%			100.00%	100.00%	100.00%	0.00%	0.00%		
Tax Increment to be Captured	\$ 5,440,904	\$ 9,254,822	\$ 9,560,001	\$ 9,500,000	\$ 9,547,500	\$ 9,595,238	\$ 9,643,214	\$ -	\$ -	\$ 28,785,951	FY2022 is final year of school increment capture
Prior Year Tax Increment Adjustments	(146,849)	(75,000)	2,827	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	-	(100,000)	Assessment appeal reimbursements/adjustments
Interest on Investments	55,203	8,616	80,289	46,030	60,252	65,669	71,129	5,000	-	202,050	FY2019-FY2022 ests from City Treasurer
Transfer from Local Tax Increment Fund	-	-	-	-	-	-	970,000	-	-	970,000	To cover projected cash shortfall
Draw from Series 1994 Debt Service Reserve Funds	-	845,000	-	845,000	-	-	-	-	-	-	DSRF required only for Series 1994 bond issue
TOTAL PROJECTED REVENUE	\$ 5,349,258	\$ 10,033,438	\$ 9,643,117	\$ 10,366,030	\$ 9,582,752	\$ 9,635,907	\$ 10,659,343	\$ (20,000)	\$ -	\$ 29,858,001	
Table 2 - Committed Expenditures - Investment											
Debt service - 1994 Van Andel Arena CAB Bonds											Final debt service payment due 06/01/2019
Principal	\$ 734,600	\$ 144,554	\$ -	\$ 144,554	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Interest	3,260,399	700,446	-	700,446	-	-	-	-	-	-	
Debt service - 2009A Van Andel Arena Refunding											Final debt service payment due 05/01/2019
Principal	345,000	3,510,000	-	3,510,000	-	-	-	-	-	-	
Interest	190,163	175,500	-	175,500	-	-	-	-	-	-	
Debt service - 2017 Van Andel Arena Refunding											Final debt service payment due 05/01/2022
Principal	3,665,000	2,080,000	519,350	2,080,000	6,275,000	6,345,000	6,490,000	-	-	19,110,000	
Interest	1,185,300	1,038,700	87,750	1,038,700	955,500	641,750	324,500	-	-	1,921,750	
SUB-TOTAL "ELIGIBLE OBLIGATIONS"	\$ 9,380,462	\$ 7,649,200	\$ 607,100	\$ 7,649,200	\$ 7,230,500	\$ 6,986,750	\$ 6,814,500	\$ -	\$ -	\$ 21,031,750	
Estimate of Maximum Capture to be Returned <sup>3</sup>	-	1,000,000	-	2,670,800	2,292,000	2,583,488	2,803,714	-	-	7,679,201	Excess revenue returned to State, GRPS, & KISD
TOTAL PROJECTED EXPENDITURES	\$ 9,380,462	\$ 8,649,200	\$ 607,100	\$ 10,320,000	\$ 9,522,500	\$ 9,570,238	\$ 9,618,214	\$ -	\$ -	\$ 28,710,951	
Table 3 - Excess / (Deficit) of Revenues Over Expenses											
Net Fund Balance inc. Series 1994 DSRF - Beginning	\$ 3,684,933	\$ (346,271)	\$ (346,271)	\$ (346,271)	\$ (1,145,241)	\$ (1,084,989)	\$ (1,019,320)	\$ 21,809	\$ 1,809	\$ (1,145,241)	
Draw from Series 1994 Debt Service Reserve Funds	-	(845,000)	-	(845,000)	-	-	-	-	-	-	
Plus: Projected Revenue	5,349,258	10,033,438	9,643,117	10,366,030	9,582,752	9,635,907	10,659,343	(20,000)	-	29,858,001	
Less: Committed Expenditures/Payments	(9,380,462)	(8,649,200)	(607,100)	(10,320,000)	(9,522,500)	(9,570,238)	(9,618,214)	-	-	(28,710,951)	
Net Fund Balance inc Series 1994 DSRF - Ending	\$ (346,271)	\$ 192,967	\$ 8,689,746	\$ (1,145,241)	\$ (1,084,989)	\$ (1,019,320)	\$ 21,809	\$ 1,809	\$ 1,809	\$ 1,809	

Note 1 - Actual data as of March 31, 2019.

Note 2 - FY2020 budgeted tax increment revenues were estimated using FY2019 Estimated revenues plus 0.50% growth.

Note 3 - the DDA may only capture school millage-related property tax increment revenue in amounts sufficient to support eligible obligations existing prior to January 1, 1995 and for refunding bonds related to those eligible obligations.

Downtown Development Authority

Local Tax Increment Only

Proposed FY2020 Revenue and Appropriation Request and FY2021 - 2024 Forecasts

Prepared on May 6, 2019

Table 1 - Projected Revenue	FY2018	FY2019			FY2020	FY2021	FY2022	FY2023	FY2024	FY2020-24	NOTES
	Final	Budget	Thru 03/31/19	Estimate	Request	Forecast	Forecast	Forecast	Forecast	TOTAL	
Local Tax Increment - FY2019 forecast uses est mills	\$ 5,608,503	\$ 5,672,682	\$ 5,712,499	\$ 5,710,000	\$ 5,738,550	\$ 5,767,243	\$ 5,796,079	\$ 5,825,059	\$ 5,854,185	\$ 28,981,116	FY2019 Estimate plus 0.5% growth annually
Public Transit Millage Increment - FY19 estimated mills	508,483	522,053	522,053	522,053	524,663	527,287	529,923	532,573	535,235	2,649,681	FY2019 Estimate plus 0.5% growth annually
Sub-Total Tax Increment Revenues	\$ 6,116,986	\$ 6,194,735	\$ 6,234,552	\$ 6,232,053	\$ 6,263,213	\$ 6,294,529	\$ 6,326,002	\$ 6,357,632	\$ 6,389,420	\$ 31,630,797	
Gainsharing Property Tax Rebates @ 10% or 15%	(598,332)	(619,474)	(618,900)	(618,900)	(618,821)	(621,953)	(625,100)	(942,395)	(947,163)	(3,755,432)	Rebates issued to City, County, GRCC, & The Rapid
Prior Year Tax Increment Adjustments	(121,191)	(75,000)	2,844	(50,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(375,000)	Revenue adjustments due to assessment appeals
Sub-Total Tax Increment Revenues - Net	\$ 5,397,463	\$ 5,500,261	\$ 5,618,496	\$ 5,563,153	\$ 5,569,392	\$ 5,597,576	\$ 5,625,902	\$ 5,340,237	\$ 5,367,257	\$ 27,500,364	
Interest on Investments	70,877	70,703	132,749	108,633	142,199	154,984	167,870	180,756	190,285	836,094	FY2019-FY2024 estimates from City Treasurer
Brownfield Redevelopmnt Auth Reimbs - Grandville Ave	28,257	28,398	-	-	-	-	-	-	-	-	BRA Custer project fully reimbursed DDA in FY18
Brownfield Redevelopmnt Auth Reimbs - Veterans Park	747,500	-	-	-	-	-	-	-	-	-	BRA Fitzgerald project fully reimbursed DDA in FY18
Lyon Square Partner Contributions	150,000	-	125,000	125,000	900,000	1,575,000	-	-	-	2,475,000	Partial support for reconstruction; offset by expenditures
Reimbursements - GRKCAA for Arena Improvements	-	-	59,851	59,851	440,000	-	-	-	-	440,000	Arena Plaza exterior improvements
Reimbursements - FEMA 2013 Grd River Flood Damage	-	-	4,608	4,608	-	-	-	-	-	-	Repairs made shortly after damages
Reimbursements & Fees - Miscellaneous	2,500	5,000	2,482	2,000	5,000	5,000	5,000	5,000	5,000	25,000	Bid packet fees, incentive applications, etc
TOTAL PROJECTED REVENUES	\$ 6,396,597	\$ 5,604,362	\$ 5,943,186	\$ 5,863,245	\$ 7,056,591	\$ 7,332,560	\$ 5,798,772	\$ 5,525,993	\$ 5,562,542	\$ 31,276,458	
Table 2 - Administration											
General Administration	1,101,048	1,220,035	923,118	1,220,035	1,250,000	1,287,500	1,326,125	1,365,909	1,406,886	6,636,420	Fixed costs, staff, supplies, tech, legal, A-87 costs, etc.
City of Grand Rapids Legacy Costs	37,863	37,863	37,863	37,863	-	-	-	-	-	-	\$189,315 actuarially calc'd former emp pension/OPEB costs
Sub-Total Administration	\$ 1,138,911	\$ 1,257,898	\$ 960,981	\$ 1,257,898	\$ 1,250,000	\$ 1,287,500	\$ 1,326,125	\$ 1,365,909	\$ 1,406,886	\$ 6,636,420	
Table 3 - Debt Service for Bond Issues											
Series 2003B/2013B CCBA Bonds - DeVos Place	327,100	324,225	296,600	324,225	326,125	321,400	315,100	318,400	316,200	1,597,225	Debt matures 12/01/2023. Final d/s pmt is in FY2024.
Series 2008 KCDC Bonds - Floodwall Refunding	51,287	15,782	15,158	15,782	15,783	15,910	-	-	-	31,693	Debt matures 11/01/2020. Final d/s pmt is in FY2021.
Series 2012A BRDA Bonds - Ionia South of Wealthy	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	375,000	Debt matures 06/01/2032. Final d/s pmt is in FY2032.
Series 2019 LTGO Bonds - Lyon Square Improvements	-	-	-	-	359,267	359,829	361,036	362,046	362,832	1,805,010	\$5.12M share of \$6.4M budget. Estimated over 20 yr term.
Debt Service Support for Debt Increment Fund	-	-	-	-	-	-	970,000	-	-	970,000	For projected cash shortfall in FY2022
Paying Agent Fees - Van Andel Arena & Floodwall Bonds	750	1,250	425	1,388	500	500	500	-	-	1,500	Paying agent fees for Floodwalls & Debt Increment Bonds
Sub-Total Debt Service	\$ 454,137	\$ 416,257	\$ 387,183	\$ 416,395	\$ 776,675	\$ 772,639	\$ 1,721,636	\$ 755,446	\$ 754,032	\$ 4,780,428	
Table 4 - Project Expenditures: Committed and Planned											
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor											
Arena South Implementation	\$ 29,448	\$ 50,000	\$ 10,500	\$ 15,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	Ionia Avenue festoon lighting
Bridge Street Streetscape / US 131 Underpass	6,664	-	-	-	-	-	-	-	-	-	Street design & build, lighting & walkability under overpass
Downtown Plan	230,174	325,000	71,822	150,000	250,000	-	-	-	-	250,000	River governance; Areas 7/8/9 planning
Grand River Activation	100,000	400,000	-	350,000	-	800,000	800,000	-	-	1,600,000	White water planning, engin, design, & implementation
Lyon Square Improvements	-	288,000	5,970	5,970	900,000	1,575,000	-	-	-	2,475,000	Expenditures offset by Partner Contributions
Parks Design	650,030	700,000	80,040	500,000	300,000	100,000	-	-	-	400,000	Calder & Lyon final design; Switchback & Heartside prelim
Pearl Street Gateway Enhancements	10,094	100,000	(10,094)	-	-	-	-	-	-	-	Pedestrian enhancements to gateway treatment
State Street and Bostwick Ave Reconstruction	-	150,000	-	-	-	-	-	-	-	-	DDA share of \$1,060,000 project
Sub-Total	\$ 1,026,410	\$ 2,013,000	\$ 158,238	\$ 1,020,970	\$ 1,500,000	\$ 2,475,000	\$ 800,000	\$ -	\$ -	\$ 4,775,000	
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population											
Affordable Housing Support	-	250,000	-	-	250,000	-	-	-	-	250,000	Two-year pilot to initiate direct DDA support program
Building Re-Use Incentive Program	100,000	-	-	-	-	-	-	-	-	-	FY2019 & beyond moved to Dntn Enhancement Grants

Development Project Guidance	12,392	90,000	4,598	25,000	50,000	50,000	25,000	25,000	25,000	175,000	Legal / staff-time expended on behalf of devel projects
Downtown Census	-	15,000	-	-	15,000	-	-	-	-	15,000	Build/update comprehensive residential demographic census
Downtown Enhancement Grants	-	485,000	253,695	450,000	250,000	250,000	200,000	200,000	200,000	1,100,000	Building re-use; areaway abatement; & streetscape improv
Project Tax Increment Reimbursements	1,003,816	1,300,000	1,004,600	1,004,600	1,400,000	1,500,000	1,600,000	1,700,000	1,800,000	8,000,000	Partial reimbursements for development projects
Weston Street - Sheldon to LaGrave Ave.	-	200,000	195,406	200,000	-	-	-	-	-	-	DDA contribution to street design upgrades and amenities
Sub-Total	\$ 1,116,208	\$ 2,340,000	\$ 1,458,299	\$ 1,679,600	\$ 1,965,000	\$ 1,800,000	\$ 1,825,000	\$ 1,925,000	\$ 2,025,000	\$ 9,540,000	
<b>Goal #3: Implement a 21st Century Mobility Strategy</b>											
Accessibility and Mobility Repairs	7,000	100,000	1,000	1,000	75,000	75,000	75,000	75,000	75,000	375,000	Accessibility audit; streetscape improvements
Bicycle Friendly Improvements	177,476	250,000	56,822	75,000	125,000	75,000	75,000	75,000	75,000	425,000	Bike parking, protected bike lane, bike share (FY2020)
DASH North Shuttles Services	80,004	100,000	66,664	100,000	120,000	120,000	120,000	120,000	120,000	600,000	DASH service from North Monroe area to main downtown
Grandville Avenue Area Public Improvements	44,500	50,000	-	-	-	-	-	-	-	-	Neighborhood improvements from Grandville Ave ASP
Michigan / Ottawa Gateway	75,000	50,000	-	-	50,000	-	-	-	-	50,000	Improvrs to Michigan/Ottawa gateway on MDOT property
New Downtown Circulator Infrastructure	-	500,000	-	25,000	475,000	-	-	-	-	475,000	Bus wraps, digital / information infrastructure, etc.
Streetscape Improvements: CBD, Heartside, Arena S.	109,651	650,000	36,072	250,000	670,000	600,000	-	-	-	1,270,000	Divn lighting/constr; River Trail; Fulton/Sheldon; Transit Stops
Wayfinding System Improvements	64,143	75,000	43,328	75,000	200,000	-	-	-	-	200,000	Wayfinding, updates & repairs to wayfinding system
Sub-Total	\$ 557,774	\$ 1,775,000	\$ 203,886	\$ 526,000	\$ 1,715,000	\$ 870,000	\$ 270,000	\$ 270,000	\$ 270,000	\$ 3,395,000	
<b>Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy</b>											
Economic Development and Innovation	33,511	150,000	1,892	46,892	450,000	200,000	200,000	200,000	200,000	1,250,000	Retail innovation, downtown biz support/recruitment/research
<b>Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming</b>											
Downtown Marketing and Inclusion Efforts	282,517	400,000	156,522	350,000	416,000	400,000	400,000	400,000	400,000	2,016,000	Grow vibrancy & diversity for a more welcoming downtown
Downtown Tree Plantings	64,686	150,000	76,894	100,000	100,000	100,000	100,000	100,000	100,000	500,000	Investments in urban tree canopy
Heartside Public Restroom Facility Construction	-	150,000	-	-	50,000	-	-	-	-	50,000	Facility construction only.
Public Realm Improvements	108,076	325,000	55,663	55,663	1,544,000	750,000	-	-	-	2,294,000	Van Andel Arena public space; Calder Plaza
Sheldon Boulevard - Fulton Street to Weston Street	-	400,000	-	200,000	200,000	-	-	-	-	200,000	DDA share of street design upgrades and amenities
Snowmelt System Capital Repairs	6,987	50,000	12,806	25,000	25,000	25,000	25,000	25,000	25,000	125,000	Implementation of system asset management plan
State of Downtown / Annual Report	26,230	25,000	3,887	25,000	25,000	25,000	25,000	25,000	25,000	125,000	Production of State-mandated reports and annual meeting
Urban Recreation Improvements	38,209	250,000	47,743	75,000	100,000	-	-	-	-	100,000	Parks programming, fitness equip, winter rec improvrs, etc
Veterans Park Improvements	692,460	-	13,542	13,542	-	-	-	-	-	-	Construct new park designed by Veterans' MP Committee
Sub-Total	\$ 1,219,165	\$ 1,750,000	\$ 367,057	\$ 844,205	\$ 2,460,000	\$ 1,300,000	\$ 550,000	\$ 550,000	\$ 550,000	\$ 5,410,000	
Total Project Expenditures	\$ 3,953,068	\$ 8,028,000	\$ 2,189,372	\$ 4,117,667	\$ 8,090,000	\$ 6,645,000	\$ 3,645,000	\$ 2,945,000	\$ 3,045,000	\$ 24,370,000	
Total Expenditures	\$ 5,546,116	\$ 9,702,155	\$ 3,537,536	\$ 5,791,960	\$10,116,675	\$ 8,705,139	\$ 6,692,761	\$ 5,066,355	\$ 5,205,918	\$ 35,786,848	
<b>Table 4 - Excess / (Deficit) of Revenues Over Expenses</b>											
Fund Balance - Beginning	\$ 4,020,409	\$ 4,870,890	\$ 4,870,890	\$ 4,870,890	\$ 4,942,175	\$ 1,882,091	\$ 509,513	\$ (384,476)	\$ 75,162	\$ 4,942,175	
Plus: Projected Revenue	6,396,597	5,604,362	5,943,186	5,863,245	7,056,591	7,332,560	5,798,772	5,525,993	5,562,542	31,276,458	
Less: Administration and Debt Service	(1,593,048)	(1,674,155)	(1,348,164)	(1,674,293)	(2,026,675)	(2,060,139)	(3,047,761)	(2,121,355)	(2,160,918)	(11,416,848)	
Less: Project Expenditures	(3,953,068)	(8,028,000)	(2,189,372)	(4,117,667)	(8,090,000)	(6,645,000)	(3,645,000)	(2,945,000)	(3,045,000)	(24,370,000)	
Fund Balance - Ending	\$ 4,870,890	\$ 773,097	\$ 7,276,540	\$ 4,942,175	\$ 1,882,091	\$ 509,513	\$ (384,476)	\$ 75,162	\$ 431,786	\$ 431,786	