

AGENDA

DOWNTOWN DEVELOPMENT AUTHORITY



Board Members:

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

Wednesday, May 9, 2018

8:00 a.m. Meeting

29 Pearl Street, NW Suite #1

- | | | |
|---|-----------|---------|
| 1. Call to order | | |
| 2. Approve Meeting Minutes from April 11, 2018 (8:01)
(enclosure) | Motion | Harris |
| 3. Accept Financial Statements from April 30, 2018 (8:04)
(enclosure) | Motion | Wallace |
| 4. Parking Operations and Maintenance Agreement Amendment (8:10)
(enclosure) | Motion | Kelly |
| 5. Division Avenue Bike Lane Authorization (8:20)
(enclosure) | Motion | Wong |
| 6. Downtown Tree Planting Authorization (8:30)
(enclosure) | Motion | Kelly |
| 7. 40 Monroe Center Enhancement Grant (8:40)
(enclosure) | Motion | Kelly |
| 8. Newberry Street Improvement Authorization (8:45)
(enclosure) | Motion | Stam |
| 9. Sheldon Avenue Improvement Authorization (8:55)
(enclosure) | Motion | Stam |
| 10. Division Avenue Lighting Authorization (9:05)
(enclosure) | Motion | Stam |
| 11. FY2019 Budget (9:15)
(enclosure) | Motion | Kelly |
| 12. President & CEO Report (9:40) | Info Item | Kelly |



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

UNAPPROVED MINUTES

MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

April 11, 2018

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

2. Attendance

Present: Kayem Dunn, Jermale Eddie, Dr. Wendy Falb, Jane Gietzen, Brian Harris, Diana Sieger, Rick Winn

Absent: Mayor Rosalynn Bliss, Jim Talen

Others Present: Tim Kelly (DDA Executive Director), Flor Valera (Administrative Assistant), Jana Wallace (DDA Treasurer), Dick Wendt (DGRI Legal Counsel) Gabi Schumacher, Kim Van Driel, Annamarie Buller, Jennie Schumacher, Stephanie Wong, Andy Guy (DGRI Staff) Rick DeVries, David Bulkowski, Jackson Botsford, Jerry Powell, Ehren Wynder, Scott Bishop, Jeff McCaul, David Marquardt and others,

- 2 (a.) Appoint of Recording Secretary

Mr. Kelly took a moment to introduce Ms. Flor Valera to the Board. Mr. Kelly said Ms. Ackerman (Former DDA Executive Assistant and recording secretary) has accepted a new job opportunity and recommended Ms. Valera (Administrative Assistant for DGRI) to be the new recording secretary. Mr. Kelly added that in concurrence with state statute, there will need to be an appointment for Ms. Valera to serve as the recording secretary.

Motion: Kayem Dunn, supported by Rick Winn moved to approve the appointment of Flor Valera as DDA Recording Secretary. Motion carried unanimously.

- 2 (b.) Keeler Building 56 N. Division Avenue Enhancement Grant Request

Mr. Kelly introduced the request for a Downtown Enhancement Grant (DEG) for the Keeler Building located at 56 N. Division Avenue. Mr. Kelly said Arath III Inc. (the Owner) is seeking to make repairs to the failing areaway on Division Avenue and Fountain Street. Mr. Kelly said there is a resolution attached to the motion to ensure the work is completed and that it complies with a court order from the Kent County Circuit Court. Mr. Kelly said the repair of the areaway is anticipated to aid in the future development of the vacant building and to be a significant safety enhancement for Downtown.

Motion: Kayem Dunn supported by Rick Winn, moved to approve the Resolution and the Downtown Enhancement Grant request in an amount not to exceed \$200,000 for the areaway and sidewalk improvements on Division Avenue and Fountain Street to improve pedestrian safety and support future redevelopment of the Keeler Building. Motion carried unanimously.

3. Approve Meeting Minutes from March 14, 2018

Motion: Jane Gietzen, supported by Dr. Wendy Falb moved approval of the minutes from the March 14, 2018 meeting as presented. Motion carried unanimously.

4. Accept Preliminary Financial Statements from March 30, 2018

Ms. Wallace introduced the financial statements through March 30, 2018. Ms. Wallace said 10 percent gainsharing rebates were paid for the first time to the County of Kent and to Grand Rapids Community College. Ms. Wallace said \$158,243.79 of reimbursements were paid to fourteen project developers for their share of property tax increment revenues associated with the “winter” property tax levies. Ms. Wallace also noted that the Authority has paid Mobile GR for its share of the Dash shuttle service.

Motion: Jane Gietzen, supported by Diana Sieger, moved to approve Statement D: Schedule of March 30, 2018 Expenditures as recommended. Motion carried unanimously.

5. River Design Guidelines Contract Amendment

Mr. Kelly introduced Mr. Marquardt from the City’s Park and Recreation Department to request a budget amendment for additional services for the Grand River Corridor Implementation Plan and River Trail Design Guidelines. Mr. Marquardt said Wenk Associates Inc. submitted a proposal for services outside of their original contract. Mr. Marquardt also added that the City requested the Fish Ladder Park be included as an opportunity site. Mr. Eddie asked for the shared cost for this Authority. Mr. Marquardt said DDA share cost would be in the amount of \$17,200 in connection with additional public engagement and additional consultant visits related to the extended schedule to complete River Trail Design Guidelines.

Motion: Rick Winn, supported by Jane Gietzen moved to approve the share of cost for the River Design Guidelines Contract Amendment in the amount of \$17,200. Motion carried unanimously.

6. Lyon Square Final Design Documents

Mr. Kelly introduced Scott Bishop from Bishop Land Design (BLD). Mr. Bishop gave a project update on the final design phase for Lyon Square. Mr. Bishop said they are ready to submit the permits within the next two weeks. Mr. Bishop also added that materials and plants have already been selected, but will be vetted one last time to make sure they will function properly. Mr. Eddie asked if the trees will cause any damage to the drain system. Mr. Bishop said these trees will not be full grown when planted and will have enough soil capacity that future growth should not impact the sewer system. Mr. Winn asked who will be responsible for the ongoing maintenance once this project is completed. Mr. Marquardt said similar to the River Design Guidelines, an asset management plan is included in the scope of the work. Some of the Board members took a moment to express their concerns regarding the cost of the long term maintenance and management of this public space, as well as others throughout the River Corridor. Ms. Wallace pointed out that the non-tax accrual fund for the DDA sets aside \$20,000 a year for maintenance of the Riverwalk Guidelines. Mr. Harris asked Ms. Dunn and DDA legal counsel to elaborate on a recommendation that would be added to the motion in which the Board expresses their concerns. Ms. Harris also added that it would be beneficial for DGRI and the City’s Park and Recreation Department to work together and create a timeline of the various decision points to help the Board understand who the players are and the funding sources.

Motion: Kayem Dunn, Supported by Jane Gietzen, moved to approve funding in the amount not to exceed \$483, 010 with Bishop Land Design, LLC to provide final design, construction documents and

bidding services for Lyon Square, subject to adoption of FY2019 DDA budget, with the understanding that the DDA intends to pursue concerns regarding the cost of the long term maintenance and management of public spaces.

7. Calder Plaza Temporary Activation

Ms. Van Driel introduced the Reimagining Calder Plaza effort to further engage the community and temporarily activate Calder Plaza. Ms. Van Driel said the Goal 5 Place Making Committee along with the City of Grand Rapids Parks and Recreation Department and the Office of Special Events have worked together to prioritize the needs of the space. Ms. Van Driel presented a proposed plan and layout of the space for temporary activation. Ms. Van Driel said the design elements were proposed with portability in mind, so everything is easy to move and store when not in use. Ms. Van Driel also noted that the Alliance has been working with several organizations such as Urban Roots to create educational programming. Ms. Van Driel added that together they are currently working to provide an urban garden onsite where people can pick and eat their own produce as snacks. Ms. Dunn said she felt concerned about the placement of the urban garden as it might intrude on the view of the La Grande Vitesse sculpture. Ms. Van Driel said every part of the plan could easily be moved to accommodate the view of the sculpture. Ms. Van Driel said the goal is to activate the plaza in May 2018 with a grand opening in June 2018.

Motion: Kayem Dunn, supported by Jane Gietzen, moved to approve expenditures for Calder Plaza temporary improvements in the amount of \$50,000. Motion carried unanimously.

8. 6th Street and Canal Street Parks Exercise Equipment

Ms. Wong introduced a request for funding for outdoor exercise equipment for 6th Street and Canal Street Park. Ms. Wong said DGRI along with the City of Grand Rapids Parks and Recreation Department created a survey that went out in October 2017. The 300 responses received helped determine the equipment selection. Ms. Wong said Norwell Outdoor Fitness met the majority vote in the public survey due to its four- season durability, modern/sleek style, mix of strength training and endurance. Ms. Wong said there will be an installation of six stations with two exercise equipment pieces per station throughout the linear park trail. Ms. Wong said drinking fountains and signage will be provided at the beginning and end of the trail. Ms. Wong said DGRI is working with the Parks and Recreational Department to bring more outdoor fitness classes.

Motion: Kayem Dunn, supported by Rick Winn, moved to approve funding in the amount of \$102,000 to produce equipment from Norwell Outdoor Fitness and installation in 6th Street Park and the City of Grand Rapids Parks and Recreation. Motion carried unanimously.

9. Accessibility Audit Presentation

Mr. David Bulkowski, Executive Director of Disability Advocates of Kent County (DAKC) took a moment to thank the Board for their commitment and support of this audit and introduced Jackson Botsford, Accessibility Specialist to give a presentation on the data collected. Mr. Botsford gave an overview of the findings of the audit conducted from December 2016 through October 2017. Mr. Botsford said overall accessibility in downtown has improved since the last audit. Mr. Botsford added that some of best maintained and accessible areas are found along Pearl and Monroe Street. Mr. Botsford pointed out several access barriers that were found in loading zones, curb ramps and sidewalk grates. Mr. Kelly said the FY2018 budget includes a \$100,000 line item for Accessibility repairs and for several projects happening in the spring. Mr. Kelly also added that DGRI will be partnering with DAKC to continue improving downtown's accessibility.

10. President & CEO Report

DDA (3/14/18)

- Approved funding for safety improvements to a Fulton Street alley
- Extended Parking Operations and Service Agreement with Mobile GR
- Received Presentation on River Restoration and the River Design Guidelines

DID (12/19/17)

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

MNTIFA (2/14/18)

- Executed contract extension for DASH North
- Received presentation from Downtown Ambassadors

DGRI (2/12/18)

- Elected Nick Monoyios Chair and Kayem Dunn Co-Chair
- Received presentation on River restoration and the River Trail Design Guidelines

Alliances

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

GR>> Highlights

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

Action: Develop riverfront trail design guidelines

- Lead: City of Grand Rapids. [Wenk Associates](#) serves as lead consultant
- Project involves defining a “playbook” to guide construction of the proposed recreation trail on the banks of the Grand River. This includes:
 - Establishing an overall character and identity for the trail
 - Defining unique themes and amenities at different points along the trail
 - Ensuring improvements along the river edges are integrated with and support whitewater rapids restoration
- Community outreach and ideation underway, [including a presentation of draft concepts](#) to [GR Forward Goal 1 Alliance](#) and [DGRI Board of Advisors](#).

- Recommendations coming in Spring 2018

Action: Restore the whitewater rapids in the Grand River

- Lead: [Grand Rapids Whitewater](#)
- GRWW organizing to file in Summer 2018 for state permits and initiate environmental review of the river restoration project

Action: Evaluate economic impact of improving and expanding the riverfront trail

- Lead: Downtown Grand Rapids Inc.
- Contracted Grand Valley State University to conduct analysis
- Preliminary findings anticipated in Summer 2018

Action: Enhance Lyon Square Opportunity Site

- Lead: Downtown Grand Rapids Inc. and City of Grand Rapids
- Design Development documents nearing completion. Next step is Construction Documents.
- Coordination with surrounding stakeholders in process

Action: Enhance Ah-Nab-Awen / Indian Mounds Park

- Lead: City of Grand Rapids
- Construction anticipated to begin Spring 2018
- Changes include flood protection improvements, 15-foot trail section, enhanced public seating and new lighting from Pearl Street to Gillett Bridge
- Remains an opportunity to create ceremonial space for native Americans

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

Action: Establish Downtown resident organization

- Lead: Downtown Grand Rapids Inc.
- Contracted Steve Faber of Byrum Fisk to facilitate a process with Downtown residents to define the purpose and structure for a resident organization
- Planning committee began exploring potential mission, vision and goals.
- Surveyed Downtown resident ideas and perspectives. Compiling results
- 4th Annual Mix, Mingle and Share event with Downtown neighbors scheduled the evening of April 25

GR Forward Goal 3 – Implement a 21st century mobility strategy

Action: Deploy bus shelters to enhance experience for people who ride public transit

- Lead: The Rapid transit agency and City of Grand Rapids
- Mobile GR presented bus shelter deployment plan to City Commission on Feb. 6, 2018. ([Click here to watch presentation starting around the 2 h 31 m mark](#))
- [GR DDA](#) budgeted \$500,000 to support Downtown deployment
- Goal is to deploy new Downtown shelters before next winter.

Action: Enhance safety for people who walk and bicycle at key Downtown locations

- Lead: Downtown Grand Rapids Inc and City of Grand Rapids
- Design work in progress for enhancements at 4 key intersections:
 - Michigan Street & Bridge
 - Fulton & Ionia

- Fulton & Monroe/Market
 - Monroe & Campau
- Specific improvements for evaluation include but are not limited to the installation of pedestrian medians, changes to crosswalks, pedestrian county-down signals and a pedestrian scramble.
- The project also includes piloting a designated bike lane along Division Avenue.
- The City and DGRI aspire to implement improvements in Summer 2018.

Action: [Evaluate feasibility of bike share service](#)

- Lead: City of Grand Rapids
- [Presented preliminary findings to the DDA on January 10, 2018](#)
- Special Briefing with City Commission occurred February 27, 2018
- Presentation of final recommendations anticipated Summer 2018

Action: Recruit car share service provider

- Lead: City of Grand Rapids
- Mobile GR [drafted and released a Request for Information \(RFI\) to help inform the search for a car share provider](#). Responses are due March 23, 2018

Action: Complete audit of Downtown's accessibility for people with differing abilities

- Lead: Downtown Grand Rapids Inc.
- Disability Advocates delivered draft recommendations and report
- [GR DDA](#) will receive a presentation of draft recommendations in April 2017

Action: Redesign Michigan Street to improve safety, comfort and clarity for all users

- Lead: City of Grand Rapids
- Completed 7,620 sq ft of new space for trees, landscaping and pedestrians in front of main entrance to Spectrum Health

Action: Update Downtown streetscape guidelines

- Lead: Downtown Grand Rapids Inc. [Nederveld](#) and [Williams & Works](#) serve as consultants
- Held project kickoff meeting with [GR Forward Goal 3 Alliance](#). Why is this project important for Downtown? [Here's the presentation](#)
- Community outreach and evaluation of streets and key public spaces underway
- Kickoff meeting with [GR Forward Goal 3 Alliance](#) in December 2018

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

Action: Recruit a major office tenant to Downtown

- Right Place, City of Grand Rapids, Downtown Grand Rapids Inc., MI Department of Transportation and MI Economic Development Corporation collaborated to [develop pitch for Amazon HQ2](#).
- Debrief revealed areas of opportunity for improving collaborative Downtown recruitment efforts
- DGRI, City and Right Place exploring more concerted and intentional recruitment strategy to attract larger office tenants

Action: Foster ground-floor businesses to diversify the mix of Downtown retail offerings

- Lead: Downtown Grand Rapids Inc.
- [GR Forward Goal 4 Alliance](#) reviewed draft framework for new Retail Business Recruitment and Incubation Program

- Launch of new program anticipate in Q2 2018
- One community goal is to increase # of ground floor businesses owned by women, people of color and other underserved communities 50% by 2025

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

Action: Establish Public Space Activation Grant Program

- Lead: Downtown Grand Rapids Inc.
- Designing program criteria and application process in collaboration with [GR Forward Goal 5 Alliance](#)
- Defining potential/preferred Downtown areas for activation in collaboration with [GR Forward Goal 5 Alliance](#)
- Goal is to launch program Summer 2018

Action: [Enhance VandenBerg Plaza/Calder Plaza](#)

- Lead: Downtown Grand Rapids Inc. and City of Grand Rapids
- Organizing to deploy short-term activation tactics for Summer 2018 including furniture, shade umbrellas and various entertainment options
- Parks Dept. preparing to issue Request for Qualifications to design the proposed pavilion at SE corner of plaza
- June 2019 is the 50th anniversary of the plaza's opening in 1968 and a key organizing point for a celebratory moment

Action: Expand winter recreational programming in Downtown parks

- Lead: Downtown Grand Rapids Inc.
- [Deployed temporary "pop up" ice rink in Heartside Park](#) that hosted pick up hockey games, ski chair racing and other activities
- Successfully hosted 10-day [World of Winter](#) festival

Action: [Promote food truck businesses in public places](#)

- Lead: Downtown Grand Rapids Inc. and City of Grand Rapids
- Presented [Year One pilot ordinance outcomes](#) to Grand Rapids City Commission on March 6, 2018.

Action: Renovate Veteran's Park

- Lead: City of Grand Rapids
- Completed reconstruction
- Opened Veterans Day
- Parks Department exploring formal ribbon cutting event

Action: Explore opportunities to beautify public plaza at Van Andel Arena

- Lead: Downtown Grand Rapids Inc.
- Developing preliminary conceptual designs
- Exploring partnership/funding opportunities for FY2019

Action: Improve safety and cleanliness on Division Avenue

- Improve lighting
 - Lead: City of Grand Rapids
 - Identified community supported solution
 - Working to determine implementation costs
- Add public restrooms

- Lead: City of Grand Rapids and Downtown Grand Rapids Inc.
- City currently designing new public facilities to be installed in Cherry / Commerce and/or Weston / Commerce parking ramps
- Working to determine a sustainable facility management protocol for the new facilities.

Action: Continue turning up the volume on public art

- Lead: Downtown Grand Rapids Inc.
- Painted murals on 20 Monroe
- Collaborating with UICA Exit Space to paint riverfront mural down the stairwell near the Grand Rapids Public Museum. Painting anticipated to begin in Spring 2018 as weather permits
- Exploring mural opportunities at Fulton/131 overpass

GR Forward Goal 6 - Retain & attract families, talent & job providers with high quality public schools

Action: Transform the old public museum at 54 Jefferson into the new Grand Rapids Public Museum School

- Lead: Grand Rapids Public Schools and Grand Rapids Public Museum
- [Renovation of 54 Jefferson in progress and looking great](#)
- The building will reopen as a high school in September 2018

10. Public Comment
None

11. Board Member Discussion.
None

12. Adjournment
The meeting adjourned at 9:46am

MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

**Agenda Item 3.
May 9, 2018
DDA Meeting**

DATE: May 3, 2018

TO: Brian Harris
Chairman

FROM: Jana M. Wallace
Downtown Development Authority Treasurer

SUBJECT: FY2018 Interim Financial Statements as of April 30, 2018

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

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

In April, nearly \$4.7 million was expended from the Authority's Debt Increment Fund for principal and interest payments related to the Series 2009 and Series 2017 Van Andel Arena ("VAA") refunding bonds.

As a result of this large cash outflow, on Statement A there is a negative "Pooled Cash and Investments" ("Cash") balance for the Debt Increment Fund. The Cash balance will return to a positive balance once the tax increment revenues resulting from the July 1, 2018 levy are distributed by the City Treasurer.

In May, another \$3,995,000 for principal and interest will be paid, this time for the Series 1994 VAA bonds. However, this debt service will be paid directly from the Authority's Debt Service Reserve Fund, rather than from Cash, as provided in the bond covenant.

As the end of FY2018 draws closer, the Authority is doing fine in terms of both budgeted revenues and expenditures. I currently expect FY2018 interest and DASH parking lot revenues to be higher than budgeted. The same is true for the "Brownfield Authority – Veterans Park," line item in Local Tax Increment. The Local Tax Increment Administration line item will decrease by nearly \$136,000 when DGRI payroll is re-allocated which will put this item close to expected trends.

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

Attachments

STATEMENT A

DOWNTOWN DEVELOPMENT AUTHORITY

Balance Sheet

As of April 30, 2018

	Non-Tax Funds	Debt Increment	Local Tax Increment	TOTAL
ASSETS				
Pooled Cash and Investments	\$ 5,502,325	\$ (524,696)	\$ 5,627,542	\$ 10,605,171
Petty Cash	-	-	500	500
Debt Service Reserve - Series 1994 Bonds	-	4,854,956	-	4,854,956
Due from Other Governmental Units	-	162,624	-	162,624
Loan Receivable - Project Developer	488,848	-	-	488,848
Loan Receivable - Special Assessments	3,684	-	-	3,684
General Fixed Assets	-	-	90,051,736	90,051,736
Accumulated Depreciation on Fixed Assets	-	-	(53,295,150)	(53,295,150)
Future Tax Increment Revenues Anticipated	-	25,579,155	44,500	25,623,655
TOTAL ASSETS	\$ 5,994,857	\$ 30,072,039	\$ 42,429,128	\$ 78,496,024
LIABILITIES AND FUND EQUITY				
Liabilities				
Current Liabilities	\$ 7,741	\$ -	\$ 7,398	\$ 15,139
Project Increment Due to Developers	-	-	7,373	7,373
Current Year Excess Capture	-	623,005	-	623,005
Deposit - Area 5 Option to Buy	22,830	-	-	22,830
Net Retiree Health Care Obligation ¹	-	-	(5,720)	(5,720)
Deferred Revenue - Developer Loan	488,848	-	-	488,848
Contract Payable	-	-	44,500	44,500
Bonds Payable	-	25,579,155	-	25,579,155
TOTAL LIABILITIES	519,419	26,202,160	53,551	26,775,130
Fund Balance / Equity:				
Investments in General Fixed Assets, net of Accumulated Depreciation	-	-	36,756,586	36,756,586
Debt Service Reserve - Series 1994 Bonds	-	4,854,956	-	4,854,956
Non-Tax Increment Reserve	4,941,335	-	-	4,941,335
Reserve for Authorized Projects	-	-	5,548,494	5,548,494
Reserve for Brownfield Series 2012A Bonds	530,964	-	-	530,964
Reserve for Compensated Absences	-	-	7,791	7,791
Reserve for Eligible Obligations	-	(985,077)	-	(985,077)
Reserve for Encumbrances	3,139	-	62,706	65,845
TOTAL FUND EQUITY	5,475,438	3,869,879	42,375,577	51,720,894
TOTAL LIABILITIES & FUND EQUITY	\$ 5,994,857	\$ 30,072,039	\$ 42,429,128	\$ 78,496,024

Note 1: This line is the accumulated amounts of the actuarially determined Annual Required Contributions (ARC) for pre-65 year old retiree health insurance in excess of the "pay as you go" charges disbursed from the Retiree Health Insurance Fund plus interest on the unpaid portion of the prior year liability. The trust fund is currently over-funded which is why the account has a negative balance.

STATEMENT B

DOWNTOWN DEVELOPMENT AUTHORITY Comparison of FY2018 Budget vs Actual Results July 1, 2017 - April 30, 2018

	Non-Tax Funds		Debt Tax Increment		Local Tax Increment	
	Budget	Actual	Budget	Actual	Budget	Actual
REVENUES						
Property Tax Increment - General	\$ -	\$ -	\$ 6,083,468	\$ 6,175,320 ¹	\$ 5,667,979	\$ 5,647,516
Property Tax Increment - Transit Millage	-	-	-	-	508,483	508,483
Property Tax Increment - Prior Year Appeals	-	-	(75,000)	(55,328)	(75,000)	(29,465)
Property Tax Increment - County/GRCC/City/ITP Rebates	-	-	-	-	(617,646)	(598,332)
Special Assessments - Areaway	15,000	516	-	-	-	-
Brownfield Authority - Grandville Avenue	-	-	-	-	26,696	28,257
Brownfield Authority - Veterans Park	-	-	-	-	736,548	-
Earnings from Investments - General	28,821	45,631	20,000	42,022	73,650	70,374
Earnings from Investments - Multi-Year Accrual Reversal	-	21,713	-	31,400	-	30,876
Interest Paid by Developer - The Gallery on Fulton Note	25,373	25,373	-	-	-	-
Property Rental - DASH Parking Lots	442,200	272,967	-	-	-	-
Property Rentals - YMCA Customer Parking	52,025	38,025	-	-	-	-
Event Sponsorships and Fees	75,000	8,025	-	-	-	-
Valent-ICE Sculpture Reimbursements	20,000	28,965	-	-	-	-
Contributions - Lyon Square Project	-	-	-	-	-	150,000
Principal Repayments - The Gallery on Fulton Note	75,000	75,000	-	-	-	-
Property Sale	4,074,108	3,667,075	-	-	-	-
Series 1994 Debt Service Reserve Fund	-	-	3,995,000	-	-	-
Reimbursements and Fees - Miscellaneous	600	2,000	-	-	10,000	2,100
From / (To) Fund Balance	(1,468,979)	-	(20,000)	-	2,211,790	-
TOTAL REVENUES	\$ 3,339,148	\$ 4,185,290	\$ 10,003,468	\$ 6,193,414	\$ 8,542,500	\$ 5,809,809
EXPENDITURES						
<u>GR Forward Projects:</u>						
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor	\$ 30,000	\$ 5,419	\$ -	\$ -	\$ 1,625,000	\$ 631,500
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population	-	-	-	-	1,790,000	1,115,813
Goal #3: Implement a 21st Century Mobility Strategy	40,000	27,570	-	-	1,430,000	227,345
Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy	25,000	21,283	-	-	100,000	-
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming	974,500	781,825	-	-	1,955,000	883,489
Total GR Forward Projects	\$ 1,069,500	\$ 836,097	\$ -	\$ -	\$ 6,900,000	\$ 2,858,147
Administration	4,200	4,091	-	-	1,187,863	1,019,804
Debt Service for Bond Issues	-	-	9,380,463	5,385,463	454,637	346,787
Purchase for Studio Park Project	2,265,448	2,077,575	-	-	-	-
Estimated Capture to be Returned	-	-	623,005	-	-	-
TOTAL EXPENDITURES	\$ 3,339,148	\$ 2,917,763	\$ 10,003,468	\$ 5,385,463	\$ 8,542,500	\$ 4,224,738
EXCESS / (DEFICIT)	\$ -	\$ 1,267,527	\$ -	\$ 807,951	\$ -	\$ 1,585,071

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

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STATEMENT C

DOWNTOWN DEVELOPMENT AUTHORITY
Statement of FY2018 Project Expenditures
As of April 30, 2018

Project Name	FY2018 Project Budgets		EXPENDITURES		Remaining
	%	Amount	Month	Fiscal Year	FY2018 Budgets
Michigan Street Streetscape Improvements		\$ 180,000	\$ -	\$ 46,018	\$ 133,982
River Trail Improvements		228,000	1,165	29,236	198,764
Streetscape / Riverwalk Projects TBD		616,228	-	1,500	614,728
GRForward Goal # 1 - Bond Proceeds	11.39%	\$ 1,024,228	\$ 1,165	\$ 76,754	\$ 947,474
Arena South Implementation		150,000	-	17,012	132,988
Bridge Street Streetscape Improvs		100,000	-	6,664	93,336
Downtown Plan		325,000	47,659	130,829	194,171
Grand River Activation		100,000	-	100,000	-
Parks Design		700,000	1,298	376,995	323,005
Pearl Street Gateway Enhancements		100,000	-	-	100,000
State Street & Bostwick Ave Reconstruction		150,000	-	-	150,000
GRForward Goal # 1 - Local Tax Increment	18.07%	\$ 1,625,000	\$ 48,957	\$ 631,500	\$ 993,500
Downtown Speakers Series		10,000	263	5,063	4,937
Riverwalk Maintenance		20,000	-	356	19,644
GRForward Goal # 1 - Non-Tax Increment	0.33%	\$ 30,000	\$ 263	\$ 5,419	\$ 24,581
Affordable Housing Support		250,000	-	-	250,000
Areaway Fill Program (ARIP)		35,000	-	-	35,000
Building Re-use Incentive Program (BRIP)		100,000	100,000	100,000	-
Development Project Guidance		90,000	14,058	11,997	78,003
Development Project Reimbursements		925,000	65,866	1,003,816	(78,816)
Downtown Census		15,000	-	-	15,000
Streetscape Improvement Incentive Program		375,000	-	-	375,000
GRForward Goal # 2 - Local Tax Increment	19.90%	\$ 1,790,000	\$ 179,924	\$ 1,115,813	\$ 674,187
Accessibility and Mobility Repairs		100,000	-	7,000	93,000
Bicycle Friendly Improvements		75,000	1,210	32,980	42,020
DASH North Shuttle Services		80,000	-	60,003	19,997
Grandville Ave Area Improvements		50,000	-	-	50,000
Michigan / Ottawa Gateway		50,000	-	-	50,000
New Downtown Circulator Infrastructure		500,000	-	-	500,000
Public Realm Improvements - Local Tax		150,000	5,085	30,673	119,327
Streetscape Imprvmnts - CBD, Heartside, Arena S		350,000	-	77,179	272,821
Wayfinding System Improvements		75,000	3,271	19,510	55,490
GRForward Goal # 3 - Local Tax Increment	15.90%	\$ 1,430,000	\$ 9,566	\$ 227,345	\$ 1,202,655
Public Realm Improvements - Non-Tax		-	-	610	(610)
Transportation Demand Mnmt Prog		40,000	1,848	26,960	13,040
GRForward Goal # 3 - Non-Tax Increment	0.44%	\$ 40,000	\$ 1,848	\$ 27,570	\$ 12,430
Econ Devel - Minority/Women Business Enterprises		100,000	-	-	100,000
GRForward Goal # 4 - Local Tax Increment	1.11%	\$ 100,000	\$ -	\$ -	\$ 100,000
Downtown Workforce Programs		25,000	-	21,283	3,717
GRForward Goal # 4 - Non-Tax Increment	0.28%	\$ 25,000	\$ -	\$ 21,283	\$ 3,717
DGRI Event Production - Local Tax		-	-	77	(77)
Downtown Marketing & Inclusion		300,000	10,244	141,105	158,895
Heartside Public Restroom Facility		150,000	-	-	150,000
Sheldon Blvd - Weston to Cherry Street		300,000	-	-	300,000
Snowmelt System Repairs / Investigation		50,000	-	1,336	48,664
State of Dntn Event & Annual Reports		20,000	-	26,230	(6,230)
Ticketed Events - Police Services - Local Tax		-	-	10,558	(10,558)
Tree Well Fill		150,000	-	-	150,000
Urban Recreation Plan		125,000	1,248	11,723	113,277
Veterans Park Improvements		860,000	-	692,460	167,540
GRForward Goal # 5 - Local Tax Increment	21.74%	\$ 1,955,000	\$ 11,492	\$ 883,489	\$ 1,071,511
African-American Museum and Archives		6,500	(4,264)	439	6,061
Bridge Lighting Operations		10,000	-	-	10,000
DGRI Event Production - Non-Tax		245,000	22,953	227,991	17,009
Diversity / Inclusion Programming		30,000	-	39,548	(9,548)
Downtown Ambassadors		200,000	1,525	128,446	71,554
Educational Partnerships Initiatives		5,000	463	3,303	1,697
Experience - Miscellaneous		50,000	800	28,133	21,867
Holiday Décor Program		35,000	111	43,041	(8,041)
Major Event Sponsorship		60,000	-	70,000	(10,000)
Police Foot Patrols		35,000	-	27,390	7,610
Project and Fixed Asset Maintenance		15,000	11,675	26,881	(11,881)
Public Space Activation		36,000	405	27,667	8,333
Rosa Parks Circle Skating Operations		40,000	-	-	40,000
Special Events - Grants		30,000	1,000	22,450	7,550
Special Events - Office of		75,000	-	50,000	25,000
Special Events - Training Program		5,000	-	1,835	3,165
Stakeholder Engagement Programs		20,000	3,834	6,264	13,736
Street Trees Maintenance Program		5,000	-	-	5,000
Ticketed Events - Police Services - Non-Tax		70,000	22,615	78,437	(8,437)
Winter Avenue Building Lease		2,000	-	-	2,000
GRForward Goal # 5 - Non-Tax Increment	10.84%	\$ 974,500	\$ 61,117	\$ 781,825	\$ 192,675
TOTAL	100.00%	\$ 8,993,728	\$ 314,332	\$ 3,770,998	\$ 5,222,730

STATEMENT D
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of FY2018 Expenditures
April, 2018

Source	Date Posted	Vendor	Purpose / Project	Description	Amount
Debt	4/25/2018	U.S. Bank Corporate Trust N.A.	DDA Series 2017 LTGO Bonds	DDA 2017 Bond Principal due May 1, 2017	\$3,665,000.00
Debt	4/25/2018	U.S. Bank Corporate Trust N.A.	DDA Series 2017 LTGO Bonds	DDA 2017 Bond interest due May 1, 2018	592,650.00
Debt	4/23/2018	U.S. Bank Corporate Trust N.A.	MMBA 2009A Bonds - Van Andel Arena	Annual principal payment	345,000.00
Debt	4/23/2018	U.S. Bank Corporate Trust N.A.	MMBA 2009A Bonds - Van Andel Arena	Semi-annual interest payment	95,081.25
Local	4/25/2018	Degage Ministries	Building Re-use Incentive Program (BRIP)	144 Division Ave S. BRIP Grant	50,000.00
Local	4/25/2018	Uptown Housing LLC	Building Re-use Incentive Program (BRIP)	152 E 6th St BRIP Grant	50,000.00
Local	4/25/2018	Venue Tower, LLC	Developer Reimbursements	Developer Reimbursement FY2018	48,954.66
Non-Tax	4/18/2018	City Treasurer - Police Dept	Ticketed Events - Police Services	VanAndel GRPD OT 03/2018 pedestrian safety	14,754.51
Local	4/25/2018	Wenk Associates, Inc.	Downtown Plan	Grand River Corridor & River Trail (Wenk-1702307)	14,659.32
Non-Tax	4/16/2018	SWANK MOTION PICTURES	DGRI Event Production	Movie Licensing: Movies in the Park 2018	12,850.00
Local	4/18/2018	Wenk Associates, Inc.	Downtown Plan	Grand River Corridor & River Trail (Wenk-1702306)	11,824.65
Local	4/25/2018	DICKINSON WRIGHT PLLC	Development Project Guidance	Legal: Area 4/5 Development 1/18	11,748.00
Local	4/12/2018	City Treasurer - Budget Office	Administration	Support services allocation - April, 2018	11,635.00
Local	4/17/2018	Nederveld, Inc	Downtown Plan	Design Services: Streetscape 02/16/18-03/15/18	11,513.00
Local	4/5/2018	Wenk Associates, Inc.	Downtown Plan	Grand River Corridor & River Trail (Wenk-1702305)	9,661.82
Local	4/12/2018	Harris Lofts LLC	Developer Reimbursements	Developer Reimbursement FY2018	8,467.55
Local	4/12/2018	Harris Lofts LLC	Developer Reimbursements	Developer Reimbursement FY2017	8,444.21
Local	4/24/2018	United States Treasury - IRS	Administration	IRS 2015 Form 5500 Adjustment 04/2018	8,265.20
Non-Tax	4/18/2018	City Treasurer - Police Dept	Ticketed Events - Police Services	DeVos GRPD OT 03/2018 pedestrian safety	7,860.67
Local	4/16/2018	Federal Square Building Co. #1, LLC	Administration	Office Lease: 29 Pearl Street 04/2018	5,616.23
Non-Tax	4/24/2018	GEOTECH INC	Project and Fixed Asset Maintenance	Snowmelt System Repair 03/18	5,467.62
Non-Tax	4/17/2018	Swift Printing & Communications	DGRI Event Production	Materials: World of Winter 03/2018	5,133.29
Non-Tax	4/17/2018	GEOTECH INC	Project and Fixed Asset Maintenance	Snowmelt System Repair 03/18	4,439.85
Non-Tax	4/30/2018	BYRUM FISK COMMUNICATIONS LLC	Stakeholder Engagement Programs	Downtown Res Council Planning 04/18	3,500.00
Local	4/16/2018	Mighty Co.	Downtown Marketing & Inclusion	Website Design and Development 2/2018	3,450.00
Local	4/30/2018	Recycle Away, LLC	Public Realm Improvements	Outdoor Waste Receptacles 04/18	3,340.00
Local	4/16/2018	McAlvey Merchant & Associates	Administration	Governmental Consulting 3/2018	3,000.00
Local	4/7/2018	City of Grand Rapids	Administration	Staff services - payroll period ended 04/07/2018	2,719.17
Local	4/16/2018	HR Collaborative LLC	Administration	HR Consultant 03/2018	2,693.78
Local	4/17/2018	Selective Insurance Comp of America	Administration	General Liability Insurance 2018	2,192.77
Local	4/10/2018	DICKINSON WRIGHT PLLC	Administration	Legal: Misc DDA items 1/18	2,178.00
Local	4/10/2018	Creative Studio Promotions	Downtown Marketing & Inclusion	Marketing supplies: DGRI logo-ed bags	2,014.77
Non-Tax	4/30/2018	Swift Printing & Communications	DGRI Event Production	Materials: Relax at Rosa 04/2018	1,931.21
Local	4/10/2018	TGG, Inc.	Administration	Life Insurance Premium 4-6/2018	1,802.69
Local	4/26/2018	VALLEY CITY SIGN CO	Wayfinding System Improvements	Wayfinding & Pkg Signage (Valley City-1402519)	1,695.80
Local	4/21/2018	City of Grand Rapids	Administration	Staff services - payroll period ended 04/21/2018	1,680.65
Local	4/26/2018	VALLEY CITY SIGN CO	Wayfinding System Improvements	Wayfinding & Pkg Signage (Valley City-1402520)	1,575.00
Local	4/13/2018	City Treasurer - Risk Management	Administration	General insurance - April 2018	1,528.00
Local	4/30/2018	ROCKFORD CONSTRUCTION CO	Public Realm Improvements	Parklet installation and takedown 2017	1,430.00
Non-Tax	4/16/2018	GEOTECH INC	Project and Fixed Asset Maintenance	Snowmelt System Repair 03/18	1,418.10
Local	4/16/2018	REVUE HOLDING 1	Downtown Marketing & Inclusion	Advertising: DGRI Events 04/2018	1,360.00
Local	4/18/2018	DICKINSON WRIGHT PLLC	Development Project Guidance	Legal: Area 4/5 Support 02/18	1,254.00
Local	4/18/2018	FIFTH THIRD BANK	Administration	Jennie S. Prof. Dev - Social Media Week 04/2018	1,210.25
Local	4/16/2018	Thomas Jack Tilma	Bicycle Friendly Improvements	Bicycle Friendly Improvements 03/2018	1,210.24
Local	4/18/2018	DICKINSON WRIGHT PLLC	Administration	Legal: DDA Misc Matters 02/18	1,210.00
Bonds	4/18/2018	WYOMING EXCAVATORS INC	River Trail Improvements	Floodwalls/Embankmnts Contr No. 3 (2016) #1604609	1,164.78
Non-Tax	4/17/2018	Swift Printing & Communications	Downtown Ambassadors	Marketing Materials: Downtown Amb. 03/2018	1,119.75
Non-Tax	4/18/2018	FIFTH THIRD BANK	Transportation Demand Mgmt Prog	Mobility summit guest speaker airfare 04/2018	1,011.40
Non-Tax	4/9/2018	GR PUBLIC LIBRARY FOUNDATION	Special Events - Grants	Special Event Grant: Taste of Soul Sunday 3/2018	1,000.00
Local	4/25/2018	County of Kent	KCDC Series 2008 Floodwalls	Semi-annual interest payment due 05/01/2018	908.44
Local	4/18/2018	DICKINSON WRIGHT PLLC	Administration	Legal Services: Transition 02/18	851.20
Non-Tax	4/18/2018	FIFTH THIRD BANK	Transportation Demand Mgmt Prog	Guest speaker flight - mobility summit 04/2018	836.60
Local	4/5/2018	DICKINSON WRIGHT PLLC	Parks Design	Lyon Square Improvements (Dickinson-1236429)	814.00
Non-Tax	4/30/2018	GRKC Convention & Visitors Bureau	Experience - Miscellaneous	Toast of the Town 2018 Sponsorship	800.00
Local	4/30/2018	The KR Group, Inc.	Administration	IT services 04/18	791.90
Local	4/30/2018	TGG, Inc.	Administration	Life & S/T & L/T disability insurance - 05/2018	734.13
Local	4/10/2018	DICKINSON WRIGHT PLLC	Development Project Guidance	Legal: 150 Ottawa Development Support 1/18	616.00
Local	4/30/2018	BLUE CROSS BLUE SHIELD OF MICH	Administration	Dental Insurance Premium 04/2018-06/2018	602.34
Local	4/18/2018	FIFTH THIRD BANK	Urban Recreation Plan	Ice rink moving 03/2018	600.00
Local	4/18/2018	DICKINSON WRIGHT PLLC	Administration	Legal Services: Misc. Matters 02/18	594.82
Local	4/18/2018	DICKINSON WRIGHT PLLC	Administration	Legal Services: Transition 02/18	594.81
Local	4/18/2018	FIFTH THIRD BANK	Administration	General Liability Insurance 03/218	507.61
Local	4/10/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: week ending 3/4/18	491.94
Local	4/16/2018	BLUE CROSS BLUE SHIELD OF MICH	Administration	Dental Insurance Premium 04/2018-06/2018	489.28
Local	4/18/2018	Mighty Co.	Downtown Marketing & Inclusion	Website updates 3/2018	487.50
Local	4/18/2018	DICKINSON WRIGHT PLLC	Parks Design	Lyon Square Improvements (Dickinson-1245475)	484.00
Local	4/16/2018	Federal Square Building Co. #1, LLC	Administration	Lease: 29 Pearl Street Mezzanine Office 4/2018	475.14
Local	4/16/2018	Professional Maint of Michigan Inc.	Administration	Cleaning Services 03/18	471.18
Non-Tax	4/18/2018	FIFTH THIRD BANK	Educational Partnerships Initiatives	MAP Event Catering	462.50
Local	4/18/2018	FIFTH THIRD BANK	Administration	K. VanDriel Safety Seminar flight 04/2018	461.34
Non-Tax	4/8/2018	Creative Studio Promotions	DGRI Event Production	Supplies: World of Winter supplies	441.82

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

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Source	Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
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Local	4/10/2018	DICKINSON WRIGHT PLLC	Development Project Guidance	Legal: Waters Bldg Devel Support 1/18	\$ 440.00
Local	4/17/2018	Swift Printing & Communications	Urban Recreation Plan	Marketing Materials: Urban Rec Imp. 03/2018	430.68
Local	4/16/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: 03/2018	424.89
Local	4/18/2018	DICKINSON WRIGHT PLLC	Administration	Legal Services: Misc. Matters 02/18	415.65
Local	4/17/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: 03/2018	405.58
Local	4/10/2018	DICKINSON WRIGHT PLLC	Administration	Legal: District J and L boundaries 1/18	396.00
Non-Tax	4/16/2018	GEOTECH INC	Project and Fixed Asset Maintenance	Snowmelt System Repair 03/18	349.44
Local	4/18/2018	FIFTH THIRD BANK	Public Realm Improvements	Parklet Storage 03/2018	315.00
Local	4/18/2018	FIFTH THIRD BANK	Administration	Jennie S. social media week flight 04/2018	301.59
Non-Tax	4/8/2018	Tova J Jones	DGRI Event Production	Winter Wonderland Pop Up Shop event	295.00
Non-Tax	4/10/2018	PERRIGO PRINTING INC	DGRI Event Production	Supplies: Human Hungry Hippo cards	278.25
Local	4/17/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: 03/2018	270.38
Non-Tax	4/18/2018	FIFTH THIRD BANK	Public Space Activation	Special event supplies - PSA 03/2018	270.00
Local	4/18/2018	FIFTH THIRD BANK	Downtown Marketing & Inclusion	CRM Subscription 03/2018	258.00
Non-Tax	4/30/2018	Swift Printing & Communications	DGRI Event Production	Materials: Relax at Rosa 04/2018	250.83
Non-Tax	4/30/2018	Swift Printing & Communications	Stakeholder Engagement Programs	Materials: Mix, Mingle & Share 04/2018	250.83
Local	4/16/2018	Z2 Systems Inc	Downtown Marketing & Inclusion	CRM Subscription 3/2018	250.00
Local	4/17/2018	TDS Metrocom	Administration	Phone Service 3/2018	239.83
Local	4/10/2018	TDS Metrocom	Administration	Phone Service 2/2018	239.44
Non-Tax	4/16/2018	Creative Studio Promotions	DGRI Event Production	Supplies: lanyards 03/2018	233.21
Non-Tax	4/13/2018	Andy Guy	Administration	Meeting Reimbursement: 03/2018	231.00
Non-Tax	4/19/2018	Andy Guy	Administration	Meeting Reimbursement: 03/2018	231.00
Local	4/18/2018	FIFTH THIRD BANK	Downtown Marketing & Inclusion	General communication supplies 03/2018	223.36
Non-Tax	4/17/2018	Swift Printing & Communications	DGRI Event Production	Materials: World of Winter 03/2018	223.27
Local	4/30/2018	Federal Square Building Co. #1, LLC	Administration	Utility Service: Electricity 3/2018	222.13
Local	4/16/2018	Federal Square Building Co. #1, LLC	Administration	Utility Service: Electricity 2/2018	208.89
Non-Tax	4/18/2018	FIFTH THIRD BANK	Downtown Ambassadors	Ambassador's Lunch 03/2018	200.65
Non-Tax	4/30/2018	Swift Printing & Communications	DGRI Event Production	Materials: Movies in the Park 04/2018	198.47
Non-Tax	4/30/2018	Swift Printing & Communications	DGRI Event Production	Materials: Relax at Rosa 04/2018	198.47
Non-Tax	4/30/2018	Swift Printing & Communications	DGRI Event Production	Materials: Relax at Rosa 04/2018	197.16
Non-Tax	4/30/2018	Swift Printing & Communications	Downtown Speakers Series	Materials: Mobility Solutions Summit 04/2018	197.16
Non-Tax	4/18/2018	FIFTH THIRD BANK	DGRI Event Production	Special event supply storage 04/2018	192.00
Local	4/18/2018	FIFTH THIRD BANK	Urban Recreation Plan	Ice Rink Storage 02/2018	190.19
Local	4/10/2018	CELLCO PARTNERSHIP	Administration	Cell Phone Service 2/2018	184.12
Local	4/17/2018	CELLCO PARTNERSHIP	Administration	Cell Phone Service 3/2018	183.95
Local	4/30/2018	GreatAmerica Financial Services Corp	Administration	Copier Lease 04/2018	183.32
Local	4/16/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: 03/2018	176.37
Local	4/17/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: 03/2018	168.35
Local	4/16/2018	GreatAmerica Financial Services Corp	Administration	Copier Lease 03/2018	162.73
Local	4/16/2018	PCS Gophers Ltd	Administration	Interoffice mail services - February, 2018	161.05
Local	4/16/2018	Professional Maint of Michigan Inc.	Administration	Window Cleaning 02/18	158.38
Non-Tax	4/18/2018	FIFTH THIRD BANK	Administration	CRM Lunch meeting 04/03/18	154.00
Local	4/10/2018	DICKINSON WRIGHT PLLC	Administration	Legal Services: Misc. DGRI matters 1/18	139.37
Non-Tax	4/18/2018	FIFTH THIRD BANK	Public Space Activation	Special event supplies - PSA 04/2018	135.00
Non-Tax	4/18/2018	FIFTH THIRD BANK	DGRI Event Production	Supplies - movies 03/2018	127.55
Local	4/17/2018	Comcast	Administration	Internet at 29 Pearl St NW 4/07/2018-5/06/2018	126.59
Local	4/18/2018	Staples Contract and Commercial Inc.	Administration	Office Supplies 02/18-04/18	126.28
Local	4/17/2018	Kforce Inc	Downtown Marketing & Inclusion	CRM Project Employee: 03/2018	112.24
Non-Tax	4/18/2018	Bazen Electric	Holiday Décor Program	Sound wiring for Light Up Downtown 11/2017	111.00
Non-Tax	4/13/2018	Andy Guy	Administration	Meeting Reimbursement: 03/2018	105.84
Non-Tax	4/19/2018	Andy Guy	Administration	Meeting Reimbursement: 03/2018	105.84
Non-Tax	4/18/2018	DTE ENERGY	Downtown Ambassadors	Share of natural gas - 331 Winter Ave NW - 03/2018	102.57
Non-Tax	4/17/2018	Swift Printing & Communications	DGRI Event Production	Materials: World of Winter 03/2018	102.41
Local	4/16/2018	Maria VanderMolen	Downtown Marketing & Inclusion	DGRI Ambassador photos 03/2018	100.00
Local	4/18/2018	Staples Contract and Commercial Inc.	Administration	Office Supplies 02/18-04/18	98.18
Non-Tax	4/18/2018	FIFTH THIRD BANK	DGRI Event Production	DGRI Event Supplies 03/2018	94.32
Local	4/18/2018	MADCAP COFFEE COMPANY	Administration	Meeting Supplies 4/2018	87.03
Local	4/18/2018	Staples Contract and Commercial Inc.	Administration	Office Supplies 02/18-04/18	83.67
Local	4/17/2018	ENGINEERED PROTECTION SYS INC	Administration	Office Security System 5/2018-7/2018	73.41
Local	4/25/2018	DICKINSON WRIGHT PLLC	Administration	Legal: Act 120 Legislative Amendment 1/18	66.00
Non-Tax	4/18/2018	FIFTH THIRD BANK	DGRI Event Production	Movies in the park pre-screen 03/2018	64.06
Local	4/30/2018	Gordon Water Systems	Administration	Water Cooler Lease 04/18	57.49
Non-Tax	4/10/2018	CONSUMERS ENERGY 1	Downtown Ambassadors	Share of electricity - 331 Winter Ave NW	54.07
Local	4/10/2018	Staples Contract and Commercial Inc.	Administration	Office Supplies 2/2018	49.20
Non-Tax	4/10/2018	City Treasurer - MobileGR / Parking Svcs	Downtown Ambassadors	APRIL 2018 MONTHLY PARKING BILLING	48.00
Non-Tax	4/18/2018	FIFTH THIRD BANK	Administration	Lunch meeting 03/28/18	43.91
Local	4/18/2018	Staples Contract and Commercial Inc.	Administration	Office Supplies 02/18-04/18	43.71
Non-Tax	4/18/2018	FIFTH THIRD BANK	DGRI Event Production	Special events postage 03/2018	35.95
Local	4/16/2018	MODEL COVERALL SERVICE INC	Administration	Floor Mat Rental 4/2018	33.63
Non-Tax	4/30/2018	Swift Printing & Communications	Stakeholder Engagement Programs	Materials: Mix, Mingle & Share 04/2018	32.57
Local	4/18/2018	FIFTH THIRD BANK	Downtown Marketing & Inclusion	Facebook adverts 01/2018-03/2018	27.23
Non-Tax	4/30/2018	Swift Printing & Communications	DGRI Event Production	Materials: Movies in the Park 04/2018	25.78
Non-Tax	4/30/2018	Swift Printing & Communications	Stakeholder Engagement Programs	Materials: Mix, Mingle & Share 04/2018	25.78

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

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Source	Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
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Non-Tax	4/30/2018	Swift Printing & Communications	Downtown Speakers Series	Materials: Mobility Solutions Summit 04/2018	\$ 25.61
Non-Tax	4/30/2018	Swift Printing & Communications	Stakeholder Engagement Programs	Materials: Mix, Mingle & Share 04/2018	25.61
Local	4/18/2018	FIFTH THIRD BANK	Administration	Office Supplies 03/2018	22.80
Non-Tax	4/13/2018	Andy Guy	Administration	Meeting Reimbursement: 03/2018	22.00
Non-Tax	4/19/2018	Andy Guy	Administration	Meeting Reimbursement: 03/2018	22.00
Local	4/18/2018	FIFTH THIRD BANK	Administration	T Kelly book 03/2018	21.55
Non-Tax	4/18/2018	FIFTH THIRD BANK	DGR! Event Production	Special event supplies - movies 03/2018	21.16
Non-Tax	4/30/2018	Swift Printing & Communications	DGR! Event Production	Materials: Movies in the Park 04/2018	20.39
Non-Tax	4/30/2018	Swift Printing & Communications	DGR! Event Production	Materials: Movies in the Park 04/2018	20.26
Non-Tax	4/30/2018	Swift Printing & Communications	Downtown Speakers Series	Materials: Mobility Solutions Summit 04/2018	20.26
Non-Tax	4/30/2018	Swift Printing & Communications	Downtown Speakers Series	Materials: Mobility Solutions Summit 04/2018	20.13
Local	4/25/2018	City Treasurer - Public Library Archives	Downtown Marketing & Inclusion	Historical photo of Monroe North lot 04/18	20.00
Local	4/16/2018	Gordon Water Systems	Administration	Water Cooler Lease 03/18	20.00
Local	4/17/2018	Swift Printing & Communications	Urban Recreation Plan	Marketing Materials: Urban Rec Imp. 03/2018	18.73
Non-Tax	4/18/2018	FIFTH THIRD BANK	DGR! Event Production	Special event supply storage 03/2018	18.01
Local	4/18/2018	Staples Contract and Commercial Inc.	Administration	Office Supplies 02/18-04/18	10.28
Local	4/16/2018	FUSION IT LLC	Administration	Network Management 4/2018	9.50
Local	4/30/2018	FUSION IT LLC	Administration	Network Management 5/2018	9.50
Local	4/17/2018	Swift Printing & Communications	Urban Recreation Plan	Marketing Materials: Urban Rec Imp. 03/2018	8.59
Local	4/18/2018	Staples Contract and Commercial Inc.	Administration	Office Supplies 02/18-04/18	8.31
Non-Tax	4/18/2018	FIFTH THIRD BANK	Administration	Phone supplies 03/2018	7.99
Local	4/3/2018	Adams Remco Inc	Administration	Per copy charges on GR Econ Development copier	7.82
Local	4/10/2018	PERRIGO PRINTING INC	Downtown Marketing & Inclusion	Marketing Supplies: MITP Sponsor cards	4.00
Non-Tax	4/19/2018	Andy Guy	Administration	Meeting Reimbursement: 03/2018	(22.00)
Non-Tax	4/19/2018	Andy Guy	Administration	Meeting Reimbursement: 03/2018	(105.84)
Non-Tax	4/19/2018	Andy Guy	Administration	Meeting Reimbursement: 03/2018	(231.00)
Local	4/18/2018	FIFTH THIRD BANK	Administration	Refund on old p-card	(599.00)
Non-Tax	4/26/2018	GR African American Museum/Archives	African-American Museum and Archives	GRAAMA rent reimbursement 02/18-03/18	(4,264.34)
APRIL, 2018 EXPENDITURES					<u>\$5,069,395.36</u>

STATEMENT E
DOWNTOWN DEVELOPMENT AUTHORITY
Series 2017 Improvement & Refunding Bonds

Balance Sheet
As of April 30, 2018

Assets - Pooled Cash and Investments	\$ 747,500
Liabilities and Fund Balance	
Current Liabilities	\$ -
Reserved for Projects	747,500
Liabilities and Fund Balance	\$ 747,500

Statement of FY2018 Revenues and Expenditures
July 1, 2017 through April 30, 2018

	<u>Budget</u>	<u>Actual</u>
REVENUES		
Bond Proceeds	\$ - ¹	\$ -
Interest Earned	5,161	5,667
From / (To) Fund Balance	1,019,067	-
Total Revenues	\$ 1,024,228	\$ 5,667
EXPENDITURES		
GR Forward Projects:		
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor		
River Trail Improvements	\$ 228,000	\$ 29,236
Michigan Street Streetscape Improvements	180,000	46,018
Streetscape / Riverwalk Projects TBD	616,228	-
Costs of Issuance	-	1,500
Total GR Forward Project Expenditures	\$ 1,024,228	\$ 76,754
Excess / (Deficit)	\$ -	\$ (71,087)

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

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: May 4, 2018

TO: Downtown Development Authority

FROM: Tim Kelly, AICP
President and CEO

Agenda Item #4
May 9, 2018
DDA Meeting

SUBJECT: Parking Operations and Maintenance Agreement Amendment

On March 14, 2018, the Downtown Development Authority (DDA) approved an extension of the existing Parking Operation and Maintenance Agreement (Agreement) with the City of Grand Rapids Mobile GR and Parking Service Department (Mobile GR) until June 30, 2018. That temporary extension provided staff of DGRI and Mobile GR time to negotiate more substantive amendments.

Based on those discussions a fifth amendment to the Agreement is recommended. Those recommendations, which are outlined in greater detail via the attached term sheet, are as follows:

1. Area 1 and Area 4, which are no longer owned by the DDA or used as a surface parking lot shall be removed from the Parking Lots covered by the Agreement.
2. Aside from the removal of Areas 1 and 4, for FY2019 there will be no other changes to the terms of the Agreement. As currently authorized, the City will retain all revenues realized from operation of the parking lots and issue a quarterly payment to the DDA in the amount of 25% of the total annual gross revenues received from operation. This excludes Area 3, which shall remain at 12% of annual gross revenues.
3. Beginning with FY2020 (commencing July 1, 2019), and for each fiscal year thereafter until the term of the Agreement (2042), Mobile GR shall submit to the DDA Executive Director for approval an operating cost budget for the services it is required to perform pursuant to the Agreement for the Parking Lots, except Area 3, for the ensuing fiscal year. Annual budgets shall be submitted at least 90 days prior to the beginning of the DDA's fiscal year.
4. Beginning with FY2020 and each fiscal year thereafter during the term of the Agreement, Mobile GR shall collect all revenues and issue a quarterly payment to the DDA in an amount equal to 85% of the gross revenues, less 25% of the operating cost as budgeted in the approved fiscal year budget. Within 60 days after the end of each fiscal year Mobile GR shall complete and provide the DDA a reconciliation of actual operating expenses versus budget operating expenses. Any overage/shortfall determined by this reconciliation shall promptly thereafter be paid over/billed to the DDA. This arrangement excludes Area 3, for which the City shall continue to pay the DDA 12% of annual gross revenues.



Delaying the agreed upon arrangement until FY2020 will better allow both Mobile GR and the DDA to incorporate the change in revenues into their budgeting process. It will also allow any changes recommended by the forthcoming parking rate study to be implemented, which will further inform projected revenues. Changes to revenues for the DDA will be realized in the NTI budget.

If approved by the DDA, the amendment will be recommended to the Mobile GR Commission on May 10, and the City Commission on May 22, 2018.

Recommendation: Approve the resolution and recommend the Mobile GR and City Commissions approve the Fifth Amendment to the Parking Operation and Maintenance Agreement between the Downtown Development Authority and the City of Grand Rapids.

**CITY OF GRAND RAPIDS DOWNTOWN
DEVELOPMENT AUTHORITY**

**RESOLUTION APPROVING TERM SHEET FOR FIFTH AMENDMENT
TO PARKING OPERATION AND MAINTENANCE AGREEMENT WITH
THE CITY OF GRAND RAPIDS RELATED TO THE OPERATION AND
MAINTENANCE OF VARIOUS SURFACE PARKING LOTS AND
AUTHORIZING PREPARATION AND EXECUTION OF FIFTH
AMENDMENT**

Boardmember _____, supported by Boardmember _____,

moved the adoption of the following resolution:

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

WHEREAS, the Agreement provides that in return for the City’s retention of all operating revenues realized from the Parking Lots, the City pay the DDA a percentage of annual gross revenues received from operation of the Parking Lots; and

WHEREAS, the DDA and the City have agreed to amend the Agreement related revising the number of Parking Lots covered by the Agreement and providing for a new method of sharing the revenues realized for the Parking Lots; and

WHEREAS, a term sheet describing the terms of such amendment has been prepared (the “Term Sheet”).

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Term Sheet in the form presented at this meeting is approved.
2. That a fifth amendment to the Agreement (the “Fifth Amendment”) shall be prepared incorporating the terms of the Term Sheet and other customary terms not materially

adverse to the DDA approved as to content by the DDA Executive Director and as to form by DDA legal counsel.

3. That the Chairperson of the Board is authorized and directed to execute the approved Fifth Amendment for and on behalf of the DDA.

4. 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 9, 2018

Flor Valera
Recording Secretary

CERTIFICATION

I, the undersigned duly qualified and acting Recording Secretary of the of the City of Grand Rapids Downtown Development Authority (the “DDA”), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the DDA at a regular meeting held on May 9, 2018, 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 9, 2018

Flor Valera
Recording Secretary

TERM SHEET

FIFTH AMENDMENT TO PARKING OPERATION AND MAINTENANCE AGREEMENT

The following terms shall be included in a fifth amendment to the Parking Operation and Maintenance Agreement dated December 17, 2002, as amended (the "Agreement"), between the City of Grand Rapids Downtown Development Authority (the "DDA") and the City of Grand Rapids (the "City"):

1. Area 1 and Area 4, which are no longer owned by the DDA or used as a surface parking lot shall be removed from the Parking Lots covered by the Agreement.

2. For the DDA's and City's fiscal year commencing July 1, 2018, and ending June 30, 2019 ("FY2019"), the City shall retain all revenues realized from operation of the Parking Lots and pay the DDA 25% of the total annual gross revenues received from operation of the Parking Lots except for Area 3 which shall remain at 12% of annual gross revenues received from operation of Area 3 during FY2019. The City shall pay such amount to the DDA quarterly within 45 days at the end of each calendar quarter of FY2019.

3. Beginning with the DDA's and City's fiscal year commencing July 1, 2019, and ending June 30, 2020 ("FY2020"), and for each fiscal year thereafter during the term of the Agreement, the City's Mobile GR and Parking Services Department (the "Department") shall submit to the DDA Executive Director, or his/her designee, for approval an operating cost budget for the services it is required to perform pursuant to the Agreement for the Parking Lots, except Area 3, for the ensuing fiscal year. Annual budgets shall be submitted at least 90 days prior to the beginning of the DDA's fiscal year, i.e. July 1.

4. Beginning with FY2020 and each fiscal year thereafter during the term of the Agreement, the Department shall bill and collect all revenues realized from the Parking Lots and, on or before 30 days after the end of each calendar quarter during a fiscal year, shall pay the DDA an amount equal to 85% of the gross revenues realized for such quarter less 25% of the operating cost budget for the Parking Lots, excluding Area 3, for such fiscal year. Within 60 days after the end of each fiscal year the Department shall complete and provide the DDA a reconciliation of actual operating expenses versus budget operating expenses. Any overage/shortfall determined by this reconciliation shall promptly thereafter be paid over/billed to the DDA. Appropriate documentation detailing the reconciliation will accompany the check/invoice to the DDA. If the DDA has any questions regarding the reconciliation, it shall promptly notify the Department and the DDA Executive Director and the Department Director or their respective designees shall promptly meet to resolve questions and make required adjustments. With respect to Area 3, the City shall continue to pay the DDA 12% of annual gross revenues received from the operation of Area 3 quarterly within 30 days after the end of each calendar quarter during a fiscal year.

5. The Agreement shall in all other respects be ratified and confirmed.

6. All capitalized terms used in this Term Sheet and not defined shall have such meanings as defined in the Agreement.



September 1, 2006

Memorandum of Amendment #1

Subject: Parking Operations and Maintenance Agreement

Pursuant to paragraph 7 of the Parking Operation and Maintenance Agreement dated December 17, 2002, between the City of Grand Rapids and the Downtown Development Authority, the parties hereby mutually agree to amend Attachment A of said agreement.

Attachment A in its initial form consisted of a map dated December 2001, showing the location of seven surface parking facilities subject to this agreement. Upon approval of this amendment #1, Attachment A shall consist of a map dated September 1, 2006 and a list showing the current name and status of nine such facilities. The revised Attachment A is attached to this memorandum.

Approved by:

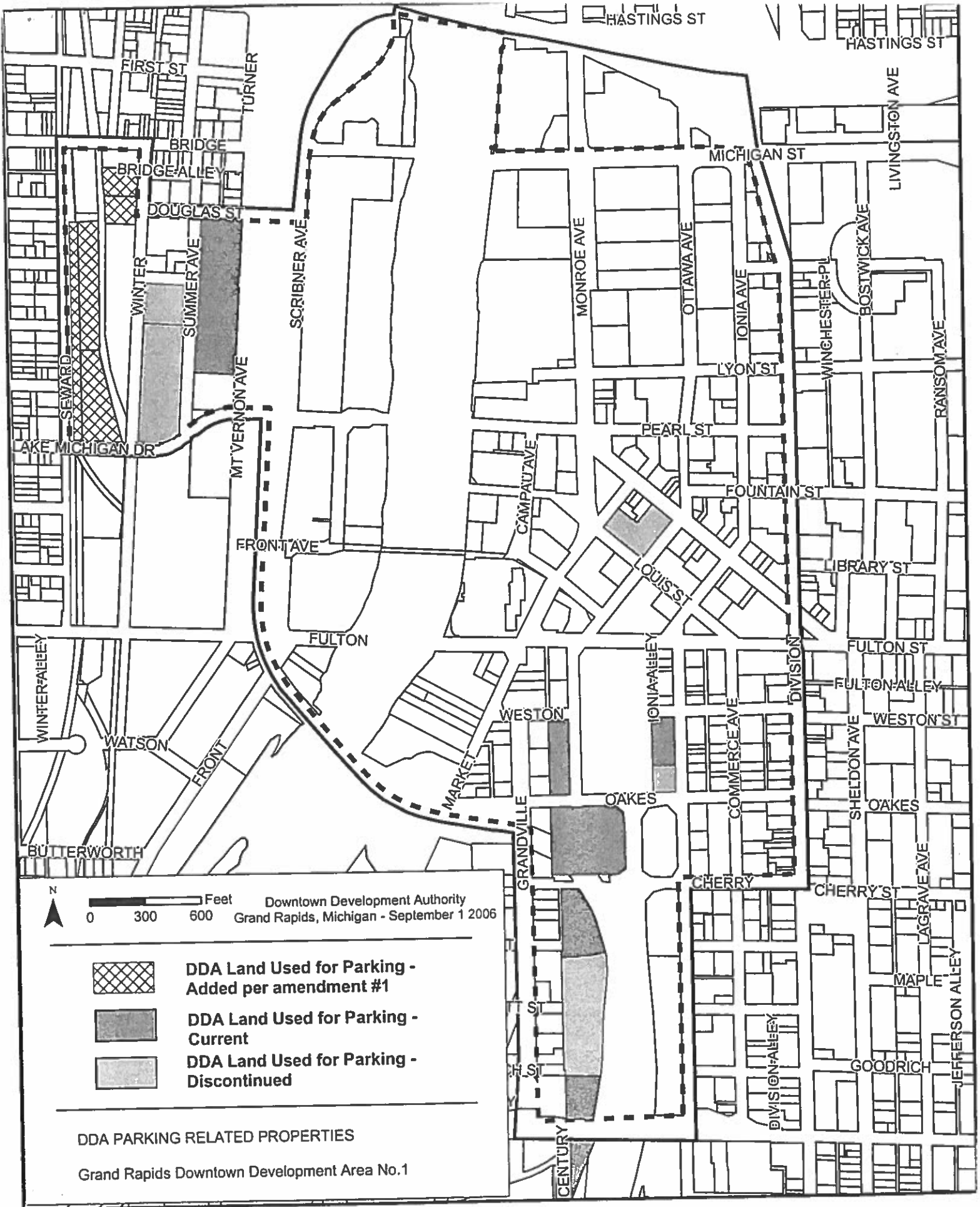
Grand Rapids Parking
Services Department

Pam Ritsema
Director
Parking Services

Approved by:

Downtown Development
Authority

Jay Fowler
Executive Director
Downtown Development Authority



PARKING OPERATIONS AND MAINTENANCE AGREEMENT
Attachment A
September 1, 2006

<u>Facility</u>	<u>Location</u>	<u>Status</u>
Monroe Center	Ottawa @ Monroe Center	Operated by Parking Services beginning December 2002. Operation by Parking Services discontinued August 7, 2004.
Area 1	Ottawa @ Weston	Operated by Parking Services beginning December 2002.
Area 3	Ionia @ Weston	Operated by Parking Services beginning December 2002. Portions of the facility discontinued upon sale of property for development of the Bank of Holland.
Area 4	Oakes @ BR 131	Operated by Parking Services beginning December 2002.
Area 6	South of Cherry Street	Operated by Parking Services beginning December 2002. Portions of the facility discontinued upon sale of property between Williams and Goodrich for Transit Center.
Area 6a	South of Goodrich	Operated by Parking Services beginning in December 2002.
Area 7	North of LMD, between Mt. Vernon & Scribner	Operated by Parking Services beginning in December 2002.
Old Area 8	North of LMD, between Winter & Summer	Operated by parking Services beginning in December 2002. Operation by Parking Services discontinued in June 2005 upon sale/lease of the property to the YMCA.
New Area 8	325 Winter Ave. NW	Operated by Parking Services beginning in September 2006.
Area 9	501 Lake Michigan Dr.	Operated by Parking Services beginning in August 2004.

AGREEMENT

THIS AGREEMENT is entered into as of the 26 day of March, 1996 between the Grand Rapids Downtown Development Authority (the "DDA") and the City of Grand Rapids (the "City") for the purposes of documenting and formalizing arrangements for the provision of parking to the Grand Rapids Arena, and to meet or exceed the minimum requirements of the Grand Rapids Zoning Ordinance.

RECITALS

1. The DDA is constructing an arena in downtown Grand Rapids. The arena will contain 10,188 fixed seats and 13,600 square feet of floor area with the capability of temporary seating. The Grand Rapids Zoning Ordinance requires the provision of 2,683 parking spaces to serve the arena. An excerpt of the Zoning Ordinance provisions relevant to the provision of parking is attached as Attachment #1.
2. The City, through its Parking Services Department, operates a public parking system with over 4500 parking spaces available for rent on an hourly, daily or monthly basis.
3. The Parking Services Department has completed an inventory of all of its spaces in downtown that are likely to be used for arena events. Including 795 spaces in the proposed Monroe Center 3 ramp, there is a supply in excess of 3200 publicly owned spaces in the vicinity of the arena.
4. Included in the inventory are 1210 spaces that are located on land owned by the DDA and that have been developed by the DDA in order to support public and private development downtown.

UNDERSTANDINGS

The DDA and the City wish to express their mutual agreement as follows:

1. **Cooperation.** The DDA and the City agree to work together to meet or exceed the minimum parking requirements of the zoning ordinance for the arena and to provide a high level of parking services to arena patrons.

2. **Operation of DDA-owned Facilities.** The DDA agrees that the City, through its Parking Services Department, will continue to operate and maintain several DDA-owned parking lots located adjacent to and south of the Arena, shown as "Areas A, B, and C" on Attachment #2. The operation of these lots shall be as follows:
 - a. Weekday use shall be available to the public on an hourly, daily or monthly basis at rates established from time to time by the Automobile Parking Commission and City Commission. Revenues from weekday use will be retained by the City.
 - b. Evening or weekend use shall be available to the public at special event rates established from time to time by the Automobile Parking Commission and City Commission. Twenty percent (20%) of the revenues from use for arena events will be retained by the City. The balance of the revenues from use for arena events shall be transmitted to the DDA.
 - c. The Parking Services Department will operate and provide routine maintenance at the same level as such operation and routine maintenance is provided by the Parking Services Department at other publicly owned lots.
3. **Operation of City-owned Facilities.** The City agrees that it will operate, through its Parking Services Department, several City-owned parking lots and ramps located in the vicinity of the arena. These lots and ramps are shown as "Areas D, E, F, G, H, and I" on Attachment #2. These lots and ramps shall be made available to arena patrons as described below:
 - a. Weekday use shall be available to the public on an hourly, daily, monthly or event basis at rates established from time to time by the Automobile Parking Commission and City Commission. Revenues from such use of City-owned facilities shall be retained by the City.
 - b. Evening, or weekend use shall be available to the public on a special event basis at rates established from time to time by the Automobile Parking Commission and City Commission. Revenues from such use of City-owned facilities shall be retained by the City.
 - c. The Parking Services Department may adjust the availability of certain lots or provide parking in alternative locations not shown on Attachment #2, based upon experience

in providing parking once the arena has opened, availability of new parking facilities not now available, and expected demand for particular events.

4. **Special Accommodation for Weekday Events.** It is recognized that some daytime weekday events will occur in the arena. The parties agree to cooperate in scheduling such events and in making special accommodations when such events occur. Such special accommodations may include: provision of shuttle busses from hotels or remote parking lots (such as GUS West), incentives for use of public transit services or car-pooling, or any other traffic demand management techniques. The cost of such special accommodations shall not be the responsibility of the City of Grand Rapids or the Parking Services Department. Parking Services shall not be required to set aside or designate particular spaces for weekday events. It is the intent of this paragraph to avoid the displacement of normal weekday parking customers by special event patrons.
5. **Term.** The contract term shall be forty (40) years. However, the City shall have the right to revoke it upon one (1) year prior written notice to the DDA or any assignee of the DDA. Also, the DDA shall not have the right to assign the contract without the prior approval of the City.

DEFINITIONS

1. **"Weekday Use"** shall mean typical use of a parking facility during normal business hours of 7:00 am to 6:00 pm Monday through Friday (except holidays), primarily by employees or clients of downtown businesses or public agencies.
2. **"Evening Use"** shall mean use of a parking facility by patrons attending events at the Grand Rapids Arena when such events have a starting time after 6:00 pm Monday through Friday, except holidays.
3. **"Weekend Use"** shall mean use of a parking facility by patrons attending events at the Grand Rapids Arena when such events occur on a Saturday, Sunday or Holiday.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date and year above first written.

WITNESSED:

CITY OF GRAND RAPIDS,
DOWNTOWN DEVELOPMENT AUTHORITY

Nancy Meyer

By: James H. Knack
James H. Knack, Executive Director

Jane Magnant
JANE MAGNANT

CITY OF GRAND RAPIDS,
a Michigan Municipal Corporation

Jane Magnant
JANE MAGNANT
Sandra Smits
SANDRA SMITS

By: John H. Logie
John H. Logie, Mayor
Attest: Mary Therese Jester
Mary Therese Jester, City Clerk

APPROVED FOR MAYOR'S SIGNATURE

Stanley Bakita 4/22/96
Assistant City Attorney

Attachment #1
Arena Parking Requirements (Edited)

Section 5.163 Central Business District.

- (1) Off-Street Parking: Off-street parking space as required herein shall be provided for all new buildings and structures and for additions to existing buildings or structures. . . . No building permit shall be issued for any building or structure until evidence of compliance with this Section satisfactory to the City Manager or his designee has been submitted. Except for required parking space provided by making an in-lieu payment . . . all required parking space provided for a building or structure shall be the subject of ownership, leasehold, or any other interest which shall dedicate such parking space for the use of such building or structure; provided, that parking space may be provided pursuant to a lease of a specific number of parking spaces in a parking facility which lease does not dedicate specifically identified parking spaces for the use of such building or structure. No parking space may be dedicated for the use of more than one (1) building or structure, except where two (2) users operate during different hours of the day, which shall be subject to the review and approval of the Planning Director.

(a) The following required parking shall apply:

- i. Arena, convention hall, auditorium, or similar public assembly facility: one (1) space for each four (4) permanent seats and one hundred (100) square feet of net floor area used for non-permanent seating. . . .
- iii. In lieu of providing the remaining required off-street parking space, a payment may be made to the Parking Facilities Account for up to fifty (50) percent of such required parking space, subject to review and approval of the Planning Commission under Article 6A Site Plan Review of this Chapter. The Planning Commission may approve additional in-lieu payment for up to eighty (80) percent of required parking subject to Permitted with Approval provisions of Sections 5.30 through 5.35. The Planning Commission, in its deliberations, shall take into consideration the comments and suggestions of the City's Automobile Parking Commission. The purpose of the Parking Facilities Account as set forth in Title II, Chapter 31, is to fund the planning, designing, acquiring, building, financing, and developing, but not maintaining, of public off-street parking facilities which shall be designated by the City Commission as serving the C-3 Central Business District. The Parking Facilities Account may also be used for other alternatives to the provision of parking facilities in the central business district, including Transportation Demand Management measures, Section 5.162(6), subject to approval by the City Manager. Title II, Chapter 31 shall establish an amount which, if paid to the Parking Facilities Account, shall constitute provision of one (1) off-street parking space. Title II, Chapter 31, also sets forth conditions for partial in-lieu payments and recording of in-lieu payments.

**Attachment #2
Arena Parking**

Parking Required (Based on final building plan¹)

Fixed Seats: 10,188 seats ÷ 4 =	2,547 parking spaces
Flat Floor Area: 13,600 sq ft ÷ 100 =	<u>136 spaces</u>
Total required parking	2,683 spaces

Public Parking Available**Owned by DDA:**

Area A - On site	342 spaces
Area B - GUS 5 & 6	563 spaces
Area C - GUS 7 ²	<u>305 spaces</u>
Total	1,210 spaces

Other public lots closest to the arena:

Area D - Monroe Center Ramp	795 spaces (proposed)
Area E - Monroe Place	77 spaces
Area F - City Center Ramp	530 spaces
Area G - Louis Campau Ramp	531 spaces
Area H & I - Monroe Ctr Lots ³	<u>150 spaces</u>
Total	2,083 spaces

Total public parking available: 3,293 spaces

¹Interview with Project Manager Jim Gray, 8/14/95.

²Represents that portion of GUS 7 within 1300 feet of the Arena. The total capacity of GUS 7 is 742 Spaces.

³The actual number of spaces has been discounted to 150 to recognize ambient usage. The total capacity of Monroe Center #1 & #2 is 225 spaces.

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: May 4, 2018

TO: Downtown Development Authority

FROM: Stephanie Wong, Project Specialist

SUBJECT: Authorize Funding for the Division Avenue Separated Bike Lane

Agenda Item #5
May 9, 2018
DDA Meeting

Downtown Grand Rapids, Inc. (DGRI) has partnered with the City of Grand Rapids to design a Separated Bike Lane along North Division Ave. from Coldbrook Street to Lyon Street. The GR Forward Plan and Vital Streets Plan recommended a convenient and safe north/south connection to and from Downtown Grand Rapids. Enhancements along the corridor will further catalyze a road map for making Grand Rapids the most bike friendly city in the Midwest.

In recognition of Michigan Department of Transportation (MDOT) turning 11 streets over to City control, the approximately 1 mile stretch of North Division provides a very direct north-south route. Unlike other streets that have limited widths, North Division allows integration of a separated bike lane without removing parking or travel lanes. Furthermore, limited intersections and high motor speeds along the corridor create opportunity to test bicycle infrastructure and maintenance throughout the year.

As a one-year pilot project, North Division will demonstrate physical separation from motor lanes using vertical delineators, new turn and pedestrian crossings, green pavement markings and additional signage. In coordination with the construction timeline, sidewalk improvements will also be addressed to align with the Accessibility Audit from Kent County. The goal of the project is to reduce speeding, make walking easier, and ultimately create a safer environment for everyone to use the street. Ridership data from bike counters, accident statistics and a public survey will outline next steps to expand the bicycle network in downtown.

Funding from the DDA will be allocated from the FY18 LTI Budget via the Bicycle Friendly Improvements (\$169,460) and Accessibility & Mobility Repairs (\$21,050) line items. If approved, the project will be installed in June 2018.

RECOMMENDATION: Authorize funding in an amount not to exceed \$191,000 to install the Division Avenue Separated Bike Lane.



BIKE LANE COMPONENTS

Buffered Zone: Street markings that separate the bicycle lane from adjacent vehicular traffic and/or parking lane.

Delineator: Short, vertical posts used to limit motor vehicle access along the bike lane



Ann Arbor, MI

Bike Box: A dedicated area of traffic lane at the approach of signalized intersection. Provides bicyclists a safe and visible way to get ahead of queuing traffic.

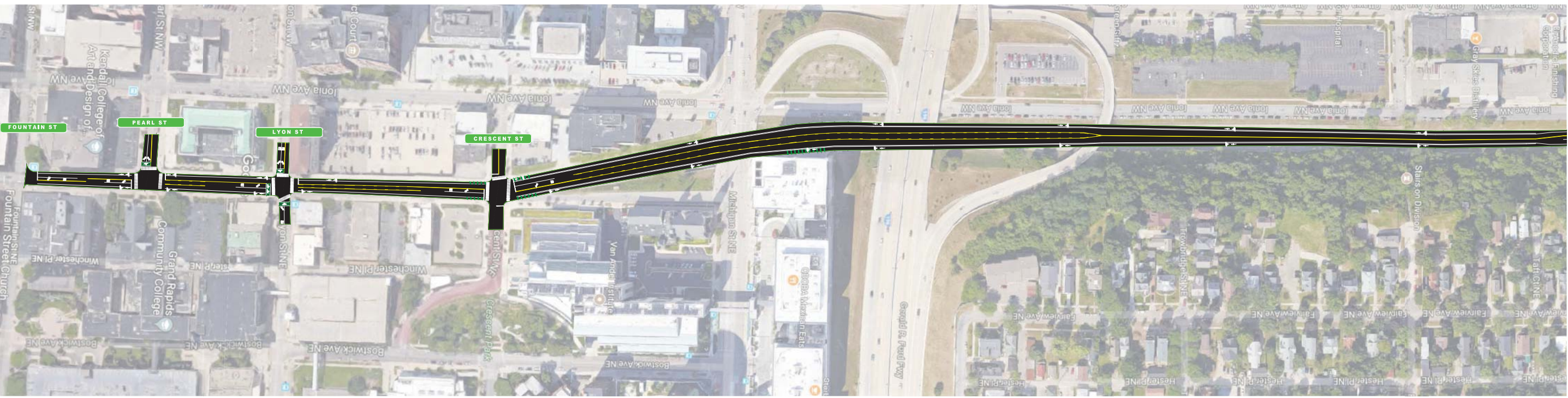


Portland, OR

Shared Lane Marking: A road marking, sometimes referred to as a “sharrow”, that is used to indicate that a travel lane should be expected to be shared by bicycles and motor vehicles. They are typically used on sections of roads that connect other bicycling facilities where there is not enough space to provide a designated bicycle facility.



Cleveland, OH



DIVISION AVENUE BUFFERED BIKE LANES

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DESIGNED BY:

HUBBELL, ROTH & CLARK, INC.
CONSULTING ENGINEERS SINCE 1915

Downtown Grand Rapids, Inc.
City of Grand Rapids

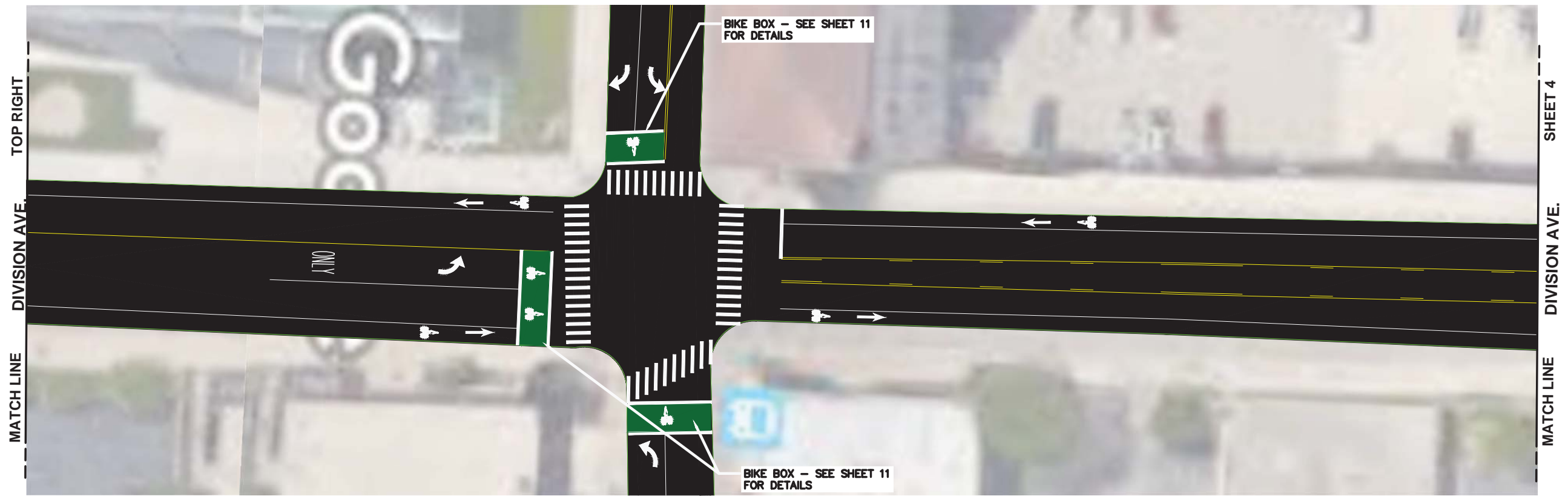
**PEDESTRIAN
ENHANCEMENTS**

FOUNTAIN ST

PEARL ST



LYON ST



DIVISION AVE



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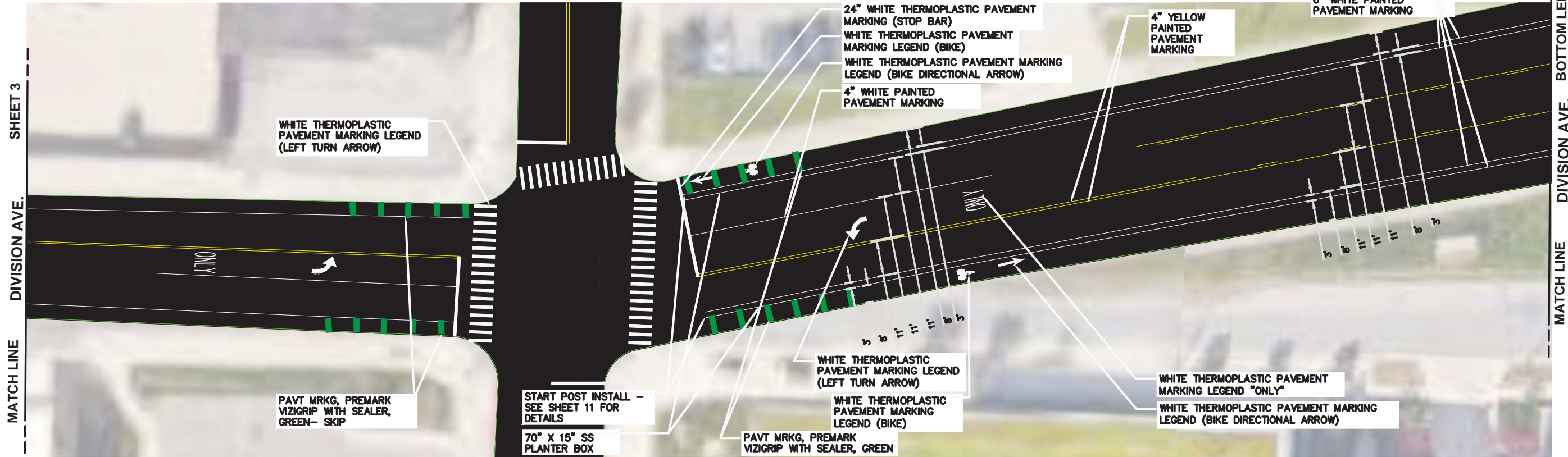
Downtown Grand Rapids, Inc.
City of Grand Rapids

**PEDESTRIAN
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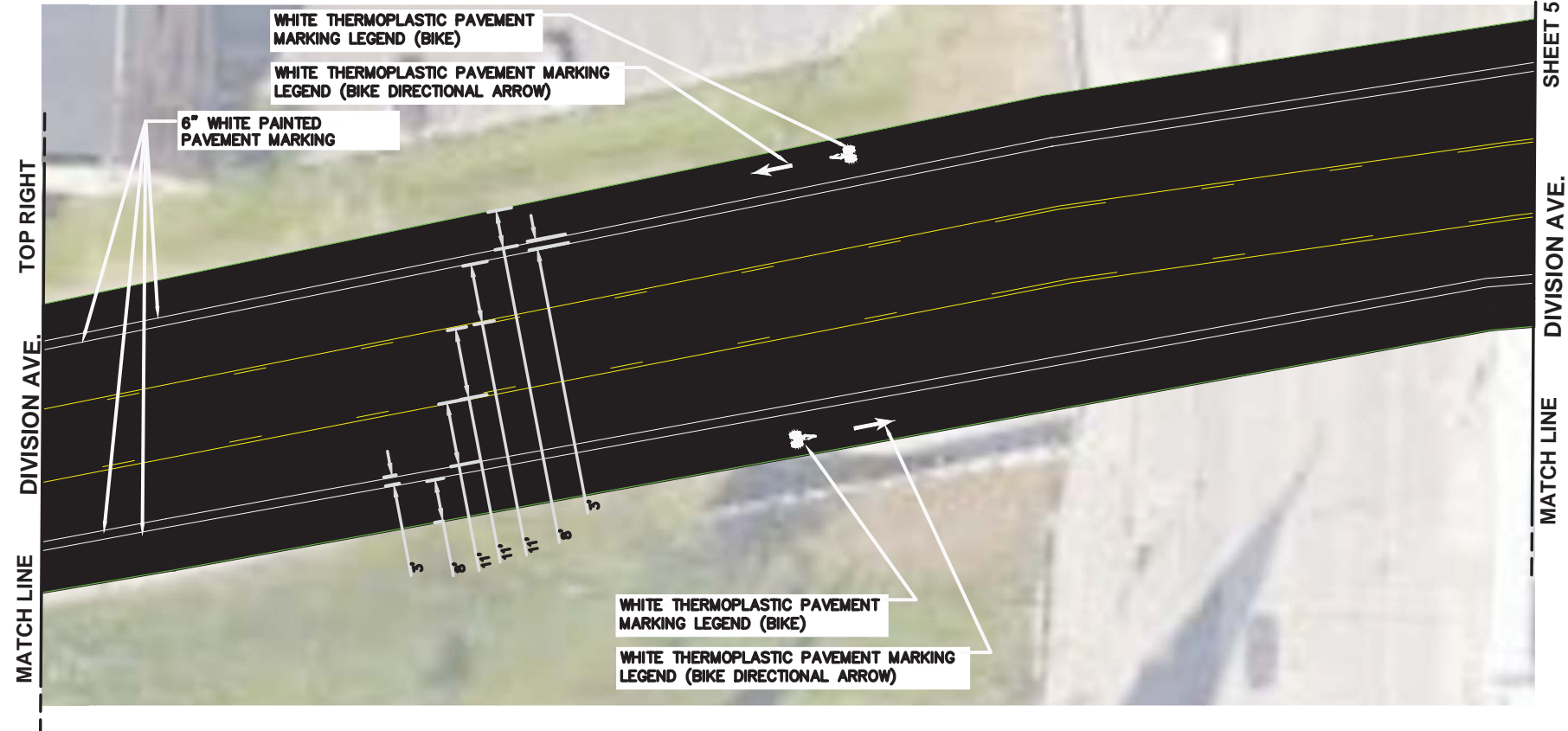
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REV. NO.	DESCRIPTION

CRESCENT ST




MICHIGAN ST




NOTE: BIKE LANE DELINEATOR
DETAIL AND BIKE LANE DETAILS
ON SHEET 11

DIVISION AVE



CITY OF
GRAND
RAPIDS

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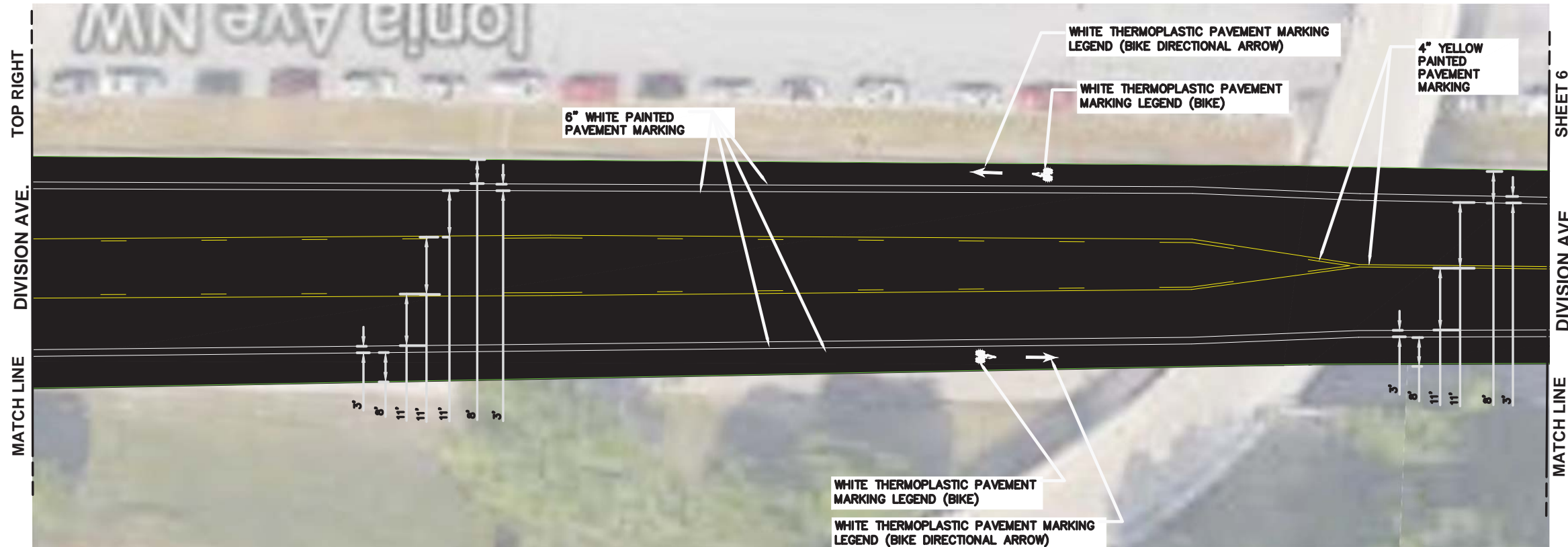
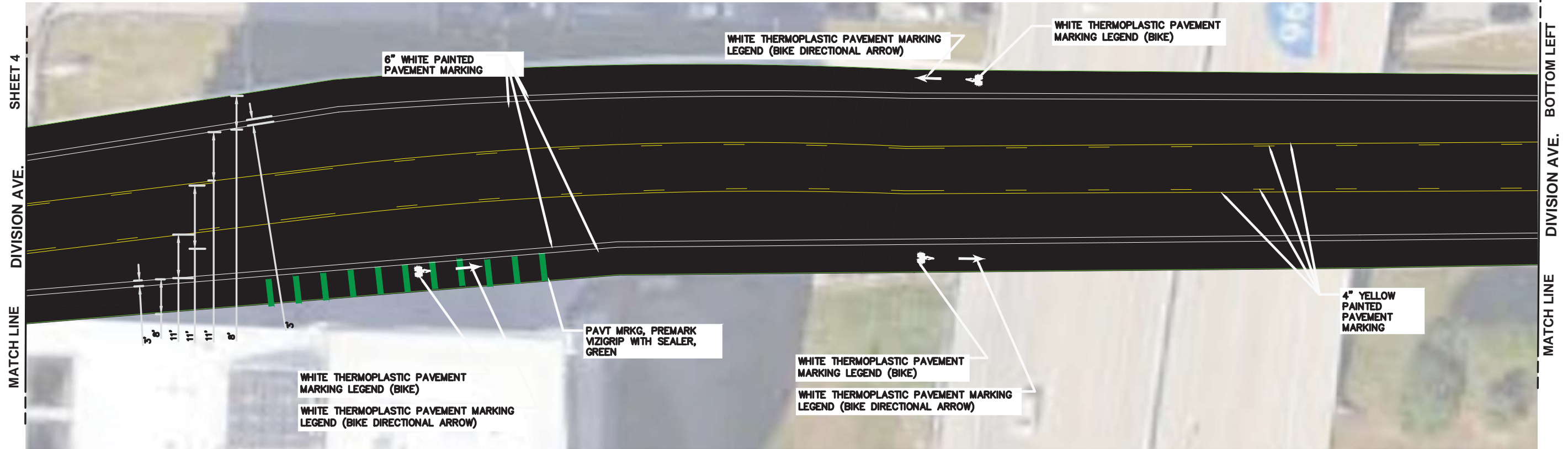
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Downtown Grand Rapids, Inc.
City of Grand Rapids

PEDESTRIAN
ENHANCEMENTS


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DETAIL AND BIKE LANE DETAILS
ON SHEET 12

DIVISION AVE



**CITY OF
GRAND
RAPIDS**

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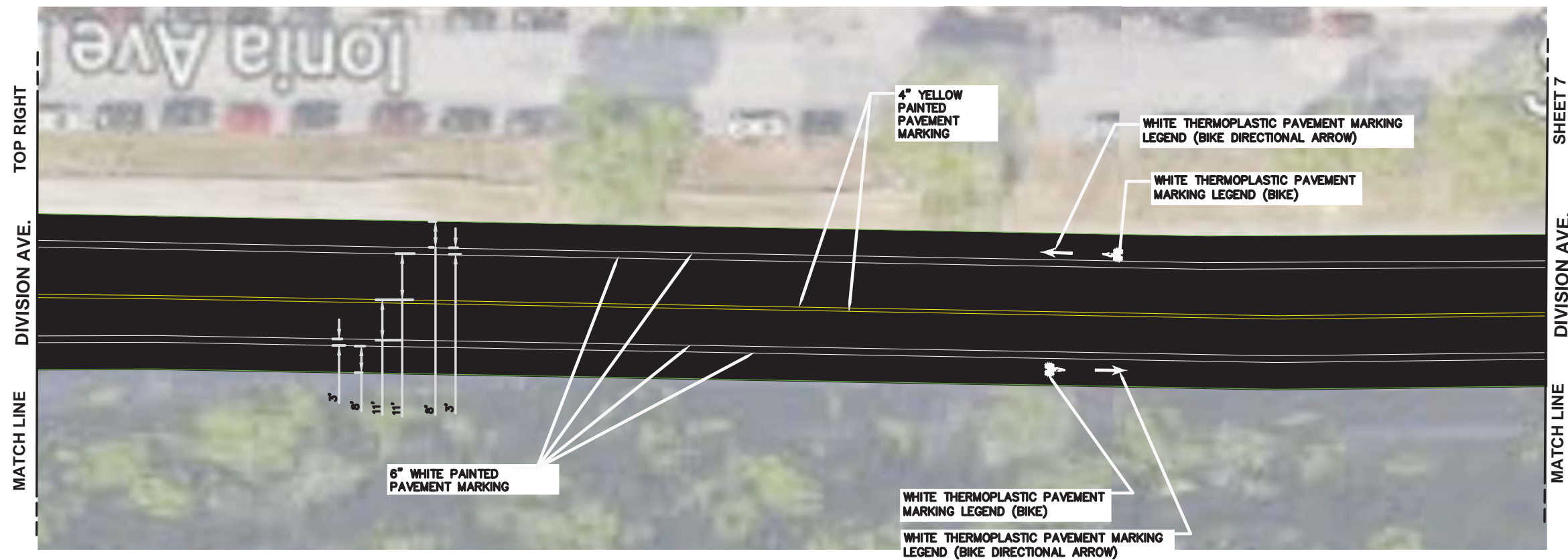
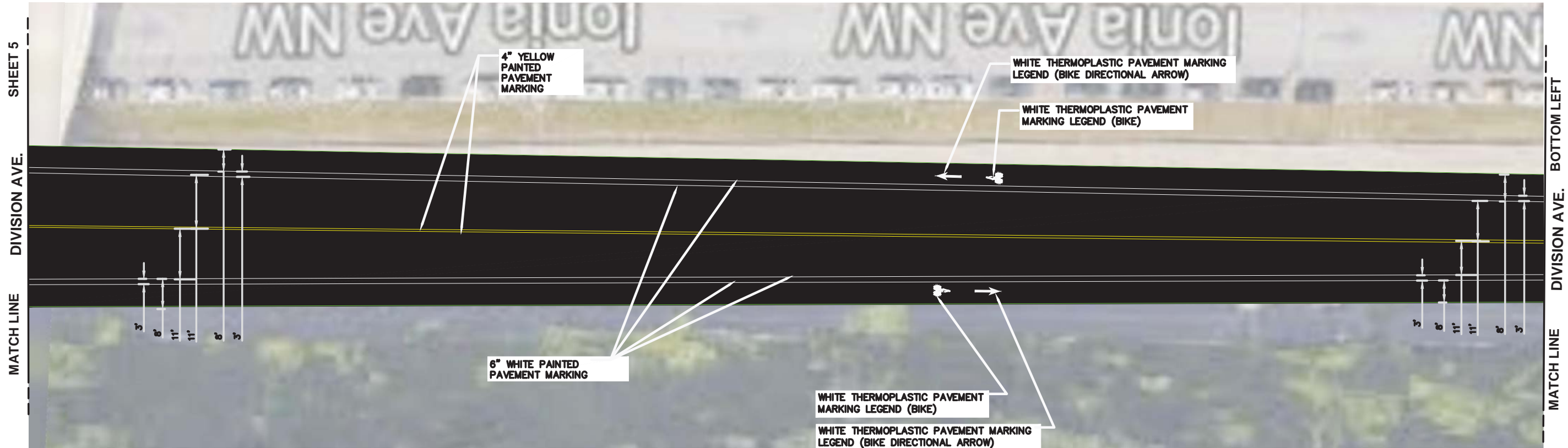
HRC
HUBBELL, ROTH & CLARK, INC.
CONSULTING ENGINEERS SINCE 1915

Downtown Grand Rapids, Inc.
City of Grand Rapids

**PEDESTRIAN
ENHANCEMENTS**


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REV. NO.	DESCRIPTION




NOTE: BIKE LANE DELINEATOR
DETAIL AND BIKE LANE DETAILS
ON SHEET 11

DIVISION AVE



**CITY OF
GRAND
RAPIDS**

DESIGNED BY:


HRC
HUBBELL, ROTH & CLARK, INC.
CONSULTING ENGINEERS SINCE 1915

Downtown Grand Rapids, Inc.
City of Grand Rapids

**PEDESTRIAN
ENHANCEMENTS**

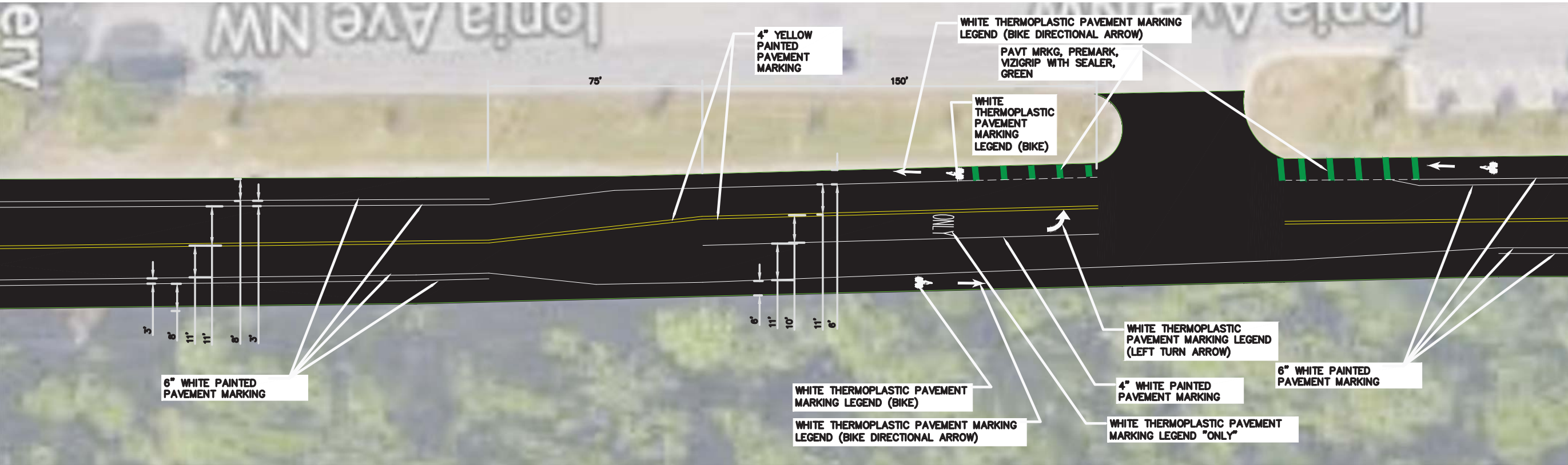
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SHEET 6

DIVISION AVE.

MATCH LINE



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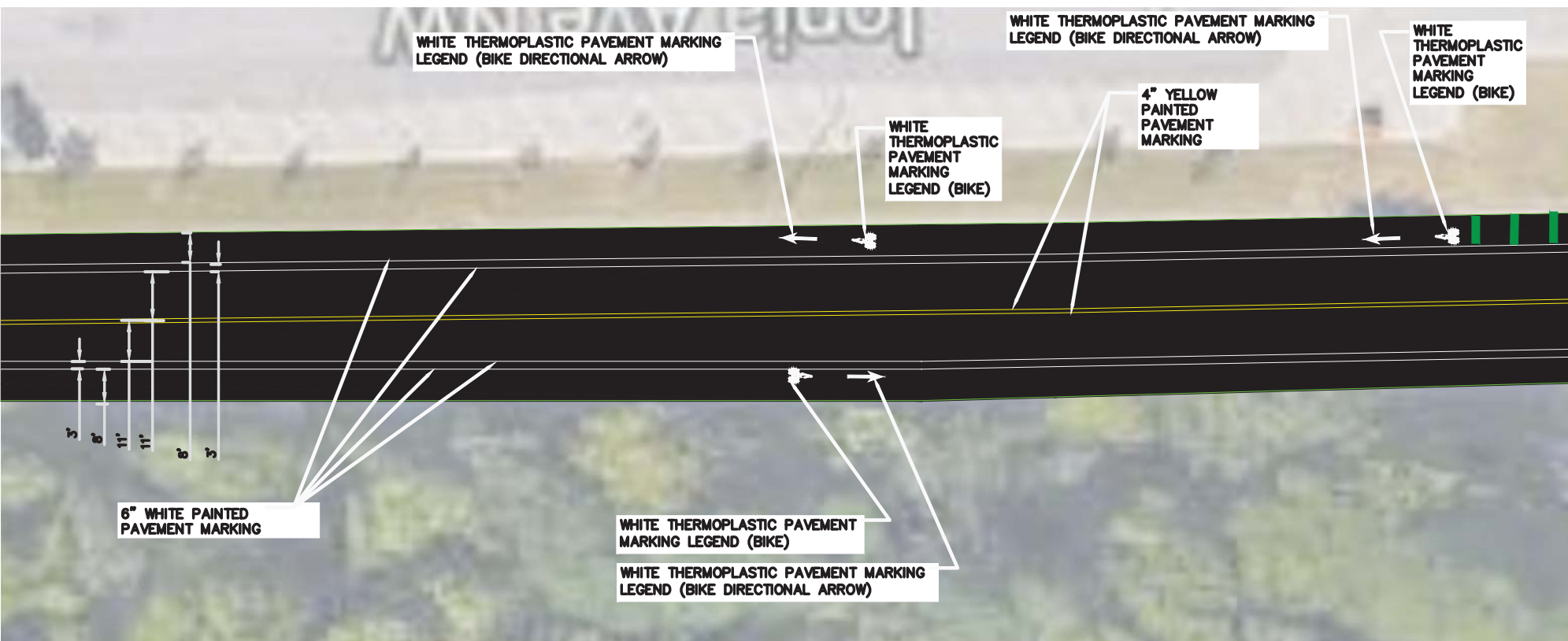
DIVISION AVE.

MATCH LINE

TOP RIGHT

DIVISION AVE.

MATCH LINE




SHEET 8

DIVISION AVE.


MATCH LINE

NOTE: BIKE LANE DELINEATOR
DETAIL AND BIKE LANE DETAILS
ON SHEET 11


DIVISION AVE



DOWNTOWN
GRAND RAPIDS



CITY OF
GRAND
RAPIDS

DESIGNED BY:


HRC
HUBBELL, ROTH & CLARK, INC.
CONSULTING ENGINEERS SINCE 1915

Downtown Grand Rapids, Inc.
City of Grand Rapids

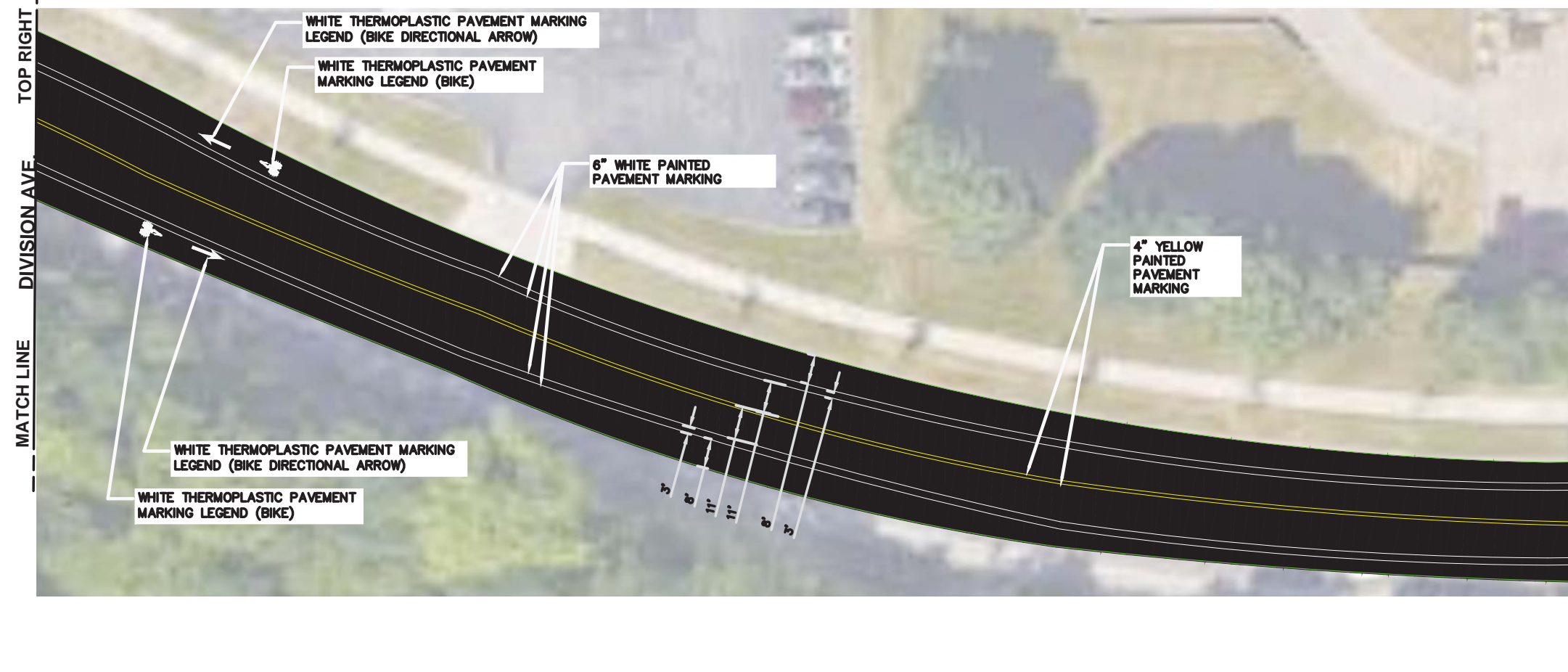
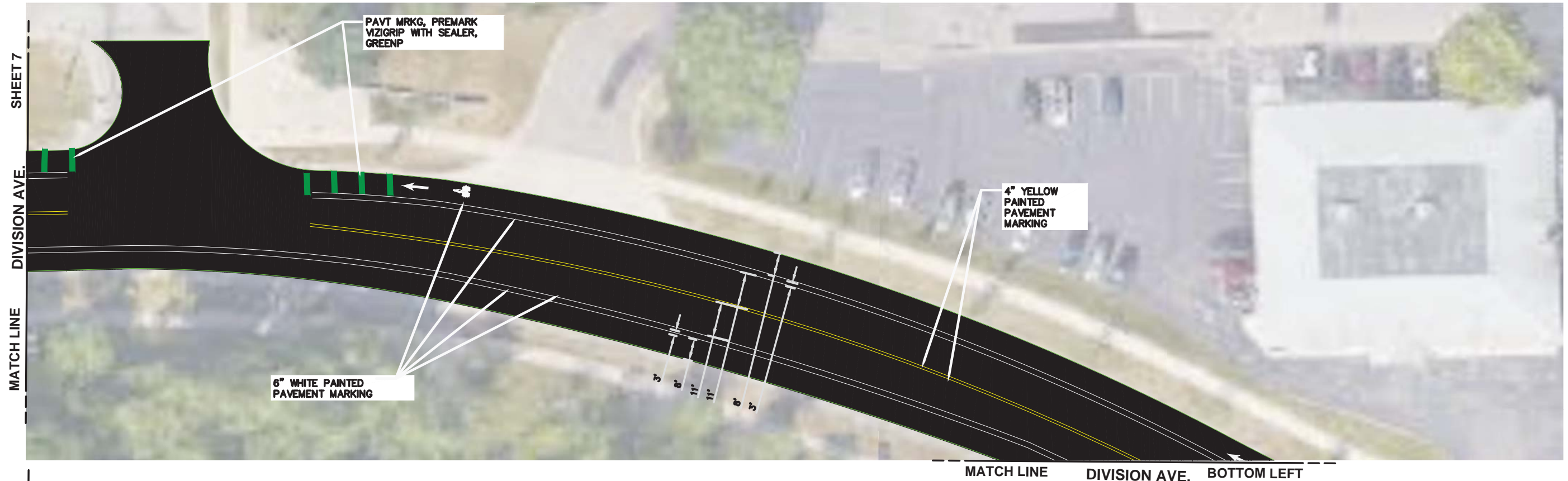
PEDESTRIAN
ENHANCEMENTS

REV. NO.	DESCRIPTION

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Check: Field HRS/JMM		7 of 12
Check: Office JMM		

MASON ST

NORTH



NOTE: BIKE LANE DELINEATOR
DETAIL AND BIKE LANE DETAILS
ON SHEET 11

DIVISION AVE



DESIGNED BY:



Downtown Grand Rapids, Inc.
City of Grand Rapids

PEDESTRIAN
ENHANCEMENTS

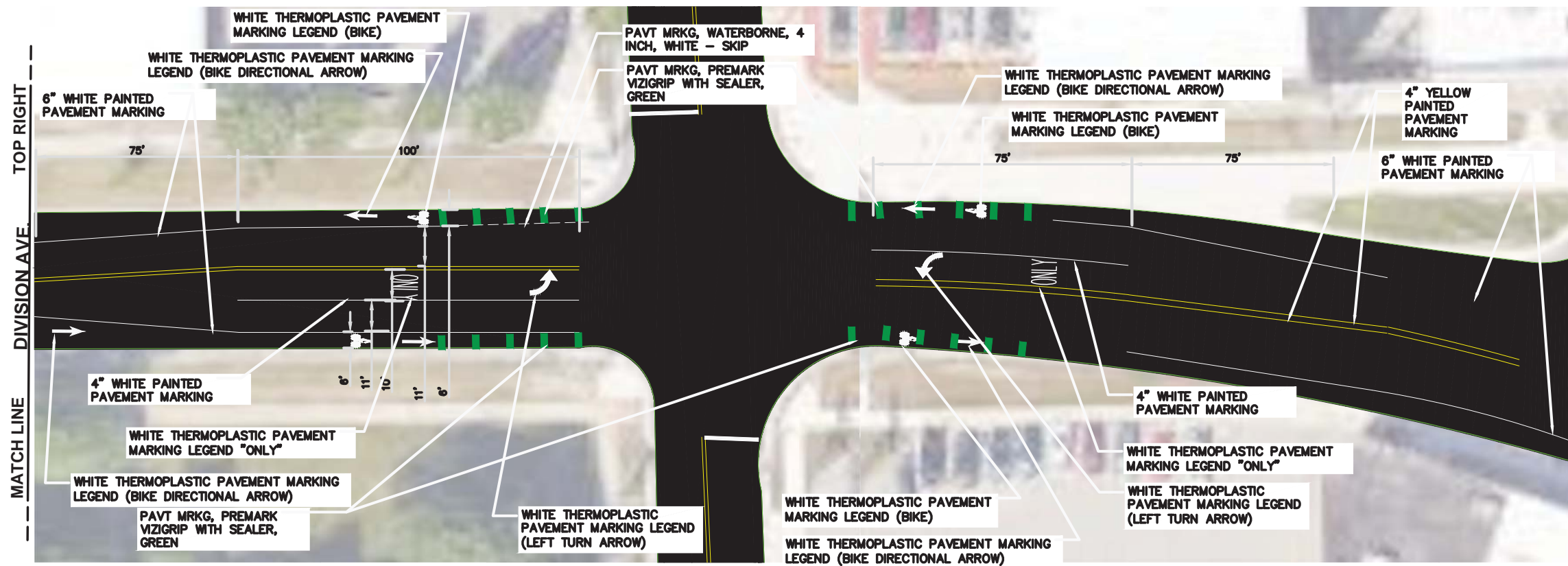
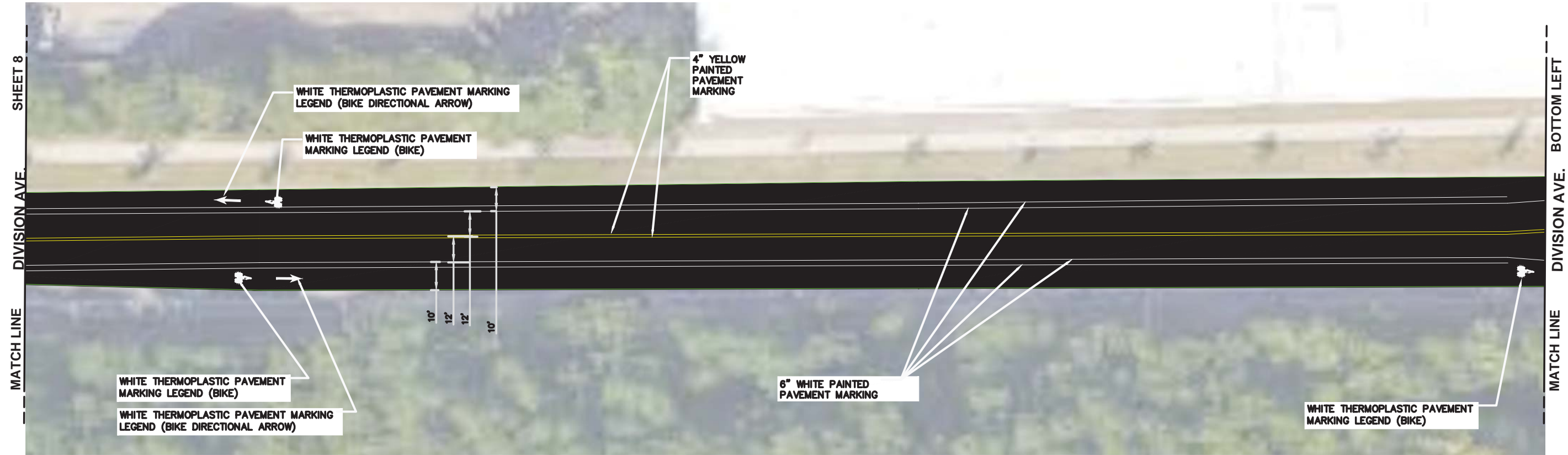
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Check: Office **JMM**

GPF No.




Sheet No.

8 of 12



NOTE: BIKE LANE DELINEATOR
DETAIL AND BIKE LANE DETAILS
ON SHEET 11

DIVISION AVE



DESIGNED BY:

HUBBELL, ROTH & CLARK, INC.
CONSULTING ENGINEERS SINCE 1915

Downtown Grand Rapids, Inc.
City of Grand Rapids

**PEDESTRIAN
ENHANCEMENTS**

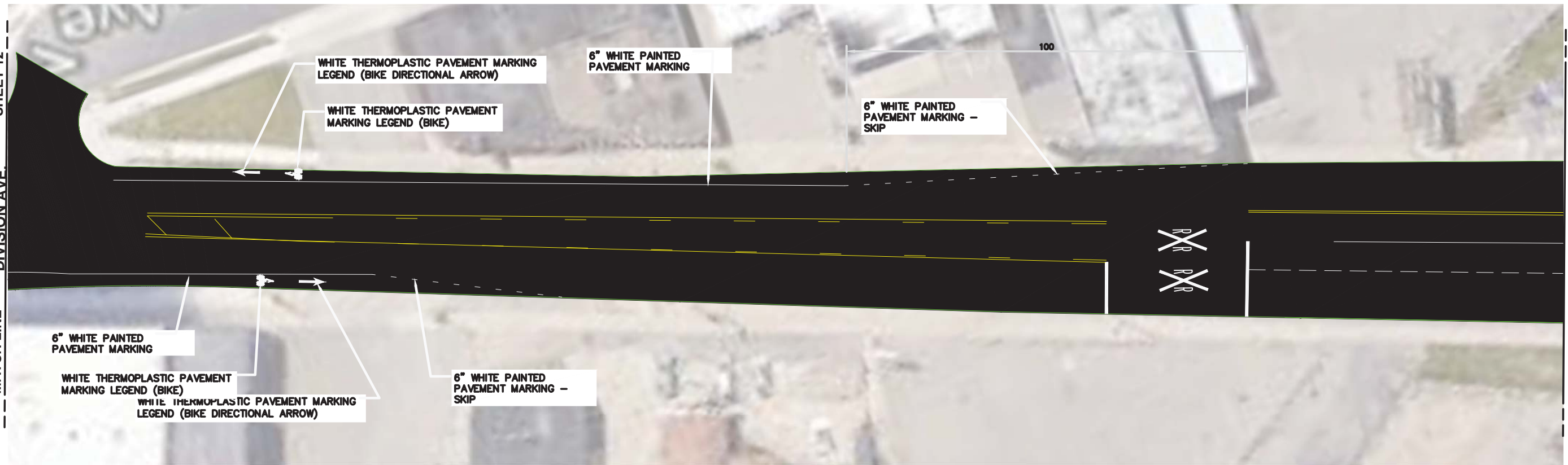
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REV. NO.	DESCRIPTION

SHEET 12

DIVISION AVE.

MATCH LINE



DIVISION AVE. BOTTOM LEFT

MATCH LINE

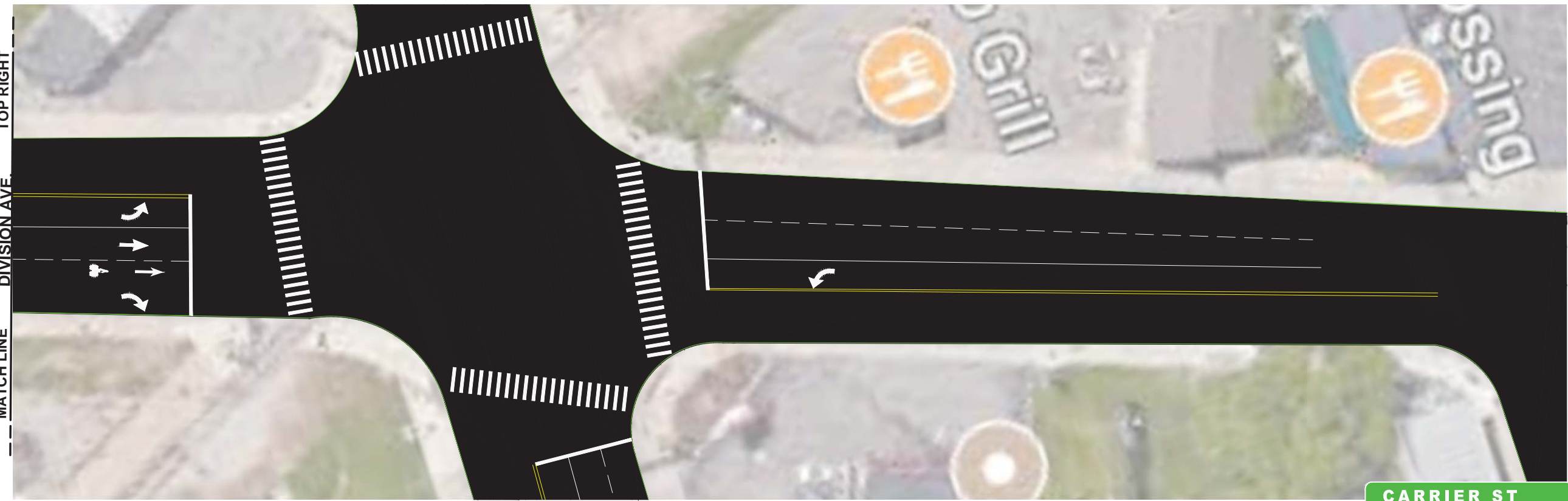


LEONARD ST

TOP RIGHT

DIVISION AVE.


MATCH LINE




CARRIER ST

NOTE: BIKE LANE
DELINEATOR DETAIL AND
BIKE LANE DETAILS ON
SHEET 14

DIVISION AVE



CITY OF
GRAND
RAPIDS

DESIGNED BY:


HUBBELL, ROTH & CLARK, INC.
CONSULTING ENGINEERS SINCE 1915

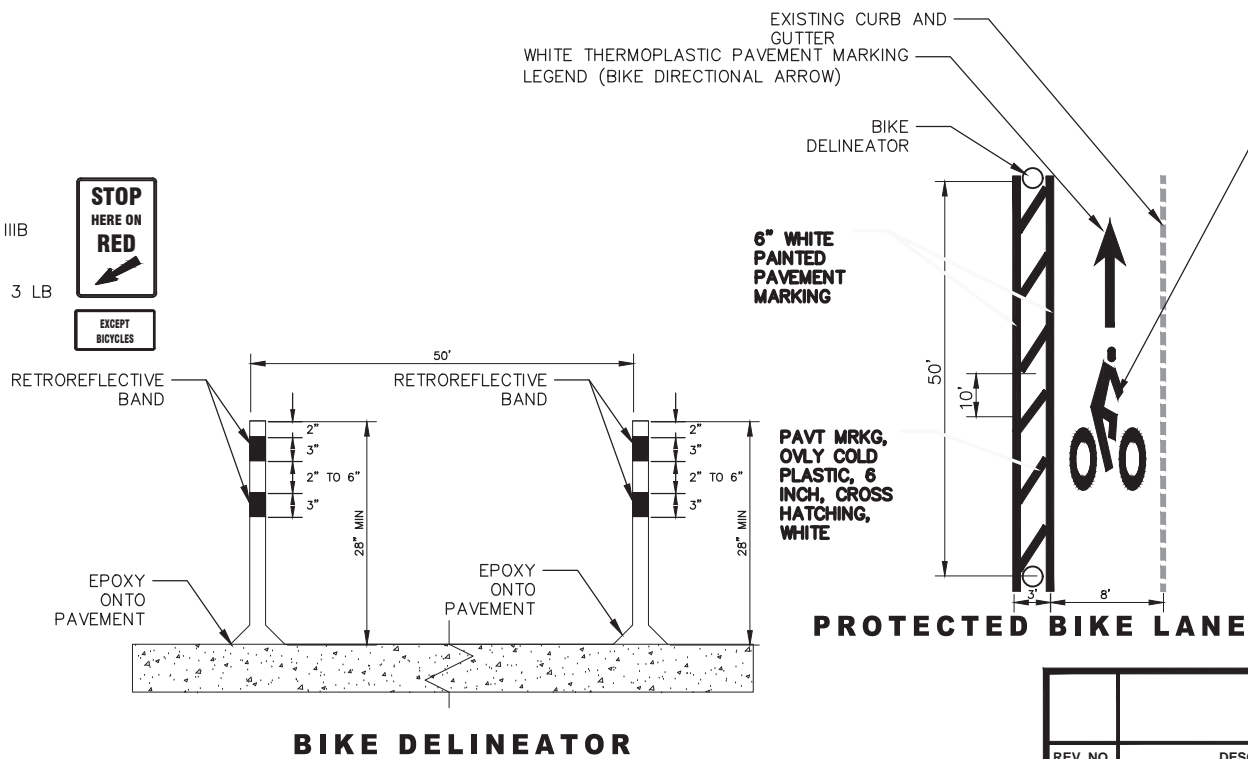
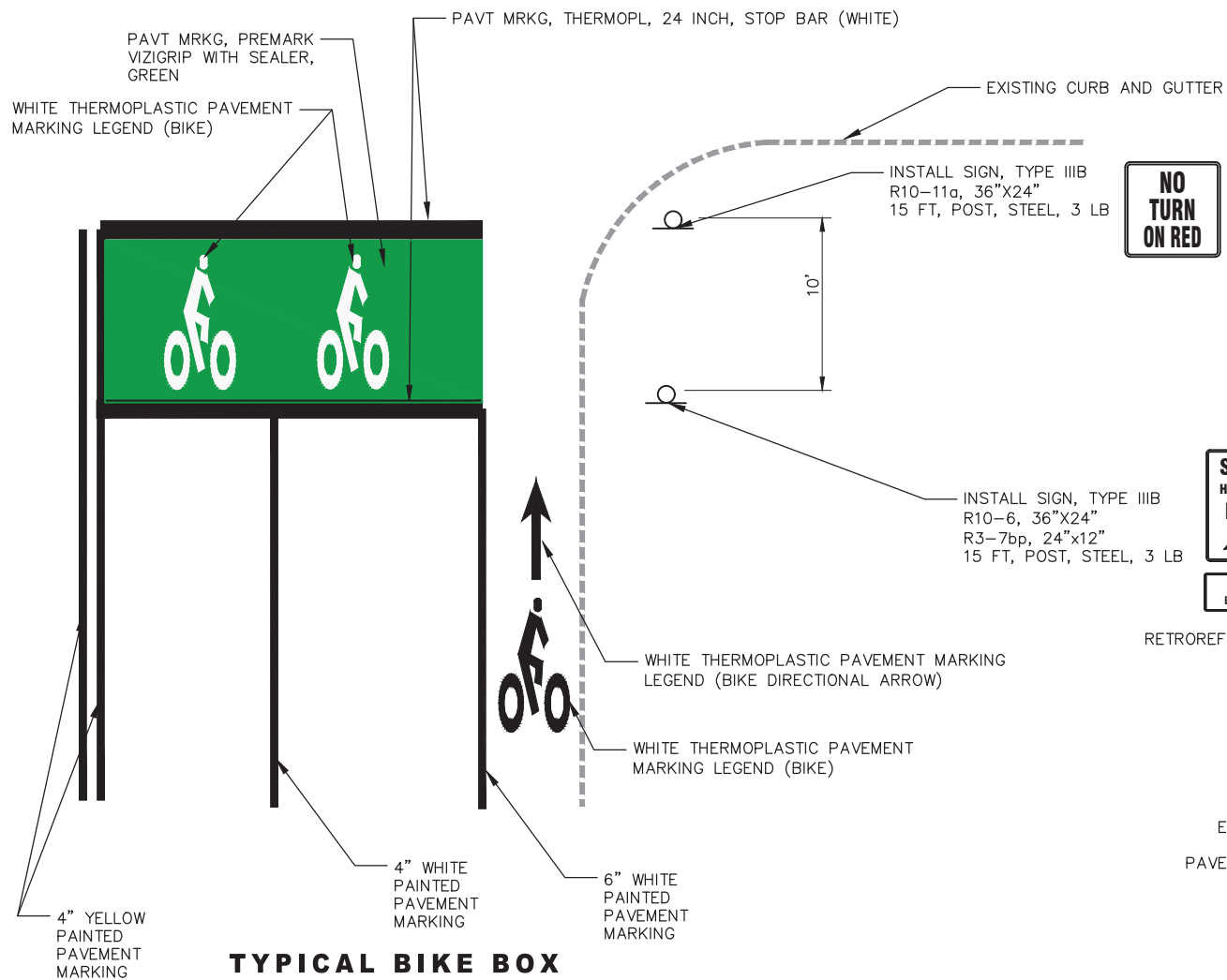
Downtown Grand Rapids, Inc.
City of Grand Rapids

PEDESTRIAN
ENHANCEMENTS

Drawn by HRS	GPF No.	Sheet No.
Check: Field HRS/JMM		10 of 12
Check: Office JMM		

REV. NO.	DESCRIPTION

NOTE: SIGNS SHOWN WILL BE PLACED BY THE CITY OF GRAND RAPIDS AND ARE SHOWN FOR INFORMATIONAL PURPOSES ONLY



DETAILS



CITY OF GRAND RAPIDS

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Downtown Grand Rapids, Inc.
City of Grand Rapids

PEDESTRIAN ENHANCEMENTS

REV. NO.	DESCRIPTION

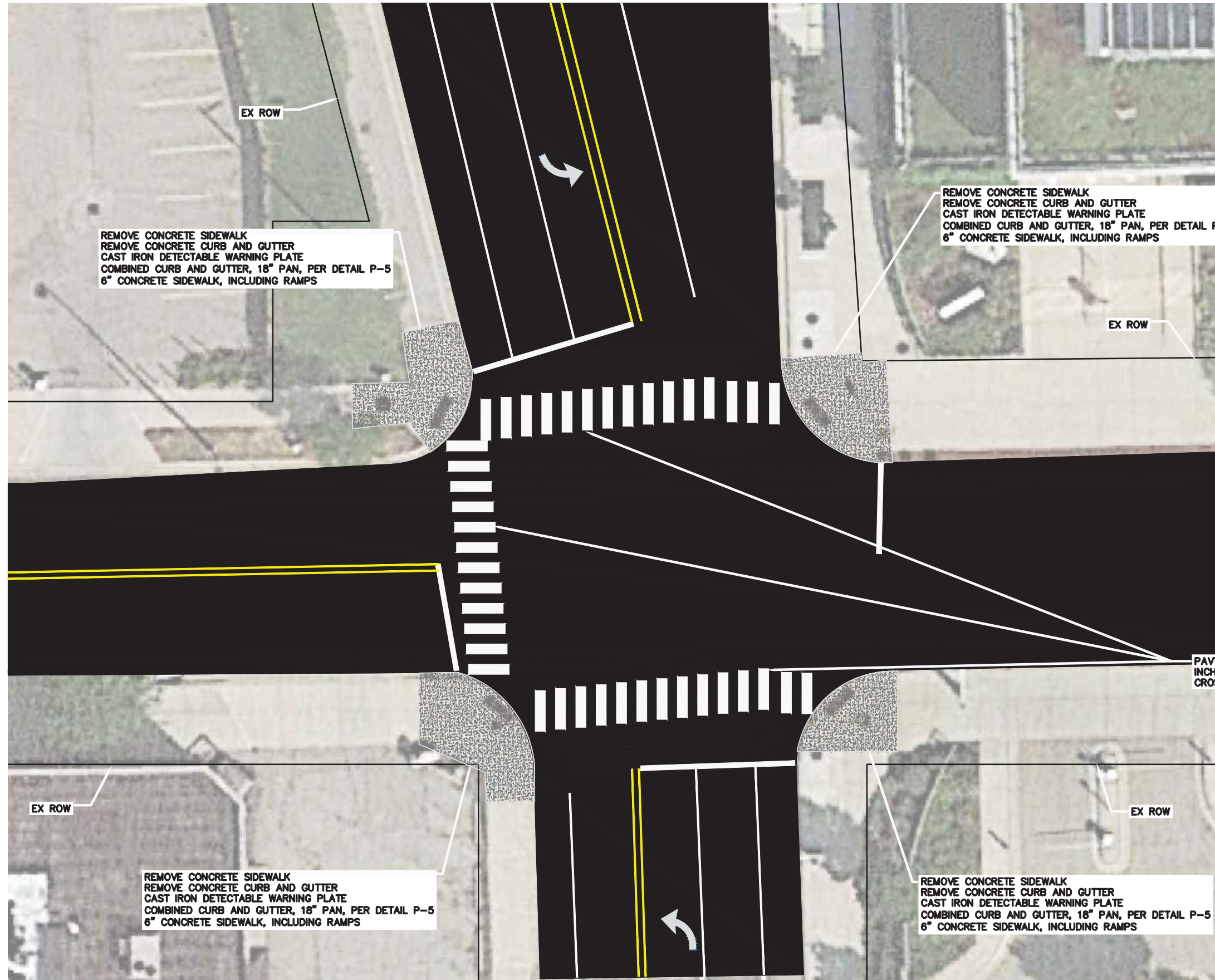
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GPF No.

Sheet No. **11 of 12**



PAVT MRKG, WET REFLECTIVE POLYUREA, 12
INCH, WHITE - RECESSED & CONTINENTAL
CROSSWALK PATTERN

DIVISION AVE & CRESCENT ST



DESIGNED BY:



Downtown Grand Rapids, Inc.
City of Grand Rapids

PEDESTRIAN ENHANCEMENTS

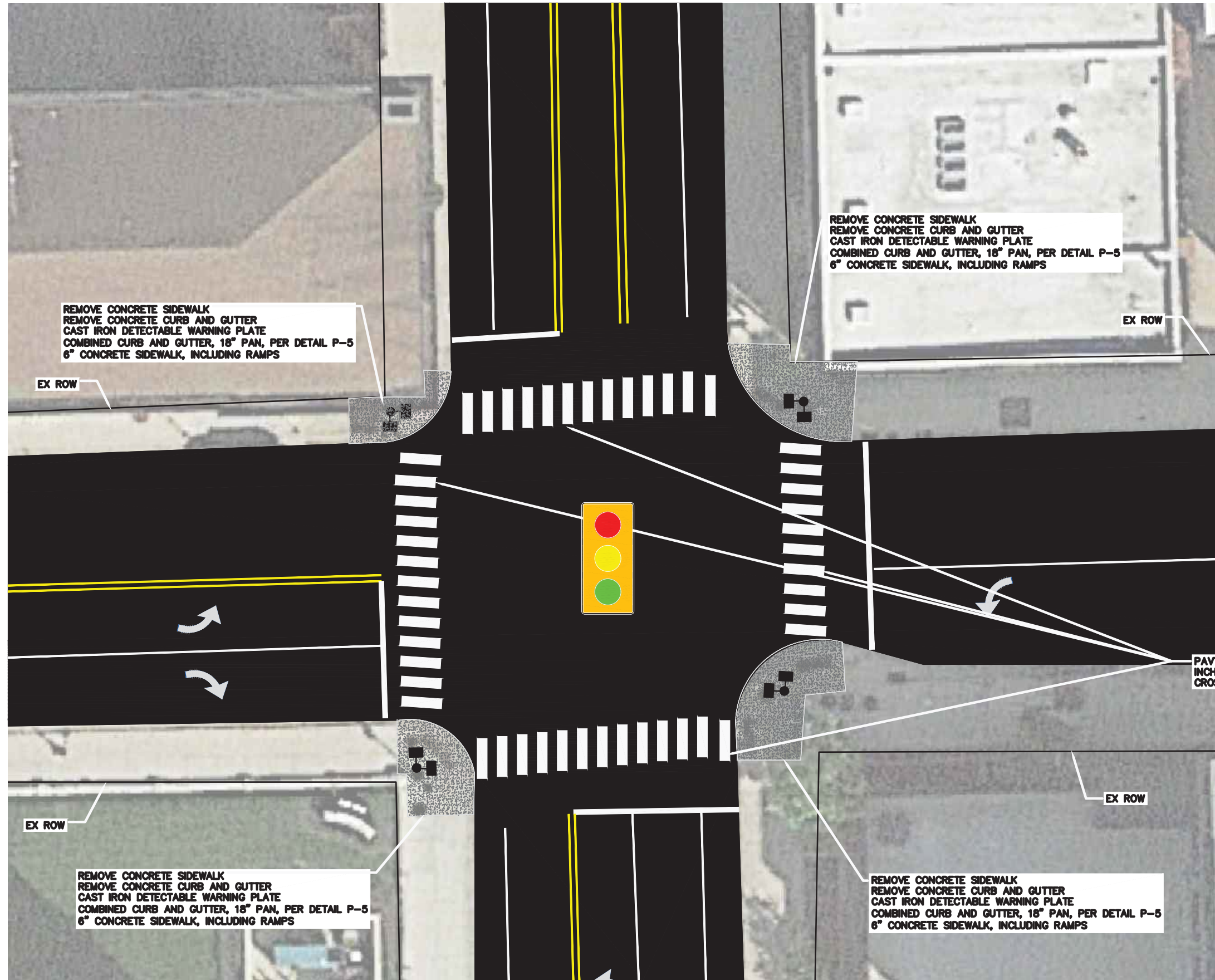
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GPF No.

Sheet No.

1 of **12**



DIVISION AVE
&
LYON ST



DESIGNED BY:



Downtown Grand Rapids, Inc.
City of Grand Rapids

PEDESTRIAN
ENHANCEMENTS

REV. NO.	DESCRIPTION

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GPF No.

Sheet No.

2 of **12**

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MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: May 4, 2018

TO: Downtown Development Authority

FROM: Tim Kelly, AICP
President and CEO

Agenda Item #8
May 9, 2018
DDA Meeting

SUBJECT: Downtown Tree Planting Authorization

GR Forward (Plan) established a goal of doubling the Downtown tree canopy from 5 percent to 10 percent. To accomplish this, DGRA intends to complete at least 200 Downtown tree plantings each year to achieve the canopy goal by 2025. As outlined in the table below, since approval of the Plan in December 2015, more than 700 trees have been planted, and it is anticipated 200 more will be planted before the end of 2018.

Year	# of Trees Planted
2016	357
2017	378
2018	201
TOTAL	936

For 2018, plantings will occur as part of street reconstruction projects, and through scheduled plantings with the City of Grand Rapids and Friends of Grand Rapids Parks. To complete the scheduled plantings, authorization is requested for an amount not to exceed \$85,000 to plant approximately 140 trees (see attached). If approved, funding will be provided out of the Tree Well Fill line item in the DDA's FY2018 LTI budget, and the plantings will occur in May and June 2018.

Once complete, Downtown will be approximately 9 percent closer to the overall goal, with an additional 2,200 trees needed to achieve a 10 percent canopy.

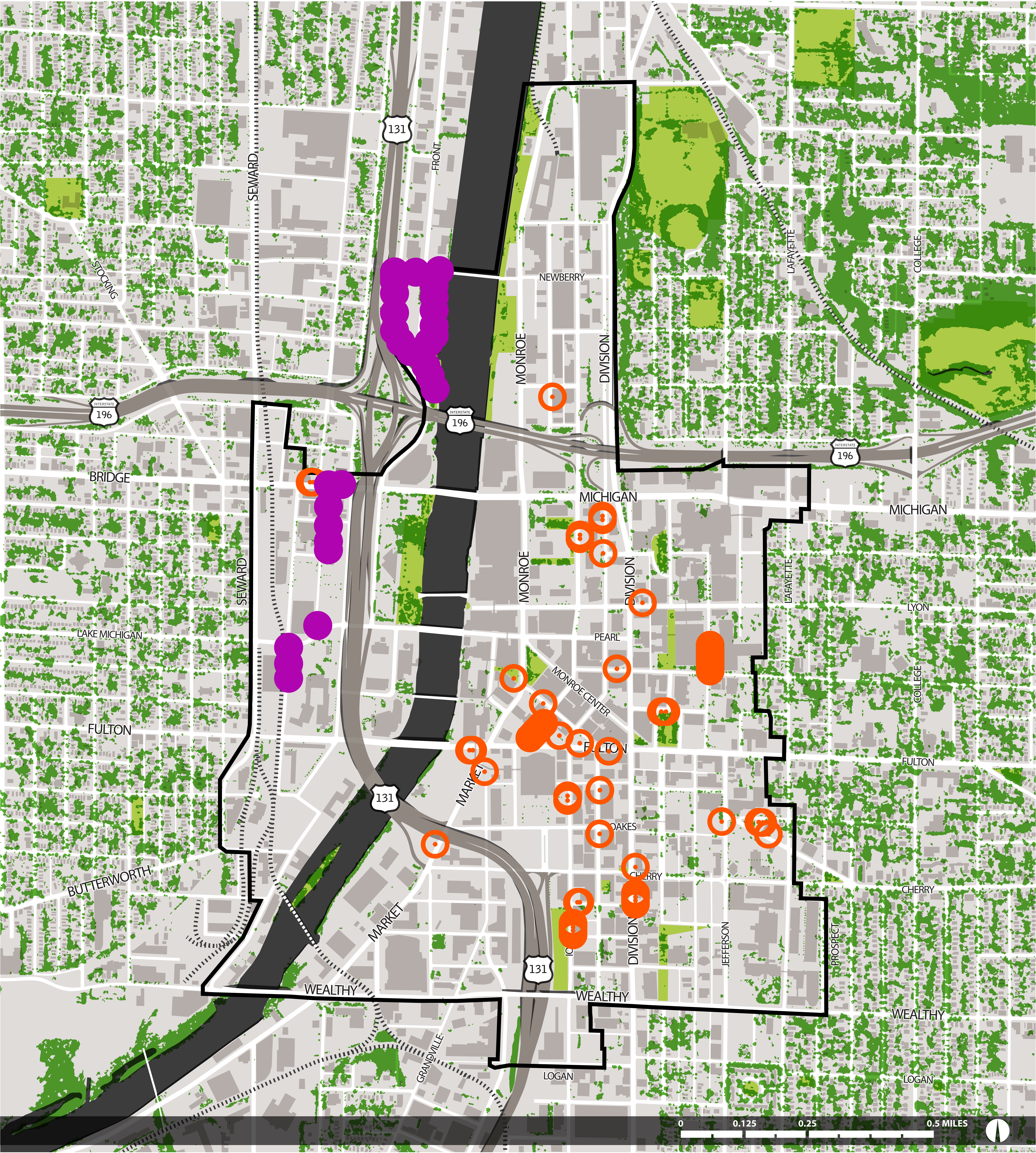
Recommendation: Authorize an amount not to exceed \$85,000 for the City of Grand Rapids and Friends of Grand Rapids Parks to complete FY2018 Downtown tree plantings.



TREE CANOPY

CITY OF GRAND RAPIDS

- NEW TREE PLANTING (Friends of GR Parks)
- NEW TREE PLANTING (City of GR)
- PARKS
- TREE CANOPY



MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: May 4, 2018

TO: Downtown Development Authority

FROM: Tim Kelly, AICP
President and CEO

Agenda Item #7
May 9, 2018
DDA Meeting

SUBJECT: Downtown Enhancement Grant Request: 40 Monroe Center NW

Monroe Center Retail, LLC (Owner) is requesting approval of a Downtown Enhancement Grant for 40 Monroe Center. The Owner is undertaking a façade and interior renovation project for the existing building to enhance the ingress and egress, and to change the internal layout to accommodate new tenants.

Total costs for both projects is estimated at approximately \$220,000 and to assist in the renovation the Owner is requesting reimbursement in an amount not to exceed 50 percent of project costs, or approximately \$22,100 (whichever is lower) to assist with the new entryway. Work on the project is expected to begin in June 2018 and be complete by July 2018.

The façade work will help accommodate an interior design showroom for Rodolfo Gonzales Interiors and will result in 12 new jobs (2 full time; 10 part time). In addition to the showroom, the project will also create a new 1,500 sq. ft. retail space and will re-activate the existing kitchen on Division Avenue for use as a carryout restaurant. If approved, funding will be issued as reimbursement for the completed projects and will be allocated from the FY19 Priority Plan from the Downtown Enhancement Grant line item.

Recommendation:

Approve the Downtown Enhancement Grant request in an amount not to exceed \$22,100, or 50 percent of project costs (whichever is lower) for Monroe Center Retail, LLC to complete entry improvements for 40 Monroe Center NW.



144 Division Ave S

DOWNTOWN ENHANCEMENT GRANT APPLICATION

I. Project Information

Property Address: **40 Monroe Center**

Parcel Number: **41-13-25-287-044**

Current Use: ***The space is currently vacant.***

Proposed Used: ***The space will be occupied by an interior design retail store (Rodolfo Gonzales Interior Design).***

Project Description: ***A new entrance on Monroe Center will be installed to facilitate the creation of a 4,500 square foot retail space; the new entrance will replace a section of existing storefront windows and 1) improve pedestrian access into the space from Monroe Center, 2) maintain existing ADA access into and around the space, 3) add façade lighting, and 4) comply with fire codes to allow for maximum occupancy of the space. Construction is anticipated to begin in June 2018 to prepare the space for occupancy by July 2018.***

Current and/or Future Tenant(s): ***A lease has been executed with Rodolfo Gonzales Interiors, LLC, who will open an interior design store in the space.***

of Jobs Created (Full and Part-Time): ***12 jobs created (2 full-time, 10 part-time)***

Residential Units Created (Market Rate and Affordable): ***Not applicable***

Square Feet of Office or Other Commercial Space: ***4,500 square feet***

Total Project Square Feet: ***4,500 square feet***

Total Square Feet of Public Space to be Activated: ***4,500 square feet***

Total Project Cost: ***\$44,109.00***

Amount Requested for Reimbursement: ***\$22,054.50***

II. Contact Information

Name: ***Jeff Edwards (representing Monroe Center Retail, L.L.C., the property owner)***

Email: ***Jedwards@rockfordconstruction.com***

Phone: ***616-514-7121***

Mailing Address: ***601 First Street NW, Grand Rapids, MI 49504***

Project Architect Name: ***Concept Design***

DOWNTOWN ENHANCEMENT GRANT APPLICATION

III. Attachments to Include with Application

- Application Fee (\$200)
- Itemized Project Costs, Including Amount of Public Realm Specific Improvements
- Site Plan
- Existing Conditions Pictures
- Renderings
- Owner Approval (if application is from someone other than the owner)

EXISTING CONDITIONS

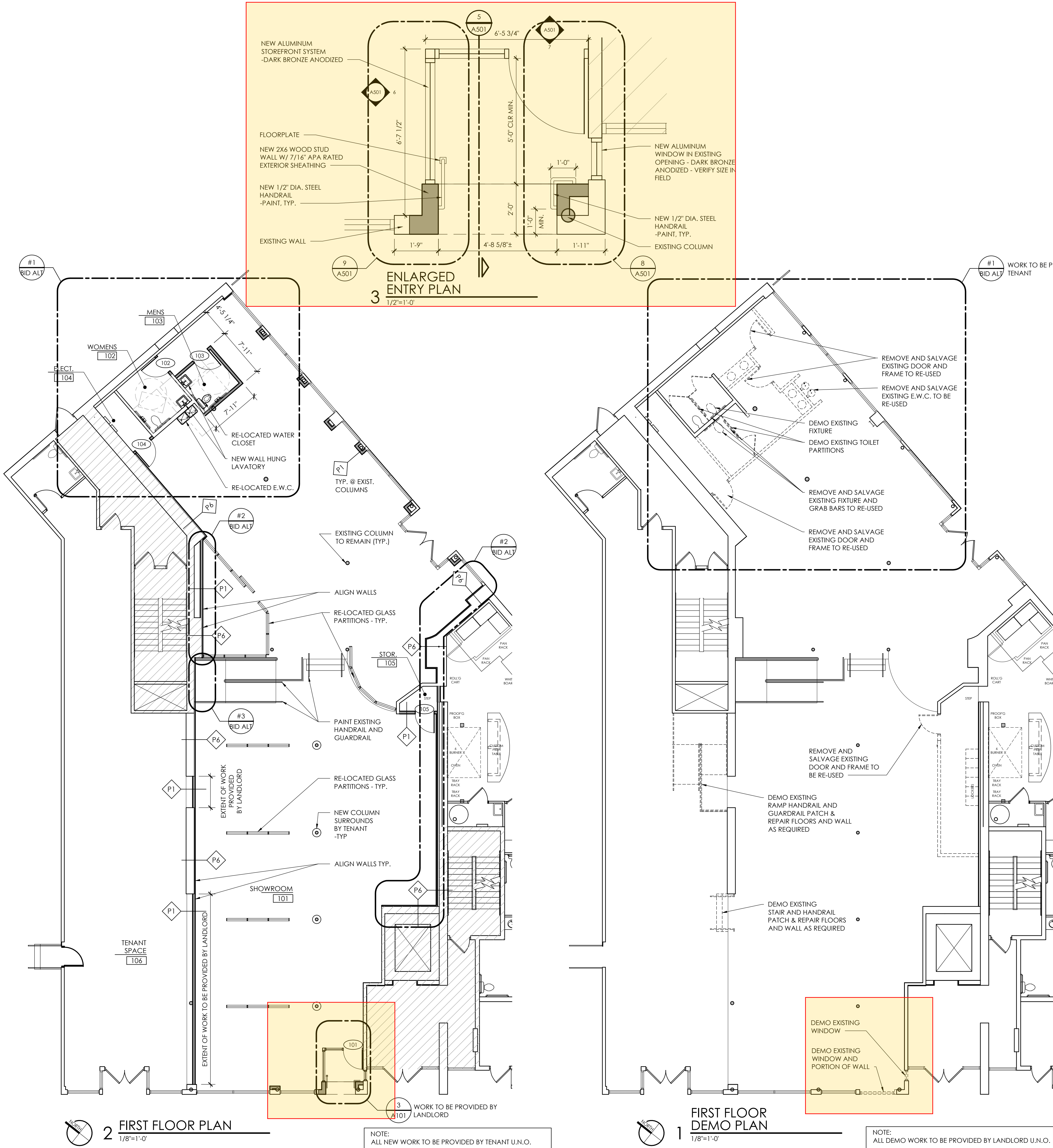




MONROE CENTER ELEVATION

40 MONROE CENTER
RENOVATION

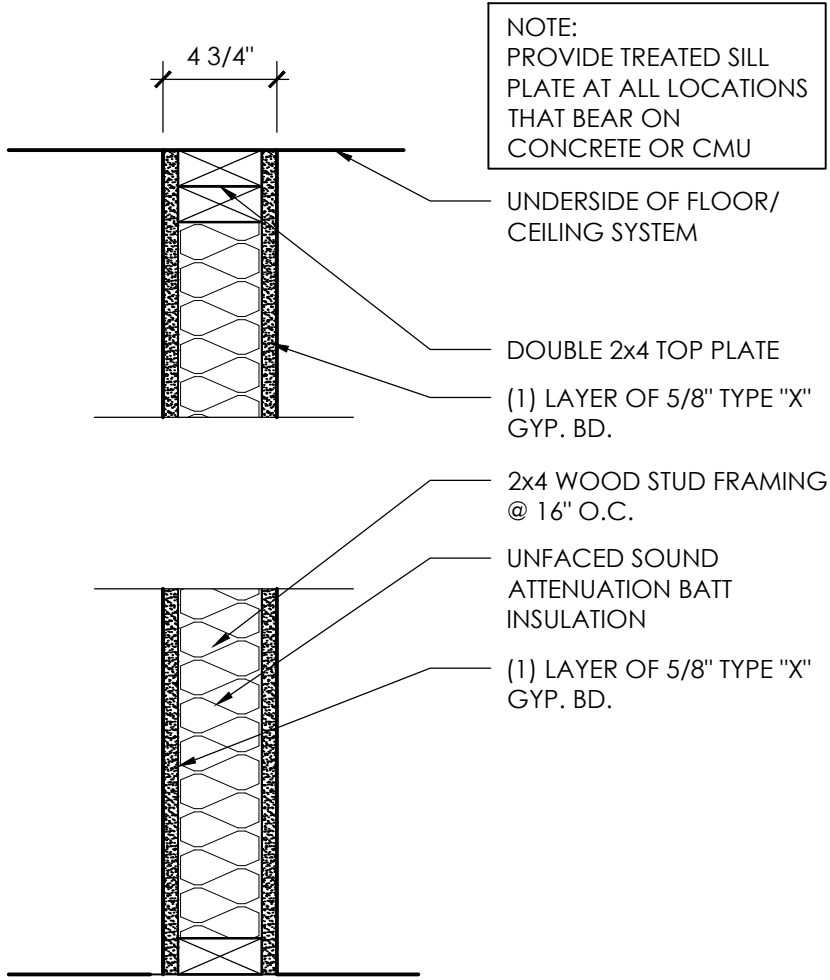
THESE DRAWINGS AND THE WORK REPRESENTED THEREIN ARE THE PROPERTY OF AND COPYRIGHT © 2018 CONCEPT DESIGN AND MAY NOT BE USED OR REPRODUCED WITHOUT PERMISSION. LAST PRINTED: 4/13/2018 10:57 AM BY: ALCAW P:\1803-11 40 Monroe Center Renovation\02_CADA_PLOT_SHEET\SA101.dwg [1]



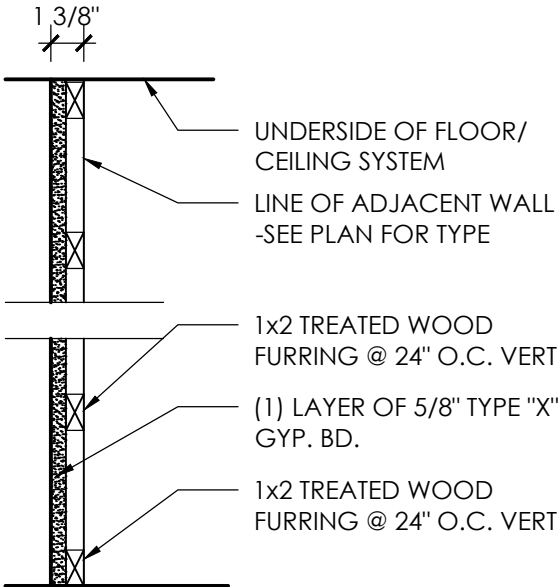
WALL SCHEDULE	
	EXISTING WALL / PARTITION TO REMAIN
	NEW STUD / GYP BOARD PARTITION PER SCHEDULE
	EXISTING PARTITION, DOORS, WINDOWS, ETC. TO BE REMOVED
ALL NEW WALLS TO BE TYPE P1 U.N.O.	
GENERAL WALL NOTES	
1. PROVIDE STUD SIZE AND SPECIES PER STRUCTURAL DRAWINGS.	
2. ALL WOOD EXPOSED TO THE EXTERIOR SHALL BE PRESERVATIVE PRESSURE TREATED. ALL FASTENERS IN TREATED WOOD SHALL BE HOT DIPPED ZINC COATED GALVANIZED STEEL OR STAINLESS STEEL	
3. ALL INTERIOR WALLS TO RUN TIGHT TO DECK UNLESS OTHERWISE NOTED	
4. ALL INTERIOR WALLS TO BE CENTERED ON MULLIONS UNLESS OTHERWISE NOTED	
5. USE MOISTURE RESISTANT (MR) GYPSUM BOARD AT TOILET ROOMS, KITCHENS, JANITOR'S CLOSETS AND OTHER WET AREAS.	
6. PROVIDE CONTROL JOINTS IN GYP. WALLBOARD PER MANUF'S SPECIFICATIONS & COORDINATE W/ ARCHITECT (TYPICALLY 25'-30' O.C.)	
7. PROVIDE BLOCKING IN WALLS FOR ALL WALL MOUNTED FIXTURES INCLUDING COUNTER TOPS, BINDER BINS, CABINETS, TACKBOARDS, ETC.	
8. SEE LIFE SAFETY DRAWINGS AND WALL TYPES FOR WALL RATING LOCATIONS	
9. USE CEMENT BOARD AS BACK-UP IN "WET" SHOWER/ BATHTUB STALLS	
10. MAXIMUM VARIATION IN STUD FRAMING IN WALLS THAT SUPPORT CERAMIC TILE SHALL NOT EXCEED 1/4" IN 10'-0" FROM THE REQUIRED PLANE	

DOOR SCHEDULE	
	3'-0" X 7'-0" MEDIUM STILE FULL LITE ALUMINUM DOOR W/ CLEAR TEMPERED GLASS, DARK BRONZE ANODIZED HW; ELECTRIC STRIKE, CRL PA100 SERIES PANIC W/ KEYED ACCESS - BRUSHED STAINLESS FINISH, HINGES, WEATHERSTRIPPING, CLOSER
* TO BE INTEGRATED INTO EXISTING ACCESS CONTROL SYSTEM WITH REMOTE ACCESS CAPABILITY. HARDWARE CONSULTANT SHALL COORDINATE ALL HARDWARE FOR A FUNCTIONAL SYSTEM - PLEASE NOTIFY ARCHITECT OF ANY DISCREPANCIES	
	EXIST. RELOCATED EXISTING DOOR, FRAME, AND HARDWARE
	EXIST. RELOCATED EXISTING DOOR, FRAME, AND HARDWARE
	EXIST. RELOCATED EXISTING DOOR, FRAME, AND HARDWARE
	EXIST. RELOCATED EXISTING DOOR, FRAME, AND HARDWARE

SPECIAL EXITING DEVICES	
THE SHOWROOM ENTRY #101 SHALL BE PROVIDED WITH SPECIAL EXITING DEVICES ON DOOR TO PERMIT EGRESS FROM THE SPACE IN THE EVENT THAT THE OFFICE IS SECURED AFTER HOURS. EXIT DEVICES SHALL BE IN ACCORDANCE WITH MBC SECTION 1008.1.3.4 AND 1008.1.8.6.	
NOTE: REFER TO SELECTIVE DEMOLITION NOTES ON SHEET G201 FOR ADDITIONAL INFORMATION AND DEFINITIONS	
NOTE: CONTRACTOR OPTION TO PROVIDE METAL STUD OR FURRING IN LIEU OF WOOD WITH THE EXCEPTION OF THE EXTERIOR WALLS	



GENERAL DOOR NOTES	
DOOR HARDWARE - GENERAL	
A. PROVIDE ALL HARDWARE SPECIFIED OR REQUIRED TO MAKE DOORS FULLY FUNCTIONAL, COMPLIANT WITH APPLICABLE CODES, AND SECURE TO THE EXTENT INDICATED.	
B. HARDWARE DESCRIPTIONS ARE PROVIDED FOR OPERATIONAL INTENT, IF THE HARDWARE SUPPLIER OR CONTRACTOR FIND ANY DISCREPANCIES RELATING TO FUNCTION OR CODE IMPLICATIONS, PLEASE NOTIFY THE ARCHITECT IMMEDIATELY OR PROVIDE INFORMATION IN SUBMITTALS.	
C. PROVIDE ALL ITEMS OF A SINGLE TYPE OF THE SAME MODEL BY THE SAME MANUFACTURER.	
D. PROVIDE PRODUCTS THAT COMPLY WITH THE FOLLOWING:	
1. APPLICABLE PROVISIONS OF FEDERAL, STATE, AND LOCAL CODES.	
2. FIRE-RATED DOORS: NFPA 80.	
3. PRODUCTS REQUIRING ELECTRICAL CONNECTION SHALL BE LISTED AND CLASSIFIED BY UL AS SUITABLE FOR THE PURPOSE SPECIFIED AND INDICATED.	
E. INSTALL HARDWARE IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS AND APPLICABLE CODES.	
F. USE TEMPLATES PROVIDED BY HARDWARE ITEM MANUFACTURER.	
G. INSTALL HARDWARE ON FIRE-RATED DOORS AND FRAMES IN ACCORDANCE WITH CODE AND NFPA 80.	
H. MOUNTING HEIGHTS FOR HARDWARE FROM FINISHED FLOOR TO CENTER LINE OF HARDWARE ITEM: FOR STEEL DOORS AND FRAMES: COMPLY WITH DHI "RECOMMENDED LOCATIONS FOR ARCHITECTURAL HARDWARE FOR STEEL DOORS AND FRAMES."	
I. ADJUST HARDWARE FOR SMOOTH OPERATION.	
J. IF A DOOR SWINGS AGAINST A WALL; IF NOTHING IS LISTED, PROVIDE A WALL STOP OR ADD INTEGRAL STOP TO THE CLOSER.	
K. ELECTRICALLY OPERATED AND/OR CONTROLLED HARDWARE: PROVIDE ALL POWER SUPPLIES, POWER TRANSFER HINGES, RELAYS, AND INTERFACES REQUIRED FOR PROPER OPERATION. PROVIDE WIRING BETWEEN HARDWARE AND CONTROL COMPONENTS AND TO BUILDING POWER CONNECTION.	
L. BOXED POWER SUPPLIES: MODULAR UNIT IN NEMA ICS 6. TYPE 4 ENCLOSURE; FILTERED AND REGULATED; VOLTAGE RATING AND TYPE MATCHING REQUIREMENTS OF DOOR HARDWARE SERVED; AND LISTED AND LABELED FOR USE WITH FIRE ALARM SYSTEMS.	
M. BOXED POWER SUPPLIES: LOCATE POWER SUPPLIES AS INDICATED OR, IF NOT INDICATED, ABOVE ACCESSIBLE CEILINGS OR IN EQUIPMENT ROOM. VERIFY LOCATION WITH ARCHITECT.	
3. CONFIGURATION: PROVIDE ONE POWER SUPPLY FOR EACH DOOR OPENING;	
4. CONFIGURATION: PROVIDE THE LEAST NUMBER OF POWER SUPPLIES REQUIRED TO ADEQUATELY SERVE DOORS WITH ELECTRIFIED DOOR HARDWARE.	
N. AUTOMATIC OPERATORS: AUTOMATIC DOOR OPERATORS, ACTUATOR SWITCHES AND RELATED LOW VOLTAGE HARDWARE ITEMS TO BE PROVIDED AND INSTALLED BY THE HARDWARE SUPPLIER FOR A COMPLETE AND FUNCTIONAL SYSTEM AS DESCRIBED IN THE HARDWARE SETS WHERE THEY OCCUR. 120V POWER SUPPLY TO THE OPENINGS TO BE PROVIDED BY THE ELECTRICAL CONTRACTOR AS SHOWN ON THE DRAWINGS.	
DOOR NOTES - GENERAL	
A. INSTALL DOORS IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS AND SPECIFIED QUALITY STANDARD. INSTALL FIRE-RATED WOOD DOORS IN ACCORDANCE WITH NFPA 80 REQUIREMENTS.	
B. FACTORY-FINISHED DOORS: DO NOT FIELD CUT OR TRIM; IF FIT OR CLEARANCE IS NOT CORRECT, REPLACE DOOR.	
C. TRIM DOOR HEIGHT BY CUTTING BOTTOM EDGES TO A MAXIMUM OF 3/4 INCH (19 MM). TRIM FIRE DOOR HEIGHT AT BOTTOM EDGE ONLY, IN ACCORDANCE WITH FIRE RATING REQUIREMENTS.	
D. USE MACHINE TOOLS TO CUT OR DRILL FOR HARDWARE. PRE-DRILL PILOT HOLES FOR SCREWS REQUIRED TO ATTACH MORTISE HINGES AND OTHER SURFACE HARDWARE TO WOOD DOORS.	
E. COORDINATE INSTALLATION OF DOORS WITH INSTALLATION OF FRAMES AND HARDWARE.	
F. COORDINATE INSTALLATION OF GLAZING.	
G. BEFORE INSTALLING FACTORY-FINISHED DOORS, RESTORE FINISH AT DOOR EDGES CUT DURING FIELD FITTING.	
H. PROTECT INSTALLED WORK.	
I. COAT INSIDE OF METAL FRAMES TO BE INSTALLED IN MASONRY OR TO BE GROUTED, WITH BITUMINOUS COATING, PRIOR TO INSTALLATION.	
J. GROUT FOR FRAMES: PORTLAND CEMENT GROUT OF MAXIMUM 4-INCH SLUMP FOR HAND TROWELING; THINNER PUMPABLE GROUT IS PROHIBITED.	
K. SILENCERS: RESILIENT RUBBER, FITTED INTO DRILLED HOLE; 3 ON STRIKE SIDE OF SINGLE DOOR, 3 ON CENTER MULLION OF PAIRS, AND 2 ON HEAD OF PAIRS WITHOUT CENTER MULLIONS.	
L. TEMPORARY FRAME SPREADERS: PROVIDE FOR ALL FACTORY- OR SHOP-ASSEMBLED FRAMES	
M. ALL EXTERIOR STEEL DOORS SHALL BE GALVANNEALED WITH MANUF'S STANDARD COATING THICKNESS AND INSULATED (POLYSTYRENE CORE)	
N. EXTERIOR HOLLOW METAL FRAMES SHALL BE A MIN. OF 14 GAUGE & DOORS SHALL BE A MINIMUM OF 16 GAUGE	
O. ALL ALUMINUM FRAMES SHALL BE THERMALLY BROKEN.	
P. ALL FIRE RATED DOORS SHALL HAVE A CLOSER.	



ConceptDesign
ARCHITECTURE INTERIOR DESIGN

89 MONROE CENTER NW
GRAND RAPIDS, MI 49503
PHONE: (616) 771-0909
WWW.CONCEPTGR.COM

Renovation
40 MONROE CENTER
Grand Rapids, MI

ISSUED
04/13/2018 BIDS & PERMITS

PRELIMINARY
NOT FOR CONSTRUCTION

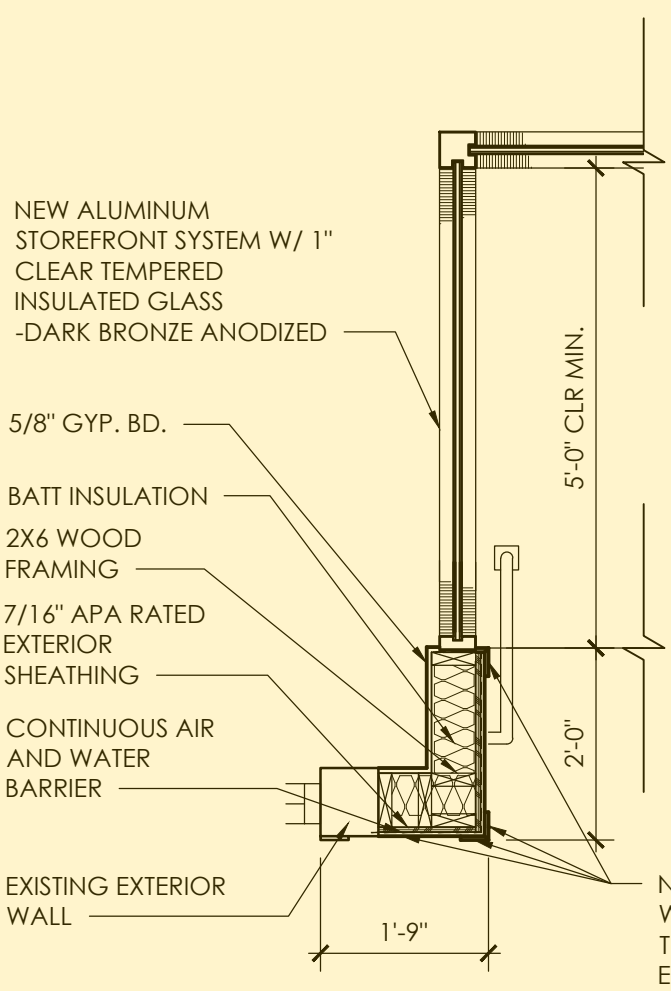
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A101
FILE:
1803-11

Renovation
40 MONROE CENTER
Grand Rapids, MI

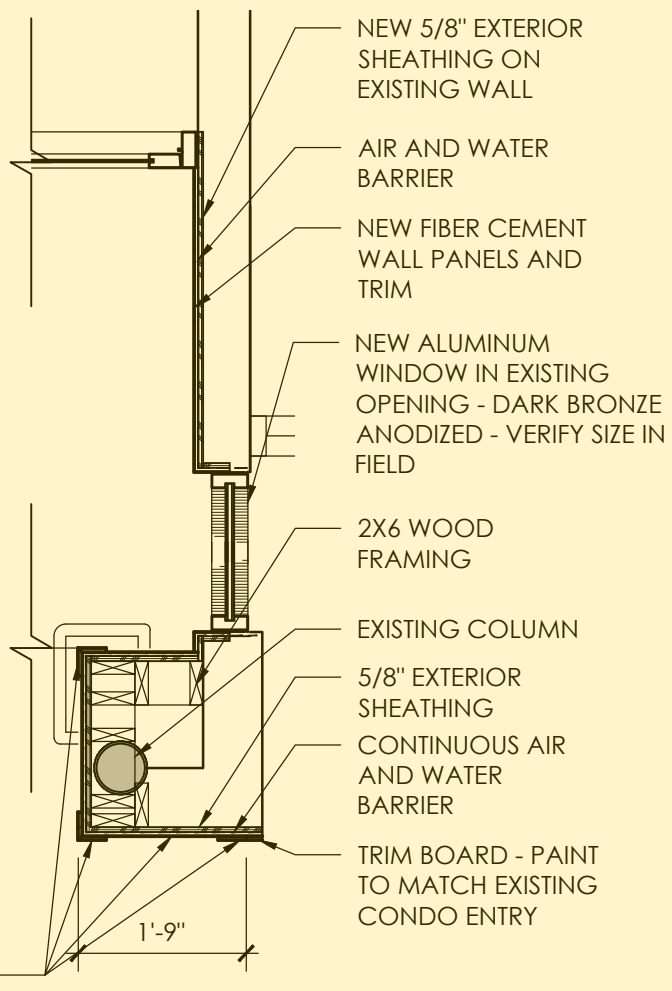
GENERAL NOTES

1. ALL EXTERIOR WALL PANELS AND EXTERIOR TRIM TO BE PAINTED PT-1 U.N.O
2. ALL EXTERIOR IMPROVEMENT WORK TO BE PROVIDED BY TENANT U.N.O.

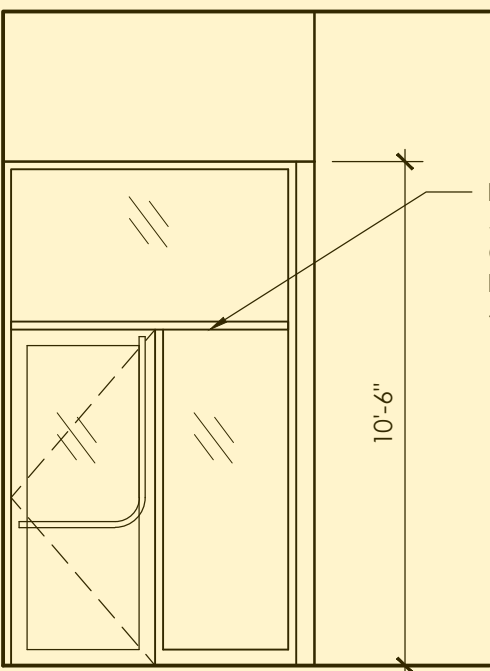
PT-1 : SW6258 TRICORN BLACK - SATIN FINISH



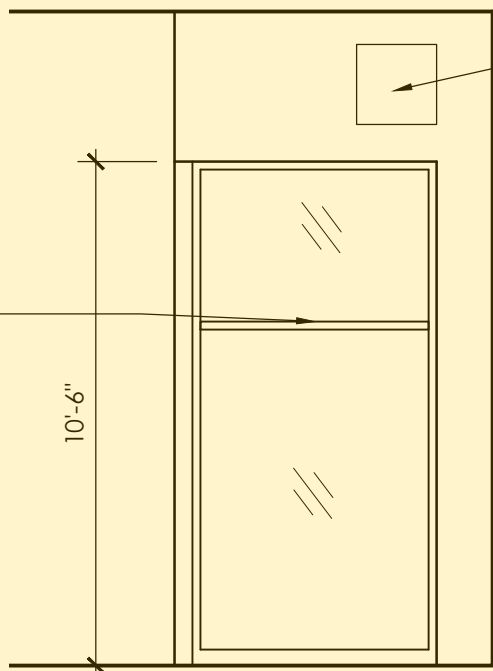
NEW ENTRY
PLAN DETAIL
9
1/2"=1'-0"



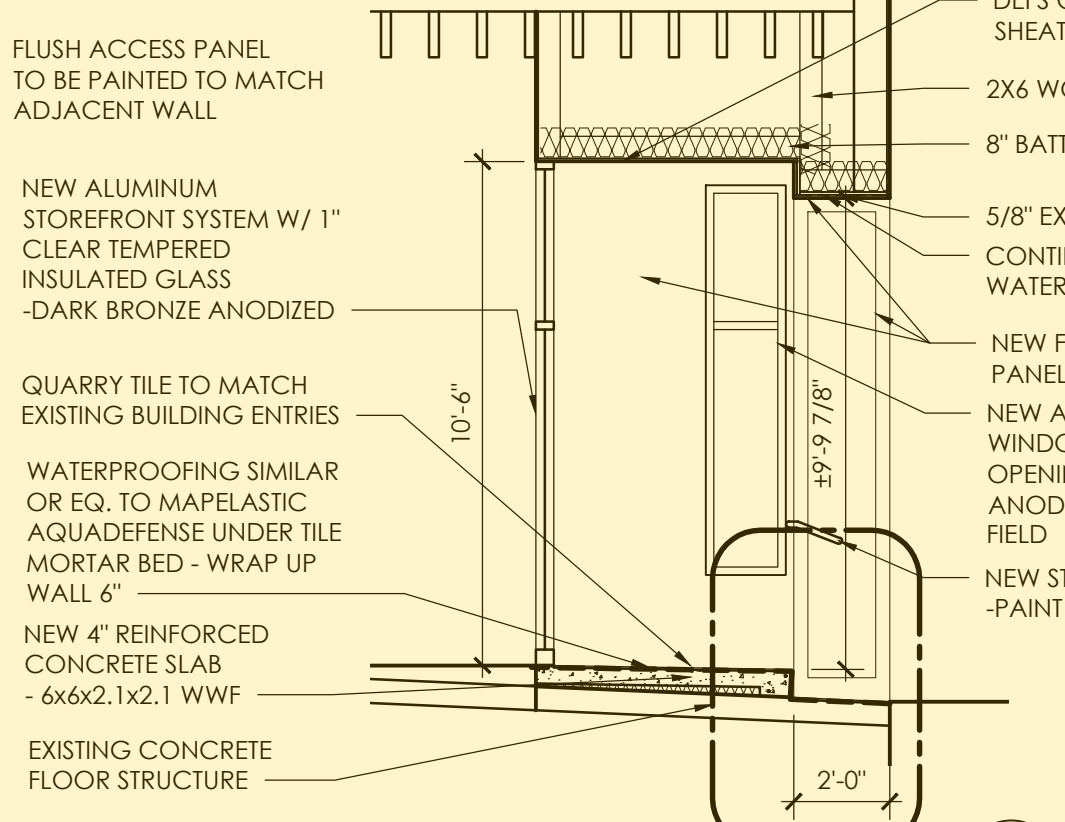
NEW ENTRY
PLAN DETAIL
8
1/2"=1'-0"



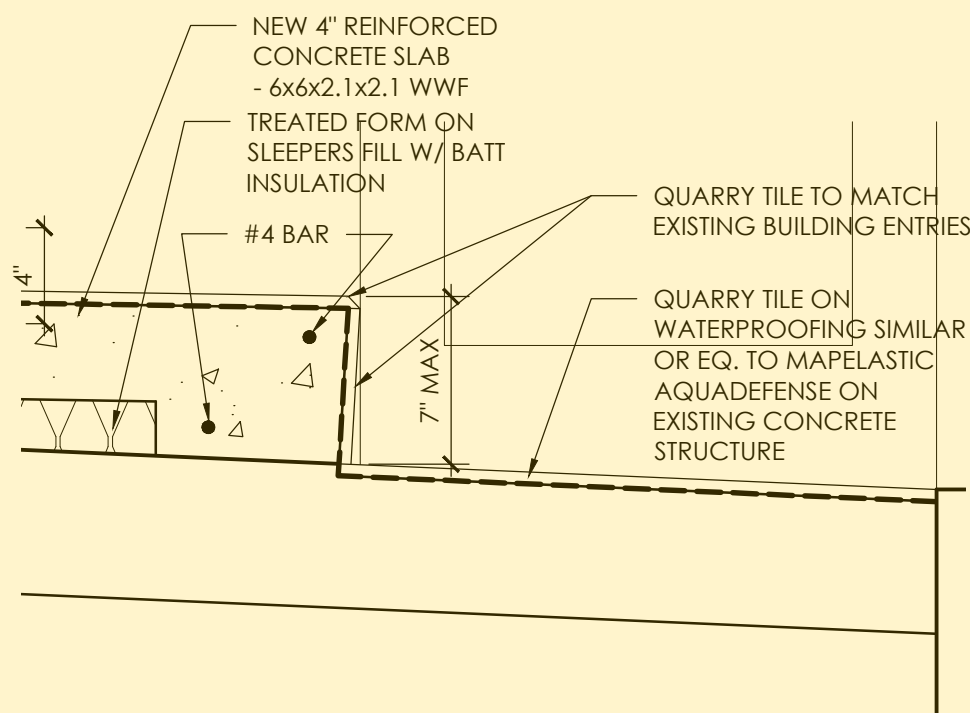
NEW ENTRY
INTERIOR ELEVATION
7
1/4"=1'-0"



NEW ENTRY
INTERIOR ELEVATION
6
1/4"=1'-0"

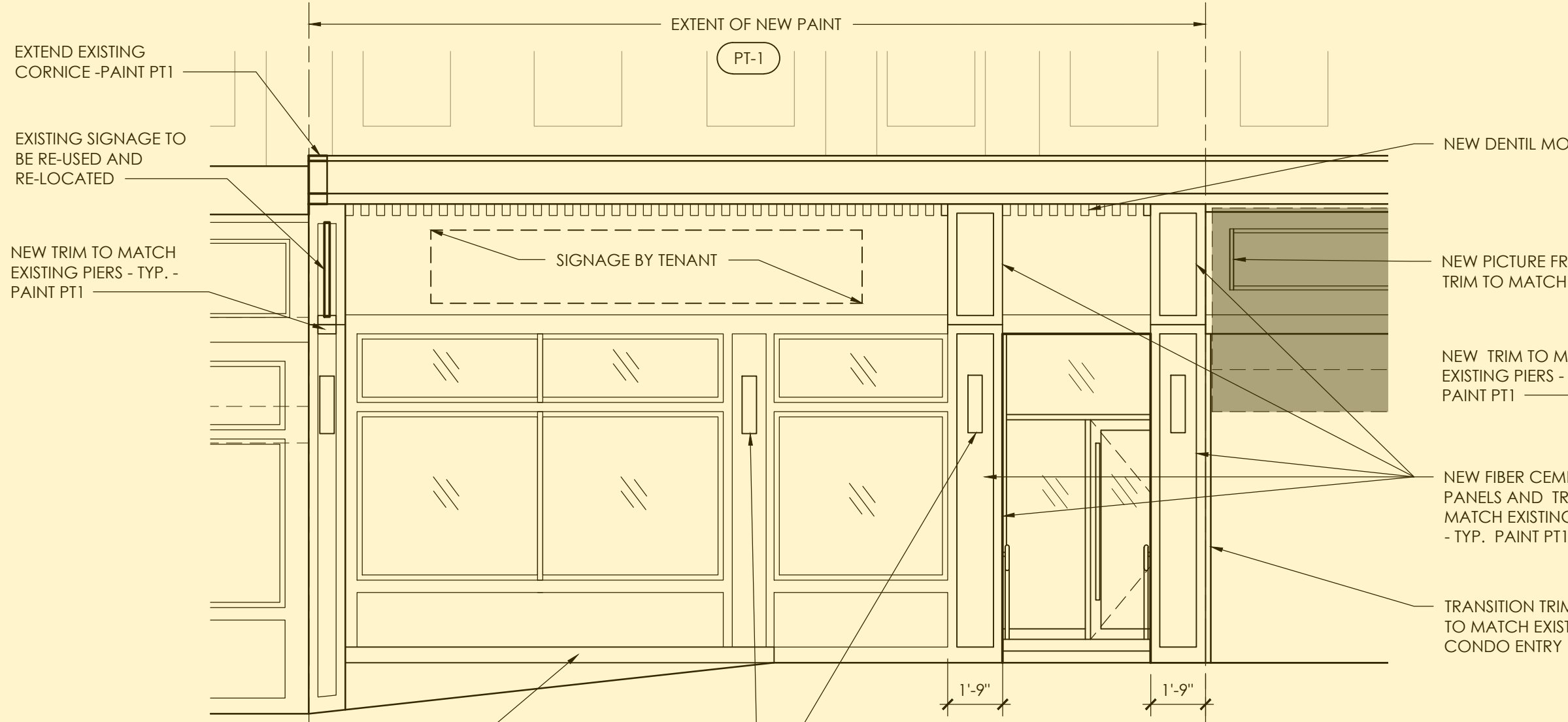


NEW ENTRY
SECTION
5
1/4"=1'-0"

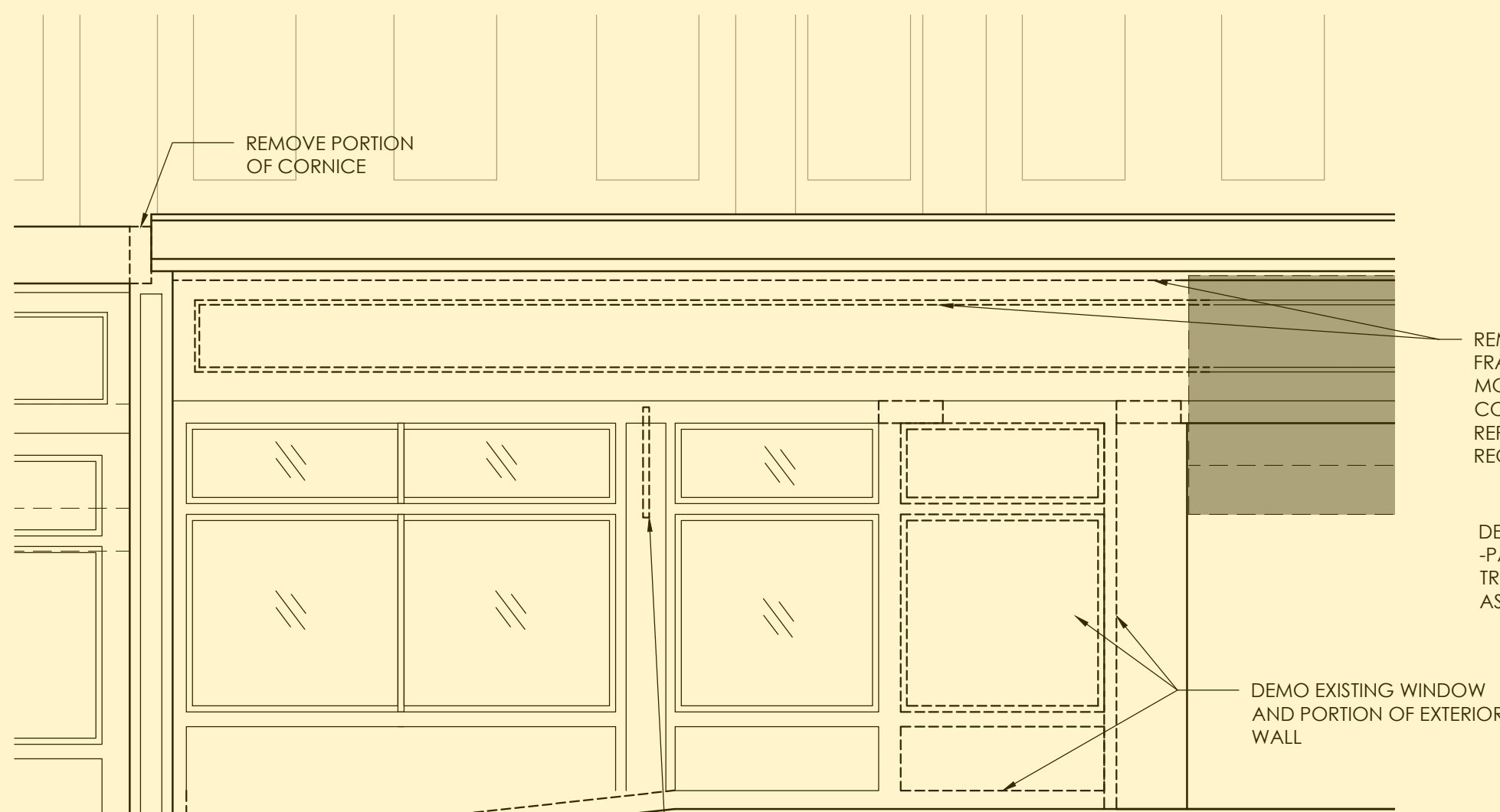


NEW ENTRY
DETAIL
10
1/4"=1'-0"

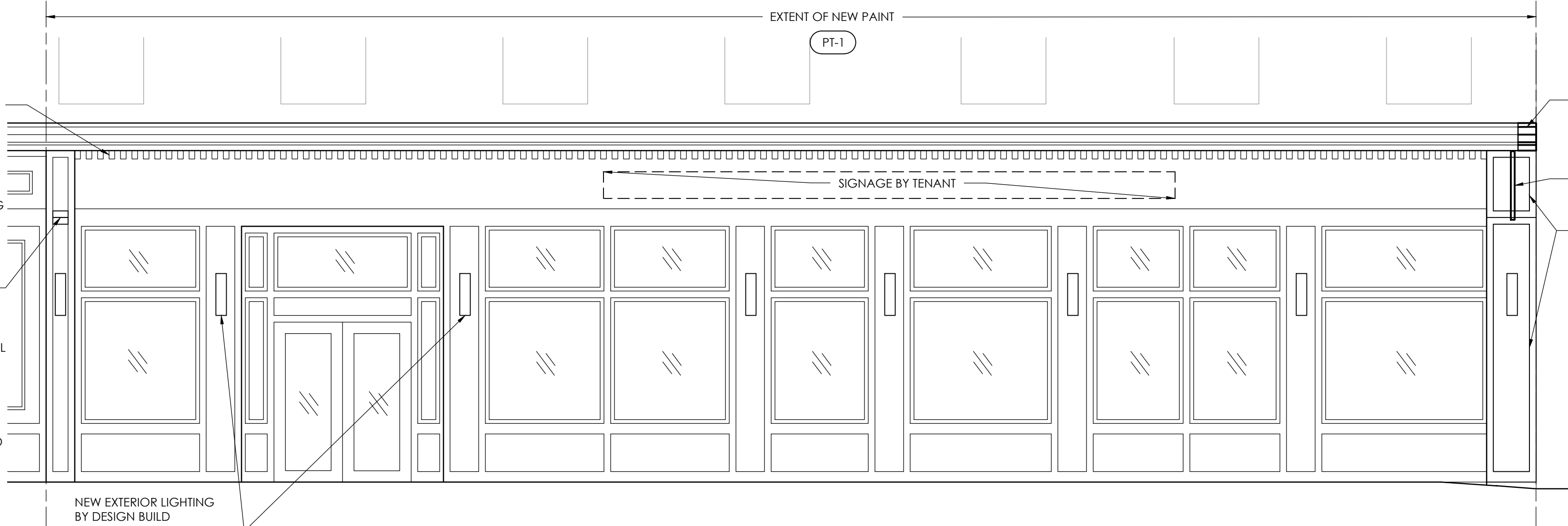
NOTE:
WORK AT NEW ENTRY TO BE PROVIDED
BY LANDLORD



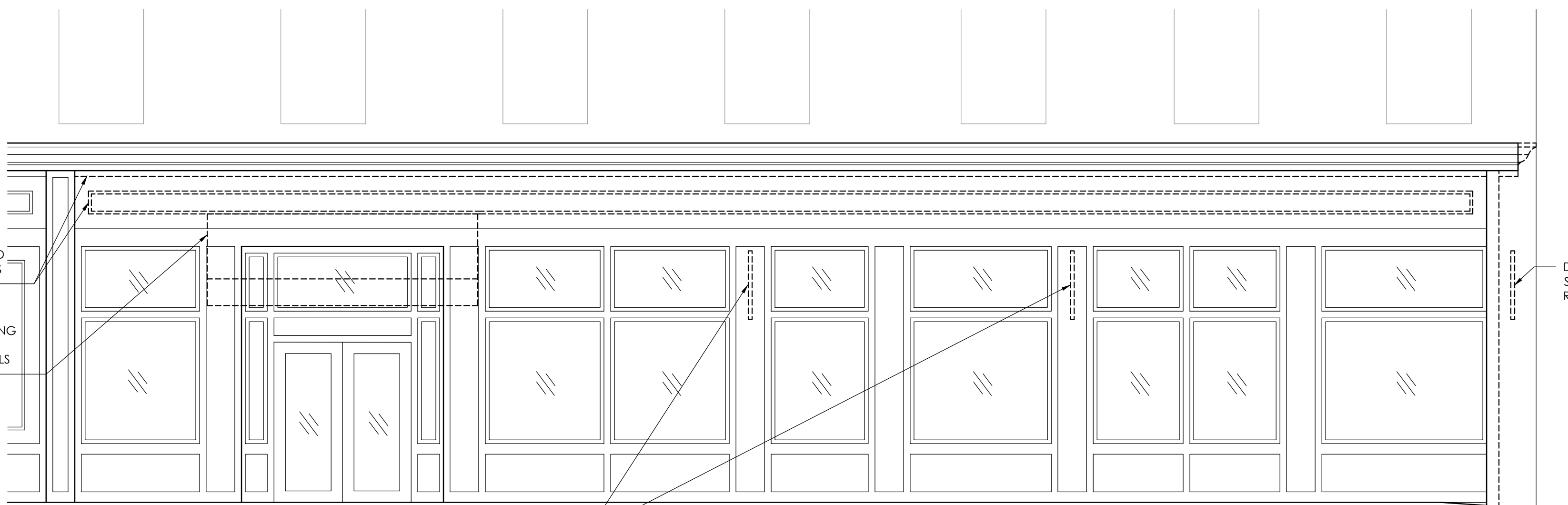
SOUTH
EXTERIOR ELEVATION
4
1/4"=1'-0"



SOUTH DEMOLITION
EXTERIOR ELEVATION
2
1/4"=1'-0"



EAST
EXTERIOR ELEVATION
3
1/4"=1'-0"



EAST DEMOLITION
EXTERIOR ELEVATION
1
1/4"=1'-0"



**40 MONROE CENTER - NEW ENTRANCE
COST ANALYSIS**

April 6, 2018

General Conditions	\$ 2,500.00
Reimburseables	\$ 250.00
Demolition	\$ 3,200.00
Metals	\$ 6,850.00
Woods & Plastics	\$ 2,700.00
Thermal & Moisture	\$ 2,300.00
Doors & Windows	\$ 10,750.00
Finishes	\$ 3,685.00
Specialties	\$ 2,779.00
Electrical	\$ 4,925.00
Low Voltage	\$ 450.00
Subtotal	\$ 40,389.00
RCCI Fee	\$ 2,020.00
Permit Allowance	\$ 1,200.00
Owner Contingency	\$ 500.00
TOTAL	\$ 44,109.00

CLARIFICATIONS

- Winter conditions not included
- Includes allowance for Building and Demo permit
- No remediation included

The above prices, specifications and conditions are satisfactory and are hereby accepted, subject to notes below.

Customer Signature: _____

Date: _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Payment terms are 15 days net, thereafter 1 1/2% interest per month (annual percentage rate of 18%)



MONROE CENTER ELEVATION



DIVISION AVENUE ELEVATION

40 MONROE CENTER
RENOVATION

40 MONROE CENTER

GRAND RAPIDS, MI

ISSUED:

04/13/2018 BIDS & PERMITS

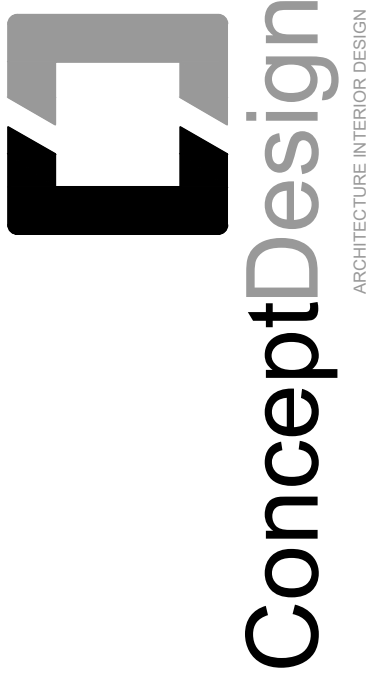
SHEET INDEX:

COVER

G201 GENERAL NOTES AND INFORMATION

A101 FLOOR PLAN
A301 REFLECTED CEILING PLANS
A501 EXTERIOR ELEVATIONS

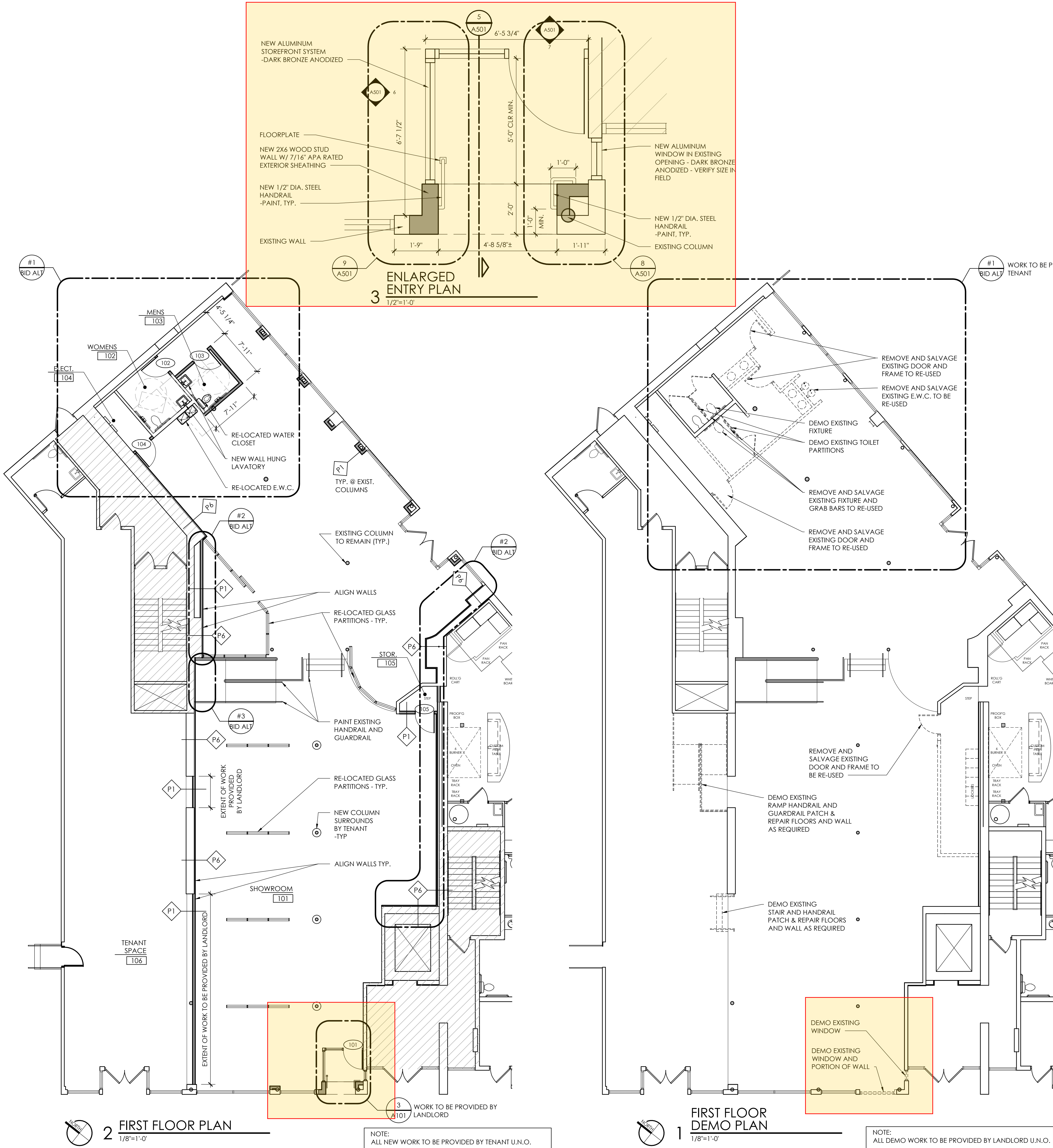
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40 MONROE CENTER
1803-11

89 MONROE CENTER NW
GRAND RAPIDS, MI 49503
PHONE: (616) 771-5009
WWW.CONCEPTGR.COM

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WALL SCHEDULE

- EXISTING WALL / PARTITION TO REMAIN
- NEW STUD / GYP BOARD PARTITION PER SCHEDULE
- EXISTING PARTITION, DOORS, WINDOWS, ETC. TO BE REMOVED

ALL NEW WALLS TO BE TYPE P1 U.N.O.

GENERAL WALL NOTES

- PROVIDE STUD SIZE AND SPECIES PER STRUCTURAL DRAWINGS.
- ALL WOOD EXPOSED TO THE EXTERIOR SHALL BE PRESERVATIVE PRESSURE TREATED. ALL FASTENERS IN TREATED WOOD SHALL BE HOT DIPPED ZINC COATED GALVANIZED STEEL OR STAINLESS STEEL.
- ALL INTERIOR WALLS TO RUN TIGHT TO DECK UNLESS OTHERWISE NOTED.
- ALL INTERIOR WALLS TO BE CENTERED ON MULLIONS UNLESS OTHERWISE NOTED.
- USE MOISTURE RESISTANT (MR) GYPSUM BOARD AT TOILET ROOMS, KITCHENS, JANITOR'S CLOSETS AND OTHER WET AREAS.
- PROVIDE CONTROL JOINTS IN GYP. WALLBOARD PER MANUFACTURER'S SPECIFICATIONS & COORDINATE W/ ARCHITECT (TYPICALLY 25'-30' O.C.).
- PROVIDE BLOCKING IN WALLS FOR ALL WALL MOUNTED FIXTURES INCLUDING COUNTER TOPS, BINDER BINS, CABINETS, TACKBOARDS, ETC.
- SEE LIFE SAFETY DRAWINGS AND WALL TYPES FOR WALL RATING LOCATIONS.
- USE CEMENT BOARD AS BACK-UP IN "WET" SHOWER/ BATHTUB STALLS.
- MAXIMUM VARIATION IN STUD FRAMING IN WALLS THAT SUPPORT CERAMIC TILE SHALL NOT EXCEED 1/4" IN 10'-0" FROM THE REQUIRED PLANE.

DOOR SCHEDULE

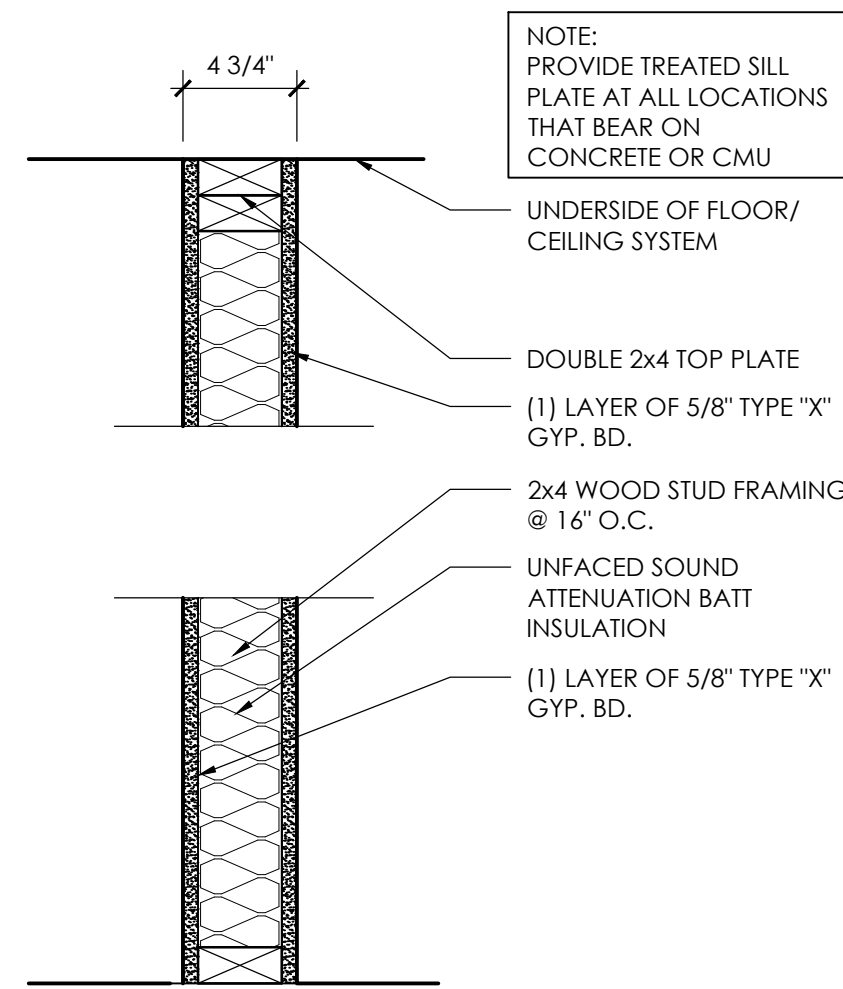
101	3'-0" X 7'-0"	MEDIUM STILE FULL LITE ALUMINUM DOOR W/ CLEAR TEMPERED GLASS, DARK BRONZE ANODIZED HW; ELECTRIC STRIKE, CRL PA100 SERIES PANIC W/ KEYED ACCESS - BRUSHED STAINLESS FINISH, HINGES, WEATHERSTRIPPING, CLOSER
* TO BE INTEGRATED INTO EXISTING ACCESS CONTROL SYSTEM WITH REMOTE ACCESS CAPABILITY. HARDWARE CONSULTANT SHALL COORDINATE ALL HARDWARE FOR A FUNCTIONAL SYSTEM - PLEASE NOTIFY ARCHITECT OF ANY DISCREPANCIES		
102	EXIST	RELOCATED EXISTING DOOR, FRAME, AND HARDWARE
103	EXIST	RELOCATED EXISTING DOOR, FRAME, AND HARDWARE
104	EXIST	RELOCATED EXISTING DOOR, FRAME, AND HARDWARE
105	EXIST	RELOCATED EXISTING DOOR, FRAME, AND HARDWARE

SPECIAL EXITING DEVICES

THE SHOWROOM ENTRY #101 SHALL BE PROVIDED WITH SPECIAL EXITING DEVICES ON DOOR TO PERMIT EGRESS FROM THE SPACE IN THE EVENT THAT THE OFFICE IS SECURED AFTER HOURS. EXIT DEVICES SHALL BE IN ACCORDANCE WITH MBC SECTION 1008.1.3.4 AND 1008.1.8.6.

NOTE:
REFER TO SELECTIVE DEMOLITION NOTES ON SHEET G201 FOR ADDITIONAL INFORMATION AND DEFINITIONS

NOTE:
CONTRACTOR OPTION TO PROVIDE METAL STUD OR FURRING IN LIEU OF WOOD WITH THE EXCEPTION OF THE EXTERIOR WALLS



P1 INTERIOR PARTITION
INTERIOR WALL

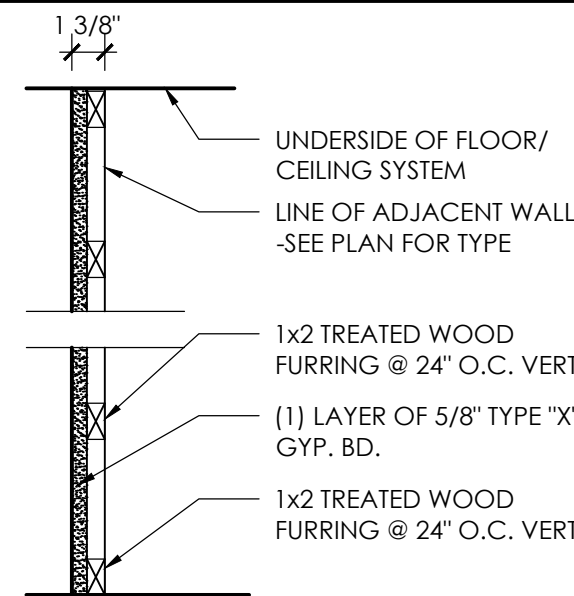
GENERAL DOOR NOTES

DOOR HARDWARE - GENERAL

- PROVIDE ALL HARDWARE SPECIFIED OR REQUIRED TO MAKE DOORS FULLY FUNCTIONAL, COMPLIANT WITH APPLICABLE CODES, AND SECURE TO THE EXTENT INDICATED.
- HARDWARE DESCRIPTIONS ARE PROVIDED FOR OPERATIONAL INTENT, IF THE HARDWARE SUPPLIER OR CONTRACTOR FIND ANY DISCREPANCIES RELATING TO FUNCTION OR CODE IMPLICATIONS, PLEASE NOTIFY THE ARCHITECT IMMEDIATELY OR PROVIDE INFORMATION IN SUBMITTALS.
- PROVIDE ALL ITEMS OF A SINGLE TYPE OF THE SAME MODEL BY THE SAME MANUFACTURER.
- PROVIDE PRODUCTS THAT COMPLY WITH THE FOLLOWING:
 - APPLICABLE PROVISIONS OF FEDERAL, STATE, AND LOCAL CODES.
 - FIRE-RATED DOORS: NFPA 80.
 - PRODUCTS REQUIRING ELECTRICAL CONNECTION SHALL BE LISTED AND CLASSIFIED BY UL AS SUITABLE FOR THE PURPOSE SPECIFIED AND INDICATED.
- INSTALL HARDWARE IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS AND APPLICABLE CODES.
- USE TEMPLATES PROVIDED BY HARDWARE ITEM MANUFACTURER.
- INSTALL HARDWARE ON FIRE-RATED DOORS AND FRAMES IN ACCORDANCE WITH CODE AND NFPA 80.
- MOUNTING HEIGHTS FOR HARDWARE FROM FINISHED FLOOR TO CENTER LINE OF HARDWARE ITEM: FOR STEEL DOORS AND FRAMES: COMPLY WITH DHI "RECOMMENDED LOCATIONS FOR ARCHITECTURAL HARDWARE FOR STEEL DOORS AND FRAMES."
- ADJUST HARDWARE FOR SMOOTH OPERATION.
- IF A DOOR SWINGS AGAINST A WALL: IF NOTHING IS LISTED, PROVIDE A WALL STOP OR ADD INTEGRAL STOP TO THE CLOSER.
- ELECTRICALLY OPERATED AND/OR CONTROLLED HARDWARE: PROVIDE ALL POWER SUPPLIES, POWER TRANSFER HINGES, RELAYS, AND INTERFACES REQUIRED FOR PROPER OPERATION. PROVIDE WIRING BETWEEN HARDWARE AND CONTROL COMPONENTS AND TO BUILDING POWER CONNECTION.
- BOXED POWER SUPPLIES: MODULAR UNIT IN NEMA ICS 6. TYPE 4 ENCLOSURE; FILTERED AND REGULATED; VOLTAGE RATING AND TYPE MATCHING REQUIREMENTS OF DOOR HARDWARE SERVED; AND LISTED AND LABELED FOR USE WITH FIRE ALARM SYSTEMS.
- BOXED POWER SUPPLIES: LOCATE POWER SUPPLIES AS INDICATED OR, IF NOT INDICATED, ABOVE ACCESSIBLE CEILINGS OR IN EQUIPMENT ROOM. VERIFY LOCATION WITH ARCHITECT.
- CONFIGURATION: PROVIDE ONE POWER SUPPLY FOR EACH DOOR OPENING.
- CONFIGURATION: PROVIDE THE LEAST NUMBER OF POWER SUPPLIES REQUIRED TO ADEQUATELY SERVE DOORS WITH ELECTRIFIED DOOR HARDWARE.
- AUTOMATIC OPERATORS: AUTOMATIC DOOR OPERATORS, ACTUATOR SWITCHES AND RELATED LOW VOLTAGE HARDWARE ITEMS TO BE PROVIDED AND INSTALLED BY THE HARDWARE SUPPLIER FOR A COMPLETE AND FUNCTIONAL SYSTEM AS DESCRIBED IN THE HARDWARE SETS WHERE THEY OCCUR. 120V POWER SUPPLY TO THE OPENINGS TO BE PROVIDED BY THE ELECTRICAL CONTRACTOR AS SHOWN ON THE DRAWINGS.

DOOR NOTES - GENERAL

- INSTALL DOORS IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS AND SPECIFIED QUALITY STANDARD. INSTALL FIRE-RATED WOOD DOORS IN ACCORDANCE WITH NFPA 80 REQUIREMENTS.
- FACTORY-FINISHED DOORS: DO NOT FIELD CUT OR TRIM; IF FIT OR CLEARANCE IS NOT CORRECT, REPLACE DOOR.
- TRIM DOOR HEIGHT BY CUTTING BOTTOM EDGES TO A MAXIMUM OF 3/4" INCH (19 MM). TRIM FIRE DOOR HEIGHT AT BOTTOM EDGE ONLY, IN ACCORDANCE WITH FIRE RATING REQUIREMENTS.
- USE MACHINE TOOLS TO CUT OR DRILL FOR HARDWARE. PRE-DRILL PILOT HOLES FOR SCREWS REQUIRED TO ATTACH MORTISE HINGES AND OTHER SURFACE HARDWARE TO WOOD DOORS.
- COORDINATE INSTALLATION OF DOORS WITH INSTALLATION OF FRAMES AND HARDWARE.
- COORDINATE INSTALLATION OF GLAZING.
- BEFORE INSTALLING FACTORY-FINISHED DOORS, RESTORE FINISH AT DOOR EDGES CUT DURING FIELD FITTING.
- PROTECT INSTALLED WORK.
- COAT INSIDE OF METAL FRAMES TO BE INSTALLED IN MASONRY OR TO BE GROUTED, WITH BITUMINOUS COATING, PRIOR TO INSTALLATION.
- GROUT FOR FRAMES: PORTLAND CEMENT GROUT OF MAXIMUM 4-INCH SLUMP FOR HAND TROWELING; THINNER PUMPABLE GROUT IS PROHIBITED.
- SILENCERS: RESILIENT RUBBER, FITTED INTO DRILLED HOLE; 3 ON STRIKE SIDE OF SINGLE DOOR, 3 ON CENTER MULLION OF PAIRS, AND 2 ON HEAD OF PAIRS WITHOUT CENTER MULLIONS.
- TEMPORARY FRAME SPREADERS: PROVIDE FOR ALL FACTORY- OR SHOP-ASSEMBLED FRAMES.
- ALL EXTERIOR STEEL DOORS SHALL BE GALVANNEALED WITH MANUFACTURER'S STANDARD COATING THICKNESS AND INSULATED (POLYSTYRENE CORE).
- EXTERIOR HOLLOW METAL FRAMES SHALL BE A MIN. OF 14 GAUGE & DOORS SHALL BE A MINIMUM OF 16 GAUGE.
- ALL ALUMINUM FRAMES SHALL BE THERMALLY BROKEN.
- ALL FIRE RATED DOORS SHALL HAVE A CLOSER.



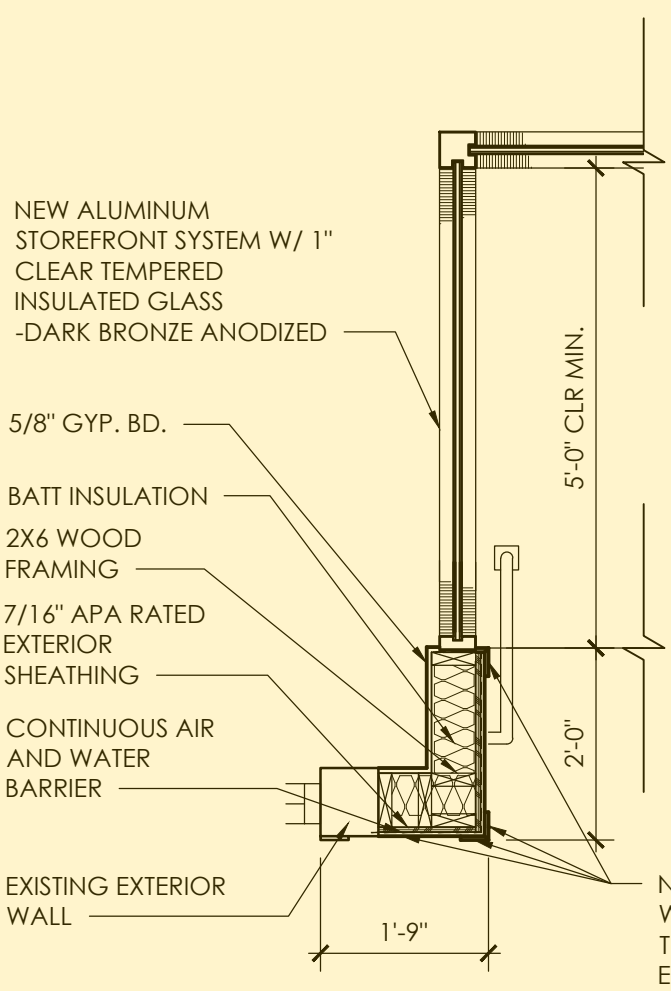
P6 INTERIOR PARTITION
FURRING ON WALLS

Renovation
40 MONROE CENTER
Grand Rapids, MI

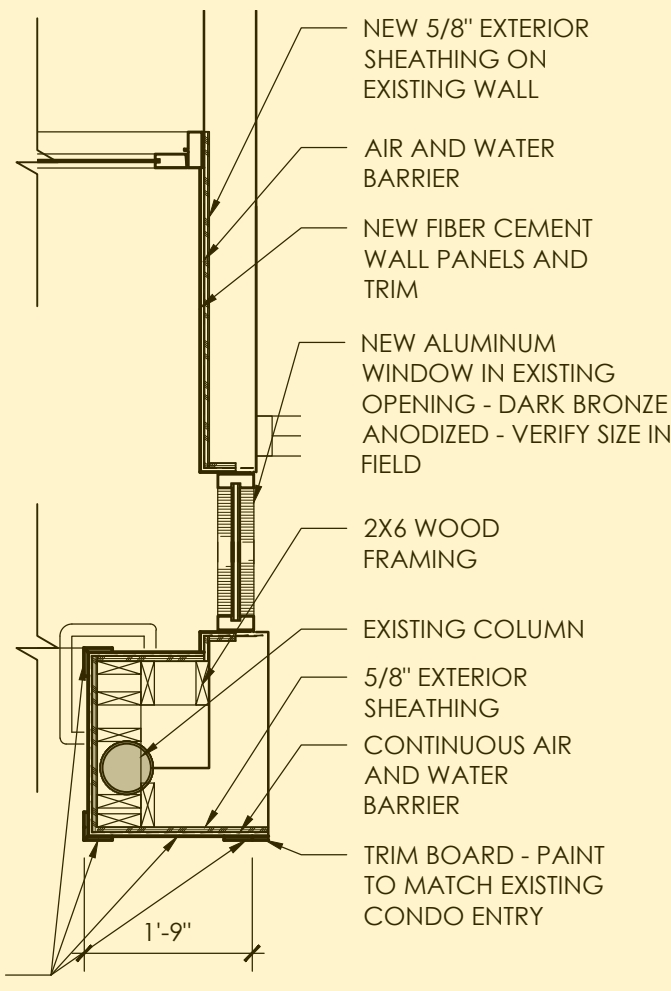
GENERAL NOTES

1. ALL EXTERIOR WALL PANELS AND EXTERIOR TRIM TO BE PAINTED PT-1 U.N.O.
2. ALL EXTERIOR IMPROVEMENT WORK TO BE PROVIDED BY TENANT U.N.O.

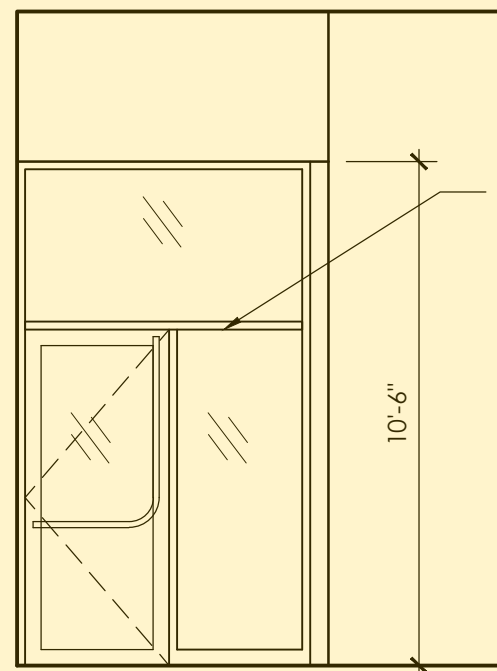
PT-1 : SW6258 TRICORN BLACK - SATIN FINISH



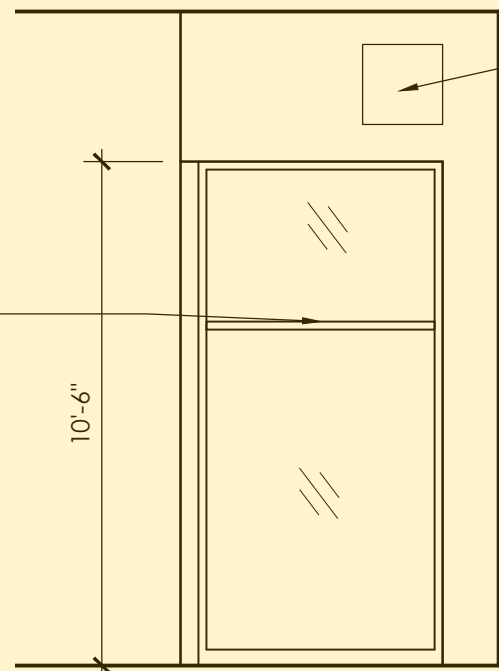
9 NEW ENTRY PLAN DETAIL
1/2"=1'-0"



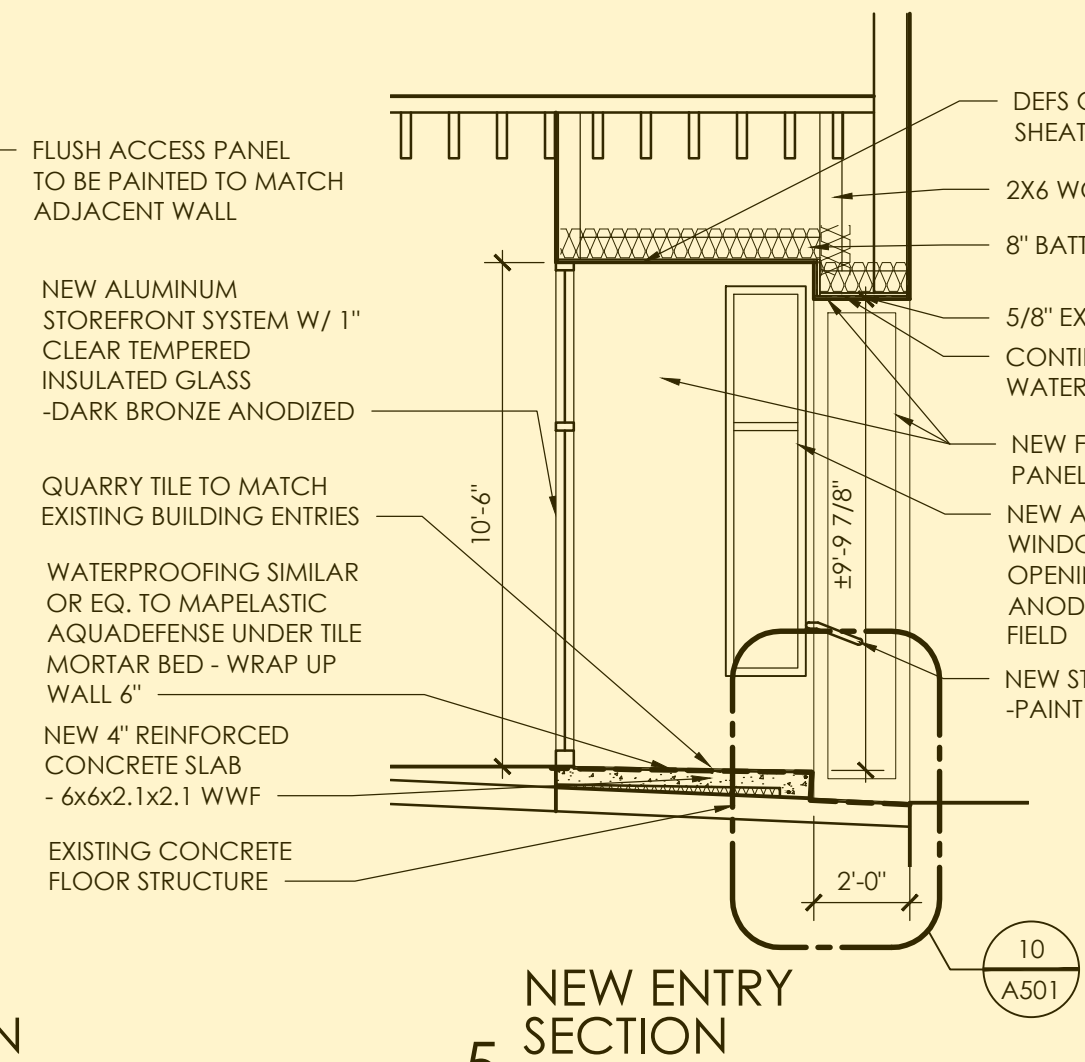
8 NEW ENTRY PLAN DETAIL
1/2"=1'-0"



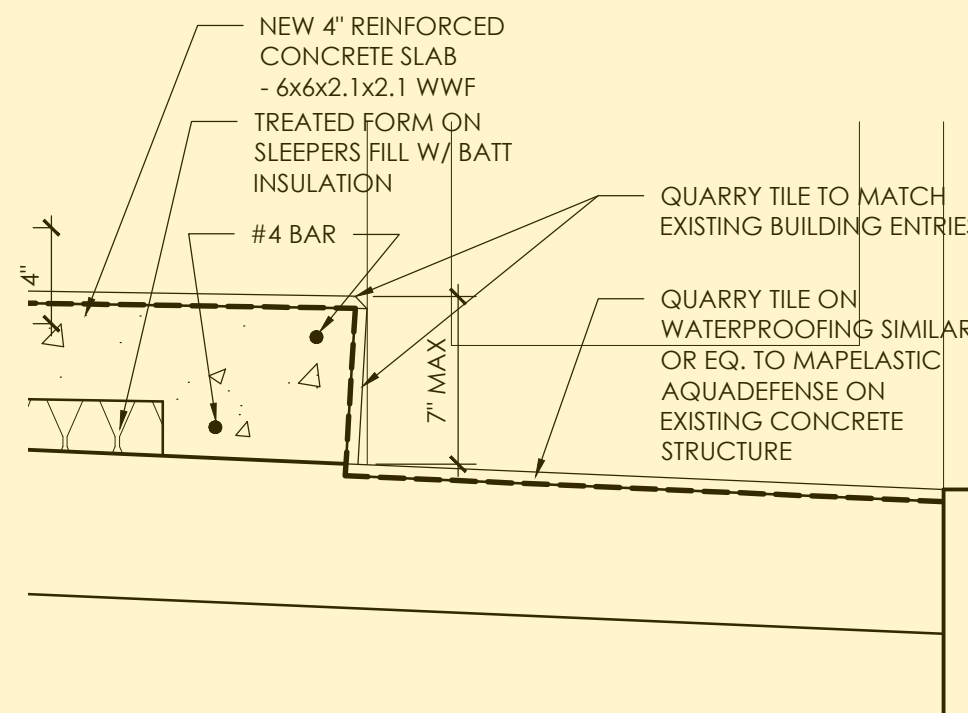
7 NEW ENTRY INTERIOR ELEVATION
1/4"=1'-0"



6 NEW ENTRY INTERIOR ELEVATION
1/4"=1'-0"

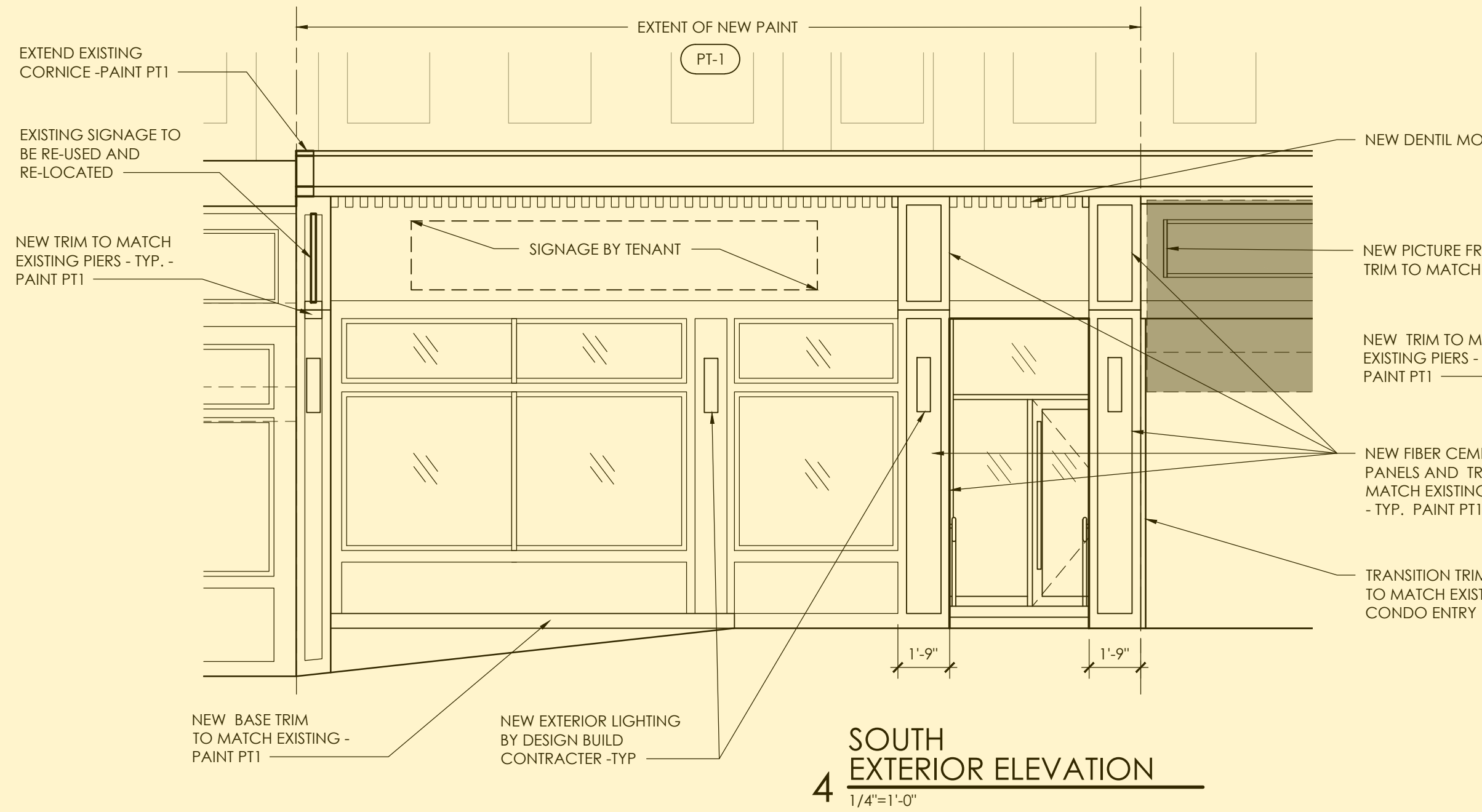


5 NEW ENTRY SECTION
1/4"=1'-0"

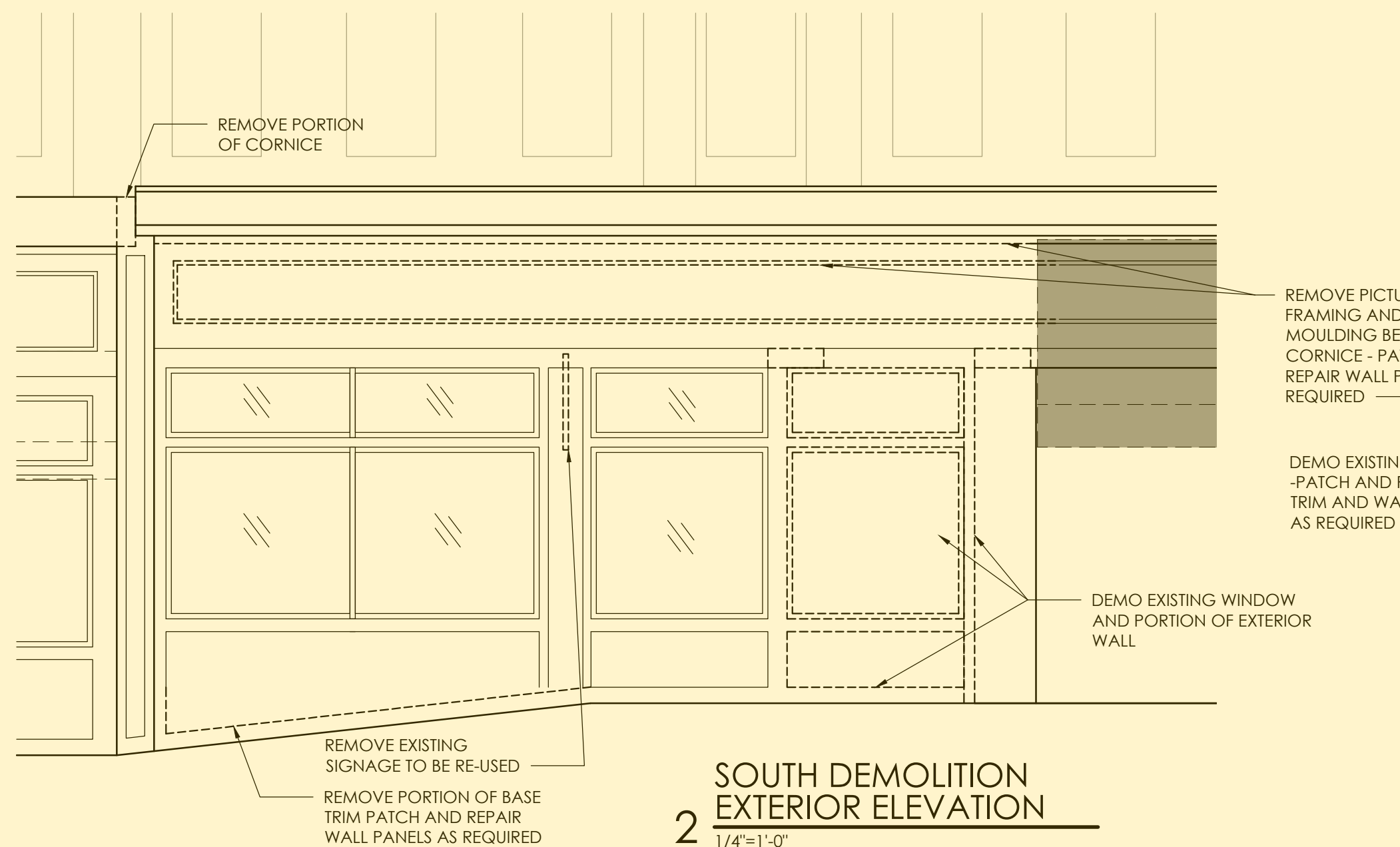


10 NEW ENTRY DETAIL
1/4"=1'-0"

NOTE:
WORK AT NEW ENTRY TO BE PROVIDED
BY LANDLORD



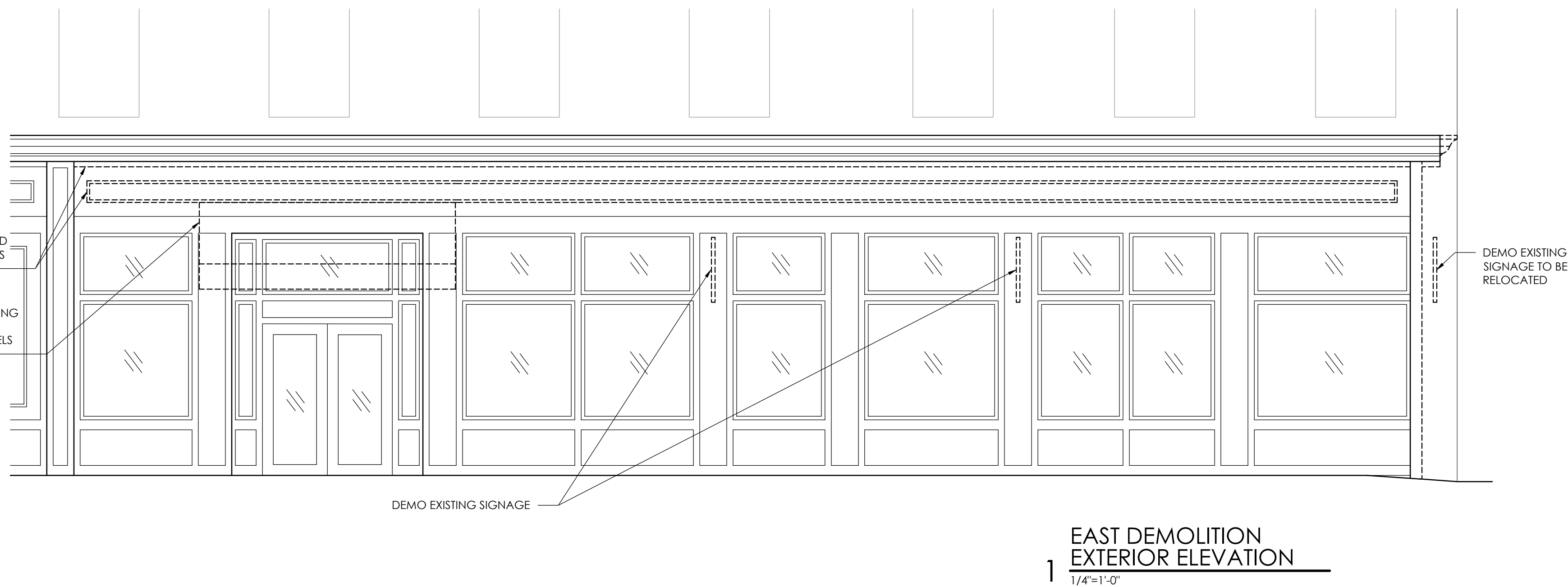
4 SOUTH EXTERIOR ELEVATION
1/4"=1'-0"



2 SOUTH DEMOLITION EXTERIOR ELEVATION
1/4"=1'-0"



3 EAST EXTERIOR ELEVATION
1/4"=1'-0"



1 EAST DEMOLITION EXTERIOR ELEVATION
1/4"=1'-0"



CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

DATE: May 2, 2018

TO: Tim Kelly
Downtown Development Authority
Executive Director

FROM: Jeffrey McCaul, Acting City Engineer
Engineering Department

SUBJECT: Reconstruction of Newberry Street from Monroe Avenue to Division Avenue

This project consists of the reconstruction of Newberry Street from Monroe Avenue to Division Avenue. The City was able to secure a Transportation Economic Development Fund – Category A (TEDF-A) grant as a result of the Michigan State University Research Facility and the additional forecasted jobs. The project will include reconstruction of the street including, hot mixed asphalt (HMA) pavement, permeable block pavement, sewer separation work, installation of rain gardens to capture and treat stormwater, sanitary sewer, storm sewer, water main, porous pavers, street trees, landscaping, benches, litter receptacles, bike loops, sidewalk, ADA sidewalk ramps, curb and gutter, ornamental street lighting, telecommunications, traffic signals and pavement markings.

A preliminary design study was conducted using the Vital Street Guidelines and the GR Forward Plan with engagement to the surrounding business community. This street is an important pedestrian and bicycle connection with the Sixth Street Bridge extending over the Grand River to the west and a future switchback multiuse pathway connecting to the Belknap Hill area to the east across Division Avenue. The selected design features a two way street with parking on the north side of the street and 5 foot bike lanes on both sides of the street.

This project was brought during the preliminary and design phase to the DGRI Alliance for Investment and on April 23, 2018 it was brought to the DGRI Alliance Goal 3 (Mobility). The design incorporates input from these Alliances.

Bids were received on May 2, 2018 for this project. The engineer's estimate, prepared by Fishbeck, Thompson, Carr and Huber (FTCH), is \$1,935,725 and Kamminga & Roodvoets, Inc. (K&R) submitted a bid of \$2,043,079.35 (low discounted bid is \$1,981,786.97). K&R will be utilizing 6.6% Micro Local Business Enterprise participation and will be subcontracting a total amount of \$135,000. Reference the attached Equal Business Opportunity – Construction Worksheet regarding the applicable bid discounts for this project.

The total not to exceed of \$2,850,956 for this project includes the costs of the construction contract, previously authorized design phase services by FTCH, construction phase services including inspection by FTCH, public information program, traffic safety and street lighting force account work, administration and an approximate twelve percent allowance for contingencies. FTCH will provide the construction phase services including inspection pursuant to their existing term contract with the City. The overall bid price was higher than expected due to excess construction work in the area and also as a result of only receiving five bidders for the project.

This project is being financed by a combination of Michigan Department of Transportation (MDOT) TEDF-A grant, Water Fund, Sewer Fund, Vital Street Fund, Capital Improvement Fund, Downtown Development Authority Fund and Monroe North Tax Increment Finance Authority Fund. The DDA's share of costs is for Traffic signal improvements at the intersection of Ottawa Avenue and Newberry Street.

It is recommended that the DDA approve its share of costs in the amount of \$54,400. At its meeting on May 22, 2018, it is anticipated that the City will approve the contract and authorized their share of costs, contingent upon the DDA approving their share of costs.

cc: Eric Delong
Jana Wallace
Josh Naramore
Chris Zull
Rick DeVries

#16065

SUMMARY OF ESTIMATED COSTS

for

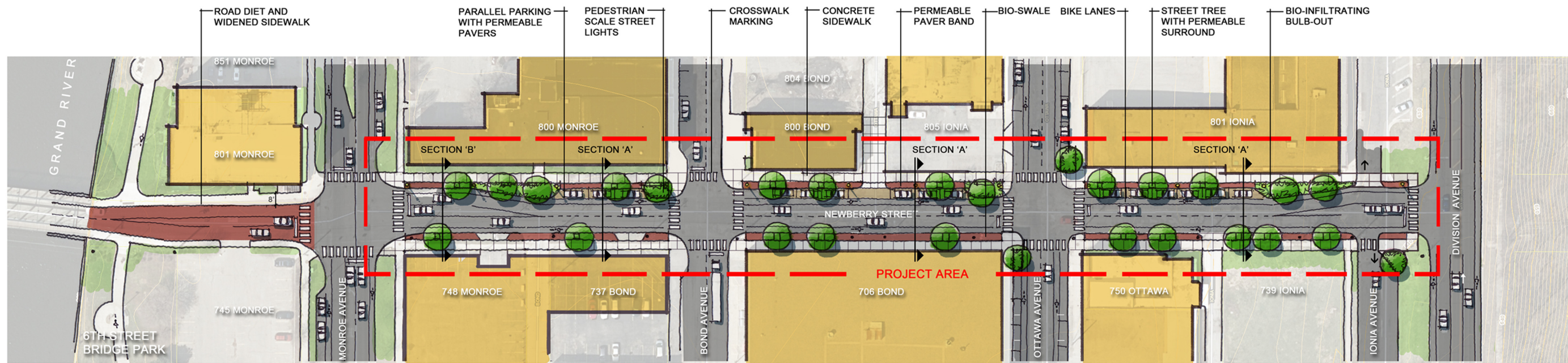
Reconstruction of Newberry Street from Monroe Avenue to Division Avenue

Project Funding Source(s)

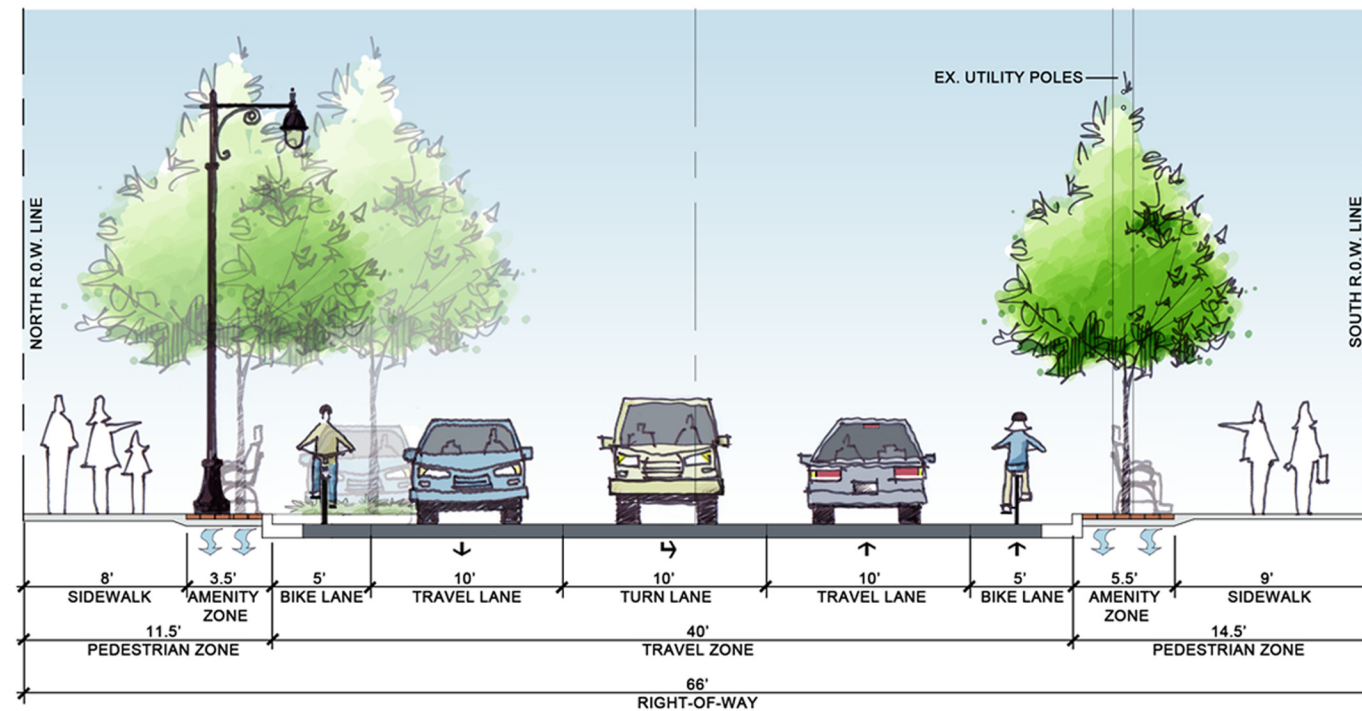
	<u>Currently Approved</u>	<u>Budget Request(s)</u>	<u>Revised Project Estimate</u>
MDOT TEDF- A Grant	\$563,921	\$159,245	\$723,166
Water Fund	0	487,815	487,815
Sewer Fund	0	407,460	407,460
Vital Street Fund	755,775	(54,850)	700,925
Capital Improvement Fund	64,445	219,190	283,635
Downtown Development Authority	0	54,400	54,400
Monroe North Tax Increment Finance Authority	0	193,555	193,555
Total Project Sources	<u>\$1,384,141</u>	<u>\$1,146,815</u>	<u>\$2,850,956</u>

Breakdown of Project Uses

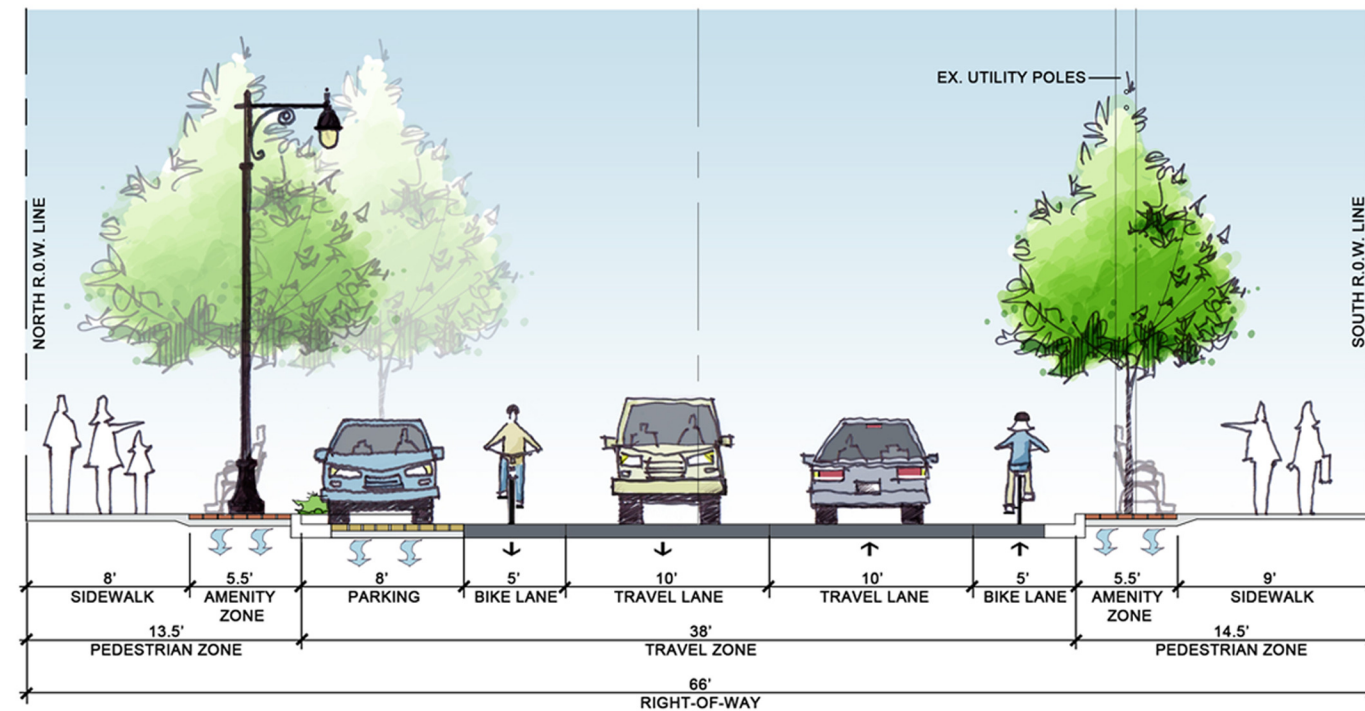
Construction Contract	\$2,043,079
Previously Authorized Design Phase Services by FTCH	117,100
Construction Phase Services Including Inspection by Consult	221,000
Public Information Program	500
Traffic Safety And Street Lighting Force Account Work	42,000
Administration	<u>121,813</u>
Sub-Total	\$2,545,492
Contingencies (12%)	<u>305,464</u>
Total Project Uses	<u><u>\$2,850,956</u></u>



CONCEPT DEVELOPMENT PLAN



SECTION 'B'



SECTION 'A'

DESIGN SUMMARY:

Guiding Documents:

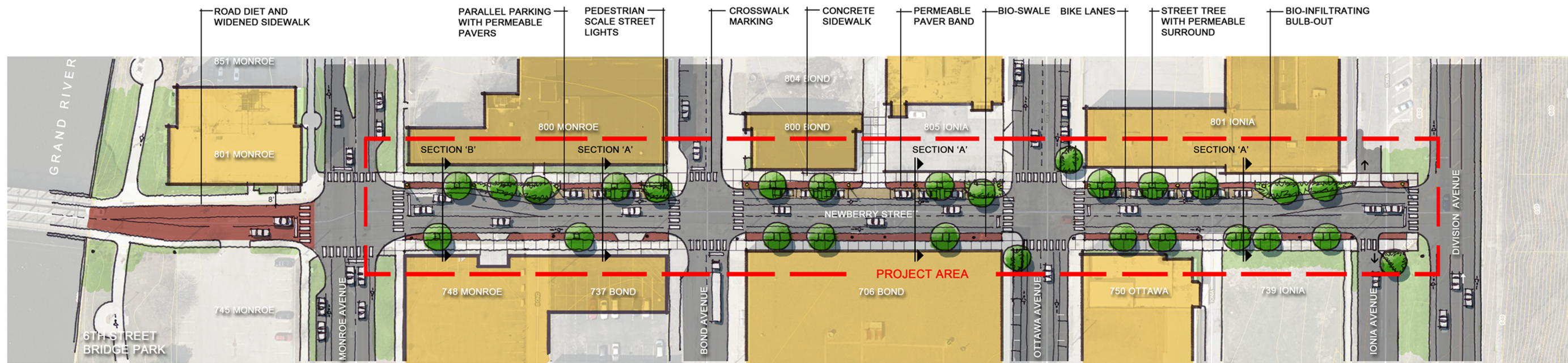
1. Vital Streets - Urban Center with Community Bike Mode Emphasis.
2. GR Forward - Important East-West connecting corridor to Grand River
3. Green Grand Rapids - LID / Green Infrastructure

Planning for the Future:

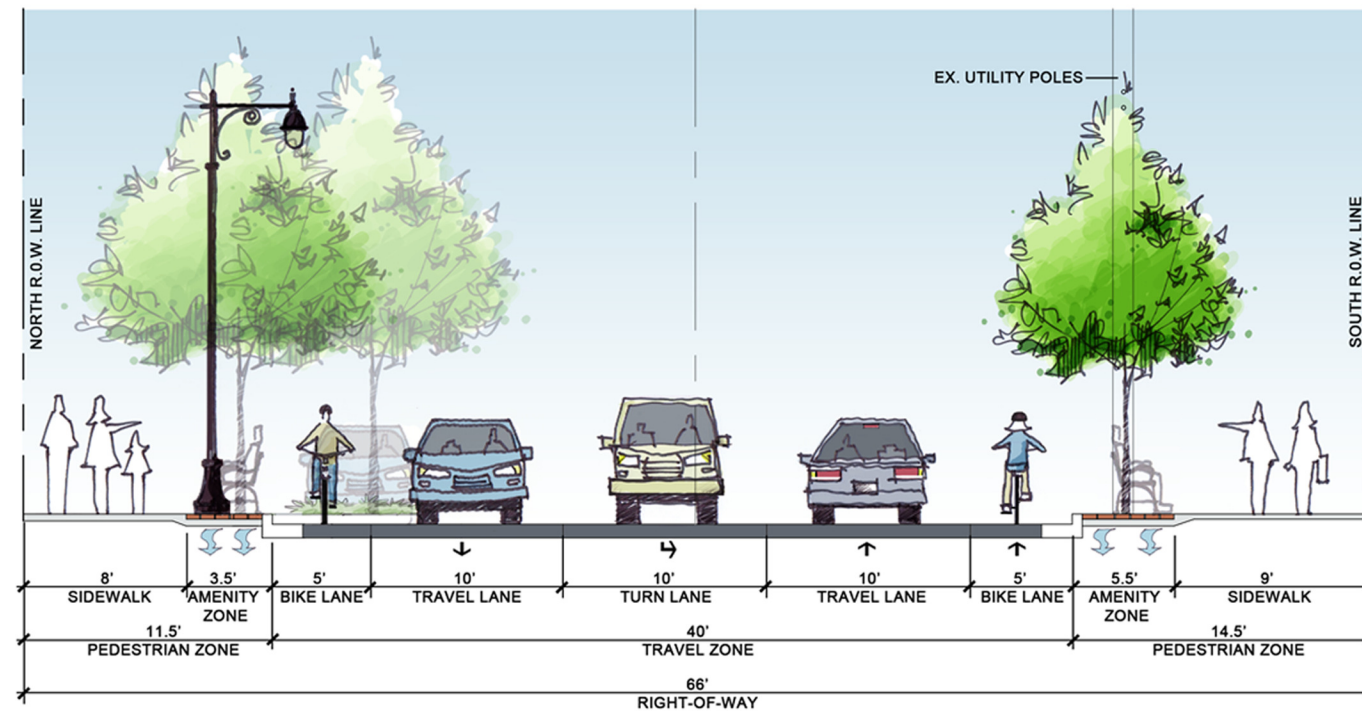
1. Hotel at 748 Monroe
2. Ionia Greenway/Cycle Track
3. Changes at I-196 ramps and circulation on Ottawa, Ionia, and Division
4. Adaptive re-use at 800 Bond and 801 Ionia
5. Hastings non-motorized trail connecting at Newberry/Division

Other:

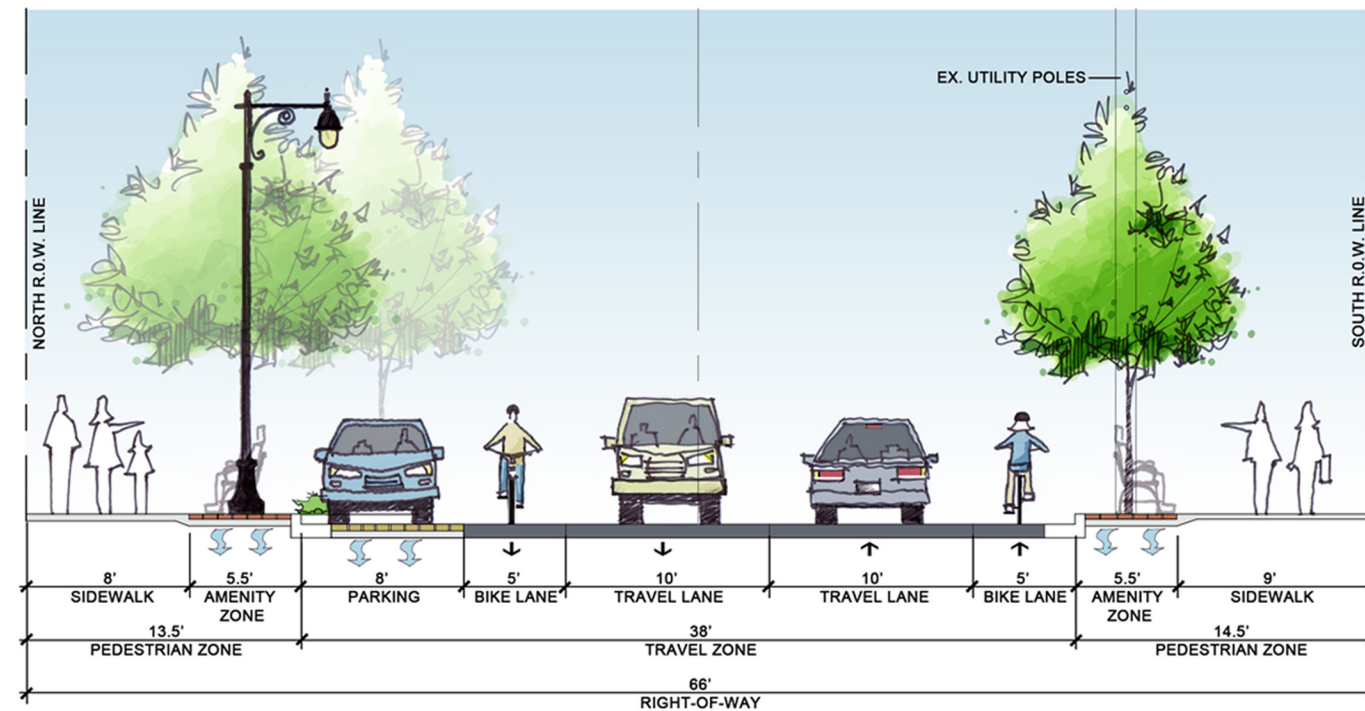
1. Traffic counts (2013) = +/- 3,000. Anticipated to increase as future Monroe North development is implemented.
2. Ex. On-street parking = 28. Proposed = 15 (all on north side of street).
3. Utility Poles on south side of street to remain. Minimum distance from south R.O.W line to proposed reconstructed face of curb = 14.5'
4. Newberry Street: Maintain turn lane at Monroe. Provide new left turn lane at Division.



CONCEPT DEVELOPMENT PLAN



SECTION 'B'



SECTION 'A'

DESIGN SUMMARY:

Guiding Documents:

1. Vital Streets - Urban Center with Community Bike Mode Emphasis.
2. GR Forward - Important East-West connecting corridor to Grand River
3. Green Grand Rapids - LID / Green Infrastructure

Planning for the Future:

1. Hotel at 748 Monroe
2. Ionia Greenway/Cycle Track
3. Changes at I-196 ramps and circulation on Ottawa, Ionia, and Division
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Other:

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3. Utility Poles on south side of street to remain. Minimum distance from south R.O.W line to proposed reconstructed face of curb = 14.5'
4. Newberry Street: Maintain turn lane at Monroe. Provide new left turn lane at Division.



CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

DATE: May 2, 2018

TO: Tim Kelly
Downtown Development Authority
Executive Director

FROM: Jeff McCaul, Acting City Engineer
Engineering Department

SUBJECT: Reconstruction of Sheldon Avenue from Weston Street to Fulton Street

This project consists of the reconstruction of Sheldon Avenue from Weston Street to Fulton Street. The project will include reconstruction of the street including, hot mixed asphalt (HMA) pavement, porous pavers, storm sewer, street trees, landscape planters, benches, litter receptacles, sidewalk ADA sidewalk ramps, curb and gutter, ornamental street lighting, telecommunications, traffic signals at the intersection of Fulton Street and pavement markings.

In the GR Forward Plan Sheldon Avenue was envisioned to be a linear park which would connect Cathedral Square with Veterans Memorial Park with the generous 86 feet of right-of-way space. A preliminary design study was conducted for the entire corridor from Wealthy Street to Library Street with engagement from the entire community. After numerous meetings and options the design selected included a two way street with parking on both sides of the street and an offset centerline expanding the parkway to 33.5 feet on the east side of the roadway. A linear park incorporating an allee of trees, berm landscaping, porous pavement, tree grates and landscape islands with lawn and perennial gardens, concrete sidewalk and ornamental street lighting would be placed on the east side of the street. The parkway on the west side would be 16.5 feet wide and would include porous tree grates with street trees, porous pavers and a concrete sidewalk.

This project is the first phase of implementing in this vision along the Sheldon Avenue corridor. The street will be changed from one way southbound and will allow traffic in both directions with ornamental traffic signal poles at the intersection of Sheldon Avenue and Fulton Street to improve safety for pedestrian and vehicular traffic.

This project was brought during the preliminary and design phases to the DGRI Alliance for Investment and on April 23, 2018 it was brought to the DGRI Alliance Goal 3 (Mobility). The design incorporates input from these Alliances. The design work utilizes

the Vital Street and DGRI Streetscape guidelines and the concepts laid out in the GR Forward Plan.

Bids were received on May 3, 2018 for this project. The engineer's estimate, prepared by Moore and Bruggink, Inc. (M&B), is \$868,700 and Wyoming Excavators, Inc. (Wyoming) submitted a bid of \$881,945.00 (low discounted bid is 837,847.75). Wyoming will be utilizing 11.58% Micro Local Business Enterprise participation and will be subcontracting an amount of \$102,136. Reference the attached Equal Business Opportunity – Construction Worksheet regarding the applicable bid discounts for this project.

The total not to exceed of \$1,341,180 for this project includes the costs of the construction contract, previously authorized construction services for the Fulton Street traffic signal work, M&B's previously authorized design phase services, construction phase services including inspection by M&B, public information program, traffic safety and street lighting force account work, administration, and an approximate twelve percent allowance for contingencies. M&B will provide the construction phase services including inspection pursuant to their existing term contract with the City. This project is being financed by a combination of Downtown Development Authority funds (\$881,120) and Vital Streets Funds (\$460,060). The DDA's share of costs is for landscape planters and street amenities, porous pavers, street trees, ornamental street lighting, telecommunication, concrete sidewalk and traffic signal work at the Fulton Street intersection. The DDA cost of the streetscape work is \$480,860. On May 11, 2017 the DDA approved \$48,000 for a portion of the traffic signal work at the Fulton Street intersection necessary for coordination with the Veteran's Memorial Park Project and the 20 Fulton Street development. The remaining cost to be authorized for the traffic signal work at Fulton Street is \$352,260.

It is recommended that the DDA approve its additional share of costs in the amount of \$833,120. At its meeting on May 22, 2018, it is anticipated that the City will approve the contract and authorized their share of costs, contingent upon the DDA approving their share of costs.

cc: Eric DeLong
James Hurt

Bruce Sweeris
Chris Zull

Rick DeVries

#15096

SUMMARY OF ESTIMATED COSTS

for

Reconstruction of Sheldon Street from Weston Street to Fulton Street

Project Funding Source(s)

	<u>Currently Approved</u>	<u>Budget Request(s)</u>	<u>Revised Project Estimate</u>
Vital Streets Fund	\$0	\$460,060	\$460,060
Downtown Development Authority (Fulton Street Traffic Signal Improvements)	48,000	352,260	400,260
Downtown Development Authority (Sheldon Avenue Streetscape Improvements)	0	480,860	480,860
Total Project Sources	<u>\$48,000</u>	<u>\$1,293,180</u>	<u>\$1,341,180</u>

Breakdown of Project Uses

Construction Contract	\$881,945
Previously Authorized Fulton Street Intersection Traffic Signal Work	48,000
Previously Authorized Design Phase Services by M&B.	78,200
Construction Phase Services Including Inspection by M&B	99,500
Public Information Program	5000
Traffic Safety And Street Lighting Force Account Work	35,000
Administration	<u>54,980</u>
Sub-Total	\$1,202,625
Contingencies (12%)	<u>138,555</u>
Total Project Uses	<u><u>\$1,341,180</u></u>

NORTH

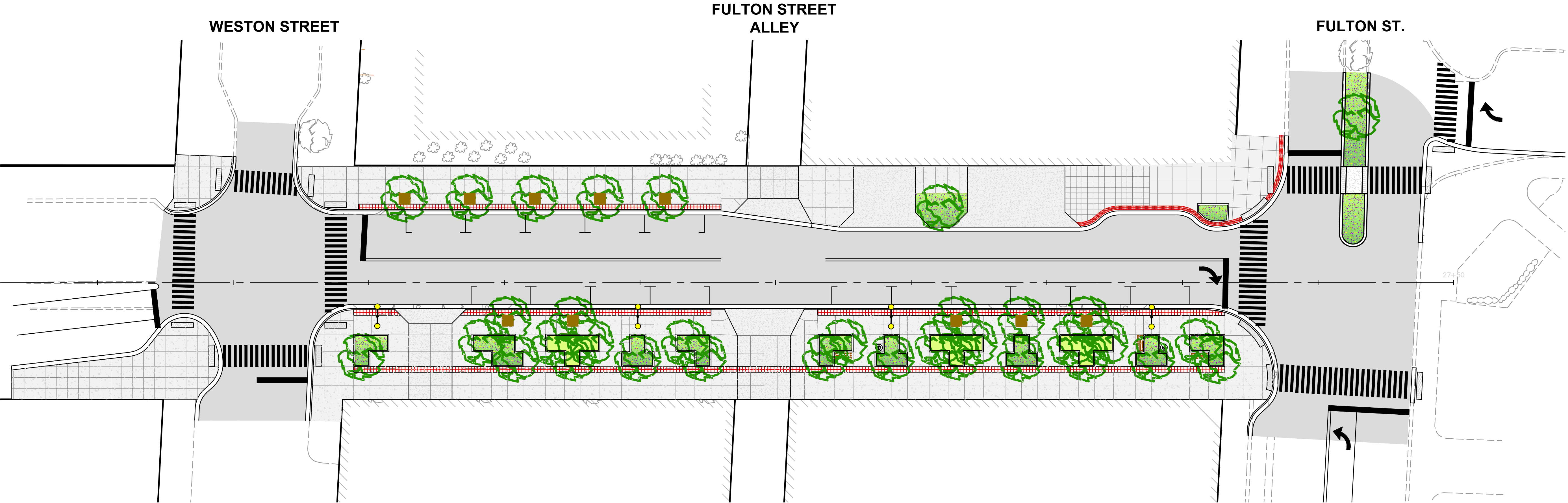
SCALES

PLAN: 1"=20'

PROFILE: 1"=20'

HORIZ. 1"=20'

VERT. 1"=10'



LEGEND

PROPOSED TREE

RAISED PERENNIAL BED W/ CONCRETE CURB

RAISED LAWN AREA W/ CONCRETE CURB

POROUS PAVERS

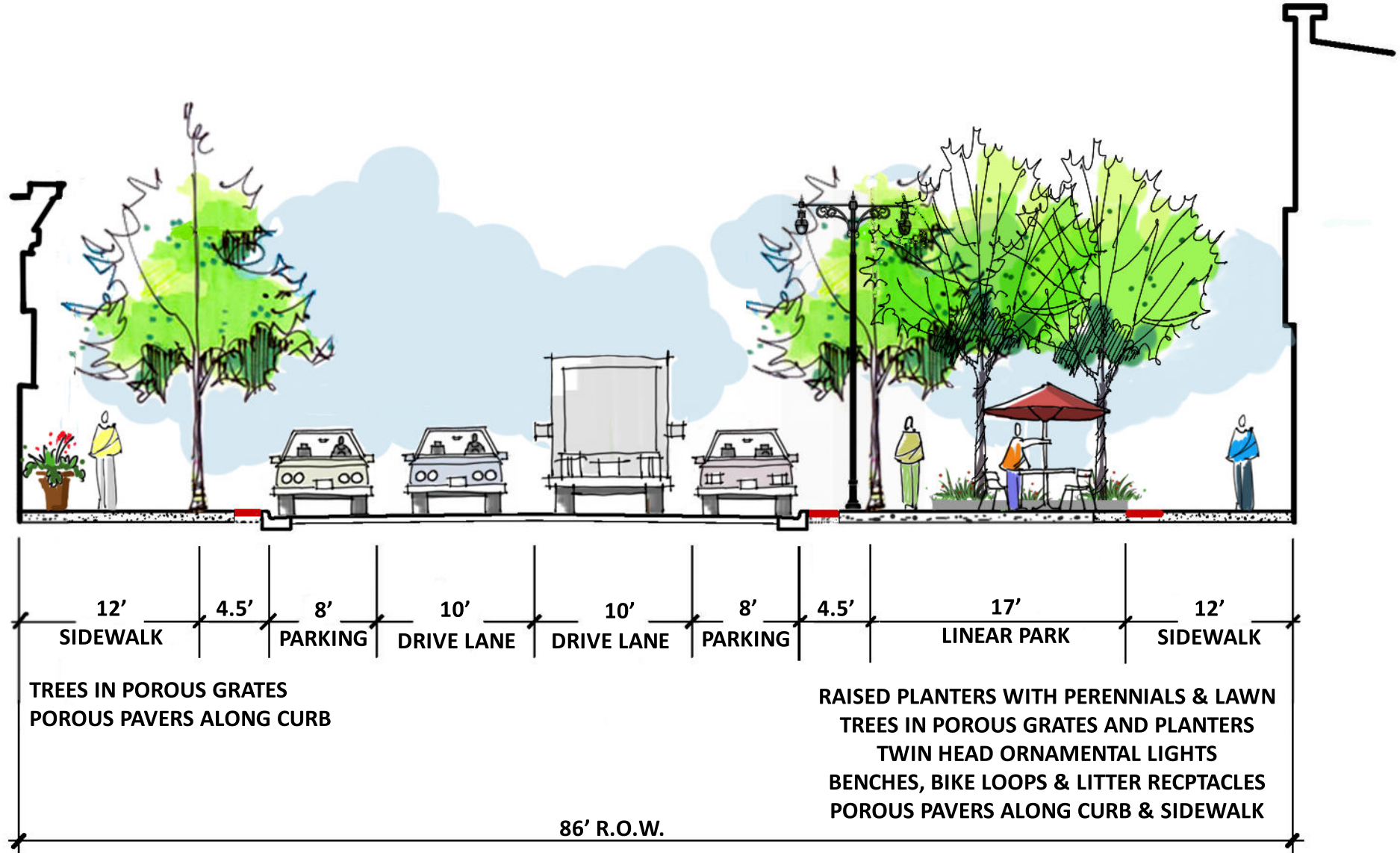
TWIN LUMINAIRE ORNAMENTAL LIGHT

BENCH

STREETSCAPE

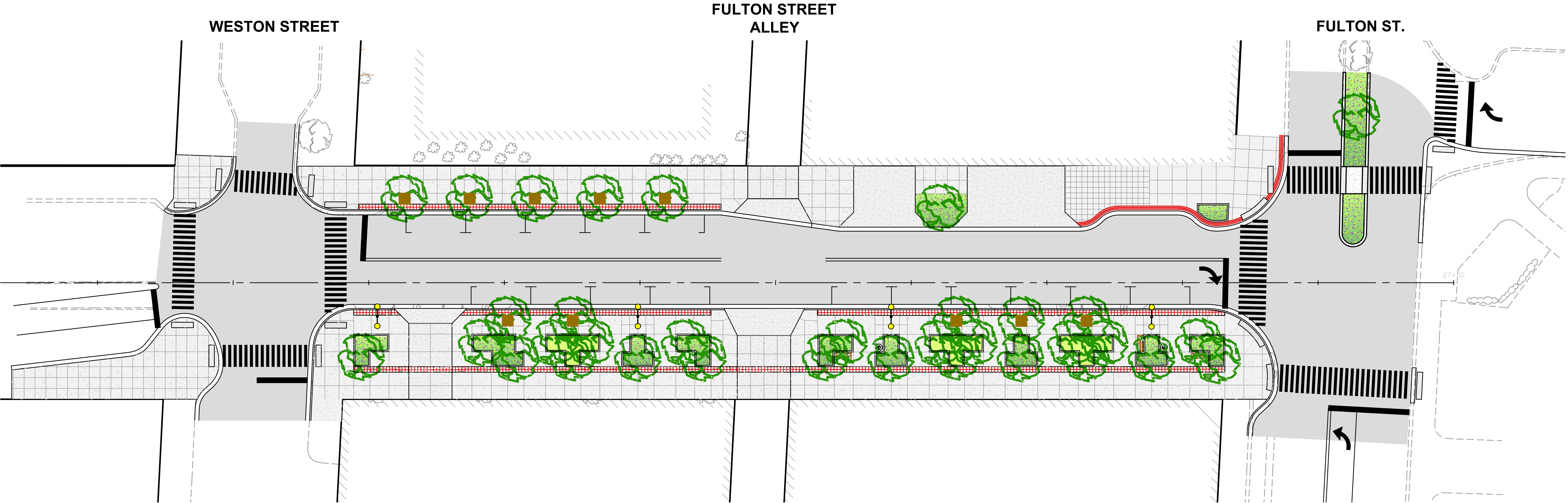
REV. NO.	MARCH 8, 2018	
SURVEYED & DESIGNED BY: MOORE & BRUGGINK, INC. Consulting Engineers 2020 Monroe Avenue, N.W. Grand Rapids, Michigan 49505-6298 Phone: (616) 363-9801 Web: www.mbee.com		
DESIGNED BY: O'BOYLE, COWELL, BLALOCK & Associates, Inc. ocba landscape architects 521 South Riverview Drive Kalamazoo, MI 49004 Phone (269) 381-3357 Fax (269) 381-2944		
City of Grand Rapids Design, Development and Enterprise Services Engineering Department		
RECONSTRUCTION OF SHELDON AVENUE FROM 100' S. OF WESTON ST. TO 100' N. OF FULTON ST.		
Drawn by WSS	GPF No.	Sheet No.
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SHELDON AVENUE - WESTON STREET TO FULTON STREET



NORTH

SCALES
PLAN: 1"=20'
PROFILE: 1"=20'
HORIZ. 1"=20'
VERT. 1"=10'



LEGEND

PROPOSED TREE

RAISED PERENNIAL BED W/ CONCRETE CURB

RAISED LAWN AREA W/ CONCRETE CURB

POROUS PAVERS

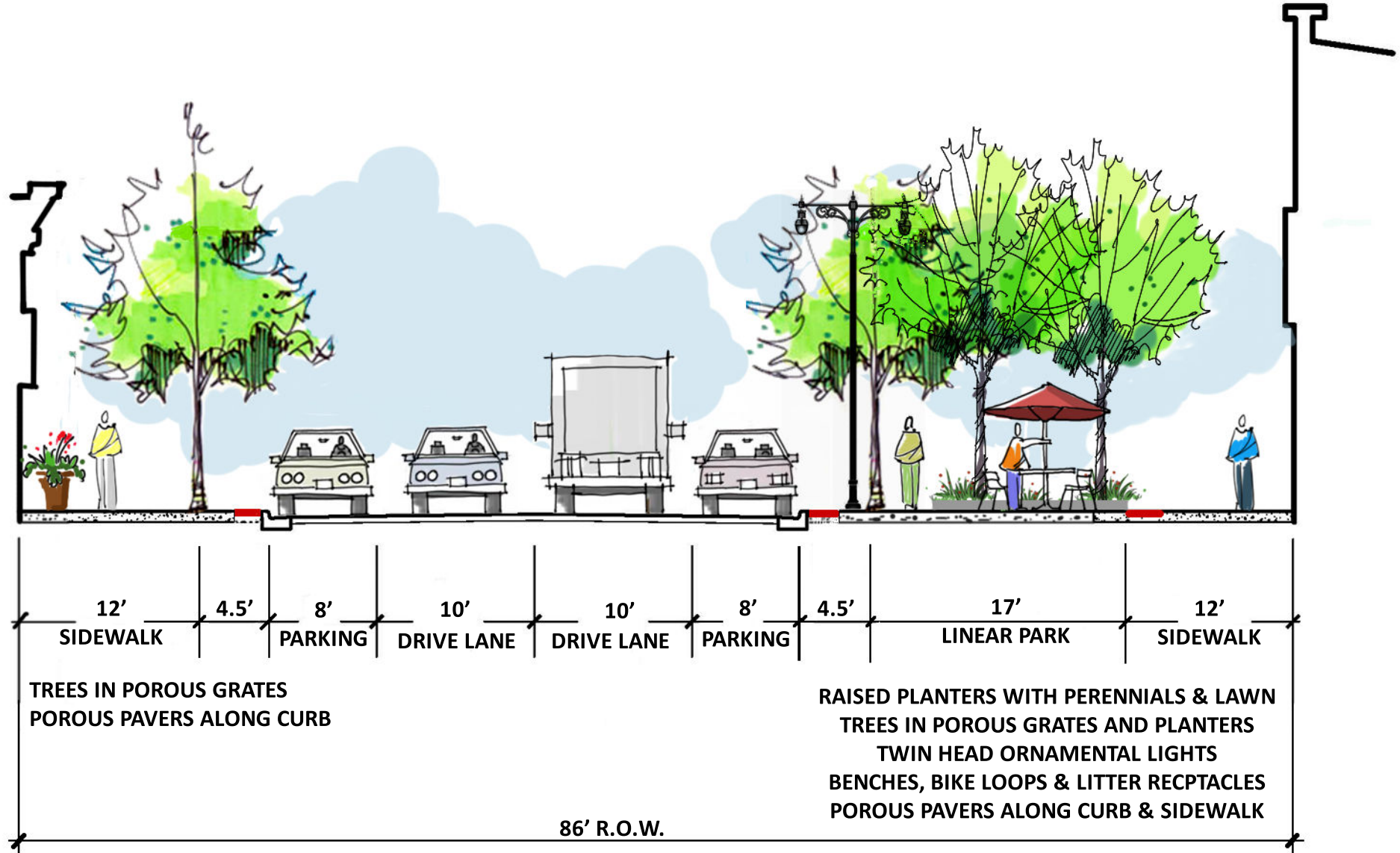
TWIN LUMINAIRE ORNAMENTAL LIGHT

BENCH

STREETSCAPE

REV. NO.	MARCH 8, 2018
SURVEYED & DESIGNED BY: MOORE & BRUGGINK, INC. Consulting Engineers 2020 Monroe Avenue, N.W. Grand Rapids, Michigan 49505-6298 Phone: (616) 363-9801 Web: www.mbee.com	
DESIGNED BY: O'BOYLE, COWELL, BLALOCK & Associates, Inc. ocba landscape architects 521 South Riverview Drive Kalamazoo, MI 49004 Phone (269) 381-3357 Fax (269) 381-2944	
City of Grand Rapids Design, Development and Enterprise Services Engineering Department	
RECONSTRUCTION OF SHELDON AVENUE FROM 100' S. OF WESTON ST. TO 100' N. OF FULTON ST.	
Drawn by WSS	GPF No. 0000
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Check: Office	

SHELDON AVENUE - WESTON STREET TO FULTON STREET



>> Ionia Street Linear Park

The proposed two-way cycle track for Ionia Downtown will provide a dedicated and safe space for north-south bicycling. North of 196, this facility can become a true linear park with landscaping, seating and bicycle paths offering a direct link from Belknap, Monroe North and Creston straight to Downtown. In this area, Ionia Street serves as a spillover parking and carries extremely limited traffic.

>> Near Westside Plaza

The Westside of Downtown lacks a central gathering space with the exception of Ah-Nab-Awen Park. Redevelopment of the large surface parking lots located around Summer Avenue offers a great opportunity to create a park that serves as the center for new housing development. Near Westside Plaza will be bound by an extended Blumrich Street to the north, new buildings to the east and south, and Summer Avenue to the west. Active ground floor commercial on all 4 sides will make the plaza a place to enjoy the outdoors, grab a coffee, or read the newspaper.

>> Sheldon linear park / Sheldon Green

Sheldon/Bostwick Street traverses Downtown north/south from Michigan Street and the Medical Mile to Wealthy Street. This corridor connects Crescent Park, Veteran's Memorial Park, Cathedral Square, and the Sheldon Rain Garden Park. From Fulton to Maple, Sheldon Street is a wide, one way street with a median in the middle. The opportunity is to close the eastern portion of Sheldon Street in this location and convert it into a linear green space that



Existing view of Division and Ionia north of 196



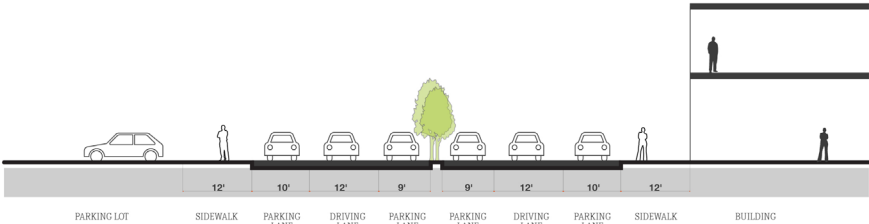
FIG 5.14: *View of the proposed Ionia Street Linear Park*

provides outdoor passive space and stormwater management. This action, completed in tandem with streetscape improvements stretching up to Crescent Park, will create a distinctive link between some of Downtown’s major institutions and unique green spaces.

FIG 5.16: Sheldon linear park: existing and proposed sections looking south

SHELDON@Weston

Existing

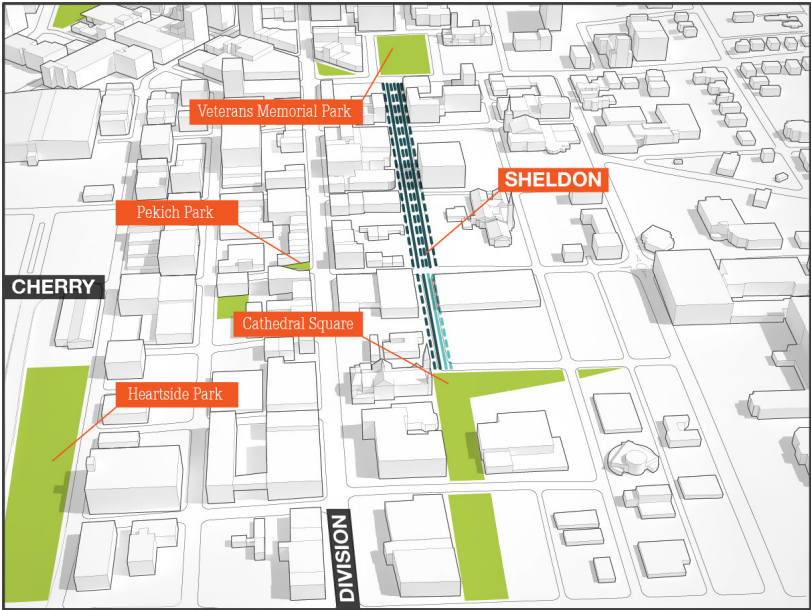


SHELDON@Weston

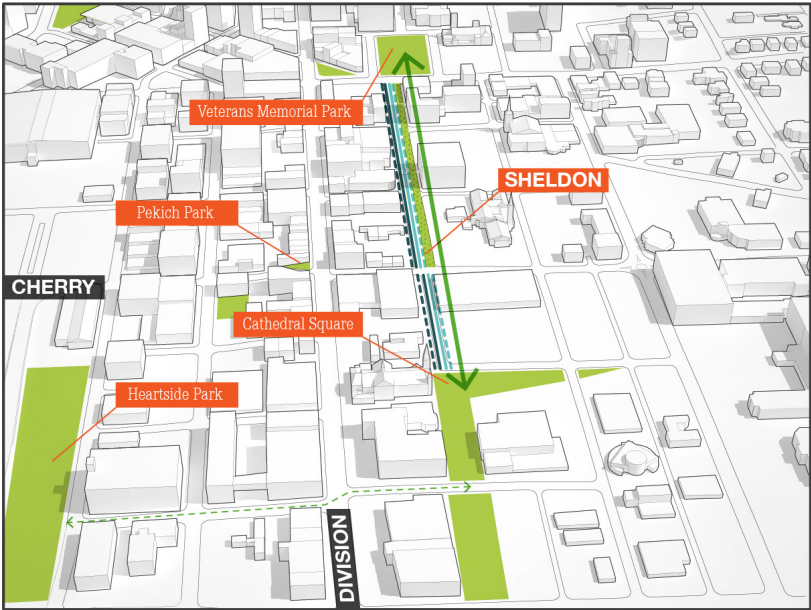
Proposed



FIG 5.15: Sheldon linear park: existing and proposed aerial diagrams



— DRIVING LANE - - - - PARKING LANE



— DRIVING LANE - - - - PARKING LANE ■■■ NEW PARK SPACE



EXTRA ROAD SPACE ON SHELDON AVE. CAN BE USED TO CONNECT IMPORTANT OPEN SPACES THROUGH DOWNTOWN.

 POTENTIAL GREEN CORRIDOR

FIG 5.17: Sheldon Street linear park open space network



CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

DATE: May 2, 2018

TO: Tim Kelly
Downtown Development Authority
Executive Director

FROM: Jeffrey McCaul, Acting City Engineer
Engineering Department

SUBJECT: Street Lighting Improvements on Division Avenue from Cherry Street to Fulton Street

This project consists of Street Lighting Improvements in Division Avenue from Cherry Street to Fulton Street. Community stakeholders from Heartside Neighborhood Association, Downtown Grand Rapids, Inc. (DGRI), the City of Grand Rapids Street Lighting, Planning, Police, Executive and Engineering Departments, and local businesses and residents engaged to discuss problems in the area including crime and social issues and develop alternatives to help to mitigate these problems. One of the goals from this engagement was to improve lighting in the area. The DGRI in cooperation with the City of Grand Rapids has conducted a Preliminary Street Lighting Study for the Division Avenue Area including side streets from Wealthy Street to Fulton Street. This study reviewed the condition of lighting in this area and found that lighting levels did not meet the minimum City of Grand Rapids standard. Six alternatives were developed and Option E2 was the recommended solution selected by the engagement team. This option includes the use of 24 foot twin 174 watt LED ornamental street light fixtures along Division Avenue and with single fixtures on the side streets. A proposed cost split between the DDA and the City of Grand Rapids was developed which will phase the construction work over approximately 5 years, while coordinating this effort with street reconstruction projects, with total expenditures of approximately \$6,750,000.

The proposed work in Division Avenue from Cherry Street to Fulton Street will include the installation of approximately twenty one (21) street light poles, concrete foundations and associated electrical conduit, wiring and equipment. The City of Grand Rapids Engineering Department has retained Geotech Inc. for design phase services at a not to exceed cost of \$31,091.

The total not to exceed of \$492,760 for this project includes the costs of the construction contract, previously authorized design phase services by Geotech, construction phase services including inspection by Geotech, public information program, street lighting force account work, administration and an approximate twelve percent allowance for

contingencies. Geotech will provide the design and construction phase services including inspection pursuant to their existing term contract with the City.

This project is being financed by a combination of City's Capital Improvement Fund and Downtown Development Authority Fund. The DDA's share of costs is for street lighting improvements.

It is recommended that the DDA approve its share of costs in the amount of \$221,884. As the design is completed City staff will keep the DGRI informed of any changes to the budget and will bring this matter back to the DDA after bids are received if additional funds are required. At its meeting on July 10, 2018, it is anticipated that the City will approve the contract and authorized their share of costs, contingent upon the DDA approving their share of costs.

cc: Eric DeLong
Jana Wallace
Mike Lunn
Bruce Sweeris
Rick DeVries

#18026

SUMMARY OF ESTIMATED COSTS

for

Street Lighting Improvements on Division Avenue from Cherry Street to Fulton Street

Project Funding Source(s)

		<u>Currently Approved</u>	<u>Budget Request(s)</u>	<u>Revised Project Estimate</u>
Capital Improvement Fund	XXX,XXX	XXX,XXX	XXX,XXX \$270,876	XX,XX70,876 XXX,XXX
Downtown Development Authority	XX,XXX	XXX,XXX	XXX,XXX \$21,884	XX,XX21,884 XXX,XXX
Total Project Sources			<u>\$0</u>	<u>\$492,760</u>

Breakdown of Project Uses

Construction Contract	\$367,300
Previously Authorized Design Phase Services by Geotech	31,091
Construction Phase Services Including Inspection by Geotech	16,928
Public Information Program	500
Street Lighting Force Account Work	14,500
Administration	<u>18,365</u>
Sub-Total	\$448,684
Contingencies (12%)	<u>44,076</u>
Total Project Uses	<u>\$492,760</u>



STREET LIGHTING IMPROVEMENT PROJECTS

PROJECT PHASE DESCRIPTION

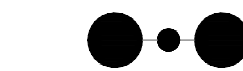
DIVISION - FULTON TO CHERRY SUMMER 2018

DIVISION - CHERRY TO WEALTHY
SUMMER 2019

SIDE STREETS - COMMERCE TO SHELDON SUMMER 2020

SHELDON - WESTON TO FULTON
SUMMER 2018

WESTON - SHELDON TO LaGRAVE
SUMMER 2018





Division Avenue

(LOOKING NORTH FROM CHERRY ST.)



Division Avenue

(LOOKING SOUTH FROM FULTON ST.)

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: May 4, 2018

TO: Downtown Development Authority

FROM: Tim Kelly, AICP
President & CEO

SUBJECT: FY19 Budget and Priority Plan

Agenda Item #11
May 9, 2018
DDA Meeting

Each year the DDA recommends and adopts a one-year budget and 5-year priority plan to reflect the priorities for Downtown investment. With GR Forward now an approved amendment to the City's Master Plan, DGRI has clearly defined objectives and continues to work diligently to ensure its budgets reflect the plan's recommendations. The budgets, which include the local tax increment fund (LTI), non-tax increment fund (NTI), school tax increment (STI) and Bond Proceeds Fund (BPF), consist of both new projects from GR Forward and carry forward priorities that span multiple fiscal years.

New projects include planning for the management of future River Corridor improvements, new lighting for Division Avenue, the re-design of Fulton Street and Calder Plaza, support for the initiation of bike share, construction funding for Lyon Square, and designs for the conversion of one-way streets to two way, including Ottawa and Ionia Avenue. Carry-forward priorities from previous years include improved bus shelters for the DASH system, funding to grow the supply of affordable housing, and support for the Grand River restoration. When examined by GR Forward goal the breakdown is as follows:

- Goal 1 (Restore the River as the Draw): \$1,713,000
- Goal 2 (Create a True Downtown Neighborhood Home to a Diverse Population): \$2,210,000
- Goal 3 (21st Century Mobility Strategy): \$1,915,000
- Goal 4 (Ensure Job Opportunities and Ensure Vitality of the Local Economy) \$175,000
- Goal 5 (Reinvest in Public Space, Culture and Inclusive Programming): \$2,411,000

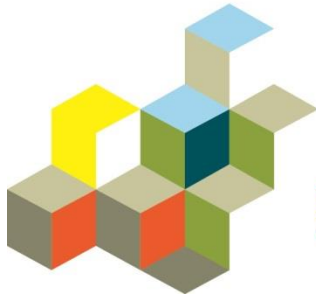
In addition, there are 14 projects and initiatives that cut across multiple or all goals and include items such as diversity and inclusion programming, GR Forward implementation communications, speaker series events, and administration.



As in previous years, the Downtown Grand Rapids Inc. Alliances played an important role in developing the budget. Beginning in February 2018, 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 each of the fiduciary Boards' recommended budgets to the City Commission on May 22, 2018, requesting bottom-line appropriation. After receiving City Commission appropriation, the fiduciary Boards will each adopt their final annual budgets and priority plans at their next scheduled meetings.

Recommendation: Recommend the FY2019 DDA Budget Summary to the Grand Rapids City Commission and request fund appropriation.



DOWNTOWN
GRAND RAPIDS INC.

FY 2019 Recommended Budget

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

- Arena South Implementation

Installation of festoon lighting on Ionia Avenue in collaboration with building and business owners.

- Downtown Plan

Planning initiatives to further the goals of GR Forward. Proposed initiatives in FY2019 include:

- Governance and Management Plan for the Grand River Corridor
- Downtown Traffic Circulation Plan Update
- Fulton Street Corridor Improvement Plan

- Grand River Activation

Contribution to complete the design and permitting for the restoration of the Grand River.

- Lyon Square Improvements

Funding to complete the construction of Lyon Square. Construction is anticipated to be funded through the issuance of public bonds, as well as through partner contributions.

- Parks Design

Completion of design for Downtown parks. In FY2019, funds will be used to complete the design of Lyon Square and Calder Plaza. In FY2020, it is anticipated design work will commence for Switchback and Heartside Parks.

- 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

Continuation of the effort to affect affordable housing development in Downtown.

- Areaway Fill

Continued funding for the Areaway Removal Incentive Program. Program funds will be used cover existing obligations, and if needed to participate in projects to improve public safety through the removal of existing areaways.

- Building Reuse Incentive Program

Continued funding for the Building Reuse Incentive Program. Program funds will be used cover existing obligations, and to continue to assist property and business owners in the rehabilitation of buildings constructed pre-1950 in Downtown.

- 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 (i.e. Streetscape Improvement Incentive Program)

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.

- Weston Street – Sheldon to LaGrave Avenue

DDA participation in the City reconstruction project. DDA funding is to be used for project enhancements, including the brick street and lighting.

- 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.

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 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, including proposed weekend and evening service.

- Grandville Avenue Area Public Improvements

DDA contribution to implement the vision established in the Grandville Avenue Area Specific Plan. Improvements will occur within the DDA boundary on Grandville Avenue, and will likely include pedestrian enhancements to improve the streetscape and walkability. The DDA will work with neighborhood stakeholders to help identify the implementation priorities.

- New Downtown Circulator Infrastructure

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

- Public Realm Improvements

Investment in infrastructure to support the continued improvement of the public realm in Downtown, including trash cans and expansion of the piloted recycling program.

- Streetscape Improvements

Pedestrian enhancements along key Downtown corridors. Enhancements will include lighting, trees and safety elements to improve street crossings. Proposed projects for FY19 include:

- Division Avenue: Fulton – Cherry Street
- Newberry Street: Monroe – Division Avenue

- Sheldon Avenue: Fulton – Weston Street
- Michigan Street River Crossing(s)
- Wayfinding System Improvements
Funding to maintain the existing wayfinding system, and to initiate an overall to 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

- Economic Development – M/WBE
Funding to implement the goals outlined in the GR Forward and DDA TIF and Development Plans to support the continued diversification of ground floor businesses in Downtown and ensure opportunities for those owned by women or minorities.
- Downtown Workforce Programming (NTI)
DDA contribution to Downtown Workforce Program helps to support programming and other efforts in order to connect with the downtown workers of Grand Rapids. This could include, but not limited to; Broomball Leagues, exercise and fitness classes, Relax at Rosa event series, Downtown workforce network program, Relax at Rosa event series, Lunch & Learn series, merchant events, and marketing initiatives.

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.

- Tree Well Fill

Continued investments in tree plantings and infrastructure to improve the downtown tree canopy and achieve the goals outlined in GR Forward.

- Urban Recreation

DDA contribution to Urban Recreation Programming for free outdoor fitness programming, outdoor walking and running tours and winter programming.

- 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 Movies in the Park/Movies on Monroe events, World of Winter, Rosa Parks Ice-skating programming, Light Up Downtown, World Cup, Calder Plaza Anniversary, Event Management Program and a Volunteer Program.

- 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.

- Educational Partnerships Initiatives (NTI)

Contributions to further partnerships with education-based organizations to promote Downtown and the work Downtown Grand Rapids Inc.

- 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.

- 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, public artwork programs, murals, activation grant program, food truck initiatives, parks programming, and other enlivening interventions that help create an ambiance at 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 Program (NTI)

DDA contribution to Special Events Event Sponsorship Support Program will help to support events 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-May 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 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

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
DDA Series 2017 Bond Proceeds
Proposed FY2019 Revenue and Appropriation Request and FY2020 - 2023 Forecasts
Prepared on April 6, 2018

	FY2017	FY2018			FY2019	FY2020	FY2021	FY2022	FY2023	FY2019-23	
Table 1 - Projected Revenue	Final	Budget	YTD Actual ¹	Estimate	Request	Forecast	Forecast ²	Forecast ²	Forecast ²	TOTAL	NOTES
Bond Proceeds	\$ 1,250,808	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Bond proceeds deposited on March 8, 2017
Bond Proceeds - Interest on Investments	2,071	5,161	2,624	5,161	2,285	-	-	-	-	2,285	Estimated interest rates @ 1.00%
TOTAL PROJECTED REVENUE	\$ 1,252,879	\$ 5,161	\$ 2,624	\$ 5,161	\$ 2,285	\$ -	\$ -	\$ -	\$ -	\$ 2,285	
Table 2 - Capital Projects and Costs of Issuance											
River Trail Floodwall Improvements	84,058	228,000	28,071	128,000	100,000	-	-	-	-	100,000	\$228,000 budget approved by DDA on 03/08/2017
Michigan Street Streetscape Improvements	117,650	180,000	46,018	100,000	80,000	-	-	-	-	80,000	\$180,000 budget approved by DDA on 04/12/2017
Streetscape / Riverwalk Projects	-	616,228	-	-	551,455	-	-	-	-	551,455	Sheldon, Newberry, Weston and Division Streetscape Improvements
Costs of Issuance	232,584	-	1,500	1,500	-	-	-	-	-	-	Underwriter's fees, legal, printing, ratings, trustee, etc
TOTAL PROJECTED EXPENDITURES	434,292	1,024,228	75,589	229,500	731,455	-	-	-	-	731,455	
Table 3 - Excess / (Deficit) of Revenues Over Expenses											
Fund Balance - Beginning	\$ -	\$ 818,587	\$ 818,587	\$ 818,587	\$ 594,248	\$ (134,922)	\$ (134,922)	\$ (134,922)	\$ (134,922)	\$ 594,248	
Plus: Projected Revenue	1,252,879	5,161	2,624	5,161	2,285	-	-	-	-	2,285	
Less: Committed & Planned Expenditures	(434,292)	(1,024,228)	(75,589)	(229,500)	(731,455)	-	-	-	-	(731,455)	
Ending Fund Balance - Before Reserve	\$ 818,587	\$ (200,480)	\$ 745,622	\$ 594,248	\$ (134,922)	\$ (134,922)	\$ (134,922)	\$ (134,922)	\$ (134,922)	\$ (134,922)	

Note 1 - Actual data as of March 31, 2018
Note 2 - Bond proceeds must be 95% expended by March 8, 2019 to avoid arbitrage liabilities.

Downtown Development Authority

Local Tax Increment Only

Proposed FY2019 Revenue and Appropriation Request and FY2020 - 2023 Forecasts

Prepared on April 26, 2018

Table 1 - Projected Revenue	FY2018			FY2019	FY2020	FY2021	FY2022	FY2023	FY2019-23	NOTES
	Budget	YTD Actual ¹	Estimate	Request	Forecast	Forecast	Forecast	Forecast	TOTAL	
Local Tax Increment - FY2019 forecast uses est mills	\$ 5,667,979	\$ 5,647,516	\$ 5,597,516	\$ 5,672,682	\$ 5,701,045	\$ 5,729,551	\$ 5,758,198	\$ 5,786,989	\$ 28,648,466	FY19 mills estimated. Est 0.5% growth/yr after FY19
Public Transit Millage Increment - FY18 estimated mills	508,483	508,483	508,483	522,053	524,663	527,287	529,923	532,573	2,636,498	FY19 mills estimated. Est 0.5% growth/yr after FY19
Sub-Total Tax Increment Revenues	\$ 6,176,462	\$ 6,155,999	\$ 6,105,999	\$ 6,194,735	\$ 6,225,709	\$ 6,256,837	\$ 6,288,121	\$ 6,319,562	\$ 31,284,964	
Gainsharing Property Tax Rebates @ 10%	(617,646)	(598,332)	(598,332)	(619,474)	(622,571)	(625,684)	(628,813)	(947,935)	(3,444,477)	FY2018 & beyond includes rebates to City, County, GRCC, & ITP
Prior Year Tax Increment Adjustments	(75,000)	(29,465)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(375,000)	Revenue adjustments due to assessment appeals
Sub-Total Tax Increment Revenues - Net	\$ 5,483,816	\$ 5,528,202	\$ 5,432,667	\$ 5,500,261	\$ 5,528,137	\$ 5,556,153	\$ 5,584,309	\$ 5,296,627	\$ 27,465,487	
Interest on Investments	73,650	93,364	73,650	71,953	55,293	51,542	54,558	59,562	292,909	Estimated interest / investment at 1.00%
Brownfield Redevelopmt Auth Reimbs - Grandville Ave	26,696	28,257	28,257	28,398	28,540	28,683	28,826	28,971	143,418	BRA Custer STI-capture maxed out after 2012/FY2013
Brownfield Redevelopmt Auth Reimbs - Veterans Park	736,548	-	747,500	-	-	-	-	-	-	TIR from BRA-Fitzgerald by 12/31/2019 nte \$747,500
Lyon Square Partner Contributions	-	150,000	150,000	-	1,500,000	1,000,000	-	-	2,500,000	Estimates for construction support
Miscellaneous Reimbursements & Fees	10,000	2,100	5,000	5,000	5,000	5,000	5,000	5,000	25,000	Bid packet fees, incentive applications, etc
TOTAL PROJECTED REVENUE AS AMENDED	\$ 6,330,710	\$ 5,801,923	\$ 6,437,074	\$ 5,605,612	\$ 7,116,970	\$ 6,641,378	\$ 5,672,694	\$ 5,390,160	\$ 30,426,814	
Table 2 - Administration										
General Administration	1,150,000	924,530	1,150,000	1,220,035	1,256,636	1,294,335	1,333,165	1,373,160	6,477,332	Fixed costs, staff, supplies, tech, legal, A-87 costs, etc.
City of GR Legacy Costs	37,863	37,863	37,863	37,863	-	-	-	-	37,863	Share of former DDA emps' legacy costs - 5 yr payout
Sub-Total Administration	\$ 1,187,863	\$ 962,393	\$ 1,187,863	\$ 1,257,898	\$ 1,256,636	\$ 1,294,335	\$ 1,333,165	\$ 1,373,160	\$ 6,515,195	
Table 3 - Debt Service for Bond Issues										
Series 2003B/2013B CCBA Bonds - DeVos Place	327,100	295,500	327,100	324,225	326,125	321,400	315,100	318,400	1,605,250	Debt matures 12/01/2023. Final d/s pmt is in FY2024.
Series 2008 KCDC Bonds - Floodwall Refunding	51,287	50,378	51,287	15,782	15,683	15,810	-	-	47,275	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	375,000	Debt matures 06/01/2032. Final d/s pmt is in FY2032.
Paying Agent Fees - Van Andel Arena & Floodwall Bonds	1,250	500	1,250	1,250	1,250	1,000	1,000	-	4,500	Paying agent fees for Debt Increment Bonds
Sub-Total Debt Service	\$ 454,637	\$ 346,378	\$ 454,637	\$ 416,257	\$ 418,058	\$ 413,210	\$ 391,100	\$ 393,400	\$ 2,032,025	
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	\$ 150,000	\$ 17,012	\$ 75,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	Ionia Str festoon lighting
Bridge Street Streetscape / US 131 Underpass	100,000	6,664	6,664	-	-	-	-	-	-	Street design & build, lighting & walkability under overpass
Downtown Plan	325,000	83,170	250,000	250,000	100,000	-	-	-	350,000	FY18 Planning completion; Open space asset mgmt/feasibility; Fulton St
Grand River Activation	100,000	100,000	100,000	400,000	1,000,000	1,000,000	-	-	2,400,000	White water planning, engine, design, & implementation
Lyon Square Improvements	-	-	-	288,000	288,000	288,000	288,000	288,000	1,440,000	Anticipated debt service payments for Lyon Square construction
Parks Design	700,000	375,697	500,000	700,000	300,000	-	-	-	1,000,000	FY19 - Lyon Square, Calder; FY20 Switchback, Heartside
Pearl Street Gateway Enhancements	100,000	-	-	100,000	-	-	-	-	100,000	Pedestrian enhancements to gateway treatment
State Street and Bostwick Ave Reconstruction	150,000	-	-	150,000	-	-	-	-	150,000	DDA share of \$1,060,000 project
Sub-Total	\$ 1,625,000	\$ 582,543	\$ 931,664	\$ 1,938,000	\$ 1,688,000	\$ 1,288,000	\$ 288,000	\$ 288,000	\$ 5,490,000	
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population										
Affordable Housing Support	250,000	-	-	250,000	250,000	-	-	-	500,000	Two-year pilot to initiate direct DDA support program
Development Project Guidance	90,000	(2,061)	92,061	90,000	90,000	90,000	90,000	90,000	450,000	Legal / staff-time expended on behalf of devel projects
Downtown Census	15,000	-	-	15,000	-	15,000	-	15,000	45,000	Build/update comprehensive residential demographic census
Project Tax Increment Reimbursements	925,000	937,949	1,200,000	1,200,000	1,300,000	1,500,000	1,600,000	1,700,000	7,300,000	Development support program reimbursements
Downtown Enhancement Grant	375,000	-	-	485,000	350,000	350,000	350,000	350,000	1,885,000	Partial support for streetscape enhancements

Weston Street - Sheldon to LaGrave Ave.	-	-	-	200,000	220,000	-	-	-	420,000	DDA contribution to street design upgrades and amenities
Sub-Total	\$ 1,655,000	\$ 935,888	\$ 1,292,061	\$ 2,240,000	\$ 2,210,000	\$ 1,955,000	\$ 2,040,000	\$ 2,155,000	\$ 10,600,000	
Goal #3: Implement a 21st Century Mobility Strategy										
Accessibility and Mobility Repairs	100,000	7,000	30,000	100,000	100,000	100,000	100,000	100,000	500,000	Accessibility audit; streetscape improvements
Bicycle Friendly Improvements	75,000	31,770	50,000	200,000	500,000	-	-	-	700,000	Bike parking, protected bike lane, bike share (FY2020)
DASH North Shuttles Lease	80,000	60,003	80,000	100,000	100,000	-	-	-	200,000	DASH service from North Monroe area to main downtown
Grandville Avenue Area Public Improvements	50,000	-	-	50,000	-	-	-	-	50,000	Neighborhood improvements from Grandville Ave ASP
Ionia Avenue Cycletrack	-	-	-	-	-	-	-	-	-	Share of costs
Michigan / Ottawa Gateway	50,000	-	-	50,000	-	-	-	-	50,000	DDA share of \$1M of pedestrian improvements near hospital
New Downtown Circulator Infrastructure	500,000	-	-	500,000	-	-	-	-	500,000	Bus wraps, digital / information infrastructure, etc.
Public Realm Improvements	150,000	26,198	30,000	300,000	150,000	-	-	-	450,000	Monroe North banners, murals, refuse cans, etc
Streetscape Improvements: CBD, Heartside, Arena S.	350,000	77,179	150,000	650,000	400,000	200,000			1,250,000	Dvn Ave lighting, Newberry, River trail Crossings, Museum School Improvements
Wayfinding System Improvements	75,000	16,239	19,500	75,000	50,000	50,000	50,000	50,000	275,000	Wayfinding, updates & repairs to wayfinding system
Sub-Total	\$ 1,430,000	\$ 218,389	\$ 359,500	\$ 2,025,000	\$ 1,300,000	\$ 350,000	\$ 150,000	\$ 150,000	\$ 3,975,000	
Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy										
Economic Development - Minority/Women Business Ent	100,000	-	-	150,000	100,000	-	-	-	250,000	Two-year pilot to to grow # of minority-owned businesses
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming										
Downtown Marketing and Inclusion Efforts	300,000	130,861	230,000	400,000	400,000	400,000	400,000	400,000	2,000,000	Grow vibrancy & diversity for a more welcoming Downtown
Heartside Public Restroom Facility	150,000	-	-	150,000	-	-	-	-	150,000	Facility construction only.
Sheldon Boulevard - Fulton Street to Weston Street	300,000	-	-	400,000	450,000	-	-	-	850,000	DDA share of street design upgrades and amenities
Snowmelt System Capital Repairs	50,000	1,336	45,000	50,000	50,000	50,000	50,000	50,000	250,000	Implementation of system asset management plan
State of Downtown / Annual Report	20,000	26,230	26,230	25,000	25,000	25,000	25,000	25,000	125,000	Production of State-mandated reports and annual meeting
Downtown Tree Plantings	150,000	-	125,000	150,000	150,000	150,000	150,000	150,000	750,000	Investments in urban tree canopy
Urban Recreation Improvements	125,000	10,475	11,500	250,000	100,000	-	-	-	350,000	Parks programming, fitness equip, winter rec improves, etc
Veterans Park Improvements	860,000	692,460	860,000	-	-	-	-	-	-	Construct new park designed by Veterans' MP Committee
Sub-Total	\$ 1,955,000	\$ 861,362	\$ 1,297,730	\$ 1,425,000	\$ 1,175,000	\$ 625,000	\$ 625,000	\$ 625,000	\$ 4,475,000	
Total Project Expenditures	\$ 6,765,000	\$ 2,598,182	\$ 3,880,955	\$ 7,778,000	\$ 6,473,000	\$ 4,218,000	\$ 3,103,000	\$ 3,218,000	\$ 24,790,000	
Total Expenditures	\$ 8,407,500	\$ 3,906,953	\$ 5,523,455	\$ 9,452,155	\$ 8,147,694	\$ 5,925,545	\$ 4,827,265	\$ 4,984,560	\$ 33,337,220	
Table 4 - Excess / (Deficit) of Revenues Over Expenses										
Fund Balance - Beginning	\$ 4,637,027	\$ 4,637,027	\$ 4,637,027	\$ 5,550,646	\$ 1,704,103	\$ 673,380	\$ 1,389,213	\$ 2,234,641	\$ 5,550,646	
Plus: Projected Revenue	6,330,710	5,801,923	6,437,074	5,605,612	7,116,970	6,641,378	5,672,694	5,390,160	30,426,814	
Less: Administration and Debt Service	(1,642,500)	(1,308,771)	(1,642,500)	(1,674,155)	(1,674,694)	(1,707,545)	(1,724,265)	(1,766,560)	(8,547,220)	
Less: Project Expenditures	(6,765,000)	(2,598,182)	(3,880,955)	(7,778,000)	(6,473,000)	(4,218,000)	(3,103,000)	(3,218,000)	(24,790,000)	
Fund Balance - Ending	\$ 2,560,237	\$ 6,531,997	\$ 5,550,646	\$ 1,704,103	\$ 673,380	\$ 1,389,213	\$ 2,234,641	\$ 2,640,241	\$ 2,640,241	

Note 1 - Actual data as of March 31, 2018; plus \$610 for Public Realm which should be charged to Local Tax less \$10,635 originally chgd to Local Tax but shd be chgd to Non-Tax (DGRI Event \$77 & Ticket Events \$10,558.)

Downtown Development Authority
Non-Tax Fund Only
Proposed FY2019 Revenue and Appropriation Request and FY2020 - 2023 Forecasts
Prepared on April 9, 2018

Table 1 - Projected Revenue	FY2018			FY2019	FY2020	FY2021	FY2022	FY2023	FY2019-23	NOTES
	Budget	YTD Actual ¹	Estimate	Request	Forecast	Forecast	Forecast	Forecast	TOTAL	
Property Rental - DASH Parking Lots	\$ 442,200	\$ 272,967	\$ 482,967	\$ 225,127	\$ 226,253	\$ 227,384	\$ 228,521	\$ 229,663	\$ 1,136,948	No Area 4 revenues for FY2019 - FY2023
Property Rental - YMCA Parking Lot	52,025	33,800	52,025	52,545	53,071	53,601	54,137	54,679	268,034	Use of the former DASH 8 lot
Areaway Special Assessment	15,000	516	516	15,000	15,000	15,000	15,000	15,000	75,000	City View, Mel Trotter, Touchstone
Interest on Investments	28,821	59,755	30,000	52,002	44,555	43,309	47,646	77,912	265,425	Estimated interest rates @ 1.00%
The Gallery Promissory Note - Interest	25,373	-	253,743	21,998	17,498	12,998	8,498	3,998	64,990	4.5% simple interest due April 1 annually
The Gallery Promissory Note - Principal	75,000	-	75,000	100,000	100,000	100,000	100,000	88,848	488,848	Due April 1 annually through April 1, 2023
Event Sponsorships & Fees	75,000	5,025	25,000	100,000	125,000	-	-	-	225,000	Sponsorships and fees from vendors like food trucks
Valent-ICE Sculpture Reimbursements	20,000	24,365	24,365	25,000	25,000	-	-	-	50,000	Offset costs of sponsor sculptures
Property Sale	4,074,108	3,667,075	3,667,075	-	-	-	-	-	-	Potential sale of properties within district boundaries
Miscellaneous	600	2,000	3,000	1,000	1,030	1,061	1,093	1,126	5,309	Fees, write-offs, reimbursements, etc.
TOTAL PROJECTED REVENUE	\$ 4,808,127	\$ 4,065,503	\$ 4,613,691	\$ 592,672	\$ 607,407	\$ 453,354	\$ 454,895	\$ 471,225	\$ 2,579,553	
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	\$ 10,000	\$ 4,800	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 20,000	Events featuring city-building experts
Riverwalk Maintenance	20,000	356	15,000	15,000	15,000	-	-	-	30,000	Walkway repairs and maintenance
Sub-Total	\$ 30,000	\$ 5,156	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 50,000	
Goal #2: Create a True Downtown Neighborhood Home to a Diverse Population										
Heartside Quality of Life Plan Implementation	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	Implementation of plan recommendations
Heartside Restrooms	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 300,000	Operations of newly constructed facilities in parking ramps
Sub-Total	\$ -	\$ -	\$ -	\$ 170,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 320,000	
Goal #3: Implement a 21st Century Mobility Strategy										
Transportation Demand Mmnt Program	\$ 40,000	\$ 25,112	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 80,000	Enabling mobility options
Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy										
Downtown Workforce Program	\$ 25,000	\$ 21,283	\$ 25,000	\$ 25,000	\$ 20,000	\$ -	\$ -	\$ -	\$ 45,000	Events & programs geared to engaging dntn workforce
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming										
African American Museum & Archives	6,500	4,703	6,500	-	-	-	-	-	-	Growing partnerships to increase awareness
Bridge Lighting Operations	10,000	-	10,000	10,000	10,000	-	-	-	20,000	Electricity and maintenance for lighting
DGRI Event Production	245,000	205,115	245,000	325,000	310,000	-	-	-	635,000	DGRI-produced events, i.e. Movies in the Park, Light Up
Diversity / Inclusion Programming	30,000	39,548	39,548	45,000	45,000	-	-	-	90,000	Community relations to build more inclusive downtown
Downtown Ambassador Program	200,000	126,921	200,000	209,000	213,000	-	-	-	422,000	Hospitality and Safety Program
Educational Partnerships Initiatives	5,000	2,840	5,000	5,000	5,000	-	-	-	10,000	Growing partnerships to increase awareness
Experience Miscellaneous	50,000	27,333	50,000	50,000	50,000	-	-	-	100,000	Available for emerging ideas and opportunities
Holiday Décor Program	35,000	42,930	42,930	75,000	60,000	-	-	-	135,000	Adorning Downtown for the holiday season
Major Event Sponsorship	60,000	70,000	70,000	70,000	70,000	-	-	-	140,000	Arprize, LaughFest, and GRand Jazz Fest
Police Foot Patrols	35,000	27,390	35,000	35,000	35,000	-	-	-	70,000	Additional services within DDA boundaries
Project and Fixed Asset Maintenance	15,000	15,206	15,206	15,000	15,000	-	-	-	30,000	Asset maintenance not budgeted elsewhere
Public Space Activation	36,000	27,262	27,262	65,000	55,000	-	-	-	120,000	Buskers/games/murals/public art/enlivening interventions
Rosa Parks Circle Ice Skating Support	40,000	-	40,000	40,000	40,000	-	-	-	80,000	Skate rink operations
Special Events - Grant Programs	30,000	21,450	30,000	25,000	30,000	-	-	-	55,000	Support for new & emerging events
Special Events - Office of	75,000	50,000	75,000	50,000	-	-	-	-	50,000	Partial support for special events management
Special Events - Training Program	5,000	1,835	1,835	5,000	5,000	-	-	-	10,000	Workshops to assist and train event producers
Stakeholder Engagement Programs	20,000	2,430	10,000	35,000	35,000	-	-	-	70,000	Resident and merchant engagement programs
Street Trees Maintenance Program	5,000	-	-	-	-	-	-	-	-	Watering / tending trees within the district
Ticketed Events - Police Services	70,000	66,380	70,000	70,000	60,000	-	-	-	130,000	Pedestrian safety - Van Andel Arena & DeVos Place
Winter Avenue Building	2,000	-	-	2,000	2,000	-	-	-	4,000	Maintenance and repairs
Sub-Total	\$ 974,500	\$ 731,343	\$ 973,281	\$ 1,131,000	\$ 1,040,000	\$ -	\$ -	\$ -	\$ 2,171,000	
Administration	\$ 4,200	\$ 3,526	\$ 5,200	\$ 5,356	\$ 5,517	\$ 5,682	\$ 5,853	\$ 6,028	\$ 28,436	Miscellaneous fees and expenditures
Land Acquisition										
Debt Service Related to Area 5 Purchase	213,997	-	-	-	-	-	-	-	-	Principal and interest for Area 5 acquisition
Purchase Area 5 Parking Lot	2,051,451	2,077,575	2,077,575	-	-	-	-	-	-	Acquire Area 5 for mixed use development
Sub-Total	\$ 2,265,448	\$ 2,077,575	\$ 2,077,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL PROJECTED EXPENDITURES	\$ 3,339,148	\$ 2,863,995	\$ 3,146,056	\$ 1,416,356	\$ 1,280,517	\$ 5,682	\$ 5,853	\$ 6,028	\$ 2,394,436	
Table 3 - Excess / (Deficit) of Revenues Over Expenses										
Fund Balance - Beginning	\$ 4,207,911	\$ 4,207,911	\$ 4,207,911	\$ 5,675,546	\$ 4,851,862	\$ 4,178,752	\$ 4,626,424	\$ 5,075,466	\$ 5,675,546	
Plus: Projected Revenue	4,808,127	4,065,503	4,613,691	592,672	607,407	453,354	454,895	471,225	2,579,553	
Less: Committed & Planned Expenditures	(3,339,148)	(2,863,995)	(3,146,056)	(1,416,356)	(1,280,517)	(5,682)	(5,853)	(6,028)	(2,714,436)	
Ending Fund Balance - Before Reserve	\$ 5,676,890	\$ 5,409,419	\$ 5,675,546	\$ 4,851,862	\$ 4,178,752	\$ 4,626,424	\$ 5,075,466	\$ 5,540,663	\$ 5,540,663	
Reserve for Brownfield 2012A Bonds	-	-	-	(530,964)	(531,291)	(530,999)	(531,483)	(531,591)	(531,591)	Per Ionia Ave Improvmts Repayment Agreement
Ending Fund Balance - With Reserve	\$ 5,676,890	\$ 5,409,419	\$ 5,675,546	\$ 4,320,898	\$ 3,647,461	\$ 4,095,425	\$ 4,543,983	\$ 5,009,072	\$ 5,009,072	

Note 1 - Actual data as of March 31, 2018; less \$610 for Public Realm which should be charged to Local Tax plus \$10,635 originally chgd to Local Tax but shd be chgd to Non-Tax (DGRI Event \$77 & Ticket Events \$10,558.)

Downtown Development Authority
Debt Tax Increment Fund Only
Proposed FY2019 Revenue and Appropriation Request and FY2020 - 2023 Forecasts
Prepared on April 26, 2018

A360: 2482-740-Unit 1000-xxxx

Table 1 - Projected Revenue	FY2018			FY2019	FY2020	FY2021	FY2022	FY2023	FY2019-23	NOTES
	Budget	YTD Actual ¹	Estimate	Request	Forecast	Forecast	Forecast	Forecast	TOTAL	
Property Tax Increment - Estimated Mills ²	\$ 10,139,113			\$ 10,283,135	\$ 10,334,551	\$ 10,386,223	\$ 10,438,155	\$ -		FY2019-23 less \$300,000 reserve for current appeals
Share of Revenue Required for Eligible Obligations	60.00%			90.00%	85.00%	80.00%	75.00%	0.00%		
Tax Increment to be Captured	\$ 6,083,468	\$ 6,175,319	\$ 6,083,468	\$ 9,254,822	\$ 8,784,368	\$ 8,308,979	\$ 7,828,616	\$ -	\$ 34,176,784	FY2022 is final year of school increment capture
Prior Year Tax Increment Adjustments	(75,000)	(55,328)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(35,000)	(335,000)	Reimbursements and appeal adjustments
Interest on Investments	20,000	68,045	30,000	8,616	12,413	15,097	15,029	1,882	53,037	Revenues decrease once DSRF is depleted
Draw from Series 1994 Debt Service Reserve Funds	3,995,000	-	3,995,000	845,000	-	-	-	-	845,000	DSRF required only for Series 1994 bond issue
TOTAL PROJECTED REVENUE	\$ 10,023,468	\$ 6,188,036	\$ 10,033,468	\$ 10,033,438	\$ 8,721,781	\$ 8,249,075	\$ 7,768,645	\$ (33,118)	\$ 34,739,821	
Table 2 - Committed Expenditures - Investment										
Debt service - 1994 Van Andel Arena CAB Bonds										Final debt service payment due 06/01/2019
Principal	\$ 734,601	\$ -	\$ 734,601	\$ 144,554	\$ -	\$ -	\$ -	\$ -	\$ 144,554	
Interest	3,260,399	-	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	-	345,000	3,510,000	-	-	-	-	3,510,000	
Interest	190,163	95,081	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	-	3,665,000	2,080,000	6,275,000	6,345,000	6,490,000	-	21,190,000	
Interest	1,185,300	592,650	1,185,300	1,038,700	955,500	641,750	324,500	-	2,960,450	
SUB-TOTAL "ELIGIBLE OBLIGATIONS"	\$ 9,380,463	\$ 687,731	\$ 9,380,463	\$ 7,649,200	\$ 7,230,500	\$ 6,986,750	\$ 6,814,500	\$ -	\$ 28,680,950	
Estimate of Maximum Capture to be Returned ³	623,005	-	623,005	1,000,000	1,250,000	1,250,000	1,500,000	-	5,000,000	Excess revenue returned to State, GRPS, & KISD
TOTAL PROJECTED EXPENDITURES	\$ 10,003,468	\$ 687,731	\$ 10,003,468	\$ 8,649,200	\$ 8,480,500	\$ 8,236,750	\$ 8,314,500	\$ -	\$ 33,680,950	
Table 3 - Excess / (Deficit) of Revenues Over Expenses										
Fund Balance & Series 1994 DSRF - Beginning	\$ 4,129,339	\$ 4,129,339	\$ 4,129,339	\$ 164,339	\$ 703,577	\$ 944,858	\$ 957,183	\$ 411,329	\$ 164,339	
Draw from Series 1994 Debt Service Reserve Funds	(3,995,000)	-	(3,995,000)	(845,000)	-	-	-	-	(845,000)	
Plus: Projected Revenue	10,023,468	6,188,036	10,033,468	10,033,438	8,721,781	8,249,075	7,768,645	(33,118)	34,739,821	
Less: Committed Expenditures/Payments	(10,003,468)	(687,731)	(10,003,468)	(8,649,200)	(8,480,500)	(8,236,750)	(8,314,500)	-	(33,680,950)	
Fund Balance - Ending	\$ 154,339	\$ 9,629,644	\$ 164,339	\$ 703,577	\$ 944,858	\$ 957,183	\$ 411,329	\$ 378,210	\$ 378,210	

Note 1 - Actual data as of March 31, 2018.
Note 2 - FY2019 budgeted tax increment revenues were estimated using March, 2018 Board of Review taxable values and 2017 millage rates since local units haven't finalized 2018 rates yet.
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.