

AGENDA

DOWNTOWN
DEVELOPMENT
AUTHORITY



Board Members:

Luis Avila • Mayor Rosalynn Bliss • Kayem Dunn • Jermale Eddie • Greg McNeilly • Jen Schottke • Diana Sieger • Jim Talen
Rick Winn

Wednesday, November 9, 2022

8:30 a.m. Meeting

29 Pearl Street NW

- | | | |
|---|--------|-----------|
| 1. Call to Order | | |
| 2. Accept Preliminary October 31, 2022 Financials (8:31)
(enclosure) | Motion | Chapman |
| 3. Legislative Advocacy Contract Renewal (8:35)
(enclosure) | Motion | Kelly |
| 4. Liquor License Request: Nagoya (8:40)
(enclosure) | Motion | Eledge |
| 5. Liquor License Request: General Woodshop (8:45)
(enclosure) | Motion | Eledge |
| 6. Wayfinding Implementation Contract (8:50)
(enclosure) | Motion | Eledge |
| 7. World of Winter Projection Art Activation (9:00)
(enclosure) | Motion | Van Driel |
| 8. Greenway Project Management and Administrative Support (9:10)
(enclosure) | Motion | Guy |
| 9. Grand Rapids Public Museum Update (9:20) | Info | Robertson |
| 10. Executive Director Report (9:30) | Info | Kelly |
| 11. Public Comment (9:35) | | |
| 12. Adjournment (9:40) | | |



MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

DATE: November 2, 2022

TO: Rick Winn
Chairman

**Agenda Item 3
November 9, 2022
DDA Meeting**

FROM: Tricia Chapman
Administrative Services Officer II

SUBJECT: Interim Financial Statements as of October 31, 2022

Attached are the Authority's interim financial statements for the first four months of the Authority's fiscal year ending June 30, 2023. The attached statements include:

Statement A: Balance Sheet
Statement B: Comparison of FY2023 Budget vs Actual Results
Statement C: Statement of FY2023 Project Expenditures
Statement D: Schedule of Expenditures

The Authority's balance sheet on Statement A indicates the Authority is in a strong position financially with sufficient Pooled Cash to support development plan expenditures for FY2023 and beyond.

The Authority has spent approximately 29.4% and 23.5% of its budgeted appropriations in the Non-Tax and Local Tax funds respectively.

Please contact me at 616-456-3848 or at tchapman@grcity.us if you have any questions.

Attachments

STATEMENT A
DOWNTOWN DEVELOPMENT AUTHORITY
Balance Sheet
October 31, 2022

	Non-Tax Funds	Local Tax Increment	TOTAL
ASSETS			
Pooled Cash and Investments	\$ 4,607,761	\$ 11,357,174	\$ 15,964,935
Petty Cash	-	500	500
Misc Receivable	100	-	100
General Fixed Assets	-	87,021,944	87,021,944
Accumulated Depreciation on Fixed Assets	-	(64,969,440)	(64,969,440)
TOTAL ASSETS	<u>\$ 4,607,861</u>	<u>\$ 33,410,178</u>	<u>\$ 38,018,039</u>
LIABILITIES AND FUND EQUITY			
Liabilities			
Current Liabilities	\$ 18,151	\$ 31,307	\$ 49,458
Deposit - Area 4 Developer Damage	1,000	-	1,000
TOTAL LIABILITIES	<u>30,980</u>	<u>31,307</u>	<u>62,287</u>
Fund Balance / Equity:			
Investments in General Fixed Assets, net of Accumulated Depreciation	-	22,052,504	22,052,504
Non-Tax Increment Reserve	4,571,316	-	4,571,316
Reserve for Authorized Projects	-	11,188,584	11,188,584
Reserve for Compensated Absences	-	8,928	8,928
Reserve for Encumbrances	5,565	128,855	134,420
TOTAL FUND EQUITY	<u>4,576,881</u>	<u>33,378,871</u>	<u>37,955,752</u>
TOTAL LIABILITIES & FUND EQUITY	<u>\$ 4,607,861</u>	<u>\$ 33,410,178</u>	<u>\$ 38,018,039</u>

STATEMENT B

DOWNTOWN DEVELOPMENT AUTHORITY Comparison of FY2023 Budget vs Actual Results July 1, 2022 - October 31, 2022

	Non-Tax Funds		Local Tax Increment		Total	
	Budget	Actual	Budget	Actual	Budget	Actual
REVENUES						
Property Tax Increment - General	\$ -	\$ -	\$ 8,360,858	\$ 8,494,895	\$ 8,360,858	\$ 8,494,895
Property Tax Increment - Prior Year Appeals	-	-	(15,000)	-	(15,000)	-
Property Tax Increment - Gainsharing Rebates	-	-	(1,251,879)	-	(1,251,879)	-
Interest - General	42,390	248,266	73,981	413,006	116,371	661,272
Property Rental - Buildings and Facilities	72,000	18,000	-	-	72,000	18,000
Property Rental - DASH Parking Lots	350,000	121,706	-	-	350,000	121,706
Contributions - Lyon Square Reconstruction	-	-	1,750,000	600,000	1,750,000	600,000
Reimbursements and Miscellaneous Revenues	42,000	200	5,000	-	47,000	200
TOTAL REVENUES	\$ 506,390	\$ 388,172	\$ 8,922,960	\$ 9,507,901	\$ 9,429,350	\$ 9,896,073
EXPENDITURES						
<u>GR Forward Projects:</u>						
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor	\$ 15,000	\$ 1,883	\$ 4,382,500	\$ 141,166	\$ 4,397,500	\$ 143,049
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population	118,750	19,963	1,710,000	1,324,292	1,828,750	1,344,255
Goal #3: Implement a 21st Century Mobility Strategy	-	-	2,105,000	490,726	2,105,000	490,726
Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy	50,000	35,718	570,000	158,751	620,000	194,469
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming	1,915,901	560,175	3,120,000	463,583	5,035,901	1,023,758
Total GR Forward Projects	\$ 2,099,651	\$ 617,739	\$ 11,887,500	\$ 2,578,518	\$ 13,987,151	\$ 3,196,257
Administration	-	-	1,500,000	751,333	1,500,000	751,333
Debt Service for Bond Issues	-	-	753,700	200	753,700	200
TOTAL EXPENDITURES	\$ 2,099,651	\$ 617,739	\$ 14,141,200	\$ 3,330,051	\$ 16,240,851	\$ 3,947,790
EXCESS / (DEFICIT)	\$(1,593,261)	\$ (229,567)	\$ (5,218,240)	\$ 6,177,850	\$ (6,811,501)	\$ 5,948,283
BEGINNING FUND BALANCE		4,806,448		27,201,021		32,007,469
ENDING FUND BALANCE		\$ 4,576,881		\$ 33,378,871		\$ 37,955,752

STATEMENT C

DOWNTOWN DEVELOPMENT AUTHORITY Statement of FY2023 Project Expenditures As of October 31, 2022

Project Name	%	FY2023 Project Budgets	Expenditures		Remaining FY2023 Budgets	% of Budget spent
			Month	Fiscal Year		
River Governance		897,500	62,728	141,166	756,334	15.73%
Lyon Square Improvements		1,750,000	-	-	1,750,000	0.00%
River Edge Improvements		1,735,000	(3,125)	-	1,735,000	0.00%
GRForward Goal # 1 - Local Tax Increment	31.33%	\$ 4,382,500	\$ 59,603	\$ 141,166	\$ 4,241,334	3.22%
Downtown Speakers Series		10,000	-	-	10,000	0.00%
Riverwalk Assessment		5,000	407	407	4,593	8.14%
River Economic Opportunity Initiative		-	1,000	1,476	(1,476)	0.00%
GRForward Goal # 1 - Non-Tax Increment	0.11%	\$ 15,000	\$ 1,407	\$ 1,883	\$ 13,117	12.55%
Development Project Guidance		35,000	2,200	2,200	32,800	6.29%
Development Project Reimbursements		1,600,000	-	1,321,862	278,138	82.62%
Downtown Enhancement Grants		75,000	230	230	74,770	0.31%
GRForward Goal # 2 - Local Tax Increment	12.23%	\$ 1,710,000	\$ 2,430	\$ 1,324,292	\$ 385,708	77.44%
Heartside Quality of Life Implementation		54,550	-	15,788	38,762	28.94%
Neighborhood Engagement Programs		64,200	1,751	4,175	60,025	6.50%
GRForward Goal # 2 - Non-Tax Increment	0.85%	\$ 118,750	\$ 1,751	\$ 19,963	\$ 98,787	16.81%
Accessibility and Mobility Repairs		150,000	3,800	11,300	138,700	7.53%
Bicycle Friendly Improvements		20,000	-	-	20,000	0.00%
DASH North Shuttle Services		375,000	-	67,500	307,500	18.00%
New Downtown Circulator Infrastructure		40,000	-	-	40,000	0.00%
Streetscape Improvements		1,220,000	40,849	369,195	850,805	30.26%
Wayfinding System Improvements		300,000	22,257	42,731	257,269	14.24%
GRForward Goal # 3 - Local Tax Increment	15.05%	\$ 2,105,000	\$ 66,906	\$ 490,726	\$ 1,614,274	23.31%
Economic Development and Innovation		570,000	18,597	158,751	411,249	27.85%
GRForward Goal # 4 - Local Tax Increment	4.08%	\$ 570,000	\$ 18,597	\$ 158,751	\$ 411,249	27.85%
Downtown Workforce Programs		50,000	4,262	35,718	14,282	71.44%
GRForward Goal # 4 - Non-Tax Increment	0.36%	\$ 50,000	\$ 4,262	\$ 35,718	\$ 14,282	71.44%
Calder Plaza Improvements		200,000	-	-	200,000	0.00%
Downtown Marketing and Inclusion Efforts		420,000	31,667	107,107	312,893	25.50%
Downtown Tree Plantings		150,000	-	43,500	106,500	29.00%
Heartside Public Restroom Facilities Construction		150,000	-	-	150,000	0.00%
Parks Design		50,000	362	362	49,638	0.72%
Public Realm Improvements		2,095,000	130,578	282,100	1,812,900	13.47%
State of Downtown Event & Annual Report		25,000	16,557	22,908	2,092	91.63%
Urban Recreation Improvements		30,000	815	7,606	22,394	25.35%
GRForward Goal # 5 - Local Tax Increment	22.31%	\$ 3,120,000	\$ 179,979	\$ 463,583	\$ 2,656,417	14.86%
DGRI Event Production		501,000	57,233	223,758	277,242	44.66%
Diversity / Inclusion Programming		20,000	-	-	20,000	0.00%
Downtown Ambassador Program		277,901	59,784	88,499	189,402	31.85%
Experience - Miscellaneous		25,000	16,628	19,128	5,872	76.51%
Major Event Sponsorship		90,000	-	-	90,000	0.00%
Project and Fixed Asset Maintenance		5,000	807	952	4,048	19.04%
Public Space Activation		872,000	152,754	202,401	669,599	23.21%
Rosa Parks Circle Skating Operations		50,000	-	-	50,000	0.00%
Special Events - Office of		75,000	25,000	25,000	50,000	33.33%
Winter Avenue Building		-	46	437	(437)	0.00%
GRForward Goal # 5 - Non-Tax Increment	13.70%	\$ 1,915,901	\$ 312,252	\$ 560,175	\$ 1,355,726	29.24%
TOTAL	100.00%	\$ 13,987,151	\$ 647,187	\$ 3,196,257	\$ 10,790,894	22.85%

STATEMENT D
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of FY2023 Expenditures
October 2022

Source	Date Posted	Vendor	Purpose / Project	Description	Amount
Local	10/25/2022	Disability Adv of Kent Co	Accessibility & Mobility Repairs	Inclusive Design research and reporting Sept 22	\$ 3,800.00
					3,800.00
Local	9/30/2022	Paychex	Administration	DDA Payroll Wages, 401, Taxes- Sept 2022	172,765.40
Local	10/31/2022	Paychex	Administration	DDA Payroll Wages, 401, Taxes- Oct 2022	117,547.66
Local	10/27/2022	Priority Health	Administration	Health Insurance 11/22	16,945.46
Local	10/19/2022	City Treasurer - Budget Office	Administration	IET - Operating Transfer A-87	12,990.58
Local	10/5/2022	TGG, Inc.	Administration	Life & S/T & L/T disability insurance: Sept - Nov 2022	4,535.01
Local	10/2/2022	McAlvey Merchant & Associates	Administration	Governmental Consulting 8/22	4,500.00
Local	10/25/2022	McAlvey Merchant & Associates	Administration	Governmental Consulting 9/22	4,500.00
Local	10/11/2022	Dickinson Wright PLLC	Administration	DDA legal services 6/22	3,696.00
Local	10/24/2022	Worksighted, Inc.	Administration	IT consulting and services 10/22	2,990.22
Local	10/15/2022	City of Grand Rapids	Administration	Staff services - payroll period ended 10/15/2022	2,518.44
Local	10/11/2022	Dickinson Wright PLLC	Administration	Legal services: DDA 6/22	2,177.73
Local	10/1/2022	City of Grand Rapids	Administration	Staff services - payroll period ended 10/01/2022	2,068.98
Local	10/19/2022	Fifth Third Bank	Administration	Admin: Software Maint Agreements DDA	1,528.06
Local	10/14/2022	Fifth Third Bank	Administration	Admin: Conf & Travel DDA	1,527.38
Local	10/2/2022	Hub International Midwest Limited	Administration	Directors and Officers Policy 11/2022-11/2023	1,390.58
Local	10/20/2022	TGG, Inc.	Administration	Life & S/T & L/T disability insurance: Feb - Aug 2022	1,307.12
Local	10/26/2022	Lisa M Cooper	Administration	HR Consultant services 9/22	1,306.64
Local	10/2/2022	Federal Square Building Co. #1, LLC	Administration	29 Pearl Street Mezzanine Office Lease 09/22 & 10/22	969.28
Local	10/19/2022	City Treasurer - Risk Management	Administration	Monthly General Insurance Allocation	963.67
Local	10/19/2022	The Right Place Inc	Administration	Hello West MI membership dues 8/22 - 7/23	791.90
Local	10/2/2022	Selective Insurance Company of America	Administration	Workers Comp Insurance Policy 9/22	776.06
Local	10/26/2022	Metro FiberNet, LLC	Administration	Internet/Phone at 29 Pearl St NW 09/22-10/22	767.02
Local	9/30/2022	City Treasurer - Mobile GR	Administration	September 2022 Parking Validation Billing	601.25
Local	10/14/2022	Fifth Third Bank	Administration	Admin: Professional Development DDA	514.74
Local	9/30/2022	Paychex	Administration	DDA Payroll Processing Fee - Sept 2022	498.45
Local	10/24/2022	Worksighted, Inc.	Administration	IT consulting and services 10/22	478.94
Local	10/14/2022	Fifth Third Bank	Administration	DDA Admin: Food/Bev	442.09
Local	10/20/2022	Blue Cross Blue Shield of Mich	Administration	Dental Insurance Premiums 11/22	389.68
Local	10/25/2022	GreatAmerica Financial Services Corp	Administration	Copier Lease 09/22	347.75
Local	10/31/2022	Paychex	Administration	DDA Payroll Processing Fee - Oct 2022	339.20
Local	10/31/2022	Paychex	Administration	DDA Payroll HRS Processing Fees-Oct 2022	310.00
Local	9/30/2022	Paychex	Administration	DDA Payroll HRS Processing Fees-Sept 2022	310.00
Local	10/18/2022	Professional Maintenance of Michigan Inc	Administration	Window Cleaning 8/22	277.17
Local	10/31/2022	Professional Maintenance of Michigan Inc	Administration	Janitorial Services Oct 22	273.21
Local	10/25/2022	Staples Contract and Commercial Inc.	Administration	Office supplies 9/22	250.23
Local	10/25/2022	Local First West Michigan	Administration	Membership: Local First membership renewal 2023	233.61
Local	10/6/2022	Federal Square Building Co. #1, LLC	Administration	Utility Service: Electric 9/22	208.63
Local	10/27/2022	Federal Square Building Co. #1, LLC	Administration	Utility Service: Electric 10/22	207.86
Local	10/25/2022	Cellco Partnership	Administration	Cell Phone Service 9/22	200.13
Local	10/14/2022	Fifth Third Bank	Administration	Admin: MISC DDA	195.38
Local	10/14/2022	Fifth Third Bank	Administration	Admin:Supplies DDA	153.13
Local	10/14/2022	Fifth Third Bank	Administration	Admin: Supplies DDA	124.38
Local	10/27/2022	Pure Water Partners LLC	Administration	Water Cooler Lease	99.78
Local	10/31/2022	Arielle Fenlon	Administration	Admin Assistant Temp Oct 22 Payroll	95.03
Local	10/27/2022	Breck Graphics Inc	Administration	Business Cards: DGRI Staff (new logo) 9/22	88.08
Local	10/25/2022	PeopleG2	Administration	Criminal Background Check services 9/22	87.51
Local	10/25/2022	JobMatch LLC	Administration	HR software 10/22	78.40
Local	10/25/2022	Engineered Protection Sys Inc	Administration	Office Security System 11/01/2022 - 01/23/2022	75.62
Local	10/7/2022	City Treasurer - Risk Management	Administration	Property Ins Premium Charge FY23 DDA	59.60
Local	10/25/2022	Kendsie Channing	Administration	Expense Reimb July-Oct 22-Admin Coffee	58.92
Local	10/14/2022	Fifth Third Bank	Administration	Admin: Postage DDA	31.44
Local	10/27/2022	Model Coverall Service Inc	Administration	Floor Mat Rental 09/22 - 3/23	31.03
Local	10/25/2022	Staples Contract and Commercial Inc.	Administration	Office supplies 9/22	19.94
Local	10/24/2022	Worksighted, Inc.	Administration	IT consulting and services 10/22	7.50
					365,651.87

continued on the next page

STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures - FY2023

Page 2

Source	Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
<i>Continued from previous page</i>					
Local	10/11/2022	Dickinson Wright PLLC	Development Project Guidance	DDA Legal services: 6/22	2,200.00
					<u>2,200.00</u>
Local	10/2/2022	NAACP	Dntn Marketing & Inclusion Efforts	NAACP Annual Freedom Fund Gala 9/22	7,500.00
Local	10/5/2022	Victor Williams	Dntn Marketing & Inclusion Efforts	Film Premier Sponsorship 9/22	5,000.00
Local	10/11/2022	Erika Townsley	Dntn Marketing & Inclusion Efforts	Photography 09/22	3,600.00
Local	10/25/2022	Erika Townsley	Dntn Marketing & Inclusion Efforts	Photography 08/22	3,600.00
Local	10/2/2022	James Forrest Hughes	Dntn Marketing & Inclusion Efforts	Livestream Package AV Support 9/22	2,679.48
Local	10/18/2022	LINC Up Nonprofit Housing Corporation	Dntn Marketing & Inclusion Efforts	CSA 2022 Sponsorship	2,500.00
Local	10/20/2022	Brian Hedrick	Dntn Marketing & Inclusion Efforts	Design Services 9/22	1,325.00
Local	10/25/2022	Bryan Esler Photo, Inc.	Dntn Marketing & Inclusion Efforts	Photographer: September 2022	1,012.50
Local	10/25/2022	David Specht	Dntn Marketing & Inclusion Efforts	Photography- Grand Opening Video	1,000.00
Local	10/14/2022	Fifth Third Bank	Dntn Marketing & Inclusion Efforts	Marketing: Advertising	980.60
Local	10/18/2022	Leigh Ann Cobb	Dntn Marketing & Inclusion Efforts	Photographer 9/22	900.00
Local	10/25/2022	West Michigan Center for Arts & Techno	Dntn Marketing & Inclusion Efforts	Las Canchas shirts 10/22	625.80
Local	10/5/2022	Young Nonprofit Professionals Network c	Dntn Marketing & Inclusion Efforts	Event Sponsorship: Leadership Awards 9/22	500.00
Local	10/14/2022	Fifth Third Bank	Dntn Marketing & Inclusion Efforts	Marketing: Supplies	129.00
Local	10/25/2022	Mighty Co.	Dntn Marketing & Inclusion Efforts	Oct. 22 Quarterly Website Hosting and Font Hosting	105.00
Local	10/31/2022	Mighty Co.	Dntn Marketing & Inclusion Efforts	July 22 Quarterly Website Hosting and Font Hosting	105.00
Local	10/31/2022	Mighty Co.	Dntn Marketing & Inclusion Efforts	April 22 Quarterly Website Hosting and Font Hosting	105.00
					<u>31,667.38</u>
Local	10/17/2022	Midwest Movement Collective LLC	Downtown Enhancement Grants	DEG: Midwest Movement Collective 10/22	230.00
					<u>230.00</u>
Local	10/31/2022	Chmura Economics & Analytics LLC	Economic Development & Innovatio	One Year JobsEQ & Subscription fee for Data Resear	5,000.00
Local	10/2/2022	Matthew Rothenberg	Economic Development & Innovatio	Window activation grant 9/22	5,000.00
Local	10/25/2022	GR Area Chamber of Commerce	Economic Development & Innovatio	Retail Retention & Attraction Contract 9/22	4,375.00
Local	10/25/2022	Renise Warners	Economic Development & Innovatio	Window Activation: Basic Bee LLC Part 1	2,500.00
Local	10/25/2022	Carter McLeod Jones	Economic Development & Innovatio	Relax at Rosa Performer 9/22	800.00
Local	10/25/2022	Costar Realty Information Inc	Economic Development & Innovatio	Commercial real estate analytics subscription 6/22- 3	455.00
Local	10/11/2022	Dickinson Wright PLLC	Economic Development & Innovatio	DDA Legal services: 6/22	242.00
Local	10/6/2022	Rock Dandeneau	Economic Development & Innovatio	HBA SODIV 8/22 meeting meal	224.85
					<u>18,596.85</u>
Local	10/25/2022	Progressive Architecture	Parks Design	Lyon Square Reconstruction 10/22	362.50
					<u>362.50</u>
Local	10/18/2022	Fence Consultants of West MI Inc	Public Realm Improvements	Futsal Courts fencing contractor 9/22	112,049.00
Local	10/5/2022	SmithGroup, Inc.	Public Realm Improvements	Switchback Park and River Connections Planning 9/2	11,632.00
Local	10/18/2022	Site Design Solutions, LLC	Public Realm Improvements	Ah-Nab-Awen Park (Indian Mounds)	3,105.00
Local	10/14/2022	Fifth Third Bank	Public Realm Improvements	Public Realm Improvements: Supplies	2,135.88
Local	10/31/2022	David Specht	Public Realm Improvements	Photography-Video Promotion for Futsal Courts	1,200.00
Local	10/27/2022	Kerkstra Portable Restroom Svc Inc	Public Realm Improvements	Futsal Opening portable restrooms 10/22	425.00
Local	10/26/2022	ACO Inc	Public Realm Improvements	Supplies 9/22	30.99
					<u>130,577.87</u>
Local	7/1/2022	US Geological Survey (USGS)	River Edge Improvements	Accrual Reversal	(3,125.00)
					<u>(3,125.00)</u>
Local	10/2/2022	Kathy Blaha Consulting, LLC	River Governance	Grand River Governance consulting Task 2 & 3 2022	28,490.08
Local	10/25/2022	Guidehouse Inc.	River Governance	River Consulting 10/22	13,397.50
Local	10/6/2022	Guidehouse Inc.	River Governance	River Consulting 9/22	8,897.50
Local	10/6/2022	Grand Rapids Urban League	River Governance	Black Voices at the River Engagement Event 9/22	5,000.00
Local	10/25/2022	Grand Rapids Public Museum	River Governance	Black Voices on the River Event Room rental 10/22	4,900.00
Local	10/14/2022	Fifth Third Bank	River Governance	River Governance: Conference & Travel	921.76
Local	10/14/2022	Fifth Third Bank	River Governance	River Governance: Food/Bev	419.78
Local	10/18/2022	Olga Benoit	River Governance	Catering 9/22	285.00
Local	10/27/2022	West Michigan Center for Arts & Techno	River Governance	WMCAT/Public Agency river engagement 10/22	215.00
Local	10/14/2022	Fifth Third Bank	River Governance	River Governance: Supplies	202.00
					<u>62,728.62</u>

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STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures - FY2023

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Source	Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
<i>Continued from previous page</i>					
Local	10/18/2022	LiveSpace, LLC	State of Dntn Event & Annual Repts	Av Services 9/22	6,416.00
Local	10/18/2022	Elijah Russ	State of Dntn Event & Annual Repts	SOODT performance 09/22	3,000.00
Local	10/18/2022	Shantal Ferrell	State of Dntn Event & Annual Repts	SOODT Catering 9/22	1,847.60
Local	10/18/2022	Edgar Hernandez	State of Dntn Event & Annual Repts	SOODT art Install/Deinstall 9/22	1,080.00
Local	10/5/2022	Baker Tent Rental	State of Dntn Event & Annual Repts	SOODT Equip Rental: SOODT 9/22	807.19
Local	10/24/2022	Kelsey Bassin	State of Dntn Event & Annual Repts	SOODT Artist 9/22	750.00
Local	10/2/2022	Grow Respect LLC	State of Dntn Event & Annual Repts	SOODT catering 9/22	690.00
Local	10/5/2022	Swift Printing & Communications	State of Dntn Event & Annual Repts	SOODT print materials 9/22	578.00
Local	10/6/2022	Matrix Edutainment, Inc.	State of Dntn Event & Annual Repts	SOODT awards 9/22	475.00
Local	10/18/2022	Michael Hundesmarck	State of Dntn Event & Annual Repts	SOODT Performer 9/22	300.00
Local	10/14/2022	Fifth Third Bank	State of Dntn Event & Annual Repts	SOODT: Supplies	262.91
Local	10/2/2022	Lindsey Garcia	State of Dntn Event & Annual Repts	SOODT catering 9/22	250.00
Local	10/6/2022	Raven E Wirts	State of Dntn Event & Annual Repts	Pop Up Performer 9/22	100.00
					16,556.70
Local	10/18/2022	Stout Creek Landscapes, Inc.	Streetscape Improvements	Urban Canopy Expansion 09/22	19,307.31
Local	10/25/2022	Stout Creek Landscapes, Inc.	Streetscape Improvements	Van Andel Arena Trees 08/22	4,939.00
Local	10/18/2022	Eric Gale Goodson	Streetscape Improvements	Downtown security services 09/22	2,688.00
Local	10/27/2022	Eric Gale Goodson	Streetscape Improvements	Downtown security services 10/22	2,688.00
Local	10/2/2022	Eric Gale Goodson	Streetscape Improvements	Downtown security services 09/22	2,520.00
Local	10/20/2022	City Treasurer - Public Services	Streetscape Improvements	DGRI Monthly Trash Disposal September 2022	1771.75
Local	10/11/2022	Katerberg Co, Inc	Streetscape Improvements	Irrigation service repair 9/22	1,527.57
Local	10/25/2022	Katerberg Co, Inc	Streetscape Improvements	Irrigation service repair- Service Call & Replace Spray	1,129.96
Local	10/2/2022	Kamminga & Roodvoets Inc	Streetscape Improvements	Market & Fulton/Sewer	950.87
Local	10/25/2022	Katerberg Co, Inc	Streetscape Improvements	Irrigation service repair- replace sprays	857.01
Local	10/25/2022	Mydatt Service Inc	Streetscape Improvements	Ambassador Program - Misc.	550.00
Local	10/25/2022	Katerberg Co, Inc	Streetscape Improvements	Irrigation service repair 9/22	452.10
Local	10/25/2022	Bush Concrete Products Inc	Streetscape Improvements	Barrier Moving for Bridge St & Broadway	450.00
Local	10/14/2022	Fifth Third Bank	Streetscape Improvements	Streetscape Improvements: Supplies	234.00
Local	10/2/2022	Fishbeck, Thompson, Carr & Huber, Inc	Streetscape Improvements	Rotomil/Resurf/Recon of Ottawa	184.48
Local	10/25/2022	Katerberg Co, Inc	Streetscape Improvements	Irrigation service -cycle of service & replacement part:	171.00
Local	10/25/2022	Bazen Electric	Streetscape Improvements	Electrical services- reinstall lights	167.50
Local	10/31/2022	Katerberg Co, Inc	Streetscape Improvements	Irrigation service-Winterization and Repairs	140.00
Local	10/4/2022	Presidio Holdings Inc	Streetscape Improvements	Security Cameras - Parks	121.06
					40,849.61
Local	10/2/2022	Kerkstra Portable Restroom Svc Inc	Urban Recreation Improvements	Skate park portable restrooms 9/22	330.00
Local	10/18/2022	Kerkstra Portable Restroom Svc Inc	Urban Recreation Improvements	Skate park portable restrooms 9/22	210.00
Local	10/31/2022	Kerkstra Portable Restroom Svc Inc	Urban Recreation Improvements	Skate park portable restrooms 10/22	180.00
Local	10/25/2022	Mydatt Service Inc	Urban Recreation Improvements	Urban Rec Public Restroom Maintenance	94.65
					814.65
Local	10/5/2022	Progressive Architecture	Wayfinding System Improvements	Wayfinding Contractor 9/22	13,073.52
Local	10/31/2022	L&H Signs, Inc.	Wayfinding System Improvements	Wayfinding signs invoice #2	9,183.10
					22,256.62
Non-Tax	10/18/2022	LiveSpace, LLC	DGRI Event Production	Av Services 9/22	14,592.00
Non-Tax	10/26/2022	LiveSpace, LLC	DGRI Event Production	Av Services 9/22	13,917.00
Non-Tax	10/25/2022	LiveSpace, LLC	DGRI Event Production	Return to the River AV Services 9/22	10,459.00
Non-Tax	10/2/2022	Mexican Heritage Association of West M	DGRI Event Production	Return to the River event artist 09/22	3,500.00
Non-Tax	10/2/2022	Mirabel Fonyuy-epse-Umenei	DGRI Event Production	Return to the River Performance 8/22	3,000.00
Non-Tax	10/5/2022	Promotional Impact	DGRI Event Production	Return to the River event supplies 9/22	2,883.65
Non-Tax	10/31/2022	Jeffrey Robinson	DGRI Event Production	Return to the River event artist 09/22	2,000.00
Non-Tax	10/6/2022	Joshua A Dunigan	DGRI Event Production	Return to the River Performances 8/22	2,000.00
Non-Tax	10/20/2022	Copperrock Construction, LLC	DGRI Event Production	DGRI Events: Storage facility rent 10/22	965.00
Non-Tax	10/19/2022	City Treasurer - Special Events	DGRI Event Production	Special Event: Return to the River on 8/27/23	660.00
Non-Tax	10/26/2022	Danielle Bradfield	DGRI Event Production	Return to the River cotton candy cart 8/22	600.00
Non-Tax	10/31/2022	Curtis Laundry and Dry Cleaners, Inc.	DGRI Event Production	Dry Cleaning services 9/22	520.50

continued on the next page

STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures - FY2023

Page 4

Source	Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
<i>Continued from previous page</i>					
Non-Tax	10/27/2022	Curtis Laundry and Dry Cleaners, Inc.	DGRI Event Production	Dry Cleaning services 9/22	415.50
Non-Tax	10/25/2022	Ronald Christian Rivera	DGRI Event Production	Return to the River performance DJ Set	300.00
Non-Tax	10/14/2022	Fifth Third Bank	DGRI Event Production	DGRI Events: Equip Rental	270.20
Non-Tax	10/6/2022	Kelsey Hollies	DGRI Event Production	Return to the River event support 09/22	250.00
Non-Tax	10/27/2022	Craig Stoddard	DGRI Event Production	Pop Performer 8/22	200.00
Non-Tax	10/6/2022	David A Boerman	DGRI Event Production	Return to the River event 9/22	200.00
Non-Tax	10/14/2022	Fifth Third Bank	DGRI Event Production	DGRI Events: Supplies	134.87
Non-Tax	10/27/2022	ACO Inc	DGRI Event Production	Supplies 10/22	89.92
Non-Tax	10/2/2022	Jacob Van Hoesen	DGRI Event Production	Return to the River event artist 09/22	75.00
Non-Tax	10/2/2022	Lindsey Garcia	DGRI Event Production	Return to the River event artist 9/22	75.00
Non-Tax	10/6/2022	Raven E Wirts	DGRI Event Production	Return to the River performance 9/22	75.00
Non-Tax	10/2/2022	Hub International Midwest Limited	DGRI Event Production	Return to the River event policy 09/22	50.00
					57,232.64
Non-Tax	10/2/2022	Mydatt Service Inc	Downtown Ambassador Program	Ambassador Program 8/22	28,618.98
Non-Tax	10/25/2022	Mydatt Service Inc	Downtown Ambassador Program	Ambassador Program 9/22	28,618.98
Non-Tax	10/10/2022	Downtown Improvement District	Downtown Ambassador Program	FY23 DID Assessment- 331 Winter Avenue NW	2,450.33
Non-Tax	10/13/2022	City Treasurer - Mobile GR	Downtown Ambassador Program	Monthly Parking Billing - Oct 2022	48.00
Non-Tax	9/20/2022	City Treasurer - Mobile GR	Downtown Ambassador Program	Monthly Parking Billing - Sept 2022	48.00
					59,784.29
Non-Tax	10/2/2022	Max Lockwood	Downtown Workforce	Relax at Rosa Performer 9/22	2,100.00
Non-Tax	10/2/2022	The Hacky Turtles	Downtown Workforce	Relax at Rosa Performer 9/22	1,800.00
Non-Tax	10/2/2022	Paul Sapp	Downtown Workforce	Return to the River event worker 8/22	362.50
					4,262.50
Non-Tax	10/18/2022	LiveSpace, LLC	Experience - Miscellaneous	Av Services 9/22	9,128.00
Non-Tax	10/31/2022	HBCU Power Awards	Experience - Miscellaneous	Nine Days screening sponsorship 01/22	5,000.00
Non-Tax	10/25/2022	GR Downtown Market Education Founda	Experience - Miscellaneous	Small Plate Big Impact Sponsorship 2022	2,500.00
					16,628.00
Non-Tax	10/5/2022	Roosevelt Park Nghbrhd Assn	Neighborhood Engagement Program	RPNA Golf Outing Sponsorship 9/22	750.00
Non-Tax	10/25/2022	Neighbors of Belknap Lookout	Neighborhood Engagement Program	Annual Meeting Sponsorship 10/22	500.00
Non-Tax	10/14/2022	Fifth Third Bank	Neighborhood Engagement Program	Neighborhood Engagement Programs: Food/Bev	449.49
Non-Tax	10/25/2022	Kendsie Channing	Neighborhood Engagement Program	Expense Reimb July-Oct 22	51.52
					1,751.01
Non-Tax	10/10/2022	Downtown Improvement District	Project & Fixed Asset Maint	DID Assessment- 39 & 67 Ionia Avenue SW	679.06
Non-Tax	10/10/2022	Downtown Improvement District	Project & Fixed Asset Maint	DID Assessment- 138 Lyon Street NW	128.38
					807.44
Non-Tax	10/19/2022	Downtown Grand Rapids Inc.	Public Space Activation	WoW '23 Art installation Deposit and payment	61,572.70
Non-Tax	10/25/2022	Amigo and Amigo Design	Public Space Activation	WoW 2023 Art Installations, 50% Deposit	41,412.50
Non-Tax	10/31/2022	Adam Greenspan	Public Space Activation	Sculpture Work 8/22	14,999.00
Non-Tax	10/18/2022	Valerie Wahna	Public Space Activation	Wow '23 Starlight Art install deposit 9/22	7,250.00
Non-Tax	10/31/2022	Christopher Brian Dudley	Public Space Activation	Supplies and Work Facility for Sculpture Project	5,380.89
Non-Tax	10/30/2022	Valerie Wahna	Public Space Activation	WoW Activate Grant Project, Payment 1 of 2	5,000.00
Non-Tax	10/31/2022	Craig Merchant	Public Space Activation	WOW '23 Artist Grant- Sound of Spring Sculpture	4,250.00
Non-Tax	10/5/2022	United Rentals (North America), Inc.	Public Space Activation	Equip rental 8/22	1,879.68
Non-Tax	10/25/2022	James Forrest Hughes	Public Space Activation	Event AV Support 10/22	720.00
Non-Tax	10/25/2022	Tom Twining	Public Space Activation	Pop Up Perform 8/22	600.00
Non-Tax	10/31/2022	Alan Norberg	Public Space Activation	Designs and install of OGE Hours of Cards Project fo	500.00
Non-Tax	10/18/2022	Alynn Guerra	Public Space Activation	WoW '23 House of Cards Design 9/22	500.00
Non-Tax	10/2/2022	Nicholas Robert Nortier	Public Space Activation	WoW '23 House of Card design Artist 8/22	500.00
Non-Tax	10/31/2022	Reb T Roberts	Public Space Activation	Artwork of House of Cards WoW 23	500.00
Non-Tax	10/18/2022	Alysha Jiten Shah	Public Space Activation	Pop Up Performer 9/22	400.00
Non-Tax	10/18/2022	Kali LaHaie	Public Space Activation	Pup Up Performer 8/22	400.00
Non-Tax	10/27/2022	Tom Twining	Public Space Activation	Pop Up Perform 9/22	400.00
Non-Tax	10/6/2022	Jamari Lei Taylor	Public Space Activation	Pop Up Performer 9/22	375.00

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STATEMENT D - continued
DOWNTOWN DEVELOPMENT AUTHORITY
Schedule of Expenditures - FY2023

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Source	Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
<i>continued from previous page</i>					
Non-Tax	10/27/2022	Amnestie Lillian-Tate VerDuin	Public Space Activation	Pop Up Performer 9/22	300.00
Non-Tax	10/25/2022	Dale Wicks	Public Space Activation	Pop Up Performer Aug-Sept 22	300.00
Non-Tax	10/6/2022	Dezarae E Begay	Public Space Activation	Pop Up Performer 9/22	300.00
Non-Tax	10/6/2022	Gerald Berg	Public Space Activation	Pop Up Performer 9/22	300.00
Non-Tax	10/18/2022	Jessica Gutowski Slaydon	Public Space Activation	Pup Up Performer 8/22	300.00
Non-Tax	10/6/2022	Jewellynee Richardson	Public Space Activation	Pop Up Performer 8/22	300.00
Non-Tax	10/6/2022	Jewellynee Richardson	Public Space Activation	Pop Up Performer 8/22	300.00
Non-Tax	10/18/2022	Jewellynee Richardson	Public Space Activation	Pup Up Performer 7/22	300.00
Non-Tax	10/18/2022	Michael Hundesmarck	Public Space Activation	Pop Up Performer 9/22	300.00
Non-Tax	10/14/2022	Fifth Third Bank	Public Space Activation	Public Space Activation: Transportation	217.32
Non-Tax	10/5/2022	Amnestie Lillian-Tate VerDuin	Public Space Activation	Pop Up Performer 9/22	200.00
Non-Tax	10/18/2022	Folias Music LLC	Public Space Activation	Pop Up Performer 9/22	200.00
Non-Tax	10/27/2022	Jonathan D Dulinsky	Public Space Activation	Pop Up Performer 7/22	200.00
Non-Tax	10/25/2022	Nathan Coles	Public Space Activation	Pop Up Performer 9/22	200.00
Non-Tax	10/25/2022	Sam Kenny	Public Space Activation	Pop Up Performer 9/22	200.00
Non-Tax	10/18/2022	Samantha E Gucwa	Public Space Activation	Return to the River performer 9/22	150.00
Non-Tax	10/20/2022	Giovanni Cornejo	Public Space Activation	Assistant for Public Event	140.00
Non-Tax	10/18/2022	Jamari Lei Taylor	Public Space Activation	Pup Up Performer 9/22	125.00
Non-Tax	10/5/2022	Alysha Jiten Shah	Public Space Activation	Pop Up Performer 8/22	100.00
Non-Tax	10/5/2022	Anthony P Lubenow	Public Space Activation	Pop Up Perform 7/22	100.00
Non-Tax	10/5/2022	Anthony P Lubenow	Public Space Activation	Pop Up Perform 9/22	100.00
Non-Tax	10/5/2022	Anthony P Lubenow	Public Space Activation	Pop Up Perform 6/22	100.00
Non-Tax	10/5/2022	Anthony P Lubenow	Public Space Activation	Pop Up Perform 9/22	100.00
Non-Tax	10/5/2022	Anthony P Lubenow	Public Space Activation	Pop Up Perform 8/22	100.00
Non-Tax	10/5/2022	Anthony P Lubenow	Public Space Activation	Pop Up Perform 7/5/22	100.00
Non-Tax	10/5/2022	Anthony P Lubenow	Public Space Activation	Pop Up Perform 8/22	100.00
Non-Tax	10/5/2022	Anthony P Lubenow	Public Space Activation	Pop Up Perform 7/22	100.00
Non-Tax	10/11/2022	Anthony P Lubenow	Public Space Activation	Pop Up Perform 9/22	100.00
Non-Tax	10/25/2022	Anthony P Lubenow	Public Space Activation	Pop Up Perform 7/22	100.00
Non-Tax	10/6/2022	Nathan Coles	Public Space Activation	Pop Up Performer 8/22	100.00
Non-Tax	10/25/2022	Ryne Clarke	Public Space Activation	Pop Up Performer 9/22	100.00
Non-Tax	10/25/2022	Sam Kenny	Public Space Activation	Pop Up Performer 8/22	100.00
Non-Tax	10/27/2022	ACO Inc	Public Space Activation	Supplies 10/22	96.98
Non-Tax	10/18/2022	Folias Music LLC	Public Space Activation	Return to the River Performer 9/22	75.00
Non-Tax	10/6/2022	Ryne Clarke	Public Space Activation	Pop Up Performer 8/22	75.00
Non-Tax	10/14/2022	Fifth Third Bank	Public Space Activation	Public Space Activation: Food/Bev	51.70
Non-Tax	10/14/2022	Fifth Third Bank	Public Space Activation	Public Space Activation: Services	30.00
Non-Tax	10/27/2022	ACO Inc	Public Space Activation	Supplies 10/22	26.99
Non-Tax	10/14/2022	Fifth Third Bank	Public Space Activation	Public Space Activation: Postage	26.02
					152,753.78
Non-Tax	10/2/2022	LINC Up Nonprofit Housing Corporation	River Economic Opportunity Initiative	First Friday Sponsorship 8/22	1,000.00
					1,000.00
Non-Tax	10/10/2022	Downtown Improvement District	Riverwalk Assessments	DID Assessment- 251 Louis Campau Promenade	407.38
					407.38
Non-Tax	10/20/2022	City Treasurer - Special Events	Special Events - Office of, Grants, 1DGRI FY23	Special Event Billing-1 of 3 Installment	25,000.00
					25,000.00
Non-Tax	10/24/2022	Consumers Energy	Winter Ave NW Building	1030 2027 1245 22/10 Winter DDA share	26.53
Non-Tax	10/24/2022	DTE Energy	Winter Ave NW Building	9100 258 89908 22/10 Winter DDA share	19.59
					46.12

TOTAL EXPENDITURES \$ 1,012,840.83

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: November 3, 2022

TO: Downtown Development Authority

FROM: Andy Guy, COO

SUBJECT: **Authorize Contract Execution for McAlvey Merchant & Associates**

**Agenda Item #03
November 9, 2022
DDA Meeting**

The attached contract is presented for consideration to support the GR DDA's ongoing government relations program with the State of Michigan.

Since establishing a relationship in 2015, DDA staff and McAlvey Merchant & Associates have successfully worked together to engage with and advance a variety of legislative efforts that maintain and strengthen our ability to continue growing a clean, beautiful and active Downtown district.

This work includes doggedly tracking a wide range of legislative matters potentially relevant to Downtown. These efforts also include proactively shaping original legislative ideas, building and maintaining constructive relationships with key policymakers and advancing initiatives that support the DDA's city-building mission in Downtown GR.

More specifically, recent *GR Forward*-implementation-related results include modernizing liquor laws to support Downtown businesses and vibrancy, securing state funds to help revitalize the Grand River corridor and modernizing economic development tools such as the DDA and Business Improvement District statutes to better meet the needs of Downtown GR.

The attached contract outlines a retainer agreement with a monthly value of \$5,500. The costs for these services are budgeted within the FY23 DDA Administration line item.

Recommendation:

Authorize the Executive Director to enter into the attached agreement with McAlvey Merchant & Associates.

RETAINER AGREEMENT
BETWEEN MCALVEY, MERCHANT & ASSOCIATES, LLC
AND GRAND RAPIDS DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

This Retainer Agreement is effective as of the 15TH day of DECEMBER 2022, between McAlvey, Merchant & Associates, LLC (MCALVEY MERCHANT), a Michigan business with offices at 120 W. Ottawa Street, Lansing, Michigan, 48933, and the City of GRAND RAPIDS DOWNTOWN DEVELOPMENT AUTHORITY (GR DDA).

WHEREAS GR DDA wishes to engage MCALVEY MERCHANT to provide it with governmental consulting and representation services; and MCALVEY MERCHANT desires to provide such services to GR DDA.

THEREFORE it is hereby agreed:

1. MCALVEY MERCHANT will represent GR DDA before the Michigan Legislature and the Executive Branch of government of the State of Michigan. in pursuit of GR DDA'S legislative and regulatory agenda, including but not limited to, issues involving Tax Increment Finance, Downtown Improvement Districts, securing and managing State Budget Appropriations, and Grand River Restoration. Permitting, and any other legislative or regulatory matter sought by the client.
2. MCALVEY MERCHANT will advise and update GR DDA regarding the status of pending legislation, in which GR DDA has advised MCALVEY MERCHANT of their interest.
3. MCALVEY MERCHANT will provide reports concerning any of the above services on a regular basis or as requested.
4. When the Legislature is in session MCALVEY MERCHANT may not be able to travel outside Lansing City limits and this will not be required of them.
5. All services will be performed under the direction of Andy Guy or that individual so designated by GR DDA.
6. Either party may terminate this Agreement at any time and without cause with 30 calendar days advance written notice.
7. During the term of this Agreement, a fee shall be paid by GR DDA upon billing from MCALVEY MERCHANT in installments of \$ 5,500.00 per month to be paid on the first of each month for the previous month. No charge will be made to GR DDA for normal or incidental expenses incurred by MCALVEY MERCHANT. However, extraordinary expenses such as large-scale receptions, special printing for presentations, etc. will be charged separately only if the expense is incurred at the request of, or with, the prior approval of GR DDA.

8. Neither party may assign this Agreement without the other party's prior written consent. The invalidity or unenforceability of any term or provision of this Agreement will in no way affect the validity or enforceability of any other term or provision. A waiver by either party of any provision or breach of this Agreement will not waive any other provision or breach, nor will the same be deemed to be a waiver of any subsequent breach, either of the same provision or otherwise. The captions or headings in this Agreement are for convenience only and in no way defines or limits the scope or intent of any term, clause, provision, or paragraph. This Agreement contains the entire agreement between the parties, and will be binding upon the parties and their respective successors and assigns. No amendment to this Agreement will be effective unless it is in writing and signed by both parties' authorized representatives. This Agreement is the sole and exclusive benefit of the parties, and neither party intends to create a benefit in favor of any other person, entity or third party. In the performance of their respective duties and obligations under this Agreement, the parties are each an independent contractor and neither is a partner, joint venturer, employee or servant of the other, and each is responsible only for its own conduct. This Agreement is governed and shall be constructed by the laws of the State of Michigan.

Agreed to and accepted on the dates indicated below:

Rusty Merchant
McAlvey, Merchant & Associates

Dated: _____

GR DDA

Dated: _____

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: November 9, 2022

TO: Downtown Development Authority

FROM: Melvin Eledge Jr., LPM
Director of Operations

Agenda Item # 04
November 9, 2022
DDA Meeting

SUBJECT: Development District Liquor License – Nagoya Japanese Restaurant

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

Nagoya Japanese Restaurant is requesting DDA Board consent to the issuance of a Development District liquor license for their location at 16 Monroe Center. Additional information on the business is attached.

Staff has reviewed the applicant's request and believes it meets the investment, activity and seating capacity requirements and as such it is recommending approval of the application. The City Commission has already reviewed and approved this request contingent upon the DDA Board's approval.

Recommendation:

Approve the resolution for the issuance of a development area liquor license for Nagoya Japanese Restaurant at 16 Monroe Center.



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

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

Board member_____, supported by Board member_____, moved the adoption of the following resolution:

WHEREAS, the Downtown Development Authority of the City of Grand Rapids (the “DDA”) was created by the City Commission on October 16, 1979, and operates pursuant to the authority of Act 57 of 2018, and

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

WHEREAS, Nagoya Japanese Restaurant LLC, located at 16 Monroe Center NW, Suite 100, Grand Rapids, Michigan, 49503, has applied to the City for approval of a license under the Act, and is located within the DDA district, and

WHEREAS, Nagoya Japanese Restaurant LLC, in its application, has indicated its intention to operate a restaurant and bar, and

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

WHEREAS, that the DDA finds that the issuance of a liquor license to Nagoya Japanese Restaurant LLC as proposed would promote economic growth by:

1. Operating in a manner that would be consistent with adopted goals, policies and plans of the district, particularly by promoting the competitiveness and vitality of downtown Grand Rapids as a destination for dining, arts and tourism.
2. Facilitating private investment and promote economic growth in the leased space at 16 Monroe Center NW.
3. Supporting the creation of several full and part-time jobs in the district.

NOW, THEREFORE, BE IT RESOLVED, that the Downtown Development Authority of the City of Grand Rapids recommends issuance of a Development District Liquor License to Nagoya Japanese Restaurant LLC, located at 16 Monroe Center NW, Suite 100, Grand Rapids, Michigan, 49503 above all others.

YEAS: Board members _____

NAYS: Board members _____

ABSTAIN: Board members _____

ABSENT: Board members _____

RESOLUTION DECLARED ADOPTED.

Dated:

Timothy Kelly
Executive Director

CERTIFICATION

I, the undersigned duly qualified and Secretary of the Downtown Development Authority of the City of Grand Rapids (the "DDA"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the DDA at a regular meeting held on _____, 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.

DDA Secretary

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: November 9, 2022

TO: Downtown Development Authority

FROM: Melvin Eledge Jr., LPM
Director of Operations

Agenda Item #05
November 9, 2022
DDA Meeting

SUBJECT: Development District Liquor License – Gin Gin d/b/a General Woodshop

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

Gin Gin d/b/a General Woodshop is requesting DDA Board consent to the issuance of a Development District liquor license for their location at 507 Bridge St. Additional information on the business is attached.

Staff has reviewed the applicant's request and believes it meets the investment, activity and seating capacity requirements and as such it is recommending approval of the application. If approved by the DDA board, the request will proceed to the City Commission for consideration.

Recommendation:

Approve the resolution for the issuance of a development area liquor license for Gin Gin d/b/a General Woodshop at 507 Bridge St.



1951 Grand Rapids City Directory

FURNITURE DEALERS—USED

Bauw G Bernard 939 Division av S
Bennett Roy J 861 Grandville av SW
Chaptons Second Hand Store 1224 Division av S
Cooley Harry E 713 Ottawa av NW
Davis Bruce G 316 Bridge NW
Detmers Furniture Mart 821 Division av S
Dise Storage Co 2040 Division av S
Earl's Swap Shop 503 Leonard NW
Family Attic The 310 Bridge NW
Forney Furniture Co 668 Grandville av SW
General Wood Shop 507 Bridge NW
Mission Industrial Store of Christian Reformed
Church of Grand Rapids 71 Front av NW
Skutt & Skutt 527 Bridge NW
Veersma Henry A 751 Fulton W



An architectural rendering of a modern storefront for 'GENERAL WOODSHOP'. The building features a combination of light-colored horizontal wood slats and smooth, light gray concrete walls. A prominent black horizontal band across the upper part of the facade contains the text 'GENERAL WOODSHOP' in large, white, bold, sans-serif capital letters. Below this band, on the left, is a set of three tall, narrow glass windows with black frames. To the right of the windows is a glass entrance door, also with a black frame, featuring a small transom window. The ground in front of the building is paved with large, light-colored rectangular tiles. The sky is a clear, pale blue with a few wispy clouds. The overall design is minimalist and industrial.

GENERAL WOODSHOP

Option 1 - Copper
Cornerstone Architects
507 Bridge Street NW
Preliminary Elevation Study
August 11, 2022







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

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

Board member_____, supported by Board member_____, moved the adoption of the following resolution:

WHEREAS, the Downtown Development Authority of the City of Grand Rapids (the “DDA”) was created by the City Commission on October 16, 1979, and operates pursuant to the authority of Act 57 of 2018, and

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

WHEREAS, Gin Gin Lounge LLC (d/b/a General Wood Shop), located at 507 Bridge Street NW, Grand Rapids, Michigan, 49504, has applied to the City for approval of a license under the Act, and is located within the DDA district, and

WHEREAS, Gin Gin Lounge LLC (d/b/a General Wood Shop), in its application, has indicated its intention to operate a restaurant and bar, and

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

WHEREAS, that the DDA finds that the issuance of a liquor license to Gin Gin Lounge LLC (d/b/a General Wood Shop) as proposed would promote economic growth by:

1. Operating in a manner that would be consistent with adopted goals, policies and plans of the district, particularly by promoting the competitiveness and vitality of downtown Grand Rapids as a destination for dining, arts and tourism.
2. Facilitating private investment and promote economic growth in the leased space at 507 Bridge Street NW, Grand Rapids, Michigan, 49504.
3. Supporting the creation of several full and part-time jobs in the district.

NOW, THEREFORE, BE IT RESOLVED, that the Downtown Development Authority of the City of Grand Rapids recommends issuance of a Development District Liquor License to Gin Gin Lounge LLC (d/b/a General Wood Shop), located at 507 Bridge Street NW, Grand Rapids, Michigan, 49504 above all others.

YEAS: Board members _____

NAYS: Board members _____

ABSTAIN: Board members _____

ABSENT: Board members _____

RESOLUTION DECLARED ADOPTED.

Dated:

Richard A. Winn
Chairperson

CERTIFICATION

I, the undersigned duly qualified and Secretary of the Downtown Development Authority of the City of Grand Rapids (the "DDA"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the DDA at a regular meeting held on November 9, 2022, 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.

DDA Secretary

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: November 9, 2020

TO: Downtown Development Authority

FROM: Melvin Eledge Jr., LPM
Director of Operations

SUBJECT: Wayfinding Installation

Agenda Item #6
Date November 9, 2022
DDA Meeting

Among the Goals developed through the GR Forward process was a goal to create a 21st century mobility strategy that would, among other priorities, provide greater focus on enhancing pedestrian experience related to mobility throughout the Downtown.

One significant component of this strategy is the implementation of a new, pedestrian friendly wayfinding system. The current system which is around 20 years old is significantly out of date, inadequately meets pedestrian's needs and proves difficult to quickly and easily maintain and update. Additionally, there is substantial disconnect between the street level wayfinding system and the system placed throughout the skywalk, which has its own challenges.

This work, amending the wayfinding system, furthers equity and inclusion by designing and implementing a system of wayfinding that can be built with a variety of perspectives and abilities in mind. Additionally, since part of the project is to analyze the existing placement of the system, we will be looking for opportunities to increase the amount or provide better placement for wayfinding that can direct people to vital services and businesses in traditionally underserved portions of downtown.

On September 9th, 2022, DGRI staff released an RFP asking interested firms to submit costs and estimated timetables related to the following tasks: fabrication of the signs outlined for deployment in Phase B: Center City, remediation of existing deployed signage and installation of the second phase of the Downtown Wayfinding project.

On November 2nd DGRI received 4 qualified responses which were evaluated on the following criteria:

- Prior experience implementing similar projects



- Understanding of the scope of work
- Providing a comprehensive timeline for completion
- Project costs

Universal Sign System's bid came in at \$331,497 and estimated to have the work completed in 19 weeks. DGRI staff recommends including a 12% contingency on these services, and therefore requests that the overall allocation be a not-to-exceed amount of \$371,277, which has been allocated in the FY 23 Goal 3 budget.

Recommendation: Authorize the Executive Director to enter into a contract with Universal Sign System for a total not to exceed \$371,277.

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: November 9, 2022

TO: Downtown Development Authority

FROM: Kimberly VanDriel, Director of Public Space Management

SUBJECT: **World of Winter Projection Art Activation Funding Authorization**

Agenda Item #7
November 9, 2022
DDA Meeting

This year's World of Winter (WoW) festival will host over 75 events and art installations during its two-month long winter activation strategy. As part of that strategy DGRI staff has been curating public art installations throughout the downtown through traveling art exhibits, grants, and purchased installations all focusing on light and immersive interactive experiences.

In 2021, DGRI teamed up with LiveSpace to offer the Seasonal Wonders projection installation on the outside of DeVos Civic Auditorium in Lyon Square. With a busy calendar schedule at the performance hall and convention center, we are not able to host the show until permanent infrastructure is put in place. However, projection and projection mapping has been a priority made by Goal 5 Alliance members for DGRI staff to continue to explore and put effort towards funding. This year, we are looking to fund two projection artist installations using two different types of projection techniques.

The first is in support of a grant for Kendra Sollars' who is an Arizona based artist looking to host *Dark Days, Bright Skies: Isolation and Quarantine* serves as a reminder of what we went through as a part of this mentally and physically devastating pandemic and celebrates our reemergence into society with stronger and more valued connections than ever before. Sollars will be teaming up with Grand Rapids local company LiveSpace to help with the projection installation services. DGRI staff are currently seeking location partnerships with the GRAM, GRPM, Van Andel as potential locations to host the installation for the duration of WoW. Sollars has been awarded \$5,000 for the grant installation through the Activate This Place grant program.

The second installation is using goboz imagery, sound, and light to create the *Tropical Tundra* immersive jungle projection experience created by DGRI staff and LiveSpace. This installation will be located in the tunnel underneath the Gillett Bridge at Ah-Nab-Awen Park.



The total request for the two installations is for an amount not to exceed \$100,000 that would cover rental fees, equipment, and logistics. This amount equals the budgeted amount in the approved DDA NTI FY23 budget and is included as part of the Public Space Activation line item for projection.

Recommendation: Approve expenditures not to exceed \$100,000 to support six winter art installations for World of Winter 2023.

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: November 3, 2022

TO: Downtown Development Authority

FROM: Andy Guy, COO

SUBJECT: Support for Continued Greenway Organizing & Reporting

Agenda Item #08
November 9, 2022
DDA Meeting

This memo requests funds to support project management and administrative costs associated with receiving and investing the Grand River Greenway grant appropriated by the State of Michigan.

While staff currently works with the State to finalize the project grant agreement, we do anticipate the costs associated with this request are eligible for reimbursement once the agreement is finalized.

More specifically, funds, if approved, would support the continued retention of Kennari Consulting and the engagement of Guidehouse to support critical work in three key areas:

- Facilitating a collaborative advisory process to prioritize and recommend Greenway projects for funding. This work builds on the greenway project inventory developed by DGRI, Kennari and river partners over the summer. The inventory was developed with DDA support.
- Positioning the DDA, Downtown Grand Rapids Inc. and river partners to raise additional funds, and coordinate the strategic use of funds, to further accelerate corridor revitalization.
- Compliance, technical assistance and fiscal reporting associated with the regulatory requirements of the state Greenway grant.

The State of Michigan in March 2022 [awarded Downtown Grand Rapids Inc. a \\$55 million grant](#) to support the ambitious transformation of the Grand River corridor coursing through our community. The funding will support capital projects to:

- Rehabilitate and expand the riverfront park system in the urban core, and
- Build nonmotorized public trail segments that better connect people to riverfront parks and the regional trail system.

Managing this grant is a primary leadership responsibility for Downtown Grand Rapids Inc. thru 2026. After evaluating various consultant options, potential conflicts, reference reviews as well as capacity, aptitude and effectiveness, staff determined both Kennari Consulting and Guidehouse are the best fit to support this important work.

Recommendation:

Approve an allocation of funds not to exceed \$240,000 to engage Kennari Consulting (not to exceed \$50,000) and Guidehouse (not to exceed \$190,000) to support Grand River Greenway grant project management, administration, fundraising and financial reporting.

Downtown Vitals Report Downtown Development Authority



Produced November 4, 2022
for the month of October, 2022

Summary of Downtown Vital Signs

Most Recently Completed Month: **October 2022**

New Businesses

+0 in October
vs. 3 5-yr avg.
+22 year-to-date
p. 3

Storefront Vacancy Rates

+1% vs. September
-10% vs. 2-yr avg.
p. 4

Office Space Vacancy Rates

+4% vs. Q2
+76% vs. 5-yr avg.
+26% vs. 15-yr avg.
p. 5

Office Space Rental Rates

+\$0.39 vs. Q2
+\$2.78 vs. 5-yr avg.
+\$5.31 vs. 15-yr avg.
p. 5

Housing Occupancy

-1% vs. Q2
+3% vs. 5-yr avg.
+2% vs. 15-yr avg.
p. 6

(Sep) Hotel Occupancy

-2% vs. Aug
+29% vs. Sep 2021
+29% vs. 5-yr avg.
p. 7

Visitor Activity Counts

-3% vs. September
+0.2% vs. Oct 2021
p. 8

(Sep) Employee Activity Counts

+8% vs. August
+24% vs. Sep 2021
p. 9

(Aug) On-Street Parking Instances

+18% vs. July
+20% vs. Aug 2021
p. 11

(Aug) On-Street Parking Revenue

+17% vs. July
+27% vs. Aug 2021
p. 11

(June) DASH Ridership

+7% vs. May
+60% vs. June 2021
p. 12

(Aug) City Employment

+0.1% vs. July
+2% vs. Aug 2021
+1% vs. 5-yr avg.
p. 13

Editorial Notes

Storefront Businesses (p. 3-4)

This month, the storefront business opening and closings pages have been reworked. You can now see new business categories by type in both the list and on the map. New businesses opening soon have also been newly visualized on the map. New visualizations have been created for both business mix and business ownership.

Downtown Activity Tracking (p. 8)

Due to a reporting issue for the employee and resident activity tracking in Placer.ai, this month will not reflect either of those categories. DGRI is currently working with the vendor who is actively investigating this error.

On-Street Parking (p. 11)

The source for on-street parking is still experiencing a data lag. Neither September nor October are reflected.

Storefront Business Openings in 2022

Retail

Periwinkle Fog
Thrift on Div
Hëmd
Courage & Soar*
Gazelle Sports*
Le Macaron
WIMAGE*
The Arts Marketplace
Zabház
AllArtWorks
Second Vibess*
Decaydence

Food & Beverage

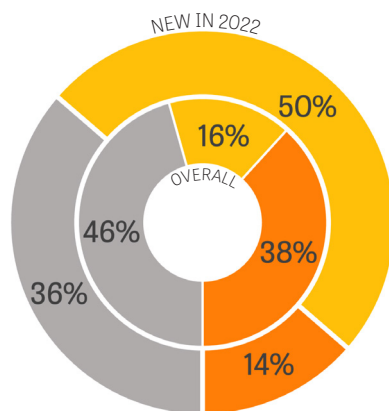
Brooklyn Bodega Bagel & Deli
Real Seafood Co.
Woodrow's
Taste of Cairo†
Monsoon Vietnamese Kitchen
Barrio Tacos
New! Westside Starbucks

Services

Stellar Broadband
Grand Rapids Voice Collective
Vivid IV Health

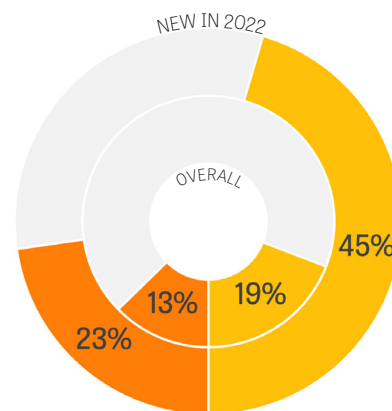
businesses are opening **1.6x** faster than closing in 2022 so far
1.7x in 2021 & 1.6x in 2020

Business Mix of Storefronts



■ Food & Bev ■ Retail ■ Services

Business Ownership of Storefronts

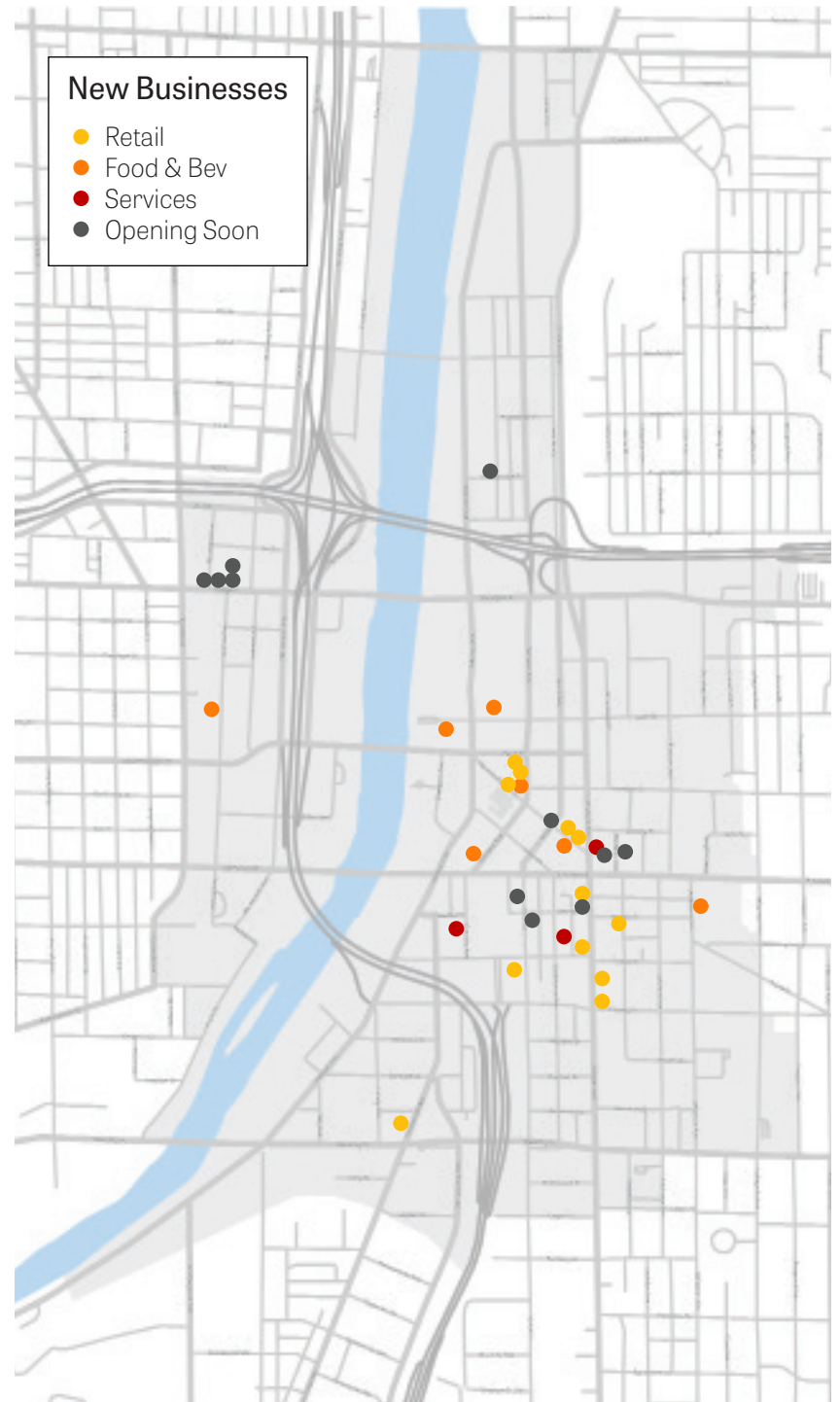


■ BIPOC-Owned ■ Women-Owned



**DOWNTOWN
DEVELOPMENT
AUTHORITY**

* received DDA Retail Innovation Grant
† since closed



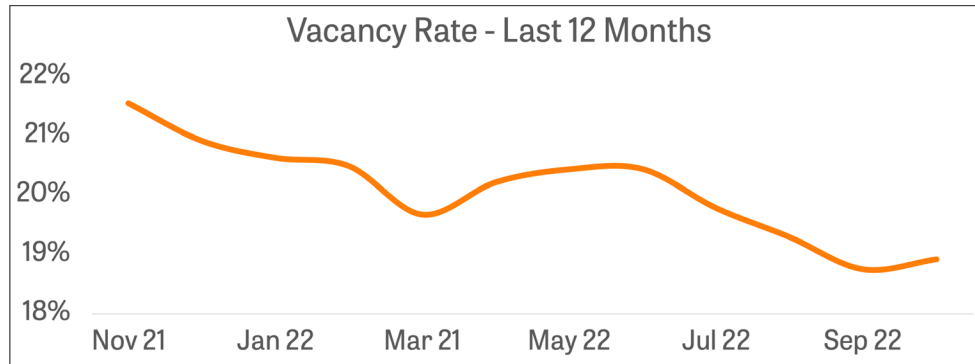
Source: Downtown Grand Rapids Inc.

Storefront Vacancies & Recent Closures

14
storefront
businesses have
closed in 2022
(1 in October)

2022 Closures:
36% Food & Bev
43% Retail
21% Services

1%
increase in
vacancy rate in
October

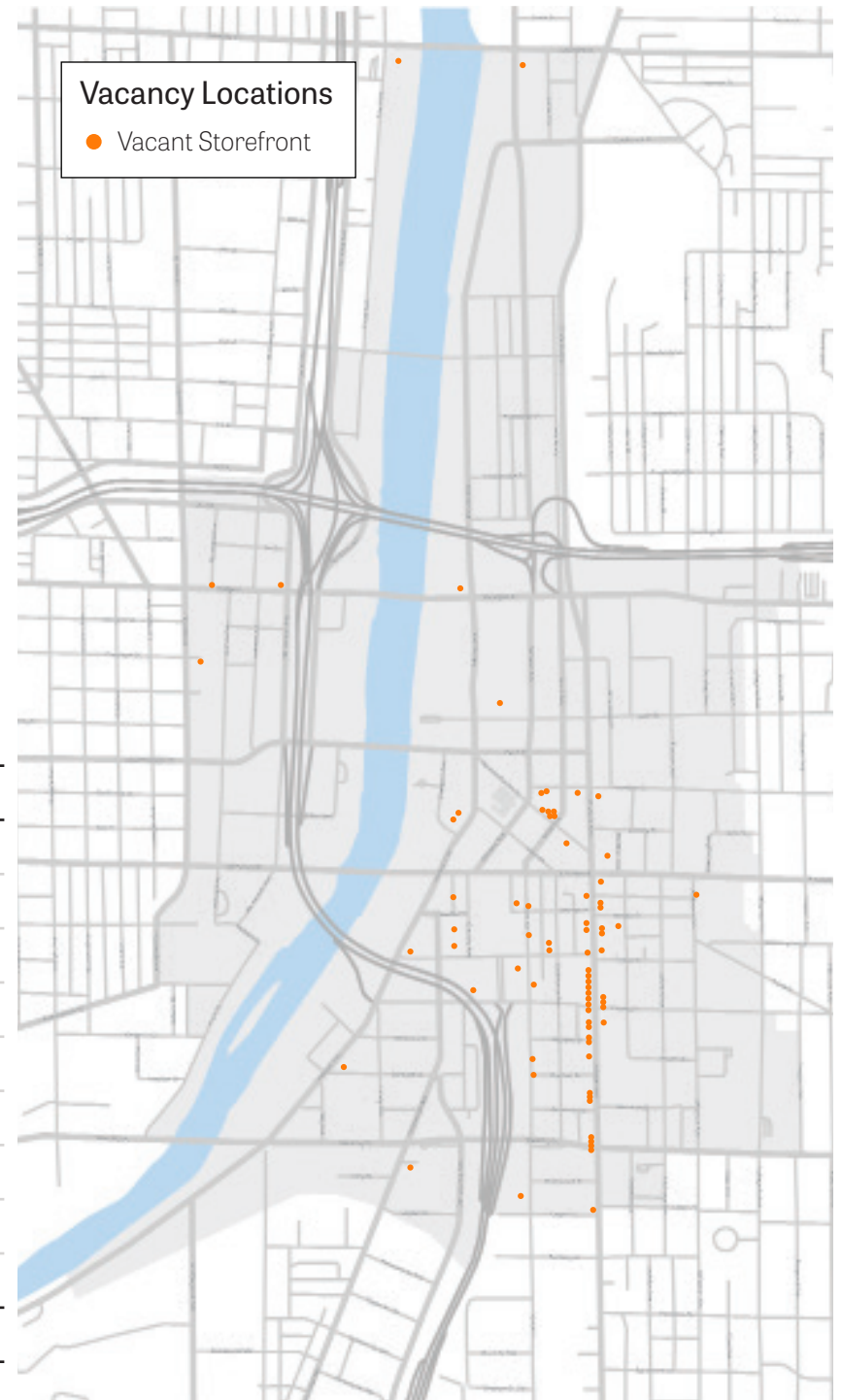


	Storefronts	Vacancies	Vacancy %	Sq Ft Available
Bridge Street	22	2	9%	3,835 sq ft
Center City	115	17	15%	~76,161 sq ft
Monroe Center*	51*	7*	14%*	47,750 sq ft*
Fulton & Jefferson	21	1	5%	~4,000 sq ft
Heartside: Division	99	33	33%	~89,096 sq ft
Heartside: Ionia	69	11	16%	44,851 sq ft
Heartside: Grandville	14	4	29%	21,087 sq ft
Monroe North	26	1	4%	3,895 sq ft
Other	4	1	25%	500 sq ft
DISTRICT TOTALS:	370	70	19%	~292,175 sq ft



**DOWNTOWN
DEVELOPMENT
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*Monroe Center is a subset of Center City and is not included in District Totals



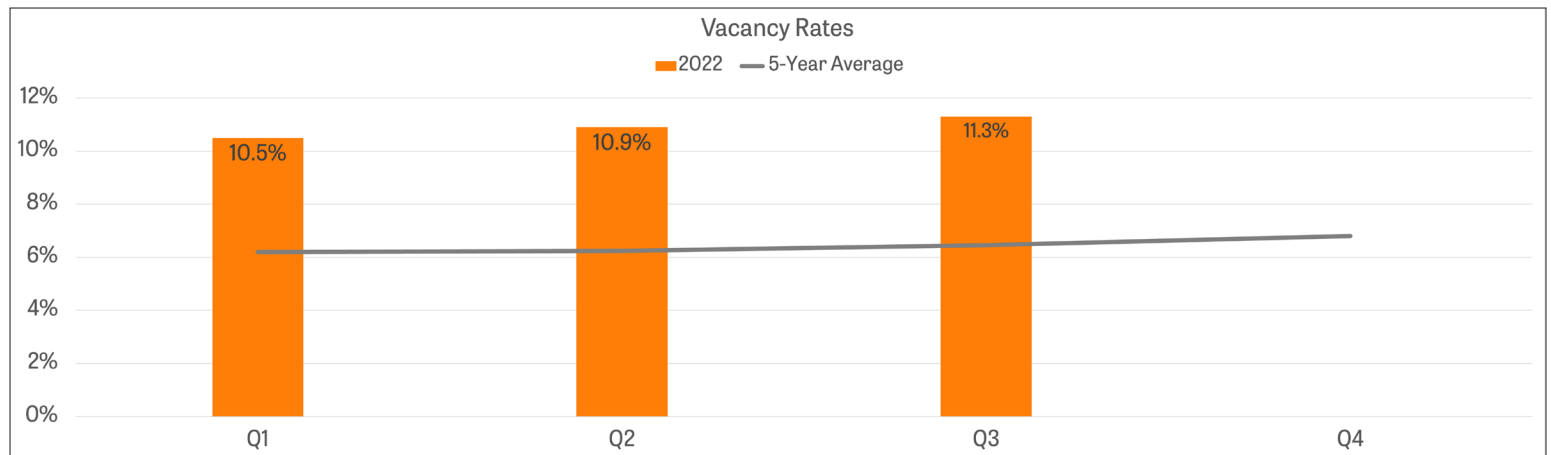
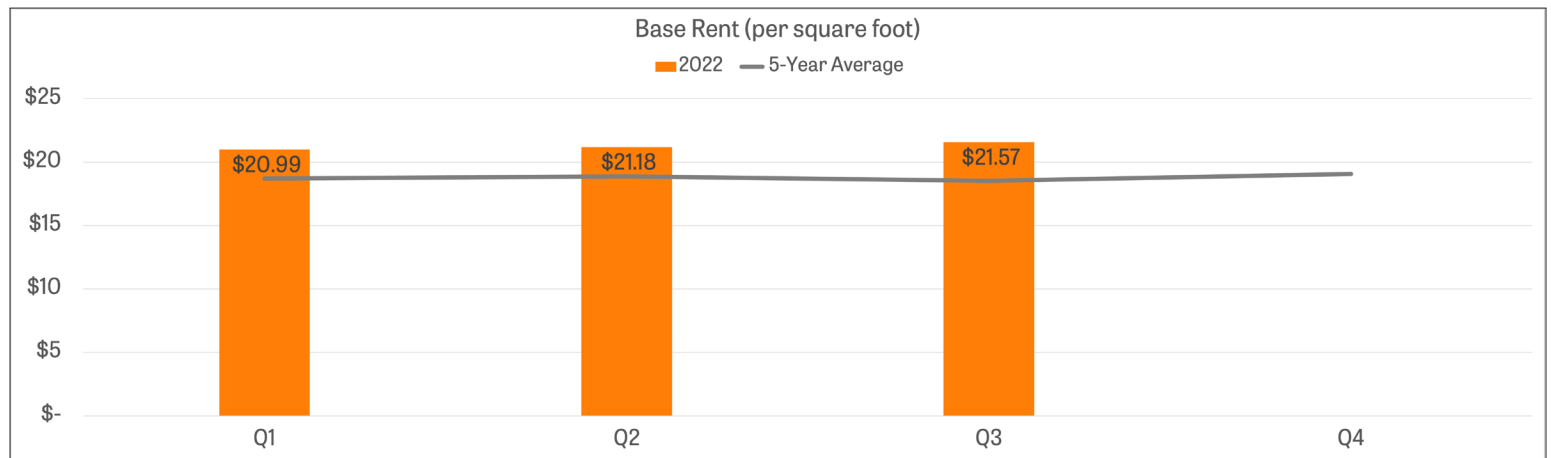
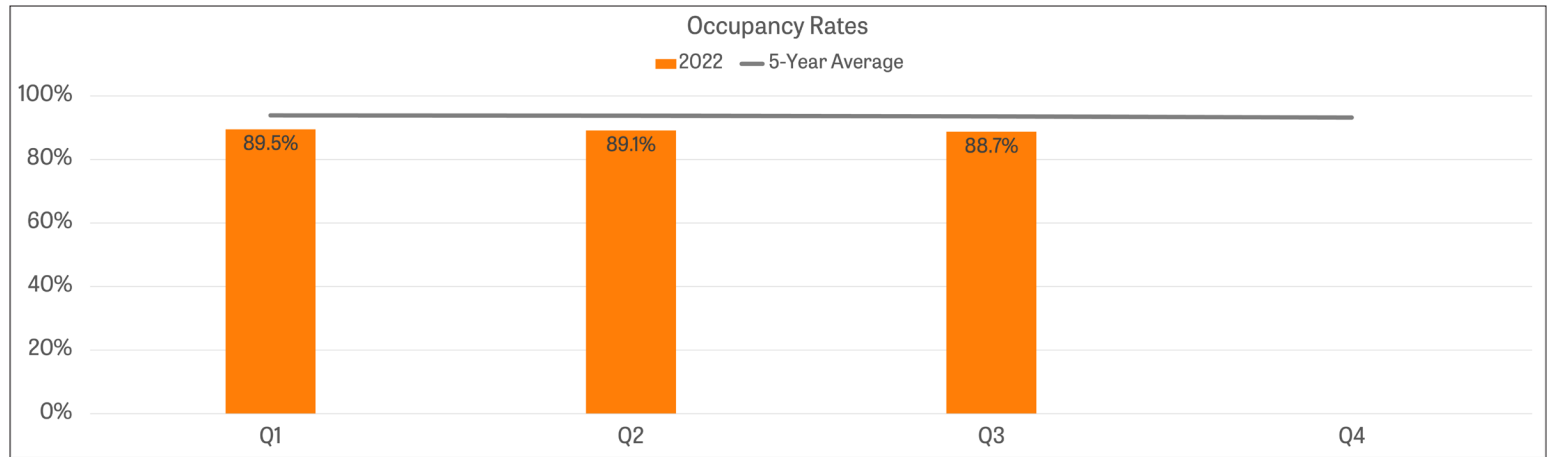
Source: Downtown Grand Rapids Inc.

4.9M sq ft of occupied space in Q3 2022 771k sq ft of vacant space in Q3 2022

5%
decrease in average
occupancy in
2022 compared to
5-year average

13%
increase in average
rental rates in
2022 compared to
5-year average
(\$2.45/sq ft)

70%
increase in average
vacancy in 2022
compared to
5-year average



Housing Overview

Updated Quarterly

3%

increase in
occupancy rate
vs. 5-year average
(97% vs. 93%)

1%

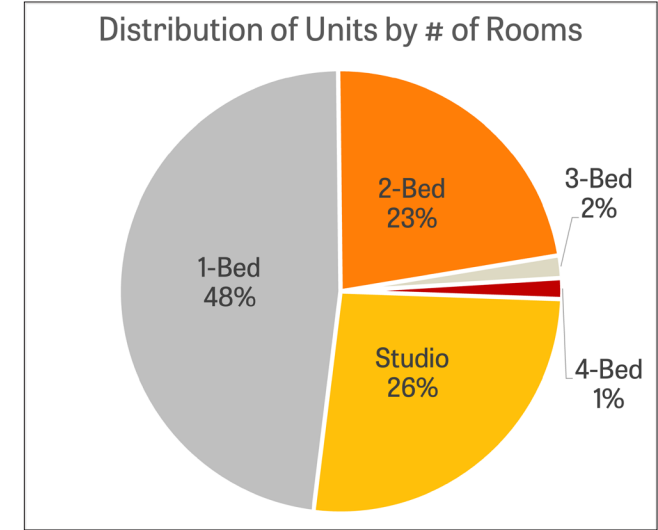
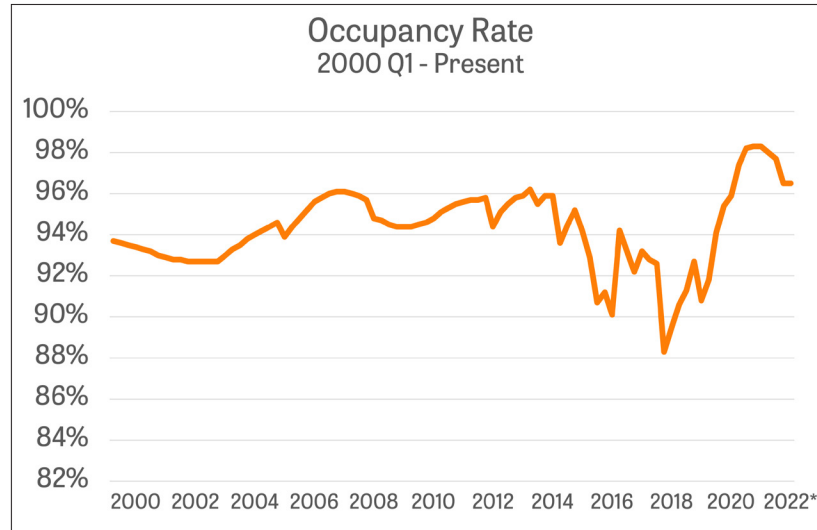
decrease in
occupancy rate
vs. Q2 2022

249

units under construction

1,430

units in planning

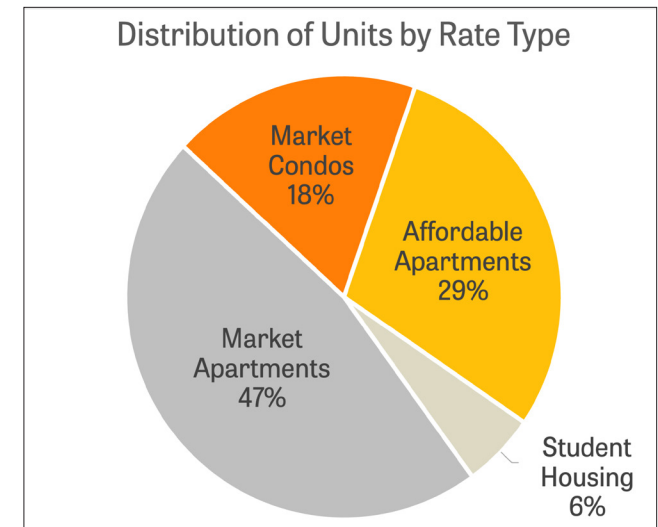
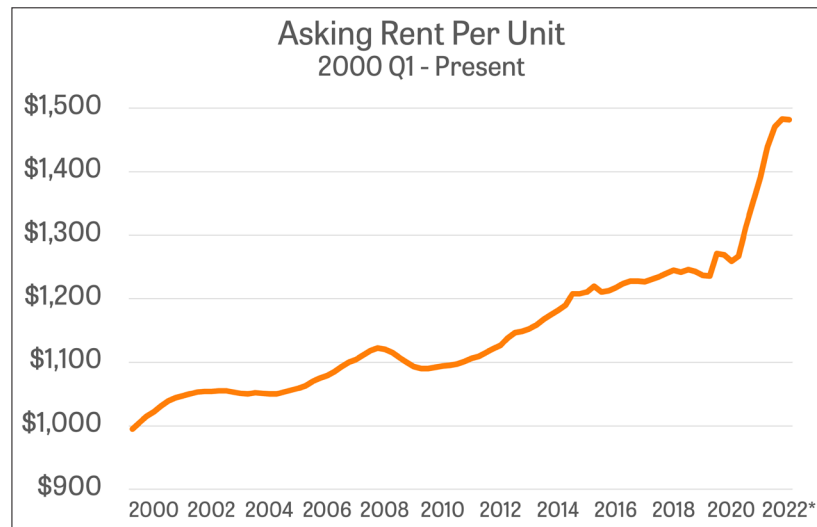


18%

increase in
asking rent rate
vs. 5-year average

1%

increase in
asking rent rate
vs. Q2 2022



Source: CoStar &
Downtown Grand Rapids Inc.

*2022 incomplete

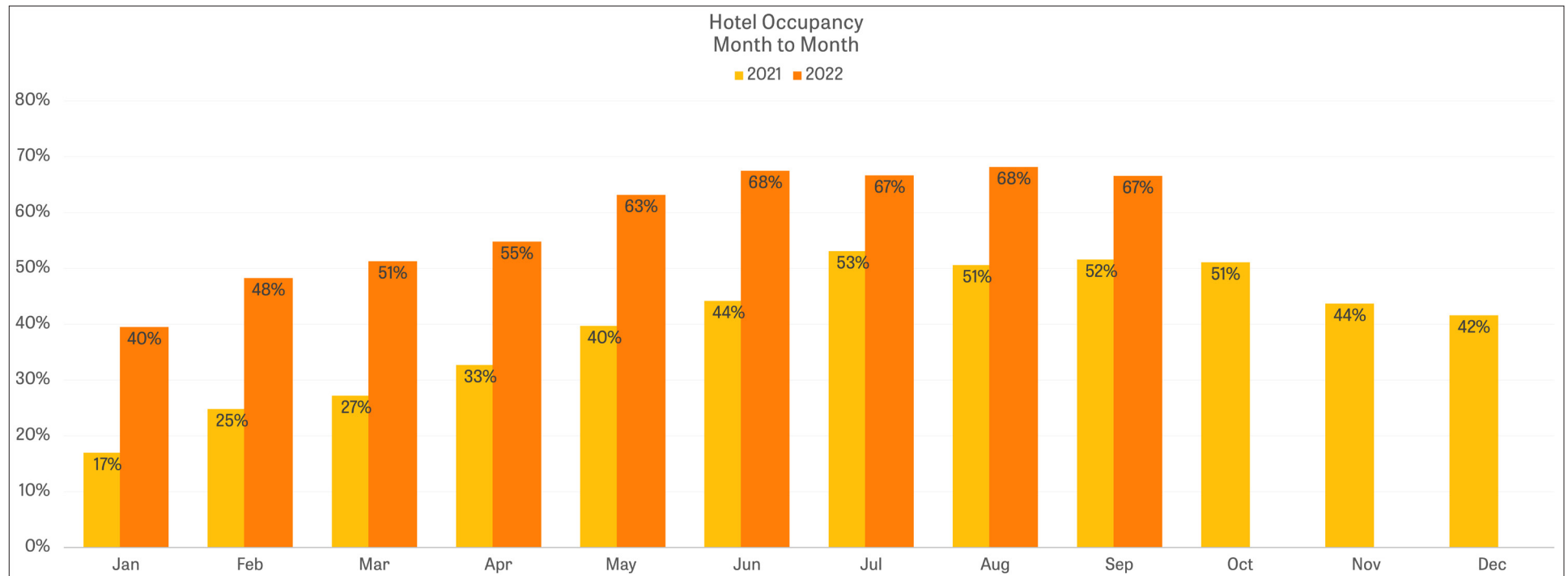
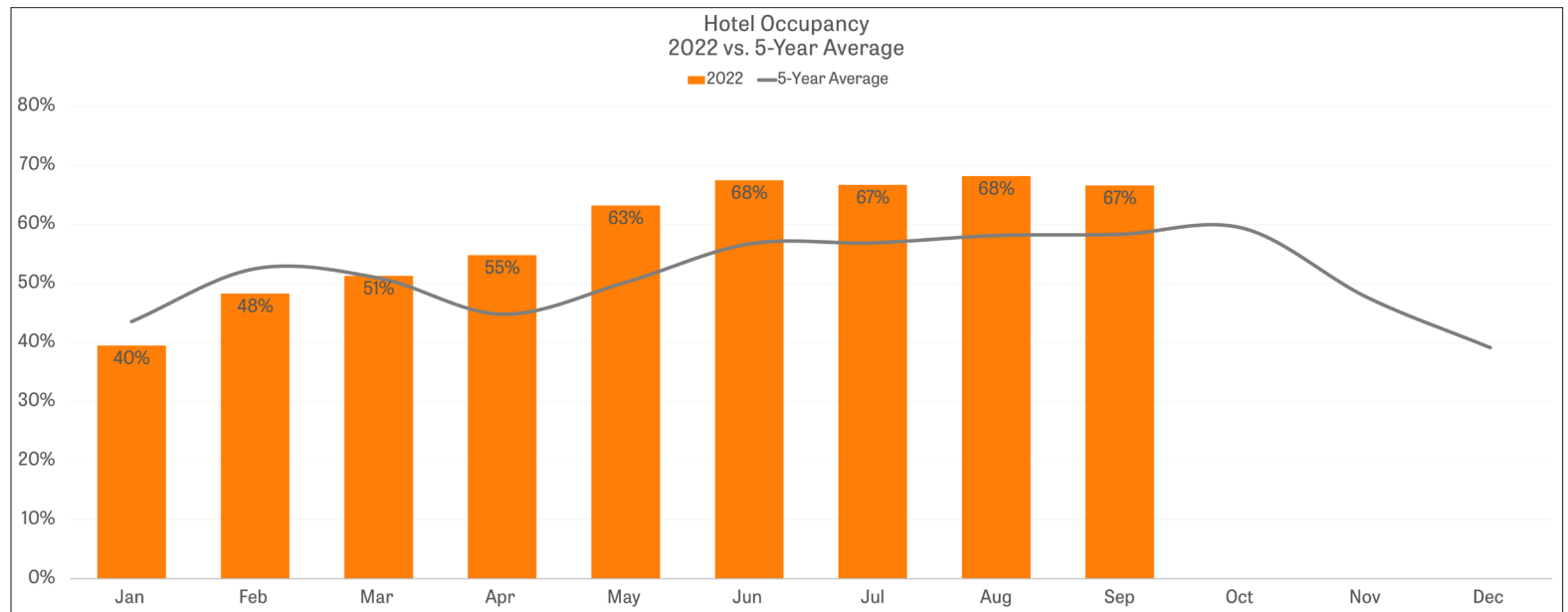
Hotel Occupancy

13%

increase in average
hotel occupancy in
2022 compared to
5-year average

47%

increase in average
hotel occupancy in
2022 vs. 2021



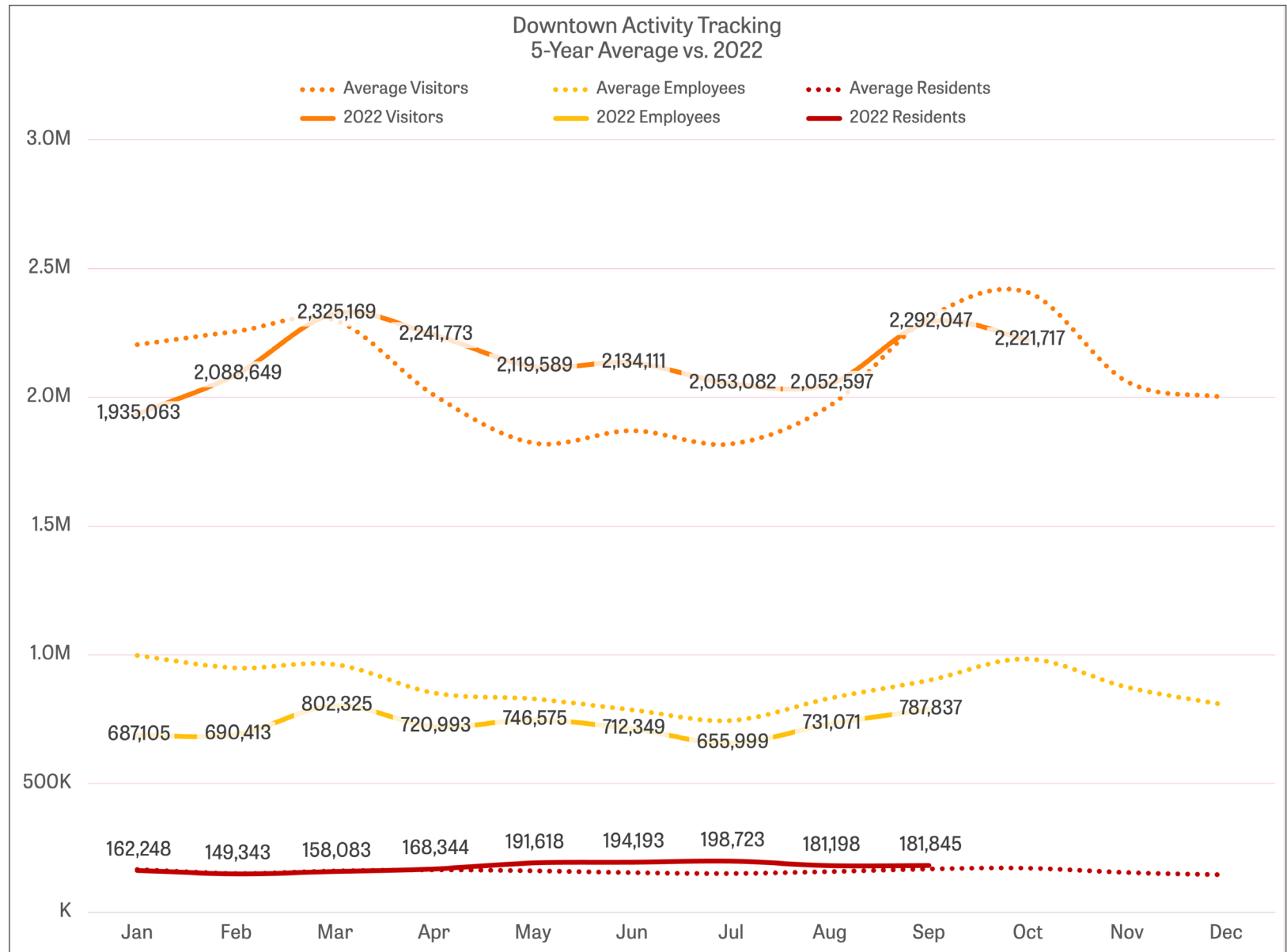
Source: Smith Travel Research via CoStar

Downtown Activity Tracking

8%

decrease in average
visitor activity
compared to 5-year
October average

There is a reporting
issue with **employee**
and **resident** numbers
for the month of
October, as such those
numbers are not
relected this month.

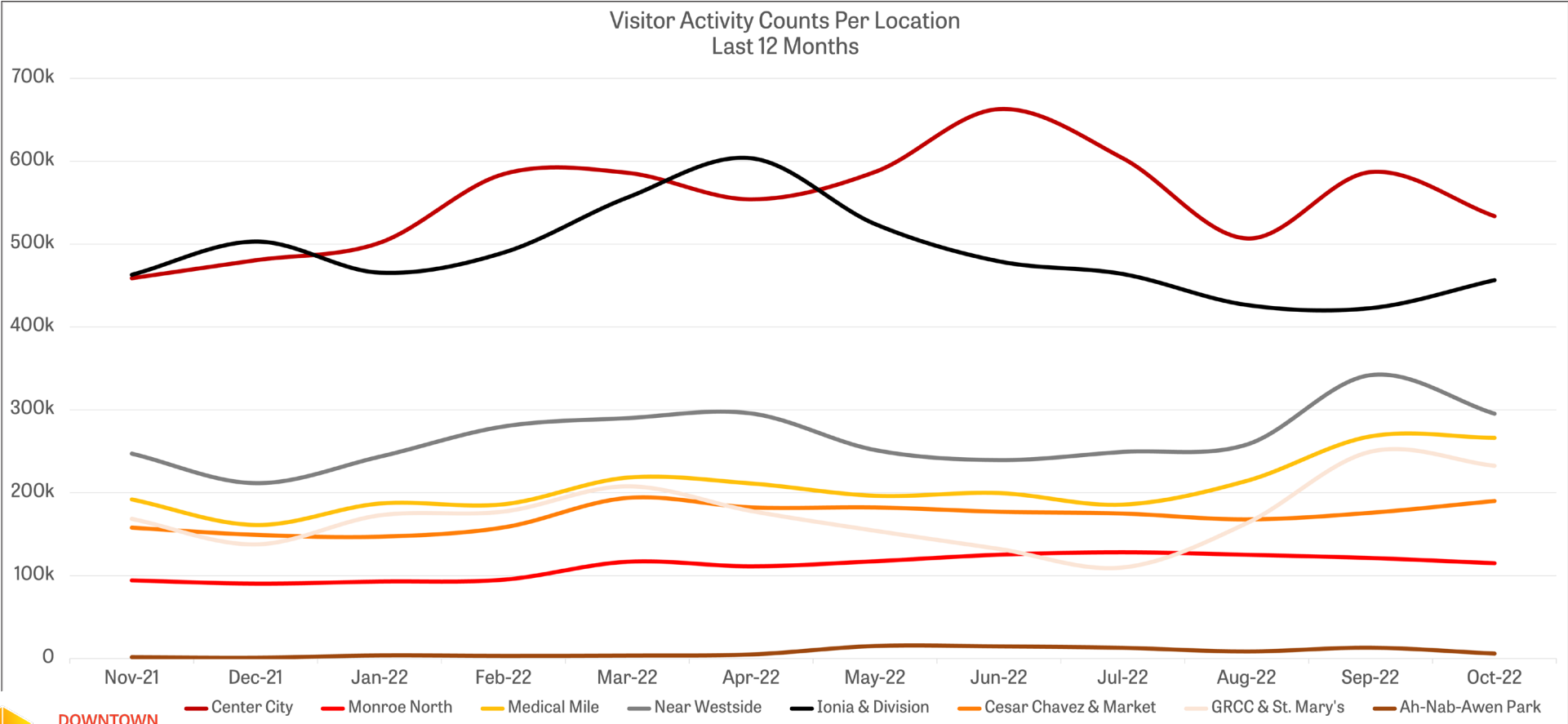
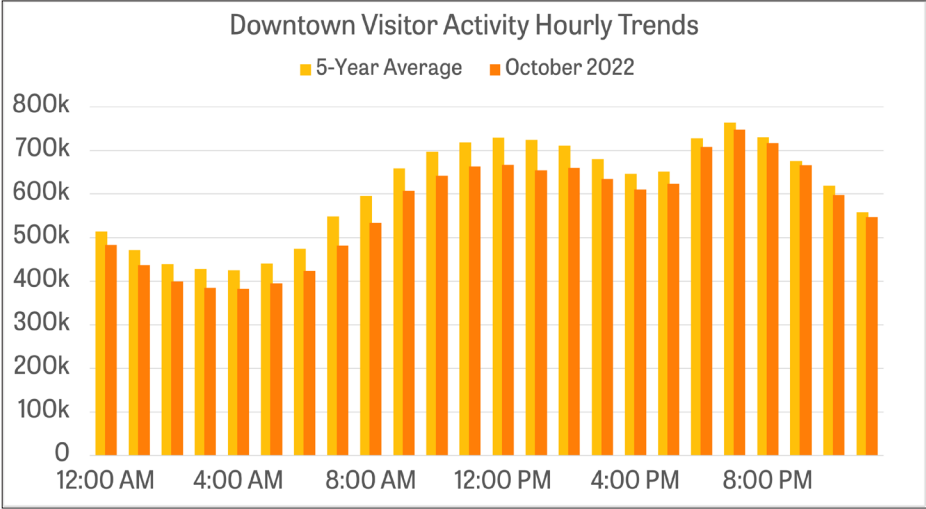
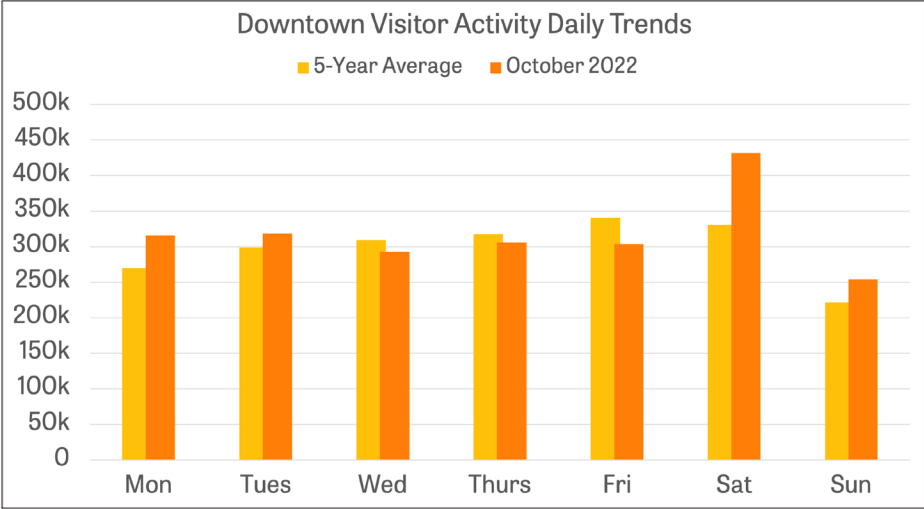


Source: Placer.ai

DGRI uses Placer.ai's location tracking analytics to estimate activity counts. To learn more about the methodology, go to:

<https://downtowngr.org/our-work/reports-studies>

Downtown Activity Tracking, con't



Current Downtown Construction & Development

1 ICCF Tapestry Square - anticipated completion: Q4 2022

+10,000 square feet of commercial space
+56 housing units

2 Center for Transformation & Innovation - anticipated completion: Summer 2023

+303,000 square feet of office space
+1,200 jobs
+1,090 parking spaces

3 Spectrum Health Ambulatory Building - anticipated completion: Spring 2024

+240,000 square feet of office space

4 Studio Park Residential Tower - anticipated completion: End 2024

+193 housing units

Totals:

543k	10k	
square feet of office space	square feet of commercial	
1,200	1,090	249
new jobs	parking spaces	housing units

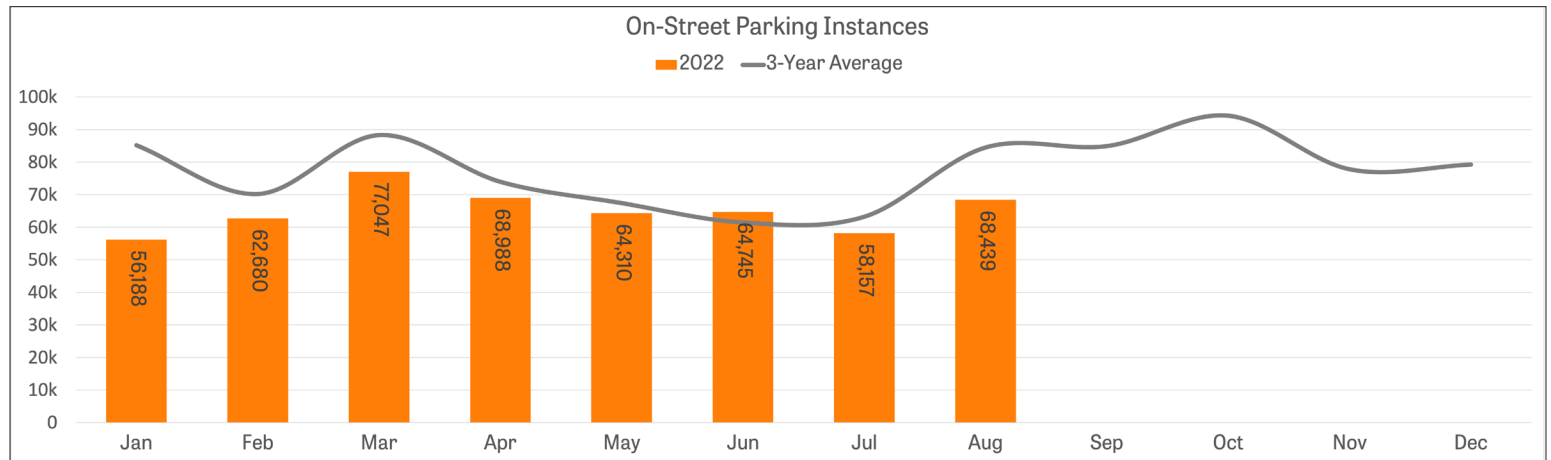


Source: Downtown Grand Rapids Inc.

On-Street Parking

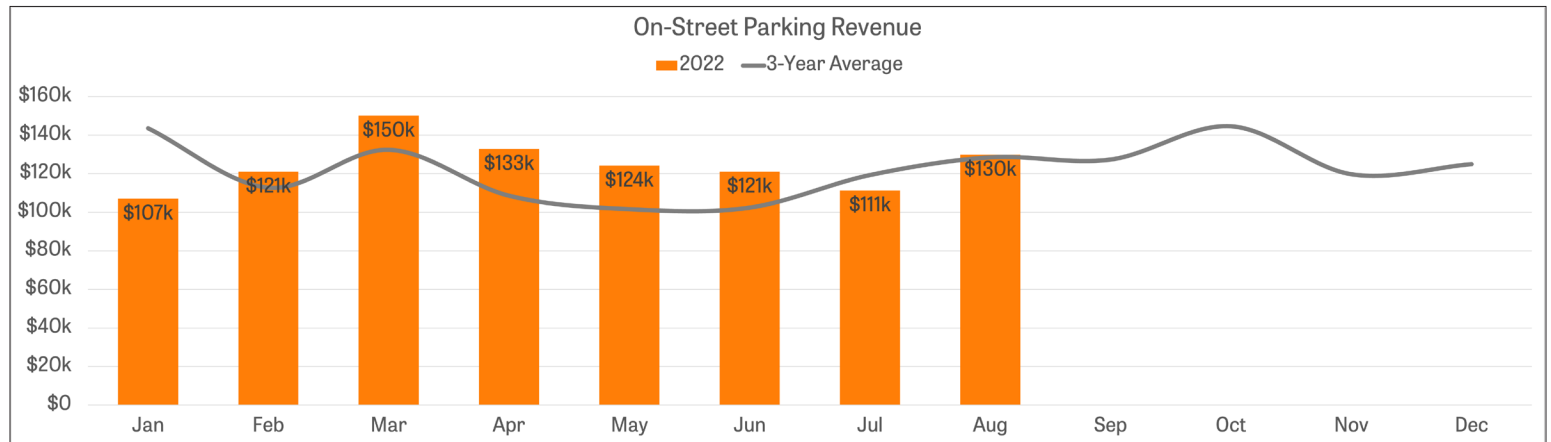
16%

average **decrease** in
of instances in
2022 compared to
3-year average



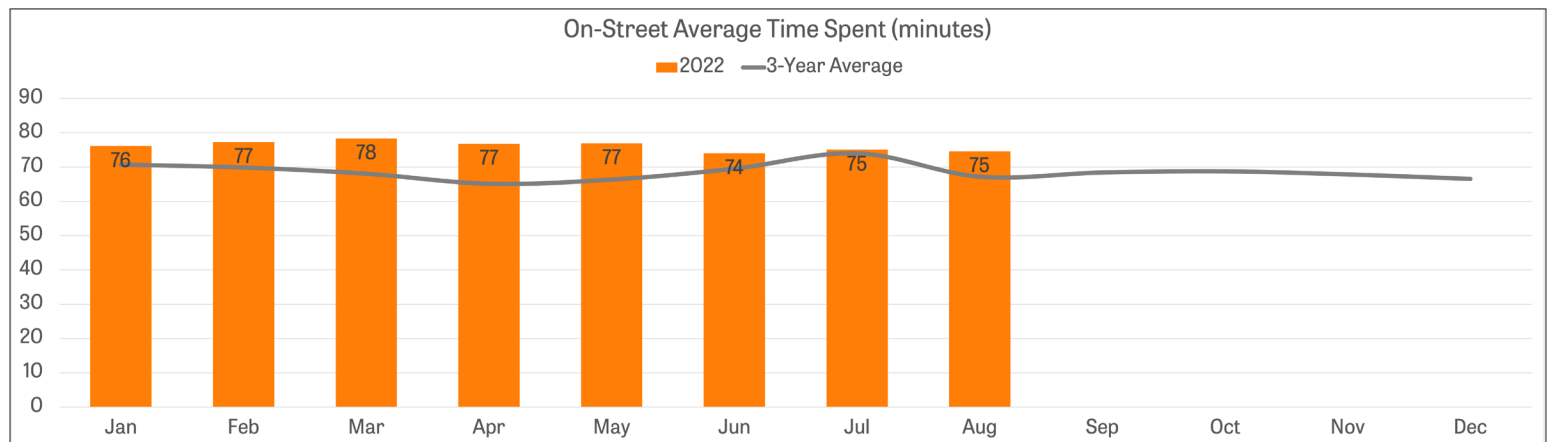
2%

average **decrease** in
revenue in 2022
compared to
3-year average



6-minute

longer sessions in
2022 compared to
3-year average



Source: Mobile GR



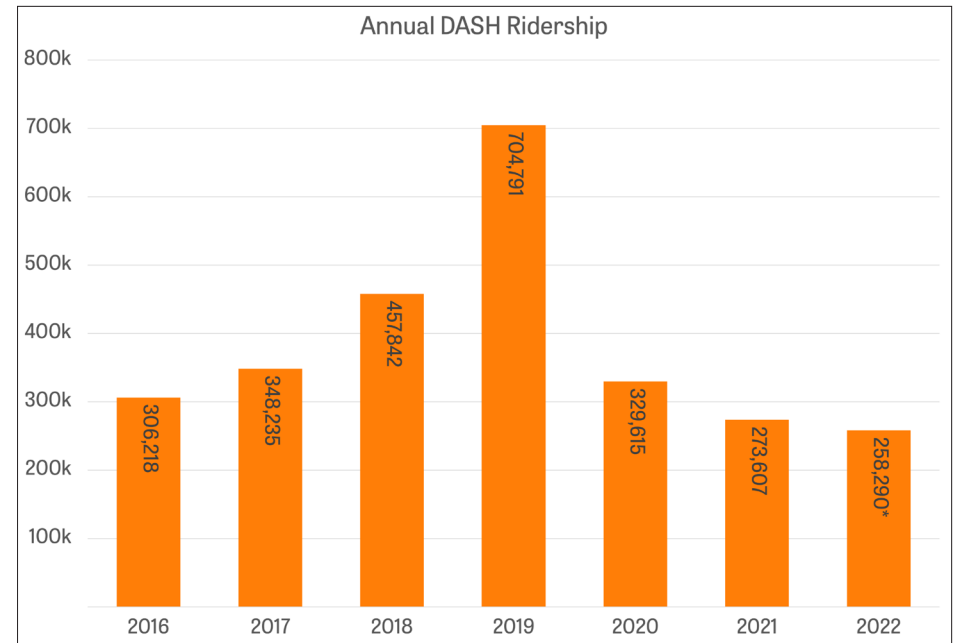
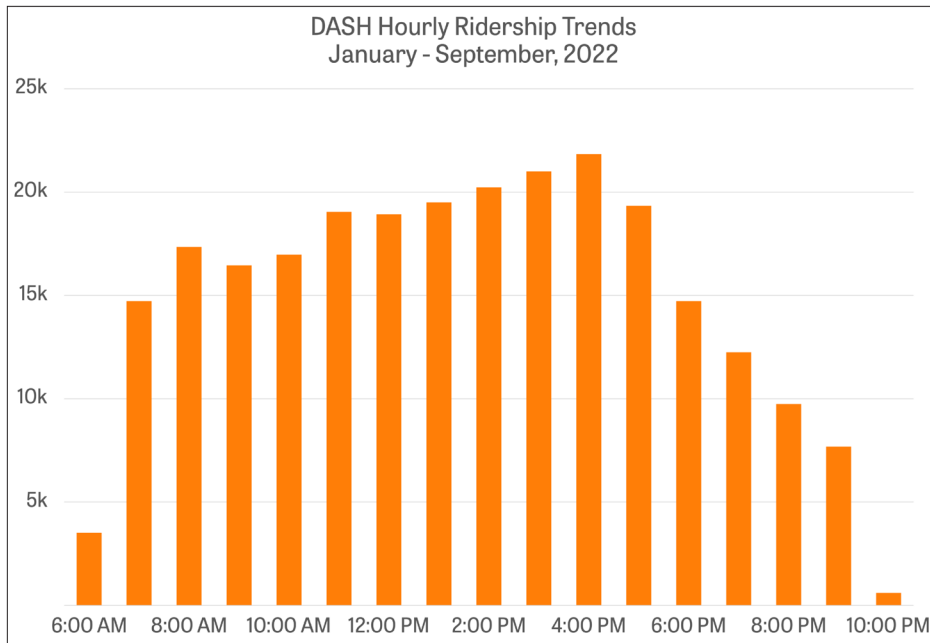
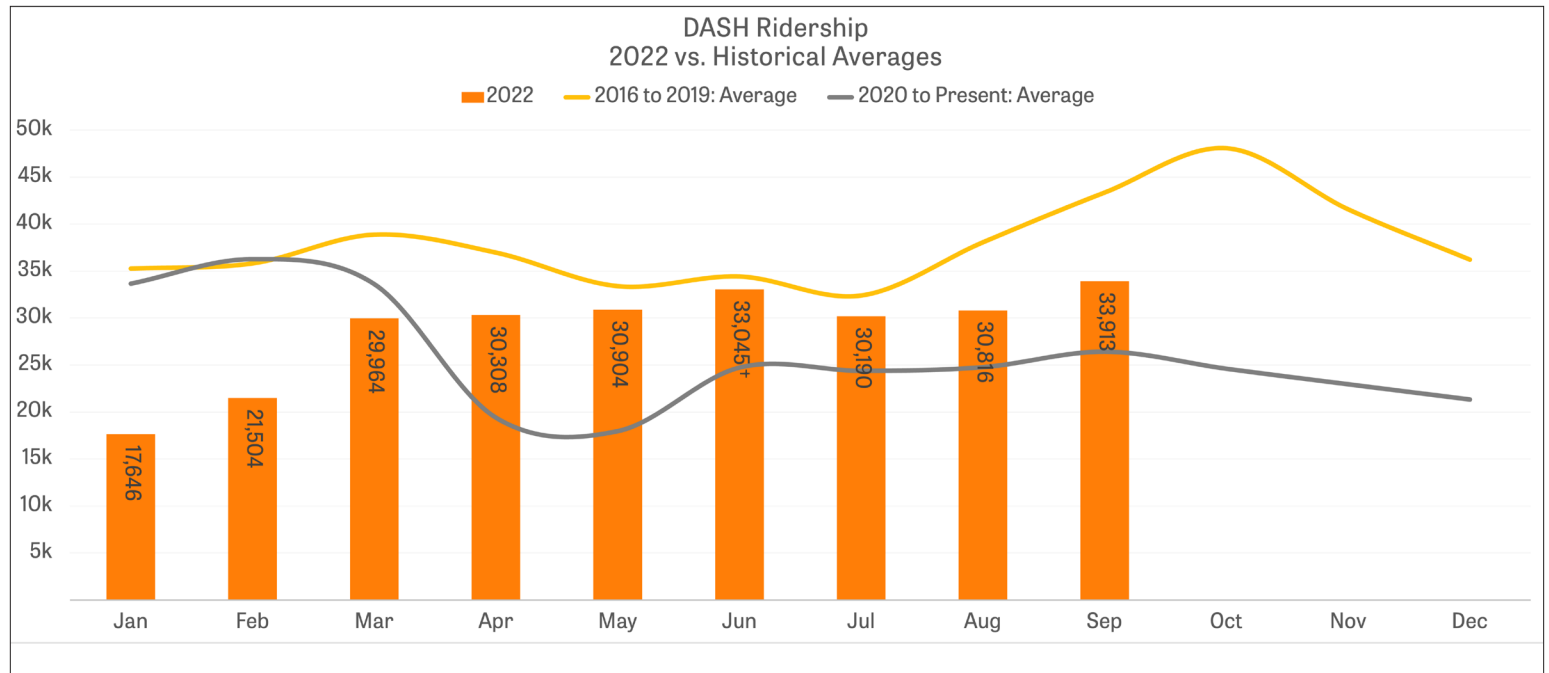
DOWNTOWN
DEVELOPMENT
AUTHORITY

DASH Ridership

Updated Quarterly

15%
decrease in average
ridership in 2022 vs.
6-year average

28%
increase in ridership
in 2022 so far
vs. 2021
(same period)



Source: The Rapid



**DOWNTOWN
DEVELOPMENT
AUTHORITY**

*estimate due to technical issue

*2022 total annual ridership count incomplete

City Employment

0.1%

increase in Aug 2022
vs. July 2022

1%

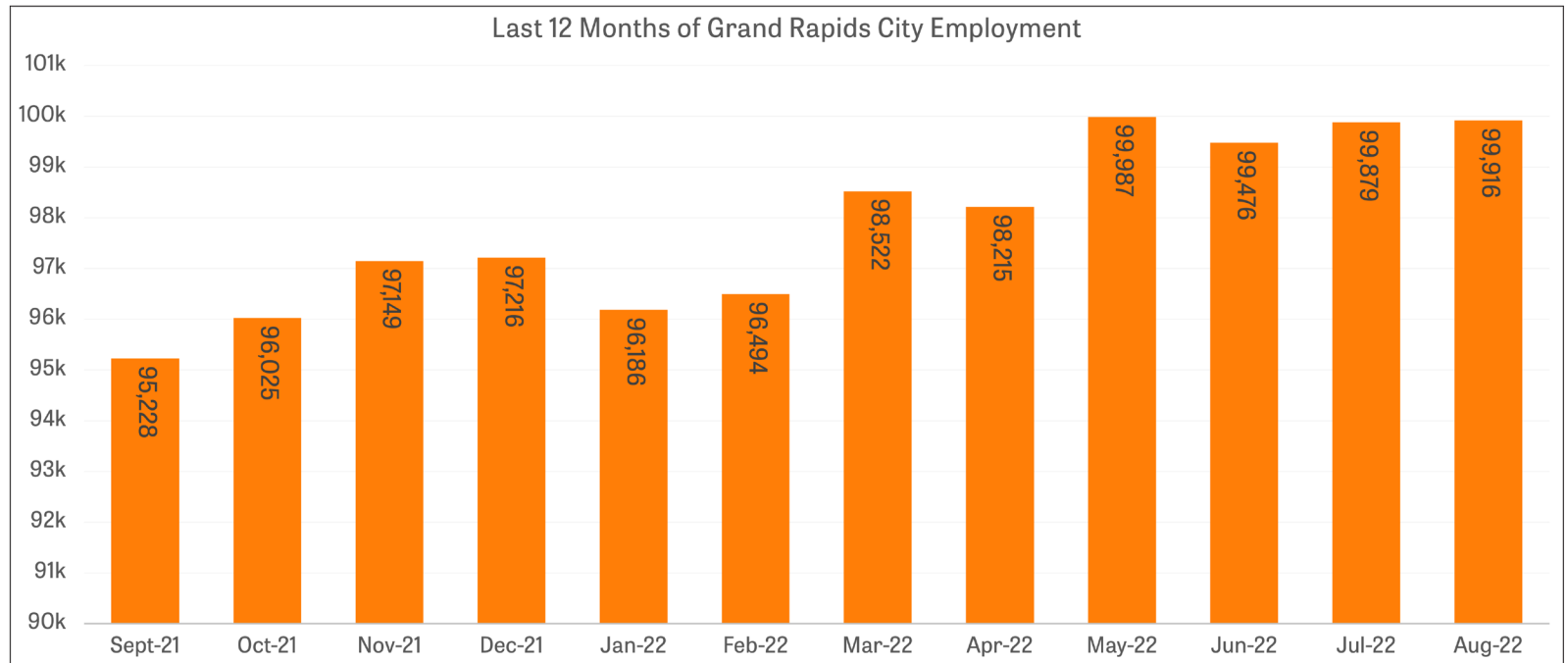
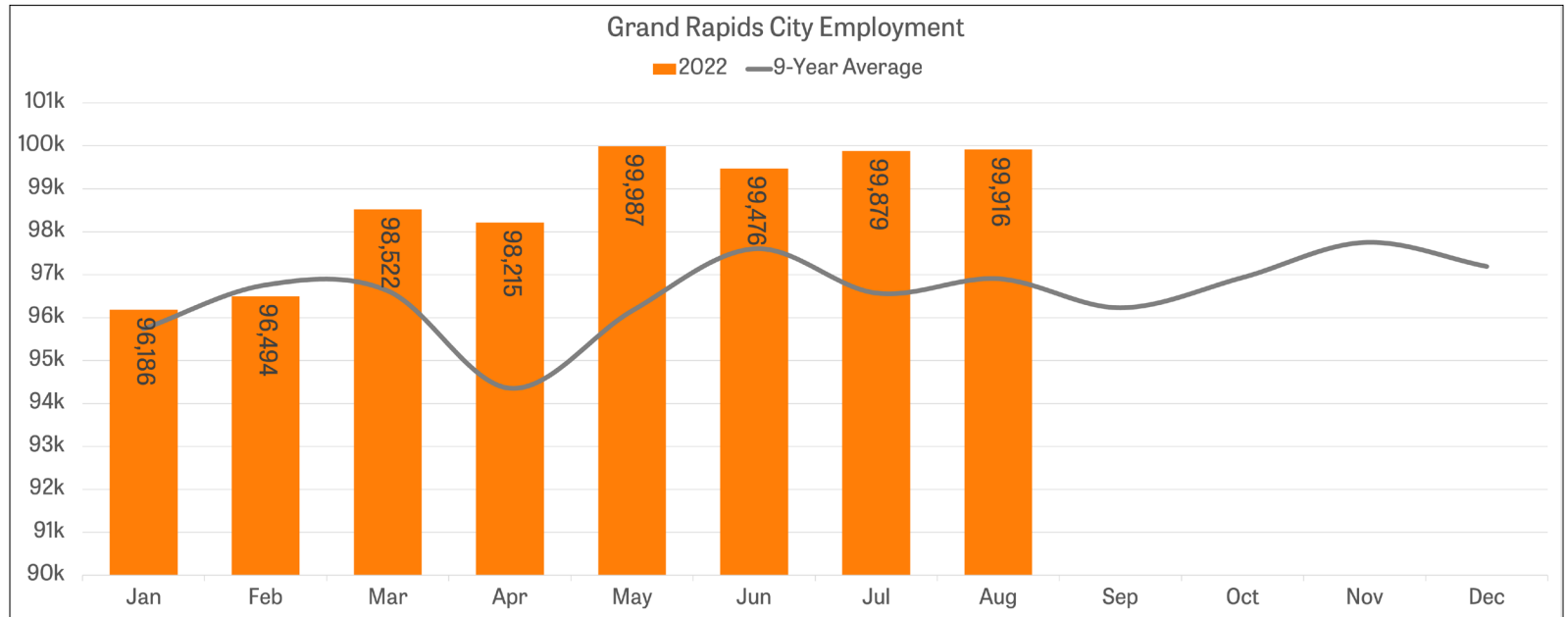
increase compared
to 2022 average

3%

increase compared
to 9-year average

2%

increase in Aug 2022
vs. Aug 2021



Source: BLS



DOWNTOWN
DEVELOPMENT
AUTHORITY

Downtown Social Media Engagement Look-In

Downtown Grand Rapids Inc. October 12 at 5:13 PM · 🌐

Melvin (our Director of Ops) is excited about Phase 1 of the new wayfinding process in [#DowntownGR](#)!

This vinyl may not look like much but it's the first step in implementing a new wayfinding system!

👉 Wondering why this is a big deal? Wayfinding is key to successfully getting around a city. It's knowing where you are in a building/space, knowing where you want to go, and knowing how to get there from your current location.



Downtown Grand Rapids Inc. is in Grand Rapids, Michigan. October 21 at 8:52 AM · 🌐

Friday Nights at **Las Canchas GR** are on another level! 🔥🔥🔥

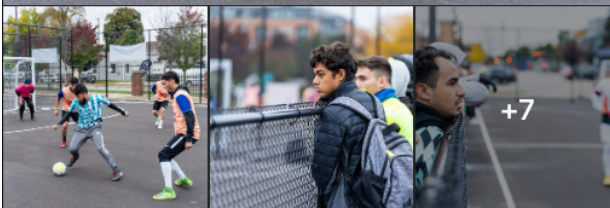
- 📺 Come watch the Bridge Street League play tonight from 6 - 9 PM!
- 📺 The current league plays every Friday night until November 4th.
- 📺 Follow [The Soccer Rebellion](#) for more information or if you're interested in joining the next league.

[#DowntownGR](#) [#SoccerRebellion](#)

[#downtowngrandrapids](#) [#downtowngrandrapidsinc](#) [#dgri](#) [#grandrapids](#) [#grandrapidsmi](#) [#grandrapidsmichigan](#) [#michigan](#) [#westmichigan](#) [#westsidegr](#) [#GRthingstodo](#) [#startgarden](#) [#experiencegr](#) [#vanandelarena](#) [#20monroelive](#) [#kentwoodfc](#) [#soccergr](#)



👍❤️ Madeline Schaab, Bec Krenz and 96 others

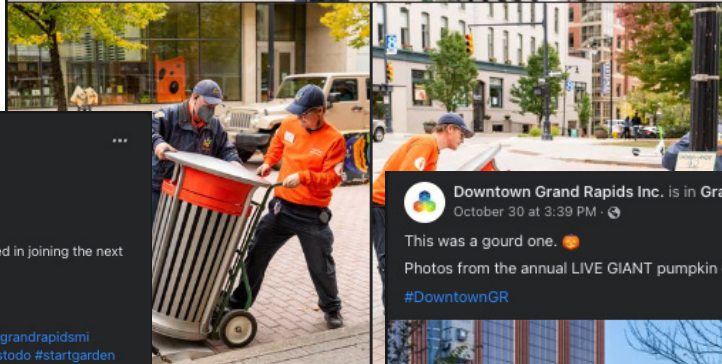


👍❤️ Billy Kirk, Nancy Toledo Jimenez and 65 others 2 Comments 3 Shares

Downtown Grand Rapids Inc. is in Grand Rapids, Michigan. October 27 at 11:34 AM · 🌐

Spotted: More new and better public trash cans on Monroe Center.

[#DowntownGR](#)



Burbo, Bec Krenz and 134 other

Downtown Grand Rapids Inc. is in Grand Rapids, Michigan. October 30 at 3:39 PM · 🌐

This was a gourd one. 🍂

Photos from the annual LIVE GIANT pumpkin carving by [Ice Guru Events](#).

[#DowntownGR](#)



👍❤️ Billy Kirk, Nancy Toledo Jimenez and 183 others 7 Comments 12 Shares



**DOWNTOWN
DEVELOPMENT
AUTHORITY**