

# 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

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Wednesday, October 10, 2018  
8:00 a.m. Meeting  
29 Pearl Street, NW Suite #1

- |   |           |          |
|---|-----------|----------|
| 1. Call to order  |           |          |
| 2. Approve Meeting Minutes from September 12, 2018 (8:01)<br>(enclosure)          | Motion    | Harris   |
| 3. Accept Financial Statements from September 30, 2018 (8:04)<br>(enclosure)      | Motion    | Wallace  |
| 4. Authorize Funding for Analysis of Ottawa/Ionia Avenues (8:10)<br>(enclosure)   | Motion    | Kelly    |
| 5. Authorize Funding for Re-Design of Van Andel Arena Plaza (8:20)<br>(enclosure) | Motion    | Miller   |
| 6. Downtown Incentive Programs Overview (8:30)                                    | Info Item | Kelly    |
| 7. Heartside Quality of Life Overview (8:45)<br>(enclosure)                       | Info Item | Lipscomb |
| 8. President & CEO Report (9:00)  | Info Item | Kelly    |
| 9. Public Comment (9:10)  |           |          |
| 10. Board Member Discussion (9:15)  |           |          |
| 11. Adjournment   |           |          |



## UNAPPROVED MINUTES

### MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

September 12, 2018

1. Call to Order – The meeting was called to order at am 8:04am

2. Attendance

Present: Jim Talen, Jane Gietzen, Kayem Dunn, Diana Sieger, Rick Winn, Brian Harris

Absent: Dr. Wendy Falb, Jermale Eddie, Mayor Rosalynn Bliss

Others Present: Tim Kelly (DDA Executive Director), Flor Valera (Administrative Assistant), Jana Wallace (DDA Treasurer) Dick Wednt (DGRI Legal Counsel) Stephanie Wong, Andy Guy, Annamarie Buller, Max Vonderforest, Jennie Schumacher, Kimberly Van Driel, Gabi Schumacher (DGRI Staff), Stephanie Adams, Rebecca Krenz, Ehren Wynder, Erin Banchoff, Jessica Wood, Nick Manes, Rich MacDonald, Maria Zache Starkey, Charlie Stevens, John McNaughton, Jeff Edwards, Stephen Wooder and others.

3. Approve Meeting Minutes from August 8, 2018

*Motion: Jane Gietzen supported by Rick Winn, moved approval of the minutes from the August 8, 2018. Motion carried unanimously.*

4. Accept Financial Statements from August 31, 2018

Jana Wallace introduced the financial statements for the first two months of its fiscal year ending June 30, 2018. Ms. Wallace said the Deputy City Treasurer would distribute the tax increment revenues resulting from July 1, 2018 in September. She explained that the statements also include the list of FY2018 projects which have been removed from the FY2019 version of Statement C. Ms. Wallace noted that three of those projects were replaced with Downtown Enhancement Grants. Jim Talen said he appreciated the inclusion of the ended and changed projects and asked if it would be possible to get a summary of what happened with the projects that ended for FY19. Mr. Kelly committed to follow up with the summary.

*Motion: Jane Gietzen, supported by Rick Winn, moved to approve Statement D: Schedule of August 31, 2018 Expenditures as recommended. Motion carried unanimously.*

5. Downtown Tree Planting Agreement

Tim Kelly said DGRI is working in partnership with Friends of Grand Rapids Parks in an effort to achieve the tree canopy goal for Downtown. He pointed out that the proposal that was in the agenda packet was updated over the weekend, and he presented the new version to the Board. He said the request before the Board is to authorize an amount to pay for 100 new trees and noted that as part of the agreement, Friends of Grand Rapids Parks (FGRP) will provide an update to the GIS inventory to understand the current conditions of existing trees, make future recommendations for additional plantings and provide tree watering and maintenance. Mr. Kelly introduced Stephanie Adams, from

FGRP to give an overview of the proposal. Ms. Adams said FGRP is working very closely with the City Forestry Department to identify key areas of current tree conditions, including locations of necessary removal of current dead or hazardous trees. She said the planting of 100 trees will be split between events in the Fall and Spring. She added that through this GIS planning and mapping, FGRP will be able to identify new opportunities for future plantings. She further explained that future trees plantings will need to occur on private property, as it will be very difficult to reach the tree canopy goal in downtown without the support of private businesses and landowners. Ms. Adams gave an overview of the Free Tree Pilot Opportunity for business and property owners and said this will be a great opportunity for eligible candidates to offer free tree planting events on their private property.

*Motion: Rick Winn, supported by Jane Gietzen, moved to authorize an amount not to exceed \$89,460 for Friends of Grand Rapids Parks to complete fall 2018 and spring 2019 Downtown tree plantings, complete an update and analysis of existing trees and recommendations for future plantings, and provide watering and maintenance services of new plantings. Motion carried unanimously.*

6. Lyon Square Asset Management Plan

Tim Kelly said the goal of this Asset Management Plan is to help the Board have a better understanding of the overall cost to maintain the proposed improvements for Lyon Square. Mr. Kelly explained that the cost will be shared with the City of Grand Rapids Parks Department. Mr. Kelly said ETM Associates has extensive experience completing similar plans for public assets through the country.

*Motion: Kayem Dunn, supported by Rick Winn, moved to approve funding in an amount not to exceed \$16,500 for a scope of work with ETM Associates to complete an asset management plan for Lyon Square. Motion carried unanimously.*

7. Development Support Request: 10 Ionia Avenue

Tim Kelly introduced the request for development support at 10 Ionia Avenue. Mr. Kelly said if approved the funds will be used to improve public infrastructure including sidewalks, snowmelt, street furniture, and landscaping. There will also be improvements associated with bringing the project into compliance with the American with Disabilities Act, including new doors, ramps, and elevator. Mr. Kelly said the Hinman Company is requesting reimbursement of 75 percent of the tax increment revenues generated over the 15 years to pay for eligible DDA activities. He added that the proposed development provides an opportunity to develop a vacant parcel and deliver more hotel space to downtown. In addition, the ground-floor retail aspect also would further vibrancy of Fulton Street. Mr. Kelly introduced Rich MacDonald of Hinman Company to the DDA. Mr. MacDonald gave an overview of the proposed shape and size of the project and added that the construction of the project is expected to begin in early 2019 and take 18 months to complete. He said the project plan also includes adding an overhead walkway connecting the hotel to an adjacent parking structure. Kayem Dunn asked how many hotel rooms the project will deliver, and Mr. MacDonald said 146 rooms. Diana Sieger asked how many floor levels the hotel will have. Mr. MacDonald said this will be a 13-story hotel with ground-floor retail. Mr. MacDonald answered in the affirmative when Brian Harris asked if the retail space will offer food amenities. Mr. MacDonald added that the ground-floor retail space will include coffee shops and restaurants. Jim Talen stated that this was a significant amount in development support compared to the Division project and said he would like to encourage the board to engage in a conversation to try to better understand what exactly they want to accomplish with these tools. Mr. Kelly gave an overview of the current guidelines in order for a project to be eligible for DDA assistance. Mr. Harris made a note to follow up on Mr. Talen request during the board member discussion.

*Motion: Kayem Dunn, supported by Diana Sieger, moved to approve and authorize the execution of a development and reimbursement agreement pursuant to the DDA Development Support Program approved as to content by the Executive Director and as to form by legal counsel for reimbursement of DDA eligible expense of not to exceed \$1,238,000 from non-school tax increment revenues for a period of not to exceed 15 years. Motion carried unanimously.*

8. Downtown Enhancement Grant Request: 12 Weston Avenue

Tim Kelly introduced a Downtown Enhancement Grant request (DEG) for 12 Weston Avenue. Mr. Kelly said if approved, the funds will be utilized for barrier free improvements, filling of an existing areaway, and streetscape improvements. Mr. Kelly said the proposed project is a three-story development that will include two upper floors with 22 units of market rate apartments. He gave an overview of the project cost and added that this project will further activate the Division Avenue Corridor. Mr. Kelly introduced Jeff Edwards to the DDA Board. Mr. Edwards thanked the board for their support and noted that the prior request that was approved in 2015 was not viable due to not being able to identify interested tenants, but the revised project will add residential density to vacant site. Jane Gietzen asked what the price point will be for these units. Mr. Edwards said rent is estimated to range from \$700 to over \$1000 depending on the apartment units.

*Motion: Rick Winn, supported by Jane Gietzen, moved to approve the Downtown Enhancement Grant in an amount not to exceed \$35,000 to support the redevelopment of 12 Weston Street SW. Motion carried unanimously.*

9. PILOT Request: 72 Sheldon Boulevard

Tim Kelly introduced a request for tax exemption and payment in lieu of taxes for the Ferguson Apartments project located within the DDA boundary at 72 Sheldon Boulevard. He said the development financing is being restructured, which will result in change of property ownership. He further presented that to facilitate the capital improvements, they need the DDA to consent to the PILOT request, which is further explained in detail in the memo. Mr. Kelly introduced Erin Banchoff, Community Development Manager for the City of Grand Rapids. Ms. Banchoff said the six-story building was renovated and converted to housing in 2002 and the project currently provides 119 affordable rental units. Ms. Banchoff said the current PILOT 30-year period is set to expire in 2032. She stated all of the information provided in the memo. She continued explaining that the Dwelling Place is the developer, but the new ownership entity will be Ferguson Apartment Limited Dividend Housing Association Limited Liability Company. Ms. Banchoff noted that acquiring a PILOT for the duration of the new assistance will enable the owner to continue to provide affordable housing. Brian Harris asked what happens to the original PILOT under new ownership. Ms. Banchoff answered that the original PILOT will be terminated.

*Motion: Rick Winn, supported by Jim Talen, moved to approve the request to consent to Payment in Lieu of Taxes within the Downtown Development Authority Boundary for Ferguson Apartments located at 72 Sheldon Boulevard, SE. Motion carried unanimously.*

10. Downtown Neighbor Network Update

Annamarie Buller said GR Forward identified the goal to create a downtown neighborhood that is home to a diverse population. She proceeded to give an overview of the work that has been happening in order to support the people living Downtown. Ms. Buller explained that

the Downtown Resident Steering Committee began in November 2017, and its goal was to focus on providing a forum for learning about citizen engagement in the work of building a high-quality downtown. Events such as the Bridge Street Market preview and the Annual Mix, Mingle and Share allowed residents to connect, but the question on the formation of a neighborhood group and what form that group would take would take still lingers. Ms. Buller explained the process and added that in collaboration with DGRI and near neighborhoods, the Downtown Neighbor Network came into existence. She said the DNN's mission is to foster a community of downtown neighbors that are connected, informed and empowered to improve downtown living. She attributed three (3) main key programs to the DNN that include providing communication, events, and advocacy. Ms. Buller introduced Maria Zache, a Downtown resident. Ms. Zache expressed that she was excited for the DNN and thanked Ms. Buller for all her hard work and dedication. Tim Kelly added the DNN would serve as an affinity group that would be housed inside Downtown Grand Rapids for approximately two years with the goal of working collaboratively with Downtown residents and the near neighborhoods to support current residents and the growing residential population.

11. Visitor Parking Public Information Initiative Update

Andy Guy presented an update of the recent visitor parking public information initiative that was approved at the DDA meeting held in June. Mr. Guy gave an overview of the initiative and presented a design of the billboards that will be deployed on the 1-96 highway and around the neighborhoods. He added that other elements related to this campaign will be available via social media, as well as indoor and print advertising inside entertainment destinations in downtown. Mr. Guy stated that this campaign is estimated to reach about 9.5 million people in the next 3 to 4 months. He added that the parksmartdowntown.com link directs visitors to the DGRI webpage where information about parking is also available. Rick Winn asked if DGRI collaborated with Mobile GR to implement this communication efforts, to which Mr. Guy responded in the affirmative. Jane Gietzen expressed that it would be beneficial to share this information with Spectrum employees. Mr. Guy said he would reach out to make sure they are aware of this parking information initiative.

12. President & CEO Report

DDA (8/8/18)

- Approved Block by Block Contract Amendment
- Authorized Enhancement Grant for 351 Summer Avenue
- Approved Funding for Calder Plaza Phase I Improvements
- Authorized Funding for Holiday Lighting
- Received a Streetspace Guidelines Presentation
- Received a River Design Guidelines and Asset Management Plan Presentation

DID (8/9/18)

- Reviewed Financial Statements through 6/30/18
- Received Update on Summer Plantings and the Clean Team
- Reviewed Possible FY19 Capital Projects
- Received Streetspace Guidelines Presentation

MNTIFA (6/13/18)

- Adopted FY19 Budget
- Approved MOU for DASH North Services

#### DGRI (9/4/18)

- Received an Update on The Rapid Programs and Projects Furthering GR>> Objectives
- Approved FY19 Performance Management Objectives
- Approved Clean Team Contract Amendment
- Discussed Next Steps for River Governance
- Received Overview of Downtown Neighbor Network

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

- Riverfront Trail Design Guidelines
  - Draft Guidelines and Asset Management Plan Under Review
  - Finalizing Fish Ladder Design
  - Consultant presentations to DDA (8/8) and City Commission (8/14)
- Riverfront Trail Economic Impact Study
  - Contracted Grand Valley State University to conduct analysis
  - Met with GVSU project team week of 6/25
  - Preliminary findings under review
- Lyon Square Opportunity Site
  - Construction documents being developed for Phase 1 (Uplands)
  - Coordination ongoing with surrounding stakeholders
  - Budget discussion with City on 6/12
- Ah-Nab-Awen / Indian Mounds Park Enhancements
  - Construction Ongoing
  - Changes include flood protection improvements, 15-foot trail section, enhanced public seating and new lighting from Pearl Street to Gillett Bridge
  - Estimated Completion in September 2018

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

- Downtown Neighbor Network
  - Planning committee finalized mission, vision and goals at June meeting
  - Recommendations will be presented to Committee in July
  - Network Board/Committee seated in the fall
- Development News
  - Participated in steel beam “placement ceremony” for 150 Ottawa
  - 449 Bridge Street received MDEQ Brownfield Grant
  - Cranes on site at Studio Park
  - Resident Tour of Bridge Street Market

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

- Bus Shelter Enhancements
  - Held Meeting with Mobile GR and Rapid staff to outline project funding and schedule
  - Goal is to deploy new Downtown shelters before next winter
- Pedestrian Safety Enhancements

- Improvements complete on Division Avenue
- Keeler Building Areaway reinforcement under construction
- Michigan Street crossing designs being finalized and the project will be bid fall 2018
- Division Avenue Bike Lane
  - Construction complete
  - Survey distributed
- Downtown Streetspace Guidelines
  - GR Forward Goal 3 Alliance reviewed draft in May
  - Meetings with various City departments being scheduled to review recommendations
  - Presentation to the DDA Board August 2018

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

- Recruit a major office tenant to Downtown
  - Working with City and Right Place to develop a more concerted and intentional recruitment strategy to attract larger office tenants Downtown
- Foster ground-floor businesses to diversify the mix of Downtown retail offerings
  - Grant approved for Tamales Mary and Move Systems by DDA on 6/13
  - Working with Studio C! to support diverse offerings as part of their tenant mix

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

- VandenBerg Plaza/Calder Plaza Improvements
  - Short-term activation underway including food trucks and various entertainment options
  - Additional furniture deployed
  - Request for Qualifications issued to design the proposed pavilion at SE corner of plaza
  - Consultant selection approved at DDA 8/8
  - June 2019 is the 50th anniversary of the plaza's opening in 1968 and a key organizing point for a celebratory moment
- Food Trucks
  - Extension of pilot ordinance approved by City Commission May 2018
  - Final report and recommendations to occur January 2019
- Public Realm Improvements
  - Spring plantings completed
  - Cigarette urns being deployed in four additional locations in June 2018
  - Pilot recycling program being deployed on Monroe Center in June 2018
  - Tree plantings with FOGRP completed
  - Michigan/Ottawa off ramp improvements being designed
- Explore opportunities to beautify public plaza at Van Andel Arena
  - Developing preliminary conceptual designs
  - Exploring partnership/funding opportunities for FY2019
- Division Avenue Safety and Cleanliness Improvements
  - Lighting

- DDA authorized funding in May 2018
- City completing design and identifying funding
- Public Restrooms
  - City and DGRI working with Heartside Quality of Life committee to finalize design and operation of new public facilities for Cherry / Commerce and Weston / Commerce parking ramps
  - City and DGRI partnering to develop a sustainable facility management protocol for the new facilities.
- Public Art
  - Collaborating with UICA Exit Space to paint riverfront mural down the stairwell near the Grand Rapids Public Museum. Painting underway and traditional ceremony scheduled for 9/23 at 4p.
  - Exploring mural opportunities on MDOT wall behind MSU Research Center

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

- Grand Rapids Public Museum School (54 Jefferson)
  - Renovation of 54 Jefferson complete
  - DDA approved support of pocket park at June 13 meeting
  - The building will reopen as a high school in September 2018. Ribbon cutting 8/15.

13. Public Comment  
None

14. Board Member Discussion  
The Board took a moment to discuss on Mr. Talen's request to evaluate the tools and metrics that are currently in place to support and approve development support in downtown. Mr. Kelly said the Development Support Guidelines are Board policies that can be updated. Mr. Harris added that it would be beneficial to bring back this discussion as an agenda item to further understand the tools and for the board to be better informed.

15. Adjournment  
The meeting adjourned at 9:36am



# MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

**Agenda Item 3.  
October 10, 2018  
DDA Meeting**

DATE: October 4, 2018

TO: Brian Harris  
Chairman

FROM: Jana M. Wallace  
Downtown Development Authority Treasurer

**SUBJECT: FY2019 Interim Financial Statements as of September 30, 2018**

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

- Statement A: Balance Sheet
- Statement B: Comparison of FY2019 Budget vs Actual Results
- Statement C: Statement of Project Expenditures
- Statement D: Schedule of September, 2018 Expenditures
- Statement E: DDA Series 2017 Bond Proceeds Statements

In September, the City Treasurer distributed the summer property tax increment captures for the Debt Tax Increment and Local Tax Increment Funds. Developer reimbursements totalling \$896,920 were paid to fifteen developers. The Authority has sufficient cash to cover budgeted FY2019 expenditures.

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

Attachments

# STATEMENT A

## DOWNTOWN DEVELOPMENT AUTHORITY

### Balance Sheet

As of September 30, 2018

	Non-Tax Funds	Debt Increment	Local Tax Increment	TOTAL
<b>ASSETS</b>				
Pooled Cash and Investments	\$ 5,301,533	\$ 8,474,645	\$ 9,428,608	\$ 23,204,786
Petty Cash	-	-	500	500
Debt Service Reserve - Series 1994 Bonds	-	864,374	-	864,374
Loan Receivable - Project Developer	488,848	-	-	488,848
Loan Receivable - Special Assessments	3,684	-	-	3,684
General Fixed Assets	-	-	87,946,535	87,946,535
Accumulated Depreciation on Fixed Assets	-	-	(54,924,734)	(54,924,734)
Future Tax Increment Revenues Anticipated	-	24,844,554	44,500	24,889,054
<b>TOTAL ASSETS</b>	<b>\$ 5,794,065</b>	<b>\$ 34,183,573</b>	<b>\$ 42,495,409</b>	<b>\$ 82,473,047</b>
<b>LIABILITIES AND FUND EQUITY</b>				
<b>Liabilities</b>				
Current Liabilities	\$ 27,743	\$ -	\$ 12,273	\$ 40,016
Parking Revenue Payable	(1,682)	-	-	(1,682)
Deposit - Area 4 Developer Damage	1,000	-	-	1,000
Prior Year Property Tax Appeals	-	98,202	97,932	196,134
Deferred Revenue - Developer Loan	488,848	-	-	488,848
Contract Payable	-	-	44,500	44,500
Bonds Payable	-	24,844,554	-	24,844,554
<b>TOTAL LIABILITIES</b>	<b>515,909</b>	<b>24,942,756</b>	<b>154,705</b>	<b>25,613,370</b>
<b>Fund Balance / Equity:</b>				
Investments in General Fixed Assets, net of Accumulated Depreciation	-	-	33,021,801	33,021,801
Debt Service Reserve - Series 1994 Bonds	-	864,374	-	864,374
Non-Tax Increment Reserve	4,741,450	-	-	4,741,450
Reserve for Authorized Projects	-	-	9,187,030	9,187,030
Reserve for Brownfield Series 2012A Bonds	531,291	-	-	531,291
Reserve for Compensated Absences	-	-	12,229	12,229
Reserve for Eligible Obligations	-	8,376,443	-	8,376,443
Reserve for Encumbrances	5,415	-	119,644	125,059
<b>TOTAL FUND EQUITY</b>	<b>5,278,156</b>	<b>9,240,817</b>	<b>42,340,704</b>	<b>56,859,677</b>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$ 5,794,065</b>	<b>\$ 34,183,573</b>	<b>\$ 42,495,409</b>	<b>\$ 82,473,047</b>

## STATEMENT B

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

	Non-Tax Funds		Debt Tax Increment		Local Tax Increment	
	Budget	Actual	Budget	Actual	Budget	Actual
<b>REVENUES</b>						
Property Tax Increment - General	\$ -	\$ -	\$ 8,254,822	\$ 9,560,001 <sup>1</sup>	\$ 5,672,682	\$ 5,241,904
Property Tax Increment - Transit Millage	-	-	-	-	522,053	522,053
Property Tax Increment - Prior Year Appeals	-	-	(75,000)	-	(75,000)	-
Property Tax Increment - County/GRCC/City/ITP Rebates	-	-	-	-	(619,474)	-
Special Assessments - Areaway	15,000	-	-	-	-	-
Brownfield Authority - Grandville Avenue	-	-	-	-	28,398	-
Earnings from Investments - General	51,977	10,995	8,616	34	70,703	10,982
Earnings from Investments - Multi-Year Accrual Reversal	-	32,842	-	28,792	-	52,661
Interest Paid by Developer - The Gallery on Fulton Note	21,998	-	-	-	-	-
Property Rental - DASH Parking Lots	225,127	-	-	-	-	-
Property Rentals - YMCA Customer Parking	52,545	12,675	-	-	-	-
Event Sponsorships and Fees	75,000	19,380	-	-	-	-
Valent-ICE Sculpture Reimbursements	25,000	-	-	-	-	-
Principal Repayments - The Gallery on Fulton Note	100,000	-	-	-	-	-
Series 1994 Debt Service Reserve Fund	-	-	845,000	-	-	-
Reimbursements and Fees - Miscellaneous	1,000	-	-	-	5,000	225
From / (To) Fund Balance	828,709	-	(384,238)	-	4,097,793	-
<b>TOTAL REVENUES</b>	<b>\$ 1,396,356</b>	<b>\$ 75,892</b>	<b>\$ 8,649,200</b>	<b>\$ 9,588,827</b>	<b>\$ 9,702,155</b>	<b>\$ 5,827,825</b>
<b>EXPENDITURES</b>						
<u><b>GR Forward Projects:</b></u>						
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor	\$ 45,000	\$ -	\$ -	\$ -	\$ 2,013,000	\$ (100,857)
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population	150,000	-	-	-	2,340,000	897,316
Goal #3: Implement a 21st Century Mobility Strategy	40,000	-	-	-	2,100,000	17,675
Goal #4: Expand Job Opportunities and Ensure Continued Vitality of the Local Economy	25,000	8,081	-	-	150,000	1,892
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming	1,131,000	181,380	-	-	1,425,000	106,148
<b>Total GR Forward Projects</b>	<b>\$ 1,391,000</b>	<b>\$ 189,461</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,028,000</b>	<b>\$ 922,174</b>
Administration	5,356	165	-	-	1,257,898	317,898
Debt Service for Bond Issues	-	-	7,649,200	-	416,257	75,000
Estimated Capture to be Returned	-	-	1,000,000	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,396,356</b>	<b>\$ 189,626</b>	<b>\$ 8,649,200</b>	<b>\$ -</b>	<b>\$ 9,702,155</b>	<b>\$ 1,315,072</b>
<b>EXCESS / (DEFICIT)</b>	<b>\$ -</b>	<b>\$ (113,734)</b>	<b>\$ -</b>	<b>\$ 9,588,827</b>	<b>\$ -</b>	<b>\$ 4,512,753</b>

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

ddastmts-Sept18.xls jmw 10/4/2018

**STATEMENT C**

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Statement of FY2019 Project Expenditures**  
**As of September 30, 2018**

Project Name	FY2019 Project Budgets		EXPENDITURES		Remaining
	%	Amount	Month	Fiscal Year	FY2019 Budgets
Michigan Street Streetscape Improvements		\$ 80,000	\$ -	\$ -	\$ 80,000
River Trail Improvements		100,000	13,195	14,647	85,353
Sheldon Blvd - Weston to Cherry Street		417,204	106,007	106,007	311,197
<b>GRForward Goal # 1 - Bond Proceeds</b>	<b>5.96%</b>	<b>\$ 597,204</b>	<b>\$ 119,202</b>	<b>\$ 120,654</b>	<b>\$ 476,550</b>
Arena South Implementation		50,000	-	-	50,000
Downtown Plan - Local Tax Increment Fund		325,000	7,623	15,856	309,144
Grand River Activation		400,000	-	-	400,000
Lyon Square Improvements		288,000	-	-	288,000
Parks Design		700,000	3,353	(106,619)	806,619
Pearl Street Gateway Enhancements		100,000	-	(10,094)	110,094
State Street & Bostwick Ave Reconstruction		150,000	-	-	150,000
<b>GRForward Goal # 1 - Local Tax Increment</b>	<b>20.10%</b>	<b>\$ 2,013,000</b>	<b>\$ 10,976</b>	<b>\$ (100,857)</b>	<b>\$ 2,113,857</b>
Downtown Plan - Non-Tax Increment Fund		20,000	-	-	20,000
Downtown Speakers Series		10,000	-	-	10,000
Riverwalk Maintenance		15,000	-	-	15,000
<b>GRForward Goal # 1 - Non-Tax Increment</b>	<b>0.45%</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>
Affordable Housing Support		250,000	-	-	250,000
Development Project Guidance		90,000	396	396	89,604
Development Project Reimbursements		1,300,000	896,920	896,920	403,080
Downtown Census		15,000	-	-	15,000
Downtown Enhancement Grants		485,000	-	-	485,000
Weston Street - Sheldon to LaGrave Ave		200,000	-	-	200,000
<b>GRForward Goal # 2 - Local Tax Increment</b>	<b>23.36%</b>	<b>\$ 2,340,000</b>	<b>\$ 897,316</b>	<b>\$ 897,316</b>	<b>\$ 1,442,684</b>
Heartside Public Restroom Operations		150,000	-	-	150,000
<b>GRForward Goal # 2 - Non-Tax Increment</b>	<b>1.50%</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
Accessibility and Mobility Repairs		100,000	-	-	100,000
Bicycle Friendly Improvements		250,000	-	-	250,000
DASH North Shuttle Services		100,000	-	-	100,000
Grandville Ave Area Improvements		50,000	-	-	50,000
Michigan / Ottawa Gateway		50,000	-	-	50,000
New Downtown Circulator Infrastructure		500,000	-	-	500,000
Public Realm Improvements		325,000	3,988	15,489	309,511
Streetscape Improv - CBD/Heartside/Arena S		650,000	2,186	2,186	647,814
Wayfinding System Improvements		75,000	-	-	75,000
<b>GRForward Goal # 3 - Local Tax Increment</b>	<b>20.97%</b>	<b>\$ 2,100,000</b>	<b>\$ 6,174</b>	<b>\$ 17,675</b>	<b>\$ 2,082,325</b>
Transportation Demand Mgmt Program		40,000	-	-	40,000
<b>GRForward Goal # 3 - Non-Tax Increment</b>	<b>0.40%</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>
Econ Devel - Minority/Women Business Enterprises		150,000	660	1,892	148,108
<b>GRForward Goal # 4 - Local Tax Increment</b>	<b>1.50%</b>	<b>\$ 150,000</b>	<b>\$ 660</b>	<b>\$ 1,892</b>	<b>\$ 148,108</b>
Downtown Workforce Programs		25,000	3,520	8,081	16,919
<b>GRForward Goal # 4 - Non-Tax Increment</b>	<b>0.25%</b>	<b>\$ 25,000</b>	<b>\$ 3,520</b>	<b>\$ 8,081</b>	<b>\$ 16,919</b>
Downtown Marketing & Inclusion		400,000	14,248	74,073	325,927
Downtown Tree Plantings		150,000	-	25,914	124,086
Heartside Public Restroom Facilities Construction		150,000	-	-	150,000
Sheldon Blvd - Weston to Cherry Street		400,000	-	-	400,000
Snowmelt System Repairs / Investigation		50,000	2,028	2,028	47,972
State of Downtown Event & Annual Reports		25,000	-	-	25,000
Urban Recreation Improvements		250,000	1,581	4,133	245,867
<b>GRForward Goal # 5 - Local Tax Increment</b>	<b>14.23%</b>	<b>\$ 1,425,000</b>	<b>\$ 17,857</b>	<b>\$ 106,148</b>	<b>\$ 1,318,852</b>
Bridge Lighting Operations		10,000	-	-	10,000
DGRI Event Production		325,000	58,673	101,602	223,398
Diversity / Inclusion Programming		45,000	-	2,500	42,500
Downtown Ambassadors		209,000	1,178	1,388	207,612
Educational Partnerships Initiatives		5,000	-	-	5,000
Experience - Miscellaneous		50,000	-	-	50,000
Holiday Décor Program		55,000	-	-	55,000
Major Event Sponsorship		70,000	-	15,132	54,868
Police Foot Patrols		35,000	-	-	35,000
Project and Fixed Asset Maintenance		25,000	-	1,406	23,594
Public Space Activation		65,000	20,295	31,736	33,264
Rosa Parks Circle Skating Operations		40,000	-	-	40,000
Special Events - Grants		25,000	-	11,000	14,000
Special Events - Office of		50,000	-	-	50,000
Special Events - Training Program		5,000	-	-	5,000
Stakeholder Engagement Programs		35,000	-	4,022	30,978
Ticketed Events - Police Services		80,000	-	12,594	67,406
Winter Avenue Building Lease		2,000	-	-	2,000
<b>GRForward Goal # 5 - Non-Tax Increment</b>	<b>11.29%</b>	<b>\$ 1,131,000</b>	<b>\$ 80,146</b>	<b>\$ 181,380</b>	<b>\$ 949,620</b>
<b>TOTAL</b>	<b>100.00%</b>	<b>\$ 10,016,204</b>	<b>\$ 1,135,851</b>	<b>\$ 1,232,289</b>	<b>\$ 8,783,915</b>

**STATEMENT D**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Schedule of FY2019 Expenditures**  
**September, 2018**

Source	Date Posted	Vendor	Purpose / Project	Description	Amount
Local	9/6/2018	HP3 LLC	Developer Reimbursements	Developer Reimbursement FY2019-Summer	\$280,046.37
Local	9/6/2018	Mercantile Bank of Michigan	Developer Reimbursements	Developer Reimbursement FY2019-Summer	143,625.27
Bonds	9/30/2018	Wyoming Excavators Inc	Sheldon Blvd - Weston to Cherry Street	15096-Sheldon-Weston to Fulton (Inv # 1509603)	106,007.09
Local	9/6/2018	55 Ionia Partners LLC	Developer Reimbursements	Developer Reimbursement FY2019-Summer	95,717.52
Local	9/6/2018	Waters Building LLC	Developer Reimbursements	Developer Reimbursement FY2019-Summer	74,562.44
Local	9/30/2018	Paychex	Administration	DDA Payroll Wages, 401, Taxes - September 2018	65,442.48
Local	9/6/2018	Venue Tower, LLC	Developer Reimbursements	Developer Reimbursement FY2019-Summer	62,757.58
Local	9/6/2018	38 Commerce LLC	Developer Reimbursements	Developer Reimbursement FY2019-Summer	61,834.98
Local	9/6/2018	20 Monroe Bldg Co. Ltd Partnership	Developer Reimbursements	Developer Reimbursement FY2019-Summer	38,205.31
Local	9/6/2018	Health Park Central LP	Developer Reimbursements	Developer Reimbursement FY2019-Summer	34,683.20
Local	9/6/2018	Two West Fulton LLC	Developer Reimbursements	Developer Reimbursement FY2019-Summer	33,441.14
Local	9/9/2018	Priority Health	Administration	Health Insurance Premium 10/2018 - 12/2018	26,111.77
Local	9/6/2018	35 Oakes Associates, L.L.C.	Developer Reimbursements	Developer Reimbursement FY2019-Summer	21,738.75
Local	9/6/2018	DBD Properties LLC	Developer Reimbursements	Developer Reimbursement FY2019-Summer	19,739.48
Non-Tax	9/30/2018	LiveSpace, LLC	DGRI Event Production	Event: Garage Bar Audio/Visual services 09/2018	14,800.00
Non-Tax	9/9/2018	LiveSpace, LLC	DGRI Event Production	MoM Audio/Visual services 08/21/2018	12,800.00
Non-Tax	9/30/2018	LiveSpace, LLC	DGRI Event Production	Event: MoM Audio/Visual services 09/2018	12,800.00
Local	9/6/2018	CWD Urban Fund LLC	Developer Reimbursements	Developer Reimbursement FY2019-Summer	11,355.79
Non-Tax	9/12/2018	Lafontsee Galleries Inc	Public Space Activation	PSA: Boulder Benches 08/22/2018	10,500.00
Local	9/6/2018	Harris Lofts LLC	Developer Reimbursements	Developer Reimbursement FY2019-Summer	9,583.41
Non-Tax	9/9/2018	Lafontsee Galleries Inc	Public Space Activation	PSA: Public Boulder Sculpt 08/2018	9,500.00
Local	9/18/2018	City Treasurer - Budget Office	Administration	Support services allocation - September, 2018	8,230.00
Bonds	9/13/2018	Wyoming Excavators Inc	River Trail Improvements	16046-Floodwalls No. 3 (Wyoming-1604614)	7,023.79
Local	9/12/2018	HR Collaborative LLC	Administration	HR Consultant 08/2018	6,669.18
Local	9/6/2018	100 Commerce Development LLC	Developer Reimbursements	Developer Reimbursement FY2019-Summer	5,880.84
Local	9/12/2018	Federal Square Bldg Co. #1, LLC	Administration	Office Lease: 29 Pearl Street 09/2018	5,616.23
Non-Tax	9/12/2018	Ryan Charles Woodford	DGRI Event Production	Security Svcs: Movies on Monroe 06/18-08/18	5,570.24
Bonds	9/13/2018	Wyoming Excavators Inc	River Trail Improvements	16046-Floodwalls No. 3 (Wyoming-1604615)	5,531.34
Local	9/30/2018	Grand Rapids Public Schools	Downtown Marketing & Inclusion	Museum HS Ribbon Cutting 09/2018	5,000.00
Local	9/9/2018	Bishop Land Design, LLC	Downtown Plan - Local Tax Increment Fund	Riverfront Guidelines Consultant 08/2018	4,987.50
Local	9/25/2018	McAlvey Merchant & Associates	Administration	Governmental Consulting 3/2018	4,500.00
Local	9/6/2018	Owen-Ames-Kimball Co	Developer Reimbursements	Developer Reimbursement FY2019-Summer	3,747.49
Local	9/9/2018	ArtPeers	Downtown Marketing & Inclusion	MoM Video Trailer 07/2018	3,000.00
Non-Tax	9/25/2018	MKR Services, Inc	DGRI Event Production	MoM Entertainment 08/2018	2,825.00
Local	9/12/2018	Nederveld, Inc	Downtown Plan - Local Tax Increment Fund	Design Services: Streetscape 07/16/18 to 08/15/18	2,635.26
Local	9/20/2018	Fifth Third Bank P-Card - 09/2018	Administration	Professional Devel Travel/Training 09/2018	2,125.89
Local	9/20/2018	Fifth Third Bank P-Card - 09/2018	Downtown Marketing & Inclusion	Marketing supplies 09/2018	1,964.16
Local	9/30/2018	Bazen Electric	Public Realm Improvements	Monroe lot Lighting 07/2018	1,942.16
Local	9/8/2018	City of Grand Rapids	Administration	Staff services - payroll period ended 09/08/2018	1,804.76
Non-Tax	9/25/2018	MKR Services, Inc	DGRI Event Production	MoM Entertainment 08/2018	1,725.00
Local	9/13/2018	Kamminga & Roodvoets Inc	Streetscape Improvements	Newberry St - Monroe to Division (K&R-1606501)	1,545.28
Non-Tax	9/26/2018	Ice sculptures, Ltd.	DGRI Event Production	MoM: Ice sculpting demo 07/2018	1,500.00
Non-Tax	9/26/2018	Jacqueline Joy	DGRI Event Production	Multiple perfs at Movies on Monroe 06/2018	1,500.00
Non-Tax	9/9/2018	Joshua A Dunigan	Downtown Workforce Programs	Live Performer: Rosa Parks 08/92018	1,500.00
Local	9/20/2018	Fifth Third Bank P-Card - 09/2018	Downtown Marketing & Inclusion	Marketing expenses 09/2018	1,352.25
Local	9/30/2018	Geotech Inc	Snowmelt System Repairs / Investigation	60 Monroe Leak 08/2018	1,309.08
Local	9/9/2018	Dickinson Wright PLLC	Administration	Legal: DDA Misc. Matters 08/2018	1,122.00
Local	9/30/2018	River Restoration Org LLC	Parks Design	16077-Lyon Square (River Restoration-1127)	1,075.75
Local	9/17/2018	City Treasurer - Risk Management	Administration	General insurance - September 2018	1,037.00
Local	9/25/2018	Micandy Garden Greenhouses, Inc.	Urban Recreation Improvements	Calder Plaza planting 08/2018	1,031.00
Non-Tax	9/9/2018	Stefan Schwartz	Downtown Workforce Programs	Music performance - Relax at Rosa 08/16/2018	1,020.00
Local	9/9/2018	Hugh S. Ingalls	Downtown Marketing & Inclusion	Event Video Production Services MOM 08/2018	1,000.00
Non-Tax	9/9/2018	Joshua A Dunigan	Downtown Workforce Programs	Music performance - Relax at Rosa 08/2018	1,000.00
Non-Tax	9/25/2018	MKR Services, Inc	DGRI Event Production	MoM Entertainment 08/2018	950.00
Local	9/30/2018	River Restoration Org LLC	Parks Design	16077-Lyon Square (River Restoration-1191)	947.75
Local	9/30/2018	River Restoration Org LLC	Parks Design	16077-Lyon Square (River Restoration-987)	915.75
Local	9/22/2018	City of Grand Rapids	Administration	Staff services - payroll period ended 09/22/2018	863.21
Non-Tax	9/9/2018	Dickinson Wright PLLC	Downtown Ambassadors	Legal: Ambassadors MYDATT Agreement 08/2018	836.00
Local	9/25/2018	The Hartford	Administration	Workers Compensation premium 09/2018	820.41
Local	9/25/2018	The KR Group, Inc.	Administration	IT services 09/2018	791.90
Non-Tax	9/12/2018	Ice sculptures, Ltd.	DGRI Event Production	Event: Photo Booth for MOM 08/17/2018	750.00
Non-Tax	9/12/2018	Ice sculptures, Ltd.	DGRI Event Production	Events: Photo booth for MOM 08/03/2018	750.00
Local	9/25/2018	Geotech Inc	Snowmelt System Repairs / Investigation	Snowmelt System 5 Yr Study 08/2018	719.62
Local	9/25/2018	Micandy Garden Greenhouses, Inc.	Public Realm Improvements	PRI: North Monroe 08/2018	678.50
Local	9/20/2018	Fifth Third Bank P-Card - 09/2018	Public Realm Improvements	Calder Plaza activation supplies 09/2018	652.06
Non-Tax	9/13/2018	Adrian Butler	DGRI Event Production	DJ Services: Movies on Monroe 08/2018	650.00
Bonds	9/13/2018	Fishbeck, Thompson, Carr & Huber	River Trail Improvements	16046-Floodwalls No. 3 (FTCH-376502)	639.78
Local	9/30/2018	Fishbeck, Thompson, Carr & Huber	Streetscape Improv - CBD/Heartside/Arena S	16065-Newberry (FTCH-377230)	635.16
Local	9/30/2018	City Treasurer - MobileGR / Parking Svcs	Administration	AUGUST 2018 CITY VALIDATION BILLING	601.25
Local	9/25/2018	Grand Rapids Running Tours	Urban Recreation Improvements	weekly walking tours 07/2018-09/2018	550.00
Local	9/9/2018	Dickinson Wright PLLC	Administration	Legal: Artprize Agreement 08/2018	528.00

*continued on the next page*

**STATEMENT D - continued**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Schedule of Expenditures - FY2019**  
**September, 2018**

Page 2

Source	Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
<i>continued from previous page</i>					
Non-Tax	9/9/2018	Ricky Clarkson	DGRI Event Production	Performer at MOM 06/2018 -08/2018	\$ 522.50
Local	9/20/2018	Fifth Third Bank P-Card - 09/2018	Administration	Team building activities 09/2018	500.39
Non-Tax	9/12/2018	Gabriela de la Vega	DGRI Event Production	Movies on Monroe MC 08/17/2018	500.00
Local	9/12/2018	Federal Square Bldg Co. #1, LLC	Administration	Office Lease: 29 Pearl Mezzanine Office 09/2018	475.14
Local	9/9/2018	Promotional Impact	Downtown Marketing & Inclusion	Event Supplies: MoM Banners 08/2018	471.50
Local	9/9/2018	Professional Maint of Michigan Inc.	Administration	Janitorial services 08/2018	471.18
Local	9/9/2018	Dickinson Wright PLLC	Econ Devel - Minority/Women Biz Enterprises	Legal Services: Studio C Incubator 08/2018	462.00
Local	9/30/2018	River Restoration Org LLC	Parks Design	16077-Lyon Square (River Restoration-1060)	413.75
Non-Tax	9/20/2018	Fifth Third Bank P-Card - 09/2018	DGRI Event Production	Event catering 09/2018	401.28
Local	9/25/2018	Dayna Walton	Public Realm Improvements	MoM Entertainment 07/2018	400.00
Non-Tax	9/20/2018	Fifth Third Bank P-Card - 09/2018	DGRI Event Production	Event Supplies 09/2018	392.46
Local	9/25/2018	M-Buck Studio, LLC.	Downtown Marketing & Inclusion	Photographer: Movies on Monroe 08/2018	375.00
Local	9/25/2018	M-Buck Studio, LLC.	Downtown Marketing & Inclusion	Photographer: Movies on Monroe 08/2018	375.00
Local	9/5/2018	GreatAmerica Financial Svcs Corp	Administration	Copier Lease 08/2018	342.80
Local	9/9/2018	Bryan Esler Photo, Inc.	Downtown Marketing & Inclusion	Photographer: MOM 08/2018	320.00
Local	9/20/2018	Fifth Third Bank P-Card - 09/2018	Public Realm Improvements	Parklet storage 09/2018	315.00
Local	9/9/2018	Dickinson Wright PLLC	Development Project Guidance	Legal: Area 4/5 Development 08/2018	286.00
Local	9/30/2018	Paychex	Administration	DDA Payroll Paychex Fee - September 2018	243.90
Local	9/25/2018	TDS Metrocom, LLC	Administration	Phone Service 9/2018	241.05
Local	9/25/2018	MVP Sportsplex - GR, LLC	Administration	Paid via Payroll Deductions 09/2018	232.82
Non-Tax	9/20/2018	Fifth Third Bank P-Card - 09/2018	DGRI Event Production	Event supply storage 09/2018	219.00
Local	9/30/2018	Paychex	Administration	DDA Payroll HRS fees - September 2018	209.12
Local	9/9/2018	Dickinson Wright PLLC	Administration	Legal Services: General Matters 08/2018	209.06
Non-Tax	9/25/2018	sam kenny	Public Space Activation	Pop up Performer at Calder 07/2018-09/2018	200.00
Local	9/9/2018	Dickinson Wright PLLC	Econ Devel - Minority/Women Biz Enterprises	Legal Services: Incubator Program 08/2018	198.00
Local	9/25/2018	Cellco Partnership dba Verizon	Administration	Cell Phone Service 8/2018	183.87
Local	9/9/2018	The KR Group, Inc.	Administration	IT Supplies 08/2018	178.91
Local	9/9/2018	Local First West Michigan	Administration	Membership: Local First renewal 2019	175.21
Local	9/9/2018	Perrigo Printing Inc	Downtown Marketing & Inclusion	Marketing Materials: Latino Urbanism 2018	165.00
Local	9/25/2018	The KR Group, Inc.	Administration	IT support 09/2018	160.36
Local	9/12/2018	Staples Contract & Commercial Inc.	Administration	Office supplies 08/16/2018	149.02
Local	9/25/2018	Bryan Esler Photo, Inc.	Downtown Marketing & Inclusion	Photographer: Relax at Rosa 09/2018	120.00
Local	9/5/2018	Comcast	Administration	Internet at 29 Pearl St NW 09/2018-10/2018	118.67
Local	9/9/2018	Dickinson Wright PLLC	Development Project Guidance	Legal: Piazza Agreement with Studio C 08/2018	110.00
Non-Tax	9/13/2018	Perrigo Printing Inc	Downtown Ambassadors	Downtown Ambassadors Business Cards 08/2018	110.00
Non-Tax	9/5/2018	Consumers Energy 1	Downtown Ambassadors	351 Winter Ave NW - 08/2018 DDA's share	90.21
Local	9/26/2018	Perrigo Printing Inc	Downtown Marketing & Inclusion	Visitor Parking Campaign sign printing 09/2018	90.00
Local	9/4/2018	Madcap Coffee Company	Administration	Meeting Supplies 08/2018	87.03
Non-Tax	9/28/2018	Consumers Energy 1	Downtown Ambassadors	351 Winter Ave NW - 09/2018 DDA's share	79.30
Non-Tax	9/10/2018	Tim Kelly	Administration	2 lunch meetings in August, 2018	72.81
Local	9/12/2018	Staples Contract & Commercial Inc.	Administration	Office Supplies 8/24/18	55.96
Local	9/20/2018	Fifth Third Bank P-Card - 09/2018	Administration	Office supplies 09/2018	52.84
Non-Tax	9/30/2018	Tani Richter	Public Space Activation	PSA: Pop-Up Performer:Hula Hoop Dancer 07/2017	50.00
Non-Tax	9/24/2018	City Treasurer - MobileGR/Parking Svcs	Downtown Ambassadors	SEPTEMBER 2018 MONTHLY PARKING BILLING	48.00
Non-Tax	9/20/2018	Fifth Third Bank P-Card - 09/2018	Public Space Activation	PSA Supplies 09/2018	44.83
Non-Tax	9/12/2018	Curtis Laundry & Dry Cleaners, Inc.	DGRI Event Production	Event Supplies Maintenance 08/2018	17.50
Local	9/30/2018	JPMorganChase	Administration	DDA Payroll Bank Fee - September 2018	16.73
Local	9/12/2018	Staples Contract & Commercial Inc.	Administration	Office supplies 08/16/2018	16.46
Local	9/12/2018	Perrigo Printing Inc	Downtown Marketing & Inclusion	Event Supplies: Movies on Monroe 09/18	14.84
Non-Tax	9/28/2018	DTE Energy	Downtown Ambassadors	351 Winter Ave NW - 09/2018 DDA's share	14.21
Local	9/20/2018	Adams Remco Inc	Administration	EDO Copier Lease 09/2018 - copies for DDA	6.89
Local	9/30/2018	Kelly Brewster	Streetscape Improv - CBD/Heartside/Arena S	16065-Newberry (Kellys-854)-DDA	6.14
<b>TOTAL SEPTEMBER, 2018 EXPENDITURES</b>					<b>\$ 1,266,314.91</b>

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

**Balance Sheet**  
**As of September 30, 2018**

<b>Assets - Pooled Cash and Investments</b>	<b>\$ 658,007</b>
<b>Liabilities and Fund Balance</b>	
Current Liabilities	\$ 106,007
Reserve for Encumbrances	30,975
Reserved for Projects	521,025
<b>Liabilities and Fund Balance</b>	<b>\$ 658,007</b>

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

	<u>Budget</u>	<u>Actual</u>
<b>REVENUES</b>		
Bond Proceeds	\$ - <sup>1</sup>	\$ -
Interest Earned	2,956	700
From / (To) Fund Balance	594,248	-
<b>Total Revenues</b>	<b>\$ 597,204</b>	<b>\$ 700</b>
<b>EXPENDITURES</b>		
<b>GR Forward Projects:</b>		
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor		
River Trail Improvements	\$ 100,000	\$ 14,647
Sheldon Blvd - Weston to Cherry Street	497,204	106,007
<b>Total GR Forward Project Expenditures</b>	<b>\$ 597,204</b>	<b>\$ 120,654</b>
<b>Excess / (Deficit)</b>	<b>\$ -</b>	<b>\$ (119,954)</b>

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

# MEMORANDUM

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



DATE: October 10, 2018

TO: Downtown Development Authority

FROM: Tim Kelly, AICP  
President and CEO

Agenda Item #4  
October 10, 2018  
DDA Meeting

**SUBJECT: Ottawa and Ionia Avenues Operation Analysis**

Goal 3 of GR Forward (Plan) recommends evaluating Downtown streets for conversion from one-way to two-way to facilitate greater pedestrian safety, and ensure more efficient and safe movement of vehicles within the Downtown street network.

Among the priority streets for evaluation are Ottawa and Ionia Avenues. In many cases, those streets currently function as highway on and off-ramps in Downtown. To further humanize and calm them, the Plan proposed converting Ottawa Avenue to two-way and adding a two-way bicycle facility on Ionia Avenue. The purpose of the cycle track was to provide a protected north-south connection for cyclists. However, with the City taking ownership of former Michigan Department of Transportation roadways in Downtown and the inclusion of a north-south protected bike lane on Division Avenue the opportunity now exists to evaluate both Ottawa and Ionia for conversion to two-way from Michigan Street to Fulton Street.

To complete the analysis, the City of Grand Rapids will work through its on-call contract with Hubbell Roth & Clark (HRC) Engineers. HRC will complete the review of current street infrastructure and functionality and make recommendations for modifications to parking, traffic signals, pavement markings, geometrics and bicycle facilities. Total cost to complete the work is \$134,700, and the DDA is being asked to fund a portion of the work for an amount not to exceed \$55,000. Funding is accounted for in the FY2019 LTI budget in the Downtown Plan line item. The balance of the project will be funded through Mobile GR.

Funding for the re-construction of Ottawa Avenue is schedule for FY2020 and will include the recommendations from the analysis. Depending on the recommendations for Ionia Avenue, a Phase 2 of the analysis could be initiated to evaluate constructability for improvements, as well as examine operations of Fountain and Lyon Streets.

**Recommendation: Authorize an amount not to exceed \$55,000 to fund a portion of the analysis of Ottawa and Ionia Avenues to further recommendations of GR Forward.**





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 Keith D. McCormack  
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 Michael C. MacDonald  
 James F. Burton  
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 Todd J. Sneathen

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**HUBBELL, ROTH & CLARK, INC.**

**STREET:** 801 Broadway NW, Suite 215  
 Grand Rapids, MI 49504

**PHONE:** 616-454-4286

**WEBSITE:** hrcengr.com

**OTHER OFFICE LOCATIONS**

Bloomfield Hills  
 Delhi Township  
 Detroit  
 Howell  
 Jackson  
 Kalamazoo  
 Lansing

October 3, 2018

City of Grand Rapids Traffic Safety

509 Wealthy Street SW

Grand Rapids, MI 49503

*Via e-mail: czull@grand-rapids.mi.us*

Attn: Mr. Christopher E. Zull, PE – Traffic Safety Manager

HRC Job No. 20180620

Dear Mr. Zull:

HRC has been requested to provide a traffic analysis of the impacts related to the proposed conversion of Ottawa, Ionia, Fountain and Lyon from one-way to two-way.

Our understanding of scope is based on our experience with this type of project and discussions with the City of Grand Rapids Traffic Safety Department. The Study Areas are provided in Figures 1 and 2.



Figure 1: Study Area – Ottawa & Ionia

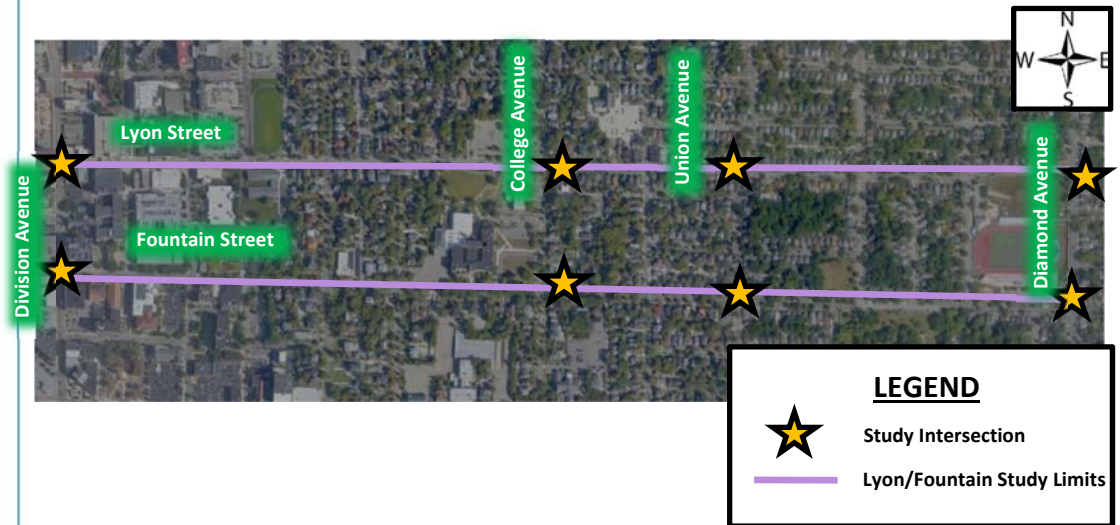


Figure 2: Study Area – Lyon & Fountain

HRC has separated this study into three (3) phases as outlined below:

**Phase 1A: Constructability Review Scope – Ottawa Avenue:**

The HRC constructability review of Ottawa Avenue includes the following:

- ≡ Field review at seven (7) study intersections on Ottawa Avenue
- ≡ Field review of three (3) study intersections on Division Avenue
- ≡ Preliminary Strip Map Exhibits and Intersection diagrams for seven (7) study intersections including modification to the following:
  - Parking
  - Traffic Signals
  - Pavement Markings
  - Geometrics
  - Bicycle facilities
- ≡ Preliminary Cost Estimates
  - HRC will conduct a field view of the study intersections to determine cross section modifications, signal improvements, pavement marking revisions, and signing upgrades
- ≡ Up to three (3) meetings with the City of Grand Rapids and Stakeholders
- ≡ Final Intersection diagrams and Cost Estimates

The scope of services outlined in Phase 1A does **NOT** include the following:

- ≡ "Before" data collection including traffic counts, speeds, and gaps
- ≡ "After" data collection
- ≡ Additional review to areas outside of the study area
- ≡ Redistribution of traffic
- ≡ Signal warrant analyses
- ≡ Recommendation of improvements to intersections outside those listed in the study area
- ≡ Coordination with Business Owners
- ≡ Geometric design recommendation or changes
- ≡ Detailed analysis of ADA compliance at sidewalk ramps

- ≡ Detailed design exhibits or plans
- ≡ Bid letting documents and assistance
- ≡ Plan view of proposed changes with new signing and adjusted signals
- ≡ Construction Engineering Services

The HRC effort required for the above noted scope of services for Phase 1A: Constructability Review of Ottawa Avenue is a not to exceed fee of: **\$24,900.00**.

**Phase 1B: Traffic Study Scope – Ottawa Avenue:**

The HRC traffic study scope includes the following:

- ≡ Data Collection at seven (7) study intersections on Ottawa Avenue
  - Turning Movement Counts during AM (7AM-9AM) and PM (4PM-6PM) peak hours
  - Speed Study at 2 locations
  - Gap Study at 2 locations
- ≡ Data Collection at three (3) study intersection on Division Avenue
  - Turning Movement Counts during AM (7AM-9AM) and PM (4PM-6PM) peak hours
- ≡ On-Street Parking Analysis
- ≡ Review of existing transit route and stops
- ≡ Review of bicycle facilities
- ≡ Redistribution of traffic from one-way to two-way at each study intersection
- ≡ Capacity Analysis utilizing Synchro 10<sup>®</sup> software using the techniques outlined in the Transportation Research Board Highway Capacity Manual
  - Existing
  - Redistribution
  - Future Build-Out with growth rate provided by GVMC at year determined by City of Grand Rapids
- ≡ Three (3) year crash analysis
  - Includes crash location map
- ≡ Left Turn phasing warrant analysis at signalized intersections
- ≡ Up to seven (7) meetings with the City of Grand Rapids and Stakeholders
  - Includes one (1) stakeholder meeting to determine the factors of success for the study
  - Includes one (1) public informational meeting
    - Option to include additional public informational meetings in place of stakeholder meetings as requested by the City of Grand Rapids
- ≡ Preliminary Findings Report
- ≡ Exhibits for Study Area Improvements
- ≡ Public Informational Meeting Presentation
  - Exhibit boards
  - PowerPoint presentation
- ≡ Final Findings Report
- ≡ Scope development for "After" data collection and study

The scope of services outlined in this proposal does **NOT** include the following:

- ≡ Data collection for intersections or driveways other than those shown in study area
- ≡ "After" data collection
- ≡ Revisions to redistribution
- ≡ Redistribution to other intersections or corridors outside of the study area
- ≡ Signal warrant analyses
- ≡ Assignment & re-distribution of traffic to intersections outside those listed in the study area
- ≡ Recommendation of improvements to intersections outside those listed in the study area
- ≡ Coordination with Business Owners
- ≡ Geometric design recommendation or changes
- ≡ Detailed analysis of ADA compliance at sidewalk ramps
- ≡ Detailed design exhibits or plans
- ≡ Bid letting documents and assistance
- ≡ Plan view of proposed changes with new signing and adjusted signals
- ≡ Construction Engineering Services

The HRC effort required for the above noted scope of services for Phase 1B: Traffic Study of Ottawa Avenue is a not to exceed fee of: **\$55,100.00.**

**Phase 2: Traffic Study Scope –Ionia Avenue:**

The HRC traffic study scope includes the following:

- ≡ Data Collection at eight (8) study intersections
  - Turning Movement Counts during AM (7AM-9AM) and PM (4PM-6PM) peak hours
  - Speed Study at 2 locations
  - Gap Study at 2 locations
- ≡ On-Street Parking Analysis
- ≡ Review of existing transit route and stops
- ≡ Review of bicycle facilities
- ≡ Redistribution of traffic from one-way to two-way at each study intersection
- ≡ Capacity Analysis utilizing Synchro 10® software using the techniques outlined in the Transportation Research Board Highway Capacity Manual
  - Existing
  - Redistribution
  - Future Build-Out with growth rate provided by GVMC at year determined by City of Grand Rapids
- ≡ Three (3) year crash analysis
  - Includes crash location map
- ≡ Left Turn phasing warrant analysis at signalized intersections
- ≡ Up to seven (7) meetings with the City of Grand Rapids and Stakeholders
  - Includes one (1) stakeholder meeting to determine the factors of success for the study
  - Includes one (1) public informational meeting
    - Option to include additional public informational meetings in place of stakeholder meetings as requested by the City of Grand Rapids

- ≡ Preliminary Findings Report
- ≡ Exhibits for Study Area Improvements
- ≡ Public Informational Meeting Presentation
  - Exhibit boards
  - PowerPoint presentation
- ≡ Final Findings Report
- ≡ Scope development for "After" data collection and study

The scope of services outlined in this proposal does **NOT** include the following:

- ≡ Data collection for intersections or driveways other than those shown in study area
- ≡ "After" data collection
- ≡ Revisions to redistribution
- ≡ Redistribution to other intersections or corridors outside of the study area
- ≡ Signal warrant analyses
- ≡ Assignment & re-distribution of traffic to intersections outside those listed in the study area
- ≡ Recommendation of improvements to intersections outside those listed in the study area
- ≡ Coordination with Business Owners
- ≡ Geometric design recommendation or changes
- ≡ Detailed analysis of ADA compliance at sidewalk ramps
- ≡ Detailed design exhibits or plans
- ≡ Bid letting documents and assistance
- ≡ Plan view of proposed changes with new signing and adjusted signals
- ≡ Construction Engineering Services

The HRC effort required for the above noted scope of services for Phase 2: Traffic Study of Ionia Avenue is a not to exceed fee of: **\$54,700.00**.

**Phase 3: Traffic Study Scope –Fountain/Lyon:**

The HRC traffic study scope includes the following:

- ≡ Data Collection at eight (8) study intersections
  - Turning Movement Counts during AM (7AM-9AM) and PM (4PM-6PM) peak hours
  - Speed Study at 2 locations
  - Gap Study at 2 locations
- ≡ Review of Fuller and Lafayette intersections for pedestrian crossing improvements
- ≡ On-Street Parking Analysis
- ≡ Review of existing transit route and stops
- ≡ Review of bicycle facilities
- ≡ Redistribution of traffic from one-way to two-way at each study intersection
- ≡ Capacity Analysis utilizing Synchro 10<sup>®</sup> software using the techniques outlined in the Transportation Research Board Highway Capacity Manual
  - Existing
  - Redistribution
  - Future Build-Out with growth rate provided by GVMC at year determined by City of Grand Rapids
- ≡ Three (3) year crash analysis
  - Includes crash location map



- ≡ Left Turn phasing warrant analysis at signalized intersections
- ≡ Up to seven (7) meetings with the City of Grand Rapids and Stakeholders
  - Includes one (1) stakeholder meeting to determine the factors of success for the study
  - Includes one (1) public informational meeting
    - Option to include additional public informational meetings in place of stakeholder meetings as requested by the City of Grand Rapids
- ≡ Preliminary Findings Report
- ≡ Exhibits for Study Area Improvements
- ≡ Public Informational Meeting Presentation
  - Exhibit boards
  - PowerPoint presentation
- ≡ Final Findings Report

- ≡ Scope development for "After" data collection and study

The scope of services outlined in this proposal does **NOT** include the following:

- ≡ Data collection for intersections or driveways other than those shown in study area
- ≡ "After" data collection
- ≡ Revisions to redistribution
- ≡ Redistribution to other intersections or corridors outside of the study area
- ≡ Signal warrant analyses
- ≡ Assignment & re-distribution of traffic to intersections outside those listed in the study area
- ≡ Recommendation of improvements to intersections outside those listed in the study area
- ≡ Coordination with Business Owners
- ≡ Geometric design recommendation or changes
- ≡ Detailed analysis of ADA compliance at sidewalk ramps
- ≡ Detailed design exhibits or plans
- ≡ Bid letting documents and assistance
- ≡ Plan view of proposed changes with new signing and adjusted signals
- ≡ Construction Engineering Services

The HRC effort required for the above noted scope of services for Phase 3: Traffic Study of Fountain/Lyon is a not to exceed fee of: **\$55,600.00**

HRC recommends completing Phase 1A in conjunction with Phase 1B and Phase 2. Phase 3 can be completed later once Ottawa Avenue and Ionia Avenue is constructed. Additional analysis may be required after the initial study phase is completed based on the findings and outcomes reported. If this is required, HRC will provide costs and timeline to complete this work if requested by the City of Grand Rapids.

The following is a projected timeline for completion of each study phase. This is contingent on the date of approval from the City of Grand Rapids to complete this study and may require revisions once scope and effort is approved.

- ≡ **Phase 1A:** Completed March 1, 2019
- ≡ **Phase 1B:** Completed March 1, 2019
- ≡ **Phase 2:** Completed March 1, 2019
- ≡ **Phase 3:** To Be Determined

HRC also recommends completing "after" data collection for comparison purposes with the "before" data collection. The data collection could include traffic counts, speed studies and gap studies. Once the scope determination is completed for each study phase, HRC can provide costs to complete the "after" data collection if requested by the City of Grand Rapids.

If additional services are identified HRC will discuss them with the City of Grand Rapids Traffic Safety prior to beginning work.

If you have any questions or require any additional information, please contact Hailey Savola at (616) 430-8658.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Jesse Morgan, PE  
Department Manager



Hailey Savola  
Project Engineer

HRS/hrs

pc: HRC; File

# MEMORANDUM

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



DATE: October 10, 2018

TO: Downtown Development Authority

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

SUBJECT: **Van Andel Arena Plaza Improvements**

**Agenda Item #5**  
**October 10, 2018**  
**DDA Meeting**

Goal 5 of GR Forward recommends to Reinvest in Public Space, Culture, and Inclusive Programming by *enhancing existing non-riverfront parks and open spaces through redesign and programming* (page 273) and *planting and maintaining more shade trees to increase the downtown tree canopy* (page 287). Goal 3 of GR Forward recommends the redesign of Fulton Street to build seamless pedestrian connection – specifically working with local property owners and businesses to prioritize how the street and its edges are prioritized (page 190).

Additionally, the 2013 Arena South Plan envisions the transformation of the alley between Ionia and the Van Andel Arena into an activated and vibrant promenade that includes street trees, greenways, stormwater management, public art, and outdoor seating, while balancing the necessities of trash removal and loading (pages 38-39 and 47).

To that end, on August 24, 2018, a Request for Proposals (RFP) was issued to develop final design, construction documents, and bidding services for the Van Andel Arena Plaza. The RFP also requested additional services to conduct Preliminary Design and Design Development for the Ionia alley and pedestrian-way along the east side of Van Andel Arena. The RFP was distributed nationally and eight (8) qualified proposals were received. The proposals were distributed to representatives of SMG/Van Andel Arena for review and evaluation. DGRI staff also reviewed and evaluated the proposals. After a thorough evaluation and scoring, MKSK was identified as the preferred consultant.

MKSK is an award-winning urban design, landscape architecture, and planning firm that specializes in bringing together design, economics, and sustainable solutions to create implementable and measurable solutions. With offices in Ohio, Kentucky, Indiana, Michigan and South Carolina, their extensive work experience, in particular





the Nationwide Arena District Streets and Plaza design and the Ludlow Alley project (both in Columbus, Ohio) closely align with the anticipated outcomes of this project. Additionally, their team includes the Philadelphia-based Groundswell Design Group, who specialize in creating urban, participatory spaces that inject vital energy into cities. Groundswell's work includes The Porch at 30<sup>th</sup> Street Station in Philadelphia, which also closely aligns with this project's goals. The final member of the team is FTCH, a local engineering firm that has over 30 years of experience working on both public and private sector projects in the City of Grand Rapids.

Funding for the Van Andel Arena Design is provided in the FY19 Project Priority Plan in a Public Realm Improvement line item of Goal 3. If approved, staff will negotiate a final scope of work with MKSK with a target of initiating the project in October. The project entails two separate elements:

**The redesign and reconstruction of Van Andel Arena Plaza:** The MKSK team will take this portion of the project from design to construction documents and bidding, with the intent of starting reconstruction on the plaza in 2019. This design process will include public engagement along with active programming scenarios for the space. This is anticipated to be a jointly funded project by DGRI and SMG/VAA, as VAA has allocated funds in their FY19 budget. The fee for this portion of the project is \$119,703.

**The redesign of the alley and pedestrian-way:** The MKSK team will also design the alley space in conjunction with the design of the plaza, and take that design to a 30% complete stage. This means that it will be designed and ready to turn into construction level drawings for bidding and construction when funding becomes available. This portion of the work will also engage various adjacent business owners and the developers of Studio Park, who have initiated much of this discussion related to the alley, dating back to the Arena South Plan in 2013. This design stage work is a separate line item in the proposal and will be funded by DGRI. Future funding for construction will still need to be determined. The fee for this portion of the project is \$53,070.

**Recommendation:** Authorize the Executive Director to enter into a contract with MKSK for an amount not to exceed \$172,773.

FINAL DESIGN, CONSTRUCTION DOCUMENTS, AND BIDDING SERVICES FOR

# VAN ANDEL ARENA PLAZA

SEPTEMBER 17, 2018



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- 5 RESUMES
- 6 PROFESSIONAL FEE

MKSK

GROUNDWELL

fitch



SEPTEMBER 17, 2018

MARK F. MILLER, AIA, AICP, MANAGING DIRECTOR  
DOWNTOWN GRAND RAPIDS, INC.  
MMILLER@DOWNTOWNGR.ORG

ANDY KNIGHT, PLA, ASLA, PRINCIPAL  
4219 WOODWARD AVENUE, DETROIT, MI

## RE: FINAL DESIGN, CONSTRUCTION DOCUMENTS, AND BIDDING SERVICES FOR VAN ANDEL ARENA PLAZA

Dear Mr. Miller and Selection Committee:

On behalf of our extraordinary team, I am honored by the opportunity to submit our proposal for the Van Andel Arena Plaza and Alley projects. Our specific experience in transformational public realm and placemaking projects aligns seamlessly with the project expectations outlined in the RFP as well as our team's experience in the City of Grand Rapids. We understand that this project has the unique opportunity to enhance connectivity and sense of place throughout the entertainment district, and an opportunity for the arena to re-introduce itself to the district and serve as a dynamic social and sustainable destination.

Located in Grand Rapids's growing entertainment district, Van Andel Arena is a major destination for entertainment and sporting events for the region. Several projects surrounding the arena, including the highly anticipated Studio Park project, will further promote the district as a live, work, and play destination in downtown Grand Rapids. This project will enhance an urban destination that requires an equally innovative and beautiful public realm envisioned to perform as the interstitial tissue linking the district together.

While these anticipated development projects will generate a critical mass of architecture within the district, Downtown Grand Rapids Inc, SMG Venue Management, and Van Andel Arena have identified the need to improve the public realm surrounding the arena with immediate focus on the entry plaza and the alley that runs north/south along the eastern edge of the arena. While the entry plaza will provide an attractive and welcoming front door along Fulton Street, an urban plaza and green space for downtown Grand Rapids, and queuing space for events at the Van Andel Arena, it's immediate linkage to the adjacent alley + pedestrian corridor provides connectivity for pedestrians to move north and south throughout the district as well as provide necessary service access to the existing businesses and tenants along Ionia Street, surface parking lots, and future developments within the entertainment district. MKSK has extensive experience in public realm spaces and corridors with high expectations specific to these venues and districts. Our planning and design experience with the Nationwide Arena District in Columbus, OH offers engaging and flexible public realm spaces that promote a pedestrian dominated network, and offers integrated, safe, and convenient service access to all businesses, restaurants/bars, and residences that populate the district.

We understand the high level of expectations that Grand Rapids places on sustainable and productive public space...environmentally, socially, and economically. With this understanding we have engaged FTCH and Groundswell to deliver a planning and design strategy that will be transformative and catalytic to the entertainment district public realm...specifically starting with the Van Andel Arena and Alley project. As a prominent local engineering partner, FTCH provides the MKSK team in-depth understanding of the project area and successful experience working in the City of Grand Rapids. Their thorough knowledge of the existing conditions including utilities will provide a springboard for advancing the project from concept to realization. In addition to

the infrastructure understanding, our team also brings unparalleled experience in placemaking, activation, and event programming within the public realm. We have engaged Groundswell for this project to work with our team and key stakeholders to explore and evaluate the potential uses of the plaza and the alley. Our team's experience with these exact public realm typologies will inform how these spaces might be used today and in the future, and provide insight to plan and design sustainable, durable, flexible, and beautiful renovation of the public realm around Van Andel Arena.

We understand that a budget range has been identified for the entry plaza based on two preliminary concepts, and that this project planning and design effort will determine a budget range for the alley/pedestrian way improvements/transformation. We routinely provide Opinion of Probable Costs for all our projects at various phases throughout process. Our team also works closely with local vendors, city officials and general contractors to understand the local construction landscape, where cost saving opportunities may exist, and where constraints may present themselves. Quality materials including paving, furnishings, lighting, and plant material will be highly scrutinized early in the process to provide a durable and feasible design solution that will exceed expectations and recalibrate future expectations for public realm design throughout this district. We understand the seasonal fluctuations in temperature and moisture that will have an impact on the resiliency and maintenance of the public realm. It is essential that these spaces address both form and function to promote a timeless network of spaces and experiences for today and the future of Van Andel Arena and the surrounding entertainment district.

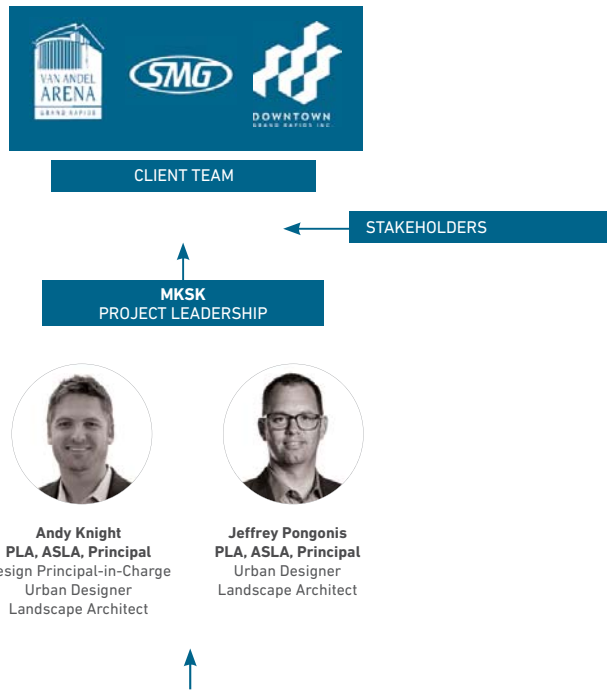
This team has significant experience in the planning, design and execution of civic and urban entertainment spaces, as told by the success of our work throughout the country. We are particularly motivated by the opportunity to work with the Client Team and the Stakeholder Group to envision the transformation of Van Andel Arena's front door plaza and the adjacent alley/promenade into a beautiful and functional asset to the overall district. We have built into our planning and design process a commitment to listen as well as question, to uncover as well as document, to accept as well as challenge. The product of this interactive and collaborative process will be a resultant plaza and alley that applies both innovation and reality to the future of the arena and the existing and future businesses/developments that will populate this district.

Respectfully Submitted,



Andy Knight, PLA, ASLA, Principal  
aknight@mkskstudios.com, 859.559.7337

## 2 FIRM OVERVIEW



**Andy Knight**  
PLA, ASLA, Principal  
Design Principal-in-Charge  
Urban Designer  
Landscape Architect

**Jeffrey Pongonis**  
PLA, ASLA, Principal  
Urban Designer  
Landscape Architect

### CORE DESIGN & ENGINEERING TEAM

#### MKSK URBAN DESIGN/LANDSCAPE ARCHITECTURE PROJECT ADMINISTRATION



**Casey Elmer**  
PLA, ASLA  
Associate, Project Manager  
Landscape Architect



**Brad Strader**  
AICP, PTP  
Principal  
Transportation &  
Complete Streets

#### GROUNDSWELL PLACEMAKING & ACTIVATION



**David Fierabend**  
ASLA, MLA, Principal  
Urban Designer



**Michael Cheney**  
Director  
Urban Designer

#### FTCH CIVIL ENGINEERING ELECTRICAL ENGINEERING



**Anthony Mourand**  
PE, Vice President  
Senior Civil Engineer



**Tony Bartol**  
PS  
Senior Surveyor



**Thomas Marcusse**  
LEED AP  
Senior Engineering  
Specialist



**Richard Sageman**  
PE, Associate  
Senior Structural Engineer



**Vernon Toman**  
Senior Mechanical  
Engineering Specialist

## MKSK

**MKSK** brings Urban Designers, and Landscape Architects together to offer creative planning, design, economic, and sustainable solutions. MKSK offers multidisciplinary professional services through our studios in Michigan, Kentucky, Ohio, Indiana, and South Carolina offices. As Urban Designers and Landscape Architects, we blend the art and science of placemaking and urban design; we are principled by a comprehensive view of sustainability that emphasizes not only environment, but also economy, energy, and society. We support our work with sound market data, engineering metrics, and community engagement. This information forms the backbone of our decision-making and allows us to give clients informed recommendations. We are leaders in helping communities plan and implement projects. We revisit work and measure outcomes. We strive to learn from our projects and we bring this knowledge to our clients. MKSK seeks to go beyond "beautiful" to arrive at solutions that provide meaningful sustainable results. Projects that are environmentally, socially and economically sustainable. MKSK also has extensive experience qualifying, managing, and integrating artists' work into projects, from pocket parks and gateways to streetscapes and the public realm. Depending upon the scope and nature of the project, members have worked with graphic designers, sculptors, artists, and in-house designers to integrate art, graphics, and sculpture into the public spaces they plan and design.

**PRIMARY CONTACT:** Andy Knight, PLA, ASLA, Design Principal-in-Charge,  
aknight@mkskstudios.com, 859.559.7337

## GROUNDSWELL

**Groundswell Design Group** is a Philadelphia-based studio that creates urban, participatory spaces. A tightly knit group of landscape designers, architectural designers, interior designers and urban designers apply their combined revitalization experience into public space activation, pop-up installations, and hospitality spaces. Groundswell's interdisciplinary work has recast the Philadelphia map, as well as injecting vital energy into newly reviving cities that include Memphis, Akron, and Detroit.

**PRIMARY CONTACT:** David Fierabend, ASLA, MLA, Principal,  
david.fierabend@groundswelldesigngroup.com, 267.544.5661



**FTCH** offers professional engineering services to this team, including civil engineering, surveying, mechanical electrical and structural engineering. Their offices are headquartered in Grand Rapids, MI and they have over 30 years of experience working on prominent projects for both public and private sectors in the City of Grand Rapids

**PRIMARY CONTACT:** Ryan Musch, PE, LEED AP BD+C, Associate, rdmusch@ftch.com,  
616.464.3905



### 3 PROJECT EXAMPLES



## NATIONWIDE ARENA DISTRICT MASTER PLAN COLUMBUS, OHIO

**MKSK**

The Nationwide Arena District Master Plan has served as the guiding development strategy for a vibrant, new downtown entertainment district. Designed around the Nationwide Arena, the district features the nightlife corridor Ludlow Alley, a movie theater, a concert venue, a minor league AAA ballpark, and restaurants. In addition, residential development establishes the Arena District as an emerging urban neighborhood. The site, once a vacant Brownfield, is now a thriving economic engine as a regional sports and entertainment destination. The master plan included a number of unique design features to mesh the new district with the existing urban fabric.

**AWARDS:** 2002 James B Recchie Design Award, 1998 OCASLA Merit Award

**CONTACT:** Brian Ellis, President, Nationwide Realty Investors, 614.857.2331



## NATIONWIDE ARENA DISTRICT STREETS & PLAZAS COLUMBUS, OHIO

**MKSK**

The Arena District Streets and Plazas Plan implements the primary goals of the Arena District Master Plan and establishes a vibrant and charming pedestrian-friendly entertainment district. The primary vision of the project was to create an urban village that brings together streets, sidewalks, pedestrian plazas and buildings that all work to enhance and blend in with the surroundings. The overall district aesthetic is enhanced by careful, thoughtful selections of site materials, furnishings, custom lighting, and environmental graphics. Design standards were established for the roadways, sidewalks, finish grades, and materials throughout the project site. Restored historic bricks were repurposed to pave Ludlow Alley, a narrow pedestrian-only area that is home to numerous clubs, bars and other nightspots. The full scope of design services were performed from initial master planning to design and implementation.

**CONTACT:** Brian Ellis, President, Nationwide Realty Investors, 614.857.2331



## NATIONWIDE ARENA DISTRICT LUDLOW ALLEY COLUMBUS, OHIO

**MKSK**

Ludlow Alley is a thriving nightlife corridor and entertainment destination that has become the active center of the Arena District for social gatherings, atmosphere, and dining. Linked to the Nationwide Arena's front door, Ludlow Alley thrives with social gatherings and dining experiences on game days and throughout the week. Defined by a mix of new architecture and historic buildings, Ludlow Alley connects the Arena District to downtown via a pedestrian-only alleyway. Made of reclaimed brick pavers, the alley harkens to past times by mixing pedestrians, automobiles, and service areas in true urban character. A relocated historic road bridge, converted into a pedestrian walkway, maximizes pedestrian access and connects the Arena District with the North Market neighborhood and beyond, serving as an integral piece of downtown.

**CONTACT:** Brian Ellis, President, Nationwide Realty Investors, 614.857.2331



### 3 PROJECT EXAMPLES



## LUCAS OIL STADIUM

INDIANAPOLIS, INDIANA

**MKSK**

This high-profile project involved design and documentation services for the site surrounding the new home of the Indianapolis Colts. Several interesting design elements were incorporated into the plan to allow for the many requirements of this project, which included public plazas, parking lots, and service areas. Paving patterns were integrated into the design in order to visually connect the building and site within the urban context. Extensive retaining walls and accessibility ramps were incorporated seamlessly into main stream pedestrian areas, while small green spaces and other landscape plantings were added throughout the site to soften the hardscape, as well as provide shade for visitors.

**CONTACT:** John Hutchings, HKS Architects, Inc., 214.969.5599



## TULSA ARENA DISTRICT MASTER PLAN

TULSA, OKLAHOMA

**MKSK**

The Arena District Master Plan will help guide the City of Tulsa and its partners in developing improvements to the district's public realm and incentivizing private development. This master planning process assesses the current state of the Arena District, evaluates the potential of public infrastructure investments, creates a system of engaging public spaces and streets, identifies opportunities for private development, and provides a market-based and phased roadmap for future decisions. The Master Plan sets forth a market-based vision for the Arena District that complements the major attractions in the district—the BOK Center and the COX Business Center—with mixed-use infill development, dynamic public plaza and park spaces, and short-term activations. This new 18-hour neighborhood will serve visitors, residents, and employees and act as a new, welcoming gateway into Downtown Tulsa.

**CONTACT:** Nick Doctor, Chief of Community Development & Policy, City of Tulsa, 918.596.7483



## LYNN-PEARL ALLEY IMPROVEMENTS

COLUMBUS, OHIO

**MKSK**

Over the past several years, the Capital Crossroads Special Improvement District in Columbus, Ohio, has expanded its mission beyond clean and safe to make substantial and transformative community investments in the public realm. As part of those efforts and to encourage micro-retail in Downtown Columbus, Pearl and Lynn Alleys underwent phased construction to enhance lighting, improve access to storefronts, provide electric service and colorful tents for the Pearl Market (bi-weekly, open-air farmers market), and create a series of artist installations. These improvements are geared towards enhancing pedestrian traffic and comfort—keeping intact the authentic urban grit of the alleys—in order to create an environment conducive to small urban retailers. MKSK was the Landscape Architect for the public realm improvements and worked with local artist Malcolm Cochran to site several public art installations including the Pearl Market sculptural alley markers, the Pearl Lynn topiary “graffiti”, and the topiary figure which sits atop a building where the Lynn and Pearl Alleys converge.

**CONTACT:** Cleve Ricksecker, Capital Crossroads SID, 614.645.5133



### 3 PROJECT EXAMPLES



## THE PORCH AT 30TH STREET STATION

PHILADELPHIA, PENNSYLVANIA

GROUNDSWELL

The Porch sits nestled between the grand colonnades of 30th Street Station and four lanes of traffic on Market Street, an old parking lot. Groundswell was brought on by UCD to redesign the space with a series of unique parklet 'stacks'. Each stack consists of three different tiered platforms: decking, turf, and planters, which help to create unique, individual spaces throughout the open area. Tables and chairs are arranged on the traditional porch decking platforms, turf areas offer opportunities to lay out and lounge in the sun, and the raised planter beds are furnished with reclaimed steel umbrella trellises for vines to grow up and into, a sort of green homage to the traditional porch umbrella. The space is rounded out with large, colorful porch swings and a one-of-a-kind over-sized dominoes set, for playing or seating, to really bring home the vibe of your own summer porch.

**CONTACT:** Matthew Bergheiser, President, University City District, 215.243.0555, matt@universitycity.org



## WINTER & SUMMER IN DETROIT

DETROIT, MICHIGAN

GROUNDSWELL

Groundswell transformed downtown Detroit into a lively and energetic winter wonderland. The spaces include Spirit Plaza, The Esplanade, Campus Martius, Cadillac Square, Woodward Ave, and Capitol Park. This re-inspired space offers visitors a number of different ways to celebrate the holidays and winter season with site activations including warming huts, local vendor pop-up shops in custom glass houses, artistic lighting installations, beer gardens, local restaurant pop-ups and more. The space transforms into seasonal summer activations in the warmer months.

**CONTACT:** Francesca George, Director of Tenant Development & Experience, Bedrock Real Estate Group, 313.302.5400, francescageorge@bedrockdetroit.com



## DOWNTOWN MARKET

GRAND RAPIDS, MICHIGAN

ftch

The Downtown Market is a mixed-use facility that brings together production, distribution, marketing, and education about local produce. The facility features an indoor vendor market and outdoor farmer's market shed. Unique spaces include rentable kitchens, a 6,500-sf rooftop greenhouse, and the nation's first demonstration kitchen for kids. The Downtown Market is LEED Gold and features a green roof, live walls, geothermal wells, rain gardens, public restrooms with low flow electronically operated flush valves and faucets, and many other sustainable features. As part of the architectural design team of Hugh Boyd and Progressive AE, FTCH performed all civil, structural, mechanical, and electrical engineering for the facility. Electrical lighting load for the entire building is 83,336 watts, and LED site lighting and track lighting is used in the market hall. Civil design included rain gardens, porous pavers beneath the Wealthy Street overpass, and a rainwater collection system with a 4,000-gallon outdoor tank used to water the greenhouse plants. Greenhouse design included boilers, pumps, piping, control panels, venting, shading system, misting system, temperature/humidity light sensors, and vapor tight fluorescent lighting.

**CONTACT:** Jon Nunn, Executive Director, Grand Action Committee, 616.456.8100

	TASK 1: PROJECT UNDERSTANDING (PLAZA + ALLEY)	TASK 2: IDEA TESTING - CONCEPT REFINEMENT & DESIGN DEVELOPMENT (PLAZA + ALLEY)	TASK 3: DECIDING & DOING - CONSTRUCTION DOCUMENTS (PLAZA)	TASK 4: CONSTRUCTION ADMINISTRATION & OBSERVATION
WORK PLAN	<p><b>Project Site Data Collection Services</b></p> <p>UTILITY REVIEW</p> <ul style="list-style-type: none"> <li>• Communication with local utilities prior to survey to request field markings of utility locations in the project areas</li> <li>• Communicate with utilities impacted by the project or located in the project area</li> </ul> <p>SURVEYING</p> <ul style="list-style-type: none"> <li>• Perform topography and boundary surveys for the Plaza and Alley projects to prepare a base map of existing site conditions</li> </ul> <p><b>Permit and Easement Review</b></p> <ul style="list-style-type: none"> <li>• Identify permits required by public and private entities</li> <li>• Prepare permit applications and submit to Client Team</li> <li>• Identify and communicate easement requirements with Client Team if elements of the projects require temporary or permanent easements</li> </ul>	<p><b>Design Workshop with Client Team and Stakeholder Group</b></p> <ul style="list-style-type: none"> <li>• Explore district-wide planning and design strategies</li> <li>• Review and audit preliminary concept sketches for the Plaza design</li> <li>• Develop alternatives for the Alley including circulation systems, major programming elements, amenities, and gathering spaces</li> <li>• Develop short-term and long-term activation and placemaking strategies</li> <li>• Explore signage and wayfinding strategies</li> <li>• Explore green infrastructure and sustainable strategies</li> </ul> <p><b>Refine design alternatives with plan graphics and 3D modeling to communicate with Client Team, Stakeholder Group, and community as needed for input and feedback</b></p> <p><b>Prepare preferred design plan for coordination with local officials and presentation to Planning Commission</b></p> <p><b>Finalize preferred design plan (30% deliverable) based on feedback</b></p> <p><b>Complete preliminary Opinion of Probable Construction Cost for both 30% Plaza design and 30% Alley design</b></p> <p><b>Prepare Outline Technical Specifications and review with Client Team</b></p>	<p><b>60% Construction Document development (1.5 Months)</b></p> <ul style="list-style-type: none"> <li>• Refine 30% progress documents to prepare for 60% construction plan submittal and review meeting with Client Team</li> <li>• Refine 30% OPC to prepare for 60%</li> <li>• Prepare preliminary Technical Specifications in conjunction with refinements to Construction Plans</li> </ul> <p><b>90% Construction Document development (1.5 Months)</b></p> <ul style="list-style-type: none"> <li>• Refine 60% progress documents to prepare for 90% construction plan submittal and review meeting with Client Team</li> <li>• Refine 60% OPC to prepare for 90% review with Client Team</li> <li>• Refine Technical Specifications in conjunction with refinements to Construction Plans</li> </ul> <p><b>"Bid Quality" Construction Documents and Specifications + Bidding Process (1.5 Months)</b></p> <ul style="list-style-type: none"> <li>• Work closely with Client Team and city officials to obtain required permits and approvals needed prior to project bidding</li> <li>• Refine 90% Construction Documents in preparation for project bidding</li> <li>• Assist Client Team in developing legal advertisement for project procurement</li> <li>• Attend pre-bid meeting and respond to questions during the bidding process</li> <li>• Bid review and provide recommendation letter for award</li> </ul>	<p>To be determined at a later date, as indicated in the RFP.</p>
MEETINGS	<p><b>Kick Off Meeting</b></p> <ul style="list-style-type: none"> <li>• Confirm Scope of Services</li> <li>• Refine Project Schedule</li> <li>• Review previous and relevant plans for surrounding area</li> </ul>	<p><b>Programming Meeting</b></p> <ul style="list-style-type: none"> <li>• Review goals and objectives, programming criteria, project budget parameters, critical dates, and timelines</li> </ul>	<p><b>Bi-Weekly Meetings with Client Team to Review Project Status and Updates</b></p>	
	1 MONTH	2 MONTHS	4.5 MONTHS	TBD





ANDY KNIGHT, PLA, ASLA, PRINCIPAL  
PRINCIPAL IN CHARGE, LANDSCAPE ARCHITECT

MKSK

## EDUCATION

Master of Landscape Architecture, The Ohio State University  
Bachelors in Landscape Design, University of Tennessee

## EXPERIENCE

Andy is a registered Landscape Architect with experience in all facets of public space design and construction documentation. Andy's strengths lie in his holistic approach to design. His experience with a variety of project types expresses an integrated process where master planning, wayfinding, landscape architecture, engineering, and architecture provide a larger framework for design. His urban design and planning experience ranges from master planning for neighborhoods, urban redevelopment, urban plazas and open space, and a variety of street enhancement projects. His experience in working with multiple communities has provided a solid understanding of the users and high level of expectations. Andy's sensitivity to sense of place and community engagement uniquely positions him to deliver meaningful, resilient, and innovative planning and design strategies. Andy's inspiration comes from his passion for high quality design through an integrated and collaborative design process with clients, users, constituents, contractors, and peers. Andy is currently leading significant waterfront redevelopment and public space development in St. Clair Shores and Wayne County, Michigan.

## PROJECT EXPERIENCE:

JEFFERSON SQUARE REDESIGN, LOUISVILLE, KY



WATERFRONT PARK PH IV, LOUISVILLE, KY



CIVIC PLAZA, LAWRENCEBURG, IN



TENCENT DOWNTOWN PLAZA, SHEZHEN, CHINA



JEFFREY PONGONIS, PLA, ASLA, PRINCIPAL  
DESIGN PRINCIPAL, LANDSCAPE ARCHITECT

MKSK

## EDUCATION

Bachelor of Landscape Architecture, The Ohio State University

## EXPERIENCE

Jeff is committed to the implementation of a meaningful and connected environment. His process is focused and mindful of both the aesthetic details of robust social spaces as well as the greater urban strategy. His practice is based around a framework of performative and contemporary infrastructure systems of organized urban spaces, connected pedestrian ways, and contributing green corridors all equally responsible in the creation of a successful, human-scaled urban pattern. Jeff's wide range of projects express his beliefs and commitment to the design of a contextual human environment. His work includes project types ranging from master planning and mixed-use development planning, to open space and park design, to athletic environs and campus design. Jeff has been leading the Master Planning, development, and implementation of the Nationwide Arena District in Columbus, Ohio for the past 15 years. He is currently leading the Tulsa Arena District development in Tulsa, Oklahoma.

## PROJECT EXPERIENCE:

NATIONWIDE ARENA DISTRICT, COLUMBUS, OH



TULSA ARENA DISTRICT, TULSA, OK



LUDLOW ALLEY, COLUMBUS, OH



HUNTINGTON PARK, COLUMBUS, OH





GROUNDSWELL

**DAVID FIERABEND, ASLA, MLA, PRINCIPAL  
URBAN DESIGNER  
PLACEMAKING & ACTIVATION**

#### EDUCATION

Master of Landscape Architecture, Florida  
Institute of Technology  
Bachelor of Marketing, The College of New  
Jersey

#### EXPERIENCE

David Fierabend is the Founder and Principal of Groundswell Design Group. In his first iteration career, he owned and operated over 20 private-label premium retail shops along the east coast. In 2000, David made a bold shift, sold his company and pursued his passion for design by earning a Masters of Landscape Architecture in Miami, Florida. Thus, David's second act commenced with the founding of Groundswell Design Group in 2006 in Philadelphia, creating a multidisciplinary design studio to explore the place-making potentials of hospitality and public space design. Across the country, Groundswell's vibrant projects employ adaptive reuse and repurposing practices to seamlessly blend social interiors with their verdant landscapes beyond.

#### GRAND RAPIDS TRANSPORTATION EXPERIENCE

- Spruce Street Harbor Park, Philadelphia, PA
- Winterfest, Philadelphia, PA
- The Porch at 30th Street Station, Philadelphia, PA
- Riverplay at the Fourth Bluff, Memphis, TN



GROUNDSWELL

**MICHAEL CHENEY, DIRECTOR  
URBAN DESIGNER  
PLACEMAKING & ACTIVATION**

#### EDUCATION

Bachelor of Landscape Architecture, Temple  
University

#### EXPERIENCE

Michael brings over a decade of design and project management experience to the Groundswell team. Before joining Groundswell, he spent seven years as a senior designer / project manager at The OLIN Studio, working on a wide range of project typologies. He has been responsible for all phases of project design and implementation including concept design / schematic design, design development, construction documentation, and construction administration.

#### GRAND RAPIDS TRANSPORTATION EXPERIENCE

- St Louis Union Station, St. Louis, MO
- Cherry Street Pier, Philadelphia, PA
- Riverplay at the Fourth Bluff, Memphis, TN
- Akron Civic Gateway, Akron, OH



MKSK

**CASEY ELMER, PLA, ASLA  
ASSOCIATE, LANDSCAPE ARCHITECT  
PROJECT MANAGER/LANDSCAPE ARCHITECT**

#### EDUCATION

Master of Landscape Architecture,  
Harvard University  
Bachelor of Landscape Architecture,  
Purdue University

#### EXPERIENCE

Casey's experience in both professional work and research addresses the economic, ecological, and energy-driven demands of an advancing urban society. Casey is a senior Project Manager with experience in the coordination of complex public projects and coordinating multidisciplinary teams. Casey is experienced in all phases from conceptual development, through documentation and implementation utilizing critical path scheduling. His experience includes significant urban public spaces and urban design projects, combined with his technical knowledge of infrastructure has resulted in numerous successfully implemented and award-winning projects.

#### PROJECT MANAGEMENT EXPERIENCE:

- Jefferson Square Redesign, Louisville, KY
- Nationwide Arena District Implementation Projects, Columbus, OH
- Convention Center & Hotel District Master Plan, Columbus, OH
- Nautical Mile and Future Planning, St. Clair Shores, MI
- Ann Arbor Eberwhite Playground, Ann Arbor, MI



MKSK

**BRAD STRADER, AICP, PTP, PRINCIPAL  
TRANSPORTATION & COMPLETE STREETS**

#### EDUCATION

Bachelor of Science Degree, with Honors, in  
Urban Planning, Michigan State University

#### EXPERIENCE

Brad is MKSK's Complete Streets expert and has over 30 years of experience in community planning, redevelopment and transportation design. He is a frequent speaker at regional and national conferences and webinars on innovative approaches to balance vehicle traffic with non-motorized users, and how the transportation system can support community vitality. Brad began his career with the Grand Rapids MPO and has continued to work in the metro area ever since. Brad is very familiar with the urban design and transportation network through his work on over 25 master plans, downtown plans and corridor projects throughout Metro Grand Rapids. Brad served as the project manager for the Michigan Street Corridor Plan which included the Calder Plaza and adjacent streets.

#### GRAND RAPIDS TRANSPORTATION EXPERIENCE

- Michigan Street Corridor Plan
- The Rapid Transit Master Plan
- Gaslight Village Downtown Subarea Plan
- East Grand Rapids Master Plan
- Medical Mile Corridor Plan
- Ongoing Advisor, Rapid Silver Line BRT
- Market Avenue Development



**ANTHONY MOURAND, PE**  
**VICE PRESIDENT**  
**SENIOR CIVIL ENGINEER**

#### EDUCATION

Bachelor of Civil Engineering,  
Michigan Technological University

#### EXPERIENCE

Tony is a senior civil engineer and the Director of Engineering for the Civil Department. Acting as a client services manager for a number of ongoing clients, Tony has been project manager on a variety of land development projects with industrial, commercial, and private development clients. Tony has been the primary civil engineer on many significant streetscape and pavilion projects in the City of Grand Rapids. His experience ranges from preliminary studies to final design and LUDS permitting in the City of Grand Rapids.

#### PROJECT EXPERIENCE:

- Lyon Square, Grand Rapids, MI
- JW Marriott Hotel, Grand Rapids, MI
- Public Service Center, Grand Rapids, MI
- Tassell Park, Cascade Charter Township, MI
- Old 28th Street Streetscape, Cascade Charter Township, MI



**TONY BARTOL, PS**  
**SENIOR SURVEYOR**

#### EDUCATION

Bachelor of Surveying Engineering,  
Ferris State University

#### EXPERIENCE

Tony performs a variety of surveying duties in the field and office including design and construction surveying, boundary surveying, and 3D Laser Scanning. He completes field and office calculations and adjustments using various software packages.

#### PROJECT EXPERIENCE:

- Lyon Square Alley, Grand Rapids, MI
- Cobblestone Streets, Grand Rapids, MI
- Downtown Urban Market, Grand Rapids, MI
- Beechtree Street, Grand Haven, MI
- East Muskegon Street, Cedar Springs, MI
- P. Douglas Kindschi Hall of Science, Grand Valley State University, Allendale, MI
- Football Stadium, Grand Valley State University, Allendale, MI



**THOMAS MARCUSSE, LEED AP**  
**SENIOR ENGINEERING SPECIALIST**

#### EDUCATION

Associate of Electrical Power Technology, Ferris State University  
Associate of Electrical Technology, Lansing Community College

#### EXPERIENCE

Tom has served as project manager and lead engineer on numerous power and signal, fire alarm systems, and lighting projects.

#### PROJECT EXPERIENCE:

- Van Andel Arena, Grand Rapids, MI  
Electrical engineer for this 12,000 seat, multipurpose, indoor venue. Facility highlights include Olympic-sized ice rink and full electrical facilities for extensive in house and traveling productions. The facility includes ice making capability, a smoke management system, and extensive sound, video, and security systems. It also features extensive, flexible power and lighting systems to support various uses.
- Red Bull Arena, Harrison, NJ
- Michigan Street Development, Grand Rapids, MI
- Amway Grand Hotel, Grand Rapids, MI
- Police Garage, Village of Lake Odessa, MI



**RICHARD SAGEMAN, PE, ASSOCIATE**  
**SENIOR STRUCTURAL ENGINEER**

#### EDUCATION

Master of Structural Engineering,  
Michigan Technological University  
Bachelor of Structural Engineering,  
Michigan Technological University

#### EXPERIENCE

Rich's work has been primarily in planning, project management, design, and construction administration for structural, architectural, water, and wastewater projects. Structural experience includes steel, concrete, and masonry buildings; water and wastewater treatment facilities; steel and concrete tank design; and foundation and retaining wall design. Architectural building experience includes primarily theatres, office buildings, libraries, and educational structures.

#### PROJECT MANAGEMENT EXPERIENCE:

- Downtown Market, Grand Rapids, MI
- Gerald R. Ford Presidential Museum, Grand Rapids, MI
- Ottawa County Courthouse, Grand Haven, MI
- Amway Nutritional Supplement Manufacturing Plant, Ada, MI
- Monroe Avenue Wastewater Collection, Grand Rapids



**VERNON TOMAN**  
**SENIOR MECHANICAL ENGINEER**

#### EDUCATION

Associate in Arts & Sciences, Ferris State University

#### EXPERIENCE

Vern is a team-oriented mechanical designer in the HVAC engineering field. He has a strong and diverse background with various HVAC projects in commercial, residential, industrial, governmental, institutional, pharmaceutical, educational, retail, and healthcare facilities.

#### PROJECT EXPERIENCE:

- Louis Campau & Promenade, Grand Rapids, MI
- Municipal Building, Marquette, MI
- Ottawa County Courthouse, Grand Haven, MI
- Grand Valley State University, Allendale, MI
- Jackson Entertainment Studio Park, Grand Rapids, MI
- Police Garage, Village of Lake Odessa, MI
- Ingham County Fairgrounds, Mason, MI
- Public Works Department, Wyoming, MI
- Village Hall & Police Station Renovation, Chelsea, MI

PLAZA PROFESSIONAL FEE				
TEAM		MKSK	FTCH	GROUNDSWELL
CONCEPT REFINEMENT & DESIGN DEVELOPMENT				
Meetings	Kickoff Meeting	2	4	2
	Design Review Meeting	2	8	2
	Miscellaneous Meetings	10	12	4
	Present Final Design	4	4	2
Tasks	Plaza Design Alternatives	44	16	24
	Opinion of Probable Cost	13	8	4
	Graphics and Models	24	4	24
	Prepare 30% Design Drawings	70	40	4
Hours		169	96	66
Fee		\$22,370	\$15,360	\$10,560
SUBTOTAL		\$48,290		
CONSTRUCTION DOCUMENTS				
Meetings	Review Meetings 60-90%	12	8	
	Project Meetings	24	8	
	PreBid Meetings	3	2	
	Bid Review/Selection	2	1	
Tasks	60% Drawings	64	40	
	90% Drawings	108	40	
	60% OPC	24	14	
	90% OPC	24	16	
	Permits and Approvals	12	8	
	Bidding	5	4	
Hours		278	141	0
Fee		\$35,310	\$25,803	\$0
SUBTOTAL		\$61,113		
CONSTRUCTION ADMINISTRATION (separate from Plaza total fee)				
Fee		\$20,000	\$6,000	\$0
SUBTOTAL		\$26,000		
TOTAL HOURS		447	237	66
SUBTOTAL FEE		\$109,403		
Expenses		\$6,000		
Plaza Survey		\$4,300		
PLAZA TOTAL		\$119,703		

ALLEY PROFESSIONAL FEE				
TEAM		MKSK	FTCH	GROUNDSWELL
DESIGN DEVELOPMENT				
Tasks	Alley Design Alternatives	56	8	24
	Opinion of Probable Cost	17	12	8
	Graphics and Models	52	4	16
	Prepare 30% Design Drawings	68	36	16
Hours		193	60	64
Fee		\$25,030	\$9,600	\$10,240
SUBTOTAL		\$44,870		
EXPLORATION & IDEA TESTING				
Meetings	Steering Committee Meetings			
	Community Engagement			
	Miscellaneous Meetings			
Tasks	Best Practice Research			
	Develop Alternatives			
	Graphics			
TO BE DETERMINED				
DECIDING & DOING				
Meetings	Steering Committee			
	Final Engagement Event			
	Misc Meetings with City			
Tasks	Final Plan Development			
	Final Document			
TO BE DETERMINED				
TOTAL HOURS		193	60	64
SUBTOTAL FEE		\$44,870		
Expenses		\$3,000		
Alley Survey		\$5,200		
ALLEY TOTAL		\$53,070		

FIRM	TEAM MEMBER	TITLE	ROLE	HOURLY RATE
MKSK	Andy Knight	PLA, ASLA, Principal	Principal in Charge, Landscape Architect	\$190
	Jeffrey Pongonis	PLA, ASLA, Principal	Design Principal, Landscape Architect	\$190
	Casey Elmer	PLA, ASLA, Associate	Project Manager, Landscape Architect	\$140
	Brad Strader	AICP, PTP, Principal	Transportation Planner	\$190
FTCH	Anthony Mourand	PE, Vice President	Senior Civil Engineer	\$120
	Tony Bartol	PS	Senior Surveyor	\$120
	Thomas Marcusse	LEED AP	Senior Engineering Specialist	\$140
	Richard Sageman	PE, Associate	Senior Structural Engineer	\$140
	Vernon Toman		Senior Mechanical Engineer	\$120
GROUNDSWELL	David Fierabend	ASLA, MLA., Principal	Urban Designer, Placemaking & Activation	\$190
	Michael Cheney	Director	Urban Designer, Placemaking & Activation	\$125





## **Introduction to the Heartside Quality of Life Study**

Latesha Lipscomb, Community Engagement Project Manager  
City of Grand Rapids Design, Development, and Community Engagement  
Downtown Development Authority (DDA) Informational Summary  
Submitted: October 3, 2018

### **Who we are:**

Heartside neighbors, Heartside Neighborhood Association, Kendall College of Art and Design, City officials and Heartside agency providers, non-profits, and other community stakeholders.

### **What we are hoping to do:**

Be the change we wish to see in our community by implementing a series of Heartside work group final recommendations that are for neighbors, by neighbors.

### **Where we are working:**

Heartside—a bustling and promising neighborhood in the HEART of Downtown. The Quality of Life Study considered the neighborhood as 14 contiguous blocks from Ionia to Jefferson and Wealthy to Fulton.

### **When we need your support:**

There's no time like the present and we need your help starting now! The Quality of Life Study began in September 2017 and will conclude in December with requests for funding and entity collaboration that will have great collective impact.

### **Why this work matters:**

Building resident voice and improving the downtown dweller experience is vital to our city's success. Often, Heartside does not receive the attention, support and development it needs to thrive as a neighborhood. The Quality of Life Study is important because how we design and develop a city affects the way people live, work and play. The study has brought people from different walks of life together to advance a mutual interest. We are confident that our recommendations will evoke a more vibrant, safe, clean and welcoming neighborhood for all.

### **The steps we took:**

#### ***Phase 1: Listening***

We began the process by hosting 14 Quality of Life (QOL) Listening Sessions in Heartside that included a strengths, weaknesses, opportunities, and threats (SWOT) analysis component. We targeted several demographic groups including the faith, health, resident, young professional and transient populations. Over 200 attendees provided vital feedback about quality of life in the neighborhood at the sessions.

#### ***Phase 2: Knowledge Exchange***

After the listening phase, we reported back what we heard to the community during a two-day Neighbor Knowledge Exchange. We shared what we heard and received confirmation that we heard correctly. At the event, attendees participated in dot voting activities to reveal and prioritize seven opportunities for improvement. Over 189 residents participated in the knowledge exchange.

#### ***Phase 3: Work Groups***

Next, we formed a work group for each of the seven opportunities for improvement. The work groups included the following:

- At Home in Heartside
- Engaged and Employed
- Areas of Improvement
- Public Restrooms
- Neighborhood Building and Activation
- Fresh Food Access
- Substance Abuse Support, Recovery and Mental Health Advocacy

During this phase, an eighth work group emerged that focused on reducing the number of emergency medical services calls in Heartside. In collaboration with Mel Trotter and the health services community, this work maintains and builds upon the work of the Public Inebriate Center, a unique center with only a few of its kind in the country.

Over 70 residents participated in the work groups over a three-month period (May to July), meeting bi-weekly in Heartside to create a list of final recommendations. This phase not only yielded great recommendations, it also gave Heartside residents the platform to become neighborhood leaders, an opportunity many had not had before. These new leaders have a contagious enthusiasm that will continue to serve Heartside for years to come. Residents were rewarded for their participation with #HEARTsideSTRONG t-shirts and certificates of appreciation in August. Some groups continue to meet to help support implementation.

#### ***Phase 4: The Ask***

With the Phase 3 work complete, we are currently in the ask phase. During this time, we will solicit support by sharing our stories, which can be characterized as “data with a soul.” The work groups have created many great recommendations that will require additional funding for implementation.

Some of the recommendations include:

- Piloting a Friendly Loo Program with incentives in which neighborhood businesses would allow the public to use their restrooms
- Supporting the development of public restrooms in Heartside
- Implementing a fresh food access educational and PR campaign
- Expanding opportunities for fresh food access in Heartside by incentivizing farmers to sell in Heartside
- Studying current mixed-use developments in Heartside for potential use as affordable housing
- Allocating funds to facilitate outreach to engage neighbors north of Fulton and south of Wealthy
- Funding a positive stories campaign
- Funding planning staff for 10-14 hours a week to complete the QOL Planning Process
- Installing water and electricity services in Pekich Park for events and a daily Pop-Up Mobile Community Center to activate the space
- Providing an evening community officer for Heartside
- Supporting an Engaged and Employed Lunch and Learn Series in Heartside
- Implementing a Peer Support Specialist and Recovery Coach Pilot Program that includes a community- wide mental health first-aid training in Heartside

In conclusion, it is our hope that we can build upon the neighborhood momentum generated to date. Residents have put a substantial amount of energy and effort into creating innovative and viable solutions to better the quality of life in Heartside for themselves and others. With added funding and new and continued partnerships, the project can transition from the planning to implementation phase. We hope you’ll join us on this journey!