

# AGENDA

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



## Board Members:

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

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Thursday, September 29, 2016  
1:30 p.m. Meeting  
29 Pearl Street, NW Suite #1

- |   |                  |         |
|---|------------------|---------|
| 1. Call to order  |                  |         |
| 2. Approve Meeting Minutes from August 10, 2016 (1:30)<br>(enclosure)           | <i>Motion</i>    | Harris  |
| 3. Approve Preliminary June 30, 2016 Financial Statements (1:31)<br>(enclosure) | <i>Motion</i>    | Wallace |
| 4. Approve BRIP for 250 Commerce Ave SW (1:35)<br>(enclosure)                   | <i>Motion</i>    | Larson  |
| 5. Ratify Liquor License Request – 405 Bridge St. NW (1:40)<br>(enclosure)      | <i>Motion</i>    | Larson  |
| 6. Approve Calder Plaza Contract Amendment (1:45)<br>(enclosure)                | <i>Motion</i>    | Larson  |
| 7. Calder Plaza Design Process (1:55)   | <i>Info Item</i> | Larson  |
| 8. TIF and Development Plan Update (2:10)                                       | <i>Info Item</i> | Larson  |
| 9. DGRI Performance Measures (2:30)   | <i>Info Item</i> | Larson  |
| 10. President & CEO Report (2:45)   | <i>Info Item</i> | Larson  |
| 11. Public Comment (2:50)   |                  |         |
| 12. Board Member Discussion (2:53)  |                  |         |
| 13. Adjournment   |                  |         |



## UNAPPROVED MINUTES

### MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY

August 10, 2016

1. Call to Order – The meeting was called to order at 8:05am by Brian Harris

2. Attendance

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

Absent: Mayor Rosalynn Bliss, Elissa Hillary

Others Present: Kristopher Larson (Executive Director), Murphy Ackerman (DDA Executive Assistant), Jana Wallace (DDA Treasurer), Tim Kelly, Bill Kirk, Andy Guy, Annamarie Buller, Kimberly Van Driel, (Staff) Melvin Eledge, Dick Wendt, Nick Manes, Erin Banchoff, Marvis Herring, Jessica Beeby, Brian Beaucher, Jeff Edwards, Bob Jacobson, Jim Harger

3. Approve Meeting Minutes from July 13, 2016

*Motion: Diana Sieger, supported by Rick Winn, moved approval of the minutes from the July 13, 2016 meeting as presented. Motion carried unanimously.*

4. Authorize Audit Services Agreement

Ms. Wallace introduced the audit services agreement and explained that this is a formality required by BDO. Ms. Wallace said City Commission has already approved the contract with BDO, but the firm requires each individual board approve the services agreement.

*Motion: Kayem Dunn, supported by Jane Gietzen, moved to approve a contract with BDO USA LLP for audit services for fiscal year ended June 30, 2016. Motion carried unanimously.*

5. Incentive Program Updates

Mr. Kelly gave a presentation of the current updating of the DDA's incentive tools. Mr. Kelly explained that GR Forward provided recommendations for how these tools can be amended and better utilized. Mr. Kelly said that this project is being worked on concurrently with the update to the TIF Plan. Mr. Kelly gave an overview of the areaway, building reuse, and streetscape programs and their uses. Mr. Kelly explained that the Alliance for Investment has been looking into these programs and currently evaluating if it is necessary to have three (3) separate programs, or if it would be more efficient to create one succinct program. Mr. Larson added that the \$35,000 dollar cap for the building reuse program was determined in the late 90's and has not been adjusted since. Mr. Kelly said that the draft program would work to combine the programs and reward projects that align with pre-defined GR Forward goals. Mr. Kelly clarified that all money would still be spent only on eligible activities. Mr. Kelly said that he has been working closely with developers to ensure that the new program will be of greater use to them as well. Mr. Harris asked Mr. Winn how the conversation has fleshed out from an Alliance member perspective. Mr. Winn said it has been a very robust conversation, and the Alliance

agrees that the programs are trying to accomplish too many objectives with limited funds. Mr. Winn said he is eager to see a more streamlined process. Dr. Falb asked what the longevity of the new program will be. Mr. Kelly said he wants the new program to remain flexible in order to obtain feedback for future changes. Mr. Larson said the updating of these programs will help to push the incentives towards a focus. Mr. Harris said it is imperative to continue to realign our programs and tools to ensure that they are helping us to reach the goals of the organization.

6. Approve Streetscape Improvement Support for 405 Bridge St

Mr. Kelly introduced the request from Bridge and Turner LLC for an amount not to exceed \$70,000 at 405 Bridge Street. Mr. Kelly shared that this is the site of the New Holland project that will provide forty (40) new market rate apartments, and approximately two-hundred (200) new jobs. Mr. Kelly said the money will be used to offset over \$20 million in new investment. Mr. Edwards introduced himself to the Board and gave an overview of the progress on the project. Mr. Talen asked if the funds are per project or per address. Mr. Kelly said it is per project. Mr. Larson said because the developer is currently working on developing an entire block and a half, staff felt comfortable recommending a higher grant amount, recognizing that the streetscape guidelines are not perfect and are being adjusted to accommodate projects such as these.

*Motion: Rick Winn, supported by Kayem Dunn, moved to approve the SIIP request in an amount not to exceed \$70,000 for the New Holland and Barley Flats project at 405 Bridge Street NW. Motion carried unanimously.*

7. Approve BRIP for 138 E. Fulton

Mr. Kelly introduced the request from Downtown GR Properties, LLC for the project at 138 Fulton, The Palace of India. Mr. Kelly explained that some of the improvements being requested for reimbursement have already been made, but others are still in progress.

*Motion: Jane Gietzen, supported by Kayem Dunn, moved to approve the BRIP grant in an amount not to exceed \$50,000. Motion carried unanimously.*

8. Approve Liquor License Request – 404 Ionia Ave SW

Mr. Kelly introduced the request for a liquor license for Nerd Craft, LLC. Mr. Kelly explained that this will be a craft beer cellar and bottle shop located at the newly renovated Klingman's Furniture building. Brian Beaucher and Jessica Beeby introduced themselves to the Board and explained that they are hoping to open a location that will allow patrons to have a craft beverage while purchasing and learning about other craft beers, liquors and wines. Mr. Beaucher explained that there will also be an educational component with the shop. Ms. Beeby said they will focus on local beverages as well as smaller breweries that do not yet bottle.

*Motion: Rick Winn, supported by Jane Gietzen, moved to approve the resolution for the issuance of a development area liquor license for Nerd Craft, LLC to operate Craft Beer Cellar at 404 Ionia Ave SW. Motion carried unanimously.*

9. Consent to PILOT at 12 Weston

Mr. Larson explained that this particular request is a mechanism that is used to help affordable housing projects become affordable. Mr. Larson said that this would effectively remove the parcel from the TIF roll. Mr. Larson said this applicant has completed two other projects in downtown, and while this tool does not guarantee that the project is completed, it does help to bolster the MSHDA application. Bob

Jacobson introduced himself and gave an overview of the project. Mr. Jacobson said the first floor will be designated for commercial use with an additional four floors of housing. Mr. Harris asked what the timeline would be for discovering whether or not the project will receive MSHDA tax credits. Mr. Jacobson said based on previous projects, approximately four (4) months. Ms. Gietzen asked if these units could be turned around and sold as condos in fifteen (15) years. Mr. Jacobson said there are restrictions on timelines for changing the status of low income housing once receiving these tax credits. Mr. Talen asked Mr. Jacobson if he had a sense of demographics for leasers. Mr. Jacobson said under the fair housing act it will be a first-come, first-served basis. Ms. Dunn noted that both of Mr. Jacobson's previous downtown projects, Klingman and Baker lofts, were fully occupied when they opened. Mr. Jacobson added that both of those projects now have waiting lists of over two-hundred (200) renters.

*Motion: Jane Gietzen, supported by Diana Sieger, moved to approve consenting to a payment in lieu of taxes (PILOT) for the 12 Weston affordable housing project. Motion carried unanimously.*

10. Approve 2<sup>nd</sup> Amendment to Lyon Square SD Agreement

Mr. Larson introduced an amendment to the current scope of the Lyon Square design agreement. Mr. Larson explained that this contract will expand the current scope and allow Bishop Land Design to investigate the current flood wall structure adjacent to Lyon Square. Mr. Larson explained that this investigation will help to determine the viability for the "overlook" portion of the current proposed Lyon Square design as well as help to provide needed flood protection. Mr. Talen asked why this is not being contracted with a local firm. Mr. Larson clarified that while the contract is held with Bishop Land Design, they will be using local sub-contractors.

*Motion: Jane Gietzen, supported by Kayem Dunn, moved to authorize the Executive Director to authorize a second amendment in an amount not to exceed \$37,000 with Bishop Land Design, LLC for expanded investigative and engineering services associated with the Lyon Square SD services agreement. Motion carried unanimously.*

11. President & CEO Report  
DGRI (8/17/16)

- Will receive updates on FY17 Performance Management Objectives
- Will consider position on Special Millage capture
- Will receive updates on AFI priorities & Food Truck ordinance

DID 9/12/16

- Will receive updates on DID assessment law from City Attorney & Assessor

MNTIFA (8/10/16)

- Will consider adoption of FY17 Budget
- Will consider supporting parklet at Garage Bar

Alliances:

INVESTMENT (8/9)

- Chair: Nikos Monoyios, Long Range Planner @ The Rapid



- Working on Incentive Program modifications

#### *VIBRANCY (7/20)*

- Chair – Brandy Moeller, City of Grand Rapids
- Working Groups: Hospitality, Public Space Activation, Community Inclusion

#### *LIVABILITY (7/25)*

- Chair: Lynee Wells, Principal @ Williams & Works – Working Group Discussions;
- Participated in working session on Parks Master Planning

### **DGRI Staff Highlights**

#### Events / Marketing / Communications

- Held weekend of Olympics Opening Ceremony event with WOOD TV8, 8/5 – 8/7
- Held Residential Stakeholder Event, August 2, 2016 @ Secchia Center
- Finalizing State of Downtown video production
- Held first 5 2016 Movies in the Park

#### Planning / Development

- Scheduled to host Senator Ken Horn & Senate legislative staff on TIF reform – Sep 13/14
- Preparing to release RFP for Bikeshare feasibility Study
- Developed draft food truck ordinance – held Town Hall July 20<sup>th</sup> @ LINC
- Collaborating on flood protection improvements for Ah-nab-Awen Park & Indian Mounds Park
- Partnering with Experience GR and Grand Action on Destination Asset Initiative
- Managing Lyon Square Schematic Design – City staff review Aug 24
- Next Public Meeting on Calder Plaza Design - 8/30
- Next TIF Plan Committee Meetings- 8/18, 8/19 – Possible Expansion area tours
- Preparing for new circulator service launch Sep 1!

#### 12. Public Comment

Mr. Hansen invited the DDA Board to the Monroe North Business Association's annual picnic on Wednesday, August 17<sup>th</sup>.

#### 13. Board Member Discussion

Ms. Sieger said the Grand Rapids Community Foundation recently hosted the Funder's Network and Federal Reserve Bank, and thanked Mr. Larson for giving a thorough and informative presentation on GR Forward and the recent development in Grand Rapids.

Mr. Talen asked where the new DASH information can be located. Mr. Kirk said that it will be posted publicly in the coming weeks. Mr. Larson added that the infrastructure improvements will not be made until the route and locations are solidified.

Mr. Harris added that he was very impressed and pleased with the individual staff reports that were

delivered at the previous DDA Board meeting. Mr. Harris he would like to have these reports given quarterly in an effort to recognize the different projects that are being developed as well as the immense talent on the DGRl team. Mr. Harris said he would also like to see an update to the Board regarding the updated TIF Plan at the next meeting. Mr. Larson agreed, and said at the request of the Board, he and Mr. Kelly have met with Mr. Delabbio, the Kent County Administrator and will continue to work with them on this plan. Mr. Larson said he will also schedule an update to GRPS as the process continues.

14. Adjournment

The meeting adjourned at 9:03am

# MEMORANDUM

CITY OF GRAND RAPIDS · DOWNTOWN DEVELOPMENT AUTHORITY

**Agenda Item 3.  
September 14, 2016  
DDA Meeting**

DATE: September 8, 2016

TO: Brian Harris  
Chairman

FROM: Jana M. Wallace  
Downtown Development Authority Treasurer

**SUBJECT: Preliminary FY2016 Year-End Financial Statements as of June 30, 2016**

Attached are the preliminary financial statements for the fiscal year ended June 30, 2016.  
The attached statements include:

- Statement A: Balance Sheet - Preliminary
- Statement B: Comparison of FY2016 Budget vs Actual Results - Preliminary
- Statement C: Statement of Project Expenditures - Preliminary
- Statement D: Schedule of June, 2016 Expenditures - Preliminary

Year-end adjusting entries are nearly completed. Parking Services also completed their calculations and deposited the DDA's parking revenues on September 2. On Statement B, it appears that Debt Tax Increment expenditures exceeded appropriation authority; however, in the City's accounting system the "Estimated Capture to Be Returned" line item is actually the total of reductions of tax increment revenues rather than expenditures. The Authority has sufficient cash to support budgeted expenditures.

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

Attachments

**DOWNTOWN DEVELOPMENT AUTHORITY****Balance Sheet****June 30, 2016 Preliminary**

	<b>Non-Tax Funds</b>	<b>Debt Increment</b>	<b>Local Tax Increment</b>	<b>TOTAL</b>
<b>ASSETS</b>				
Pooled Cash and Investments	\$ 4,614,548	\$ 3,380,522	\$ 4,903,687	\$ 12,898,757
Petty Cash	-	-	500	500
Debt Service Reserve Fund	-	5,406,462	-	5,406,462
Loan Receivable - Project Developer	613,848	-	-	613,848
Loan Receivable - Special Assessments	11,052	-	-	11,052
Interest Receivable	18,541	-	59,773	78,314
General Fixed Assets	-	-	90,051,736	90,051,736
Future Tax Increment Revenues Anticipated	-	30,098,726	139,500	30,238,226
<b>TOTAL ASSETS</b>	<b>\$ 5,257,989</b>	<b>\$ 38,885,710</b>	<b>\$ 95,155,196</b>	<b>\$ 139,298,895</b>
<b>LIABILITIES AND FUND EQUITY</b>				
<b>Liabilities</b>				
Current Liabilities	\$ 44,042	\$ -	\$ 652,671	\$ 696,713
Parking Revenue Payable	69,620	-	-	69,620
Project Increment Due to Developers	-	-	7,373	7,373
Due to Other Governmental Units	-	4,512,109	-	4,512,109
Deposit - Area 1 and Area 5 Options to Buy	107,578	-	-	107,578
Net Retiree Health Care Obligation <sup>1</sup>	-	-	(5,349)	(5,349)
Prior Year Property Tax Appeals	-	139,214	77,008	216,222
Deferred Revenue - Developer Loan	613,848	-	-	613,848
Contract Payable	-	-	139,500	139,500
Bonds Payable	-	30,098,726	-	30,098,726
<b>TOTAL LIABILITIES</b>	<b>835,088</b>	<b>34,750,049</b>	<b>871,203</b>	<b>36,456,340</b>
<b>Fund Balance / Equity:</b>				
Investments in General Fixed Assets	-	-	90,051,736	90,051,736
Non-Tax Increment Reserve	3,892,264	-	-	3,892,264
Reserve for Authorized Projects	-	-	4,060,981	4,060,981
Reserve for Brownfield Series 2012A Bonds	530,637	-	-	530,637
Reserve for Compensated Absences	-	-	7,881	7,881
Reserve for Eligible Obligations	-	4,135,661	-	4,135,661
Reserve for Encumbrances	-	-	163,395	163,395
<b>TOTAL FUND EQUITY</b>	<b>4,422,901</b>	<b>4,135,661</b>	<b>94,283,993</b>	<b>102,842,555</b>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$ 5,257,989</b>	<b>\$ 38,885,710</b>	<b>\$ 95,155,196</b>	<b>\$ 139,298,895</b>

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

## STATEMENT B

### DOWNTOWN DEVELOPMENT AUTHORITY Comparison of FY2016 Budget vs Actual Results July 1, 2015 - June 30, 2016 Preliminary

	Non-Tax Funds		Debt Tax Increment		Local Tax Increment	
	Budget	Actual	Budget	Actual	Budget	Actual
<b>REVENUES</b>						
Property Tax Increment - General	\$ -	\$ -	\$ 7,970,567	\$ 8,090,422	\$ 4,695,425	\$ 4,621,673
Property Tax Increment - Transit Millage	-	-	-	-	417,548	417,548
Property Tax Increment - Prior Year Appeals	-	-	(100,000)	(117,578)	(100,000)	(108,551)
Property Tax Increment - Rebates to City / ITP	-	-	-	-	(150,850)	(147,871)
Special Assessments - Areaway	15,000	1,031	-	-	-	-
Brownfield Authority - Grandville Avenue	-	-	-	-	25,225	25,667
Interest on Investments - General	16,719	23,043	8,000	9,235	60,500	90,499
Interest on Investments - The Gallery Note	30,887	30,723	-	-	-	-
Property Rental - DASH Parking Lots	318,150	313,106	-	-	-	-
Property Rentals - Winter Avenue Building	9,000	-	-	-	-	-
Property Rentals - YMCA Customer Parking	53,000	50,700	-	-	-	-
Event Sponsorships and Support	40,000	61,925	-	-	-	-
Principal Repayments - The Gallery on Fulton Note	50,000	85,000	-	-	-	-
Reimbursement - GR Public Schools for GR Forward	-	-	-	-	-	1,777
Sale of Parking Area 5 - Non-Refundable Deposit	-	60,000	-	-	-	-
Write Off Uncollectible Accounts - Wayfinding Signs	-	(8,165)	-	-	-	-
Reimbursements and Fees - Miscellaneous	500	250	-	-	15,000	10,667
From / (To) Fund Balance	2,582,395	-	(8,000)	-	1,575,056	-
<b>TOTAL REVENUES</b>	<b>\$ 3,115,651</b>	<b>\$ 617,613</b>	<b>\$ 7,870,567</b>	<b>\$ 7,982,079</b>	<b>\$ 6,537,904</b>	<b>\$ 4,911,409</b>
<b>EXPENDITURES</b>						
Investment - Planning and Infrastructure						
Development Incentive Programs	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000	\$ 970,559
Transit Projects - Transit Millage Funded	-	-	-	-	230,000	80,004
Planning	15,000	6,463	-	-	75,000	88,691
Public Infrastructure	2,051,451	-	-	-	2,505,000	2,016,695
Investment Total	\$ 2,066,451	\$ 6,463	\$ -	\$ -	\$ 3,860,000	\$ 3,155,949
Livability - Residents / Workers / Neighborhood	465,000	446,010	-	-	995,000	148,870
Vibrancy - Attracting Visitors	532,000	472,392	-	-	270,000	243,979
Miscellaneous	50,000	27,975	-	-	-	1,000
<b>Total Alliance Projects</b>	<b>\$ 3,113,451</b>	<b>\$ 952,840</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,125,000</b>	<b>\$ 3,549,798</b>
Administration	2,200	2,770	-	-	952,863	827,540
Debt Service for Bond Issues	-	-	5,479,525	5,479,525	460,041	460,041
Estimated Capture to be Returned	-	-	2,391,042	2,524,893	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,115,651</b>	<b>\$ 955,610</b>	<b>\$ 7,870,567</b>	<b>\$ 8,004,418</b>	<b>\$ 6,537,904</b>	<b>\$ 4,837,379</b>
<b>EXCESS / (DEFICIT)</b>	<b>\$ -</b>	<b>\$ (337,997)</b>	<b>\$ -</b>	<b>\$ (22,339)</b>	<b>\$ -</b>	<b>\$ 74,030</b>

**STATEMENT C**

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Statement of Current Project Expenditures**  
**As of June 30, 2016 Preliminary**

Project Title	Project Budgets		EXPENDITURES			Available Budget
	%	Cost	Month	Fiscal Year	All Years	
Areaway Fill Program (ARIP)		70,000 <sup>1,2</sup>	35,000	77,930		(7,930)
Building Re-use Incentive Program (BRIP)		250,000 <sup>1,2</sup>	50,000	170,497		79,503
Development Project Guidance		80,000 <sup>1,2</sup>	47,838	102,009		(22,009)
Development Project Reimbursements		600,000 <sup>1,2</sup>	26,019	541,179		58,821
Streetscape Improvement Incentive Program		50,000 <sup>1,2</sup>	35,000	78,944		(28,944)
<b>Investment - Development Incentives Sub-Total</b>	<b>7.45%</b>	<b>\$ 1,050,000</b>	<b>\$ 193,857</b>	<b>\$ 970,559</b>		<b>\$ 79,441</b>
DASH North Shuttle Services		80,000 <sup>1,2</sup>	72,086	80,004		(4)
New Downtown Circulator Infrastructure		250,000 <sup>2</sup>	-	-	-	250,000
<b>Investment - Transit Millage Funded Sub-Total</b>	<b>2.34%</b>	<b>\$ 330,000</b>	<b>\$ 72,086</b>	<b>\$ 80,004</b>	<b>\$ -</b>	<b>\$ 249,996</b>
Downtown Plan		668,089 <sup>2</sup>	12,456	88,691	681,662	(13,573)
<b>Investment - Planning Sub-Total</b>	<b>4.74%</b>	<b>\$ 668,089</b>	<b>\$ 12,456</b>	<b>\$ 88,691</b>	<b>\$ 681,662</b>	<b>\$ (13,573)</b>
Arena South Implementation		998,594 <sup>2</sup>	15,538	38,002	86,596	911,998
Bostwick Avenue - Lyon St to Crescent St		225,000 <sup>2</sup>	105,329	599,125	599,125	(374,125)
Bridge Street Streetscape Improvs		239,003 <sup>2</sup>	5,117	109,981	116,237	122,766
Grandville Ave Area Improvements		850,000 <sup>2</sup>	326	841,993	841,993	8,007
Ionia Ave 9 - Buckley St to Wealthy St		886,673 <sup>2</sup>	-	-	707,833	178,840
Library Area Improvements		130,000 <sup>2</sup>	-	-	-	130,000
Lyon Square Improvements		200,000 <sup>2</sup>	108,881	166,882		200,000
Monroe Ave Resurfacing - Louis to I-196		165,000 <sup>2</sup>	-	2,648	79,493	85,507
Monroe Center-Phase 3 / Monument Park		725,000 <sup>2</sup>	-	9,235	1,289,791	(564,791)
Ottawa Avenue Public Improvements		330,000 <sup>2</sup>	133,000	133,000	319,633	10,367
Pearl Street Gateway Enhancements		600,000 <sup>2</sup>	60,280	60,280	60,280	539,720
Rowe Hotel Public Improvements		120,000 <sup>2</sup>	-	-	-	120,000
State Street - Jefferson to Lafayette		900,000 <sup>2</sup>	-	-	-	900,000
Veterans Park Improvements		1,100,000 <sup>2</sup>	27,000	55,549	144,890	955,110
Weston Street - Sheldon to LaGrave Ave		100,000 <sup>2</sup>	-	-	-	100,000
<b>Investment - Public Infrastructure Sub-Total</b>	<b>53.74%</b>	<b>\$ 7,569,270</b>	<b>\$ 455,471</b>	<b>\$ 2,016,695</b>	<b>\$ 4,245,871</b>	<b>\$ 3,323,399</b>
Downtown Speakers Series		15,000 <sup>1,3</sup>	4,750	6,463		8,537
<b>Investment - Non-Tax Supported Sub-Total</b>	<b>0.11%</b>	<b>\$ 15,000</b>	<b>\$ 4,750</b>	<b>\$ 6,463</b>		<b>\$ 8,537</b>
Accessibility and Mobility Repairs		10,000 <sup>1,2</sup>	-	-		10,000
Bicycle Friendly Improvements		1,269,088 <sup>2</sup>	3,751	5,637	137,044	1,132,044
Downtown Census		39,000 <sup>2</sup>	9,000	9,000	23,000	16,000
Heartside Public Restroom Facility		100,000 <sup>2</sup>	-	-	-	100,000
Public Realm Improvements		549,598 <sup>2</sup>	21,005	70,514	113,536	436,062
Skywalk Wayfinding Sign Improvements		50,000 <sup>2</sup>	-	-	-	50,000
Snowmelt System Repairs / Investigation		50,000 <sup>1,2</sup>	18,483	25,741		24,259
Tree Well Fill		150,000 <sup>2</sup>	-	-	-	150,000
Urban Recreation Plan		504,084 <sup>2</sup>	-	-	54,084	450,000
Wayfinding System Improvements		393,926 <sup>2</sup>	32,839	37,978	71,904	322,022
<b>Livability - Local Tax Supported Sub-Total</b>	<b>22.12%</b>	<b>\$ 3,115,696</b>	<b>\$ 85,078</b>	<b>\$ 148,870</b>	<b>\$ 399,568</b>	<b>\$ 2,690,387</b>
Division Ave Task Force Implemntn		5,000 <sup>1,3</sup>	-	-		5,000
Downtown Ambassadors		225,000 <sup>1,3</sup>	51,608	308,848		(83,848)
Educational Partnerships Initiatives		5,000 <sup>1,3</sup>	-	5,000		-
Project and Fixed Asset Maintenance		50,000 <sup>1,3</sup>	-	-		50,000
Recreational Walk / Tour Signage		35,000 <sup>3</sup>	-	-	9,715	25,285
Riverwalk Maintenance		25,000 <sup>1,3</sup>	16,663	16,663		8,337
Stakeholder Engagement Programs		7,500 <sup>1,3</sup>	1,036	6,689		811
Street Trees Maintenance Program		5,000 <sup>1,3</sup>	-	-		5,000
Transportation Demand Mgmt Prog		125,000 <sup>1,3</sup>	45,876	108,810		16,190
Winter Avenue Building Lease		2,500 <sup>1,3</sup>	-	-		2,500
<b>Livability - Non-Tax Supported Sub-Total</b>	<b>3.44%</b>	<b>\$ 485,000</b>	<b>\$ 115,183</b>	<b>\$ 446,010</b>	<b>\$ 9,715</b>	<b>\$ 29,275</b>
Downtown Marketing & Inclusion		250,000 <sup>1,2</sup>	96,549	224,692		25,308
State of Dntn Event & Annual Reports		20,000 <sup>1,2</sup>	18,727	18,727		1,273
Wayfinding Sign Maintenance		- <sup>1,2</sup>	-	560		(560)
<b>Vibrancy Local Tax Supported Sub-Total</b>	<b>1.92%</b>	<b>\$ 270,000</b>	<b>\$ 115,276</b>	<b>\$ 243,979</b>		<b>\$ 26,021</b>
Bridge Lighting Operations		10,000 <sup>1,3</sup>	3,698	13,698		(3,698)
DGRI Event Production		60,000 <sup>1,3</sup>	19,960	101,500		(41,500) <sup>4</sup>
Diversity/Inclusion Programming		10,000 <sup>1,3</sup>	-	9,497		503
Downtown Marketing & Inclusion		- <sup>1,3</sup>	824	17,430		(17,430)
Downtown Workforce Program		20,000 <sup>1,3</sup>	4,082	13,945		6,055
Go-Site Visitor Center at GRAM		10,000 <sup>1,3</sup>	-	-		10,000
Holiday Décor Program		30,000 <sup>1,3</sup>	-	32,125		(2,125)
Major Event Sponsorship		80,000 <sup>1,3</sup>	-	76,892		3,108
Public Space Activation		35,000 <sup>1,3</sup>	6,157	34,746		254
Rosa Parks Circle Skating Operations		42,000 <sup>1,3</sup>	42,000	42,403		(403)
Special Events - Grants		50,000 <sup>1,3</sup>	12,797	41,979		8,021
Special Events - Office of		100,000 <sup>1,3</sup>	-	-		100,000
Special Events - Training Program		5,000 <sup>1,3</sup>	2,082	2,082		2,918
State of Dntn Event & Annual Reports		- <sup>1,3</sup>	-	55		(55)
Ticketed Events - Police Services		80,000 <sup>1,3</sup>	36,876	86,040		(6,040)
<b>Vibrancy Non-Tax Supported Sub-Total</b>	<b>3.78%</b>	<b>\$ 532,000</b>	<b>\$ 128,476</b>	<b>\$ 472,392</b>		<b>\$ 59,608</b>
<b>Experience - Miscellaneous</b>	<b>0.00%</b>	<b>-</b>	<b>-</b>	<b>1,000</b>		<b>(1,000)</b>
<b>Experience - Miscellaneous</b>	<b>0.35%</b>	<b>50,000</b>	<b>1,200</b>	<b>27,975</b>		<b>22,025</b>
<b>TOTAL</b>	<b>100.00%</b>	<b>\$ 14,085,055</b>	<b>\$ 1,183,833</b>	<b>\$ 4,502,638</b>		<b>\$ 6,474,116</b>

Note 1: Current year (FY2016) budget only.

Note 2: Paid from local tax increment. Note 3: Paid from non-tax funds.

Note 4: Expense offset by \$61,925 from sponsorships, rents, and other reimbursements.

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**STATEMENT D**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Schedule of Expenditures**  
**June, 2016 Preliminary**

Source	Vendor	Purpose / Project	Description	Amount
Local	Arena Place Development, LLC	Ottawa Avenue Public Improvements	Infrastructure & site work at Arena Place	\$ 133,000.00
Local	Bishop Land Design, LLC	Lyon Square Improvements	Lyon Square design services May 2016	96,081.45
Local	Paychex	Administration	DGRI Payroll Wages, 401, Taxes - June, 2016	81,098.07
Local	Paychex	Administration	DGRI Payroll Wages, 401, Taxes - May, 2016	80,965.53
Local	MDOT- State of Michigan	Bostwick Avenue - Lyon St to Crescent St	General construction May 2016	52,445.92
Local	City Treasurer - Parking Services	DASH North Shuttle Services	Accrue DASH shuttle services FY2015 & FY2016	52,085.00
Local	55 Ionia Partners, LLC	Building Re-use Incentive Program (BRIP)	Partial support for 55 Ionia Ave NW improvements	50,000.00
Local	Michigan Dept of Transportation	Bostwick Avenue - Lyon St to Crescent St	Re-construction services	49,830.75
Local	Payroll Re-Allocation Entry	Downtown Marketing & Inclusion	DGRI payroll 12/26-06/24/2016 - wgs/taxes/401(k)	47,231.24
Non-Tax	City Treasurer - Parks Dept	Rosa Parks Circle Skating Operations	Rosa Parks Circle Ice Rink FY2016 operations	42,000.00
Local	City Treasurer - Engineering Dept	Pearl Street Gateway Enhancements	Accrue IET - progress billing	41,672.99
Local	Payroll Re-Allocation Entry	Development Project Guidance	DGRI payroll 12/26-06/24/2016 - wgs/taxes/401(k)	41,312.90
Non-Tax	Payroll Re-Allocation Entry	Transportation Demand Mgmt Prog	DGRI payroll 12/26-06/24/2016 - wgs/taxes/401(k)	41,085.46
Local	55 Ionia Partners, LLC	Areaway Fill Program (ARIP)	Partial support for 55 Ionia Ave NW improvements	35,000.00
Local	55 Ionia Partners, LLC	Streetscape Improvement Incentive Program	Partial support for 55 Ionia Ave NW improvements	35,000.00
Local	SKO Design Group	Veterans Park Improvements	Engineering services 03/01/2016-06/30/2016	27,000.00
Local	Harris Lofts LLC	Development Reimbursement Agreement	Reimburse tax increment for FY2011-FY2016	26,019.84
Non-Tax	Mydatt Services, dba Block by Block	Downtown Ambassadors	Monthly services for May, 2016	24,510.78
Non-Tax	Mydatt Services, dba Block by Block	Downtown Ambassadors	Monthly services for June, 2016	24,510.78
Local	Landscape Forms, Inc	Public Realm Improvements	Setup and install Monroe Center planter inserts	19,444.00
Local	O'Boyle Cowell Blalock & Assoc	Pearl Street Gateway Enhancements	Re-construction services	18,606.56
Local	Williams & Works Inc	Wayfinding System Improvements	Re-construction services	16,666.67
Non-Tax	City Treasurer - Parks Dept	Riverwalk Maintenance	Services provided in FY2016	16,663.34
Local	Payroll Re-Allocation Entry	Arena South Implementation	DGRI payroll 12/26-06/24/2016 - wgs/taxes/401(k)	15,465.23
Local	Priority Health	Administration	Share of health insurance - 07/01-09/30/2016	14,014.54
Local	Cassidy Bisher	Downtown Marketing & Inclusion	"State of Our Downtown" 2016 video production	13,706.00
Non-Tax	City Treasurer - Police Dept	Ticketed Events - Police Services	Pedestrian safety - May 2016	13,477.35
Local	Payroll Re-Allocation Entry	Downtown Plan	DGRI payroll 12/26-06/24/2016 - wgs/taxes/401(k)	12,340.01
Local	City of Grand Rapids	Administration	DGRI payroll taxes for FY2016 but paid in FY2017	10,005.13
Local	Artpers	Downtown Marketing & Inclusion	"GR Forward Together" video production	10,000.00
Local	Artpers	Downtown Marketing & Inclusion	"GR Forward Together" video production	10,000.00
Non-Tax	City Treasurer - Police Dept	Ticketed Events - Police Services	Pedestrian safety - April, 2016	9,212.74
Local	Gustavo A. Rotondaro	Downtown Census	Downtown census project development	9,000.00
Local	Fishbeck, Thomson, Carr & Huber	Lyon Square Improvements	Topography survey 05/06/2016	8,059.10
Local	Hurst Inc	Snowmelt System Repairs / Investigation	Snowmelt repairs	7,658.09
Local	G Fenech dba Freshly Sqz Print Shop	State of Dntn Event & Annual Reports	Annual report 2016 letterpress	7,480.00
Local	Barfly Ventures	State of Dntn Event & Annual Reports	State of Our Downtown event catering	6,972.50
Local	City Treasurer - Parking Services	DASH North Shuttle Services	DASH North lease - May 2016	6,667.00
Local	City Treasurer - Parking Services	DASH North Shuttle Services	DASH North lease - April, 2016	6,667.00
Local	City Treasurer - Parking Services	DASH North Shuttle Services	DASH North lease - June, 2016	6,667.00
Non-Tax	Dwelling Place of GR	Special Events - Grants	First Fridays & ArtDowntown sponsorship	6,497.00
Local	Williams & Works Inc	Wayfinding System Improvements	Wayfinding & parking facilities signage	6,168.75
Local	Dickinson Wright PLLC	Development Project Guidance	Legal services - Areas 4 & 5 April, 2016	6,097.00
Local	Federal Square Building Co. #1, LLC	Administration	Share of 29 Pearl NW lease June 2016	5,864.41
Local	Valley City Sign Co	Wayfinding System Improvements	Wayfinding & parking facilities signage	5,740.00
Local	Amway Hotel Corporation	Downtown Marketing & Inclusion	Solace advertisement	5,260.00
Non-Tax	City Treasurer - Police Dept	Ticketed Events - Police Services	Pedestrian safety - May, 2016	5,251.64
Non-Tax	LINC Community Revitalization Inc	DGRI Event Production	Movies in the Park 2016 - transportation partnership	5,000.00
Local	Fishbeck, Thomson, Carr & Huber	Bridge Street Streetscape Improvs	Design engineering services 08/29/2015-09/25/2015	4,956.30
Non-Tax	Fiberglass Products	Public Space Activation	"Lorie's Button" sculpture repairs	4,870.83
Local	Fishbeck, Thomson, Carr & Huber	Lyon Square Improvements	Topography survey 06/03/2016	4,740.25
Non-Tax	City Treasurer - Police Dept	Ticketed Events - Police Services	Pedestrian safety - April, 2016	4,615.61
Non-Tax	Daniel Thomas Douglas	Downtown Speakers Series	Civic engagement consultant services	4,500.00
Local	Valley City Sign Co	Wayfinding System Improvements	Wayfinding & parking facilities signage	4,201.00
Non-Tax	City Treasurer - Streets Dept	Bridge Lighting Operations	Electricity for Blue Bridge operations	3,698.07
Local	Geotech Inc	Snowmelt System Repairs / Investigation	Snowmelt repairs	3,629.00
Local	Amway Hotel Corporation	Downtown Marketing & Inclusion	Solace advertisement 10/2015	3,510.00
Non-Tax	City Treasurer - Police Dept	Ticketed Events - Police Services	Pedestrian safety - June, 2016	3,296.49
Local	McAlvey Merchant & Associates	Administration	TIF reform consulting - May 2016	3,000.00
Local	McAlvey Merchant & Associates	Administration	TIF reform consulting - June 2016	3,000.00

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**STATEMENT D - continued**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Schedule of Expenditures**  
**June, 2016 Preliminary**

Page 2

Source	Vendor	Purpose / Project	Description	Amount
<i>continued from previous page</i>				
Local	J Robinson, GR Area Blck Businesses	Downtown Marketing & Inclusion	Community & neighborhood engagement - June 2016	\$ 3,000.00
Local	Fifth Third Bank - Procurement Card	Administration	Professional devel - Buller, Traylor, Guy, & Kelly	2,810.75
Local	International Downtown Association	Administration	IDA Emerging Leader Fellowship 06/2016: Tim Kelly	2,500.00
Local	Adrenaline Games Association (AGA)	Bicycle Friendly Improvements	Open Street Sunday event services	2,500.00
Non-Tax	Local First West Michigan	Special Events - Grants	Local First event sponsorship	2,500.00
Local	City of Grand Rapids	Administration	Staff services for period ended June 30, 2016	2,360.42
Non-Tax	The High Five Program	DGRI Event Production	MITP waste services 06/03,06/17,07/08/2016	2,250.00
Local	City of Grand Rapids	Administration	Staff services for period ended June 18, 2016	2,159.86
Local	Fifth Third Bank - Procurement Card	Administration	Travel & Training for K. Larson	2,035.47
Non-Tax	Thomas Allen Brown	Special Events - Grants	Love Wins at the Rainbow Bridge event sponsorship	2,000.00
Local	TGG inc. / The SBAM Plan	Administration	Share of life/disability ins premium July-Sept 2016	1,916.94
Non-Tax	Downtown Improvement District	Downtown Ambassadors	Voluntary assessments for DDA Properties - FY2016	1,884.09
Local	City of Grand Rapids	Administration	Staff services for period ended June 4, 2016	1,741.17
Non-Tax	Grand Rapids Event Management LLC	Special Events - Training	Planning and curriculum development	1,700.00
Local	Geotech Inc	Snowmelt System Repairs / Investigation	Monroe Center snowmelt ops/maint - Dec, 2015	1,685.50
Local	Geotech Inc	Snowmelt System Repairs / Investigation	Monroe Center snowmelt ops/maint - April, 2016	1,685.50
Non-Tax	Kerkstra Portable Restroom Svc	DGRI Event Production	Movies in the Park - restroom rental 06/03/2016	1,625.00
Non-Tax	Kerkstra Portable Restroom Svc	DGRI Event Production	Movies in the Park - restroom rental 06/17/2016	1,625.00
Local	Geotech Inc	Snowmelt System Repairs / Investigation	Snowmelt repairs	1,544.00
Local	Hub International Midwest LTD	Administration	Directors/Officers policy renewal 11/01 - 11/01/2016	1,468.53
Non-Tax	Fifth Third Bank - Procurement Card	Transportation Demand Mhmt Prog	Meals for MSP innovation exchange	1,461.55
Non-Tax	MKR Services, Inc	DGRI Event Production	Movies in the Park game rentals 06/03/2016	1,450.00
Non-Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	Event supplies - Movies in the Park (MITP)	1,434.17
Non-Tax	Priority Health	Transportation Demand Mhmt Program	B. Kirk - health insurance - 07/01-09/30/2016	1,393.71
Local	Soil and Materials Engineers, Inc.	Bostwick Avenue - Lyon St to Crescent St	Engineering services 05/23/2016-06/30/2016	1,347.95
Non-Tax	MKR Services, Inc	DGRI Event Production	Movies in the Park game rentals 06/17/2016	1,325.00
Non-Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	Event supplies - Movies in the Park (MITP)	1,206.54
Local	La Mejor GR LLC	Downtown Marketing & Inclusion	El Inform radio ad - Movies in the Park	1,200.00
Local	HR Collaborative LLC	Administration	Human resources consultant services - June 2016	1,160.33
Non-Tax	Fifth Third Bank - Procurement Card	Transportation Demand Mhmt Prog	Minneapolis flight, luggage fee, bus passes, room rental	1,119.62
Non-Tax	Swift Printing & Communications	Downtown Workforce Program	Downtown events calendar	1,081.82
Local	HR Collaborative LLC	Administration	Human resources consultant services - May 2016	1,032.36
Non-Tax	City Treasurer - Police Dept	Ticketed Events - Police Services	Pedestrian safety - June, 2016	1,022.98
Non-Tax	City Treasurer - Parks Dept	Special Events - Grants	Bleacher Rental - 3 Fires Pow Wow 06/11-12/2016	1,000.00
Local	Vox Vidorra	State of Dntn Event & Annual Reports	Musical performance at the State of Dntn event	1,000.00
Local	Hot Capicola	State of Dntn Event & Annual Reports	Musical performance at the State of Dntn event	1,000.00
Local	Dickinson Wright PLLC	Administration	Legal services - TIF legislation April 2016	964.00
Non-Tax	Fifth Third Bank - Procurement Card	Experience - Miscellaneous	DGRI office PA system	950.82
Local	Geotech Inc	Snowmelt System Repairs / Investigation	Snowmelt repairs	935.50
Local	Downtown Improvement District	Administration	Voluntary assessments for DDA Properties - FY2016	920.57
Local	Soil and Materials Engineers, Inc.	Bostwick Avenue - Lyon St to Crescent St	Topography survey	840.69
Non-Tax	Swift Printing & Communications	Downtown Marketing & Inclusion	Movies in the Park transportation handbills	823.64
Non-Tax	City Treasurer - Parks Dept	DGRI Event Production	Ah-Nab-Awen Park for MITP 06/2016	808.05
Non-Tax	Vault of Midnight, Inc	Special Events - Grants	Free Comic Book Day sponsorship	800.00
Non-Tax	Revue Holding Company, Inc.	Downtown Workforce Program	Relax at Rosa advertisement	772.00
Local	City Treasurer - Parks Dept	Bicycle Friendly Improvements	Road Closure Permit - Open Street Sunday 05/22/2016	725.00
Local	Revue Holding Company, Inc.	State of Dntn Event & Annual Reports	State of the Downtown advertisement	697.00
Non-Tax	Revue Holding Company, Inc.	DGRI Event Production	Movies in the Park advertisement	697.00
Local	Fifth Third Bank - Procurement Card	Downtown Marketing & Inclusion	CRM & Iconosquare subscription; & Facebook ads	674.00
Local	Blue Cross Blue Shield of Michigan	Administration	Share of dental insurance - July 2016-Sept 2016	661.77
Non-Tax	Chase Creative Unlimited	Stakeholder Engagement Programs	Resident Network event audio visual services	628.00
Local	El Informador LLC	Downtown Marketing & Inclusion	Movies in the Park El Informador advertisement	624.00
Local	Fifth Third Bank - Procurement Card	Downtown Marketing & Inclusion	Dropbox & CRM subscriptions & Facebook ads	613.30
Local	Fifth Third Bank - Procurement Card	Public Realm Improvements	Food/refreshments - Calder Plaza Focus Group	608.82
Non-Tax	Fifth Third Bank - Procurement Card	Public Space Activation	Relax at Rosa outdoor games/supplies	601.29
Local	Dickinson Wright PLLC	Administration	Legal services - misc matters April 2016	600.60
Local	Geotech Inc	Snowmelt System Repairs / Investigation	Snowmelt repairs	591.50
Local	Fifth Third Bank - Procurement Card	Administration	K Larson "World Towns Leadership" hotels; APA	578.44
Local	Geotech Inc	Snowmelt System Repairs / Investigation	Snowmelt repairs	569.00

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**STATEMENT D - continued**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Schedule of Expenditures**  
**June, 2016 Preliminary**

Page 3

Source	Vendor	Purpose / Project	Description	Amount
<i>continued from previous page</i>				
Local	Dickinson Wright PLLC	Administration	Legal services - misc matters April 2016	\$ 563.67
Local	Breck Grapics Inc. dba Allegra	Administration	DGRI thank you cards	545.89
Non-Tax	Mydatt Services, dba Block by Block	Downtown Ambassadors	Cigarette urn recycling supplies	529.38
Local	Joshua A Dunigan	State of Dntn Event & Annual Reports	State of Our Downtown event musical performance	500.00
Local	JTM Partners dba Pyramid Scheme	State of Dntn Event & Annual Reports	State of Our Downtown event space rental	500.00
Non-Tax	Adrian Butler	DGRI Event Production	Movies in the Park lineup release video production	500.00
Non-Tax	Adrian Butler	DGRI Event Production	Movies in the Park DJ services	500.00
Non-Tax	Matthew Ball	Downtown Workforce Program	Relax at Rosa - 06/23/2016	500.00
Non-Tax	Reaiah Ellsworth	Downtown Workforce Program	Relax at Rosa - 06/16/2016	500.00
Local	MVP Sportsplex - GR, LLC	Administration	Payroll deduction for staff gym memberships - 06/2016	484.35
Local	Professional Maint of Michigan Inc.	Administration	Share of cleaning services - May 2016	451.65
Non-Tax	MKR Services, Inc.	DGRI Event Production	Movies in the Park game rentals 06/2016	450.00
Local	Fifth Third Bank - Procurement Card	Administration	A. Guy Summit registration & T. Kelly IDA NYC flight	448.41
Local	American Planning Association	Administration	American Planning Assoc mbship: Kelly 7/2016-6/2017	440.00
Local	Professional Maint of Michigan Inc.	Administration	Share of cleaning services - June 2016	431.01
Local	Baker Holtz, P.C.	Administration	Share of small business advising svcs - April, 2016	430.15
Local	Baker Holtz, P.C.	Administration	Share of small business advising svcs - May, 2016	430.15
Local	Fifth Third Bank - Procurement Card	Public Realm Improvements	Calder Plaza meeting lunch	423.57
Non-Tax	Gene Hahn dba ESME	Downtown Workforce Program	Relax at Rosa - 06/07/2016	400.00
Local	Swift Printing & Communications	Downtown Marketing & Inclusion	Black History Month handbills	382.95
Non-Tax	Fifth Third Bank - Procurement Card	Special Events - Training	Event supplies - special events training program	382.44
Local	Baker Tent Rental	State of Dntn Event & Annual Reports	State of Our Downtown event supplies	349.68
Local	Fifth Third Bank - Procurement Card	Administration	Share of 29 Pearl NW carpet cleaning	338.95
Local	Diversco Construction Co Inc	Grandville Ave Area Improvements	Re-construction services	307.14
Local	Jeffrey Christopher Wilkinson	Bicycle Friendly Improvements	Open Street Sunday photography services	280.00
Local	Cellco Partnership dba Verizon	Administration	Share of cellphone svc/equip - May 2016	272.04
Non-Tax	TGG inc. / The SBAM Plan	Administration	B.Kirk life/disability ins - July - Sept 2016	257.25
Non-Tax	Jeffrey Christopher Wilkinson	Stakeholder Engagement Programs	Resident Network event photography services	252.50
Local	TDS Metrocom LLC	Administration	Share of 29 Pearl NW telephone service - May 2016	250.10
Non-Tax	Julian Robnson	Downtown Speakers Series	Women and City Building event AV	250.00
Non-Tax	Adam J Baker dba Boy From School	Downtown Workforce Program	Relax at Rosa - 05/12/2016	250.00
Local	Federal Square Building Co. #1, LLC	Administration	Share of electricity - 29 Pearl Street, NW April 2015	242.71
Local	DICKINSON WRIGHT PLLC	Development Project Guidance	Legal services - 250 Monroe NW developmnt 04/2016	236.60
Local	Fifth Third Bank - Procurement Card	Administration	SBAM & HBA Memberships	224.00
Local	Payroll Re-Allocation Entry	Downtown Marketing & Inclusion	DGRI payroll 12/26-06/24/2016 - fees	222.84
Local	Fusion IT	Administration	Share of IT services - network backup June 2016	215.08
Local	Swift Printing & Communications	Public Realm Improvements	Calder plaza meeting postcards	212.16
Non-Tax	Swift Printing & Communications	DGRI Event Production	Movies in the Park voting handbills	209.52
Non-Tax	Kitleigh Evans	Downtown Workforce Program	Relax at Rosa - 5/26/2016	200.00
Local	GreatAmerica Financial Services Corp	Administration	Share of Ricoh copier system lease - May 2016	199.15
Local	GreatAmerica Financial Services Corp	Administration	Share of Ricoh copier system lease - June 2016	199.15
Local	Geotech Inc	Bostwick Avenue - Lyon St to Crescent St	Snowmelt repairs	197.00
Non-Tax	Swift Printing & Communications	DGRI Event Production	Movies in the Park foamcore board	196.50
Local	Payroll Re-Allocation Entry	Development Project Guidance	DGRI payroll 12/26-06/24/2016 - fees	191.03
Non-Tax	Payroll Re-Allocation Entry	Transportation Demand Mhmt Prog	DGRI payroll 12/26-06/24/2016 - fees	188.23
Local	Geotech Inc	Snowmelt System Repairs / Investigation	Monroe center snowmelt repairs	184.50
Local	Kelly Scofield dba Kelly's Signs	Bostwick Avenue - Lyon St to Crescent St	State - Jefferson to Lafayette & Bostwick signage	179.47
Non-Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	Face painter - Movies in the Park	175.00
Local	PCS Gophers LTD	Administration	Interoffice mail service	165.20
Non-Tax	Audrey Pearson	Public Space Activation	Pop up performer - 05/04-06/18/2016	162.50
Local	City Treasurer - Engineering Dept	Bridge Street Streetscape Improvs	Engineering Services - 03/20/2016-05/21/2016	160.91
Local	Paychex	Administration	DDA Paychex fee - June, 2016	159.22
Local	Fifth Third Bank - Procurement Card	Public Realm Improvements	Parklet storage	158.00
Local	Fifth Third Bank - Procurement Card	Public Realm Improvements	Parklet storage	158.00
Non-Tax	Jacob Benjamin Raber	DGRI Event Production	Movies in the Park - balloon animal maker	150.00
Non-Tax	Aaron Roelofs	Public Space Activation	Pop up performer - 05/07/2016	150.00
Non-Tax	DDA Petty Cash	Experience - Miscellaneous	Midwest Urban Downtown Forum (MUDF) staff meals	149.32

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**STATEMENT D - continued**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Schedule of Expenditures**  
**June, 2016 Preliminary**

**Page 4**

Source	Vendor	Purpose / Project	Description	Amount
<i>continued from previous page</i>				
Local	Geotech Inc	Bostwick Avenue - Lyon St to Crescent St	Snowmelt repairs	\$ 148.00
Local	Swift Printing & Communications	Bicycle Friendly Improvements	Open Street Sunday handbill	146.05
Local	Paychex	Administration	DGRI Paychex fee - May, 2016	144.45
Local	Paychex	Administration	DGRI Payroll HRS fees - June, 2016	140.00
Local	Paychex	Administration	DGRI Payroll HRS fees - May, 2016	140.00
Non-Tax	Jeffrey Christopher Wilkinson	Downtown Workforce Program	Relax at Rosa photography services 05/05/2016	140.00
Non-Tax	Jeffrey Christopher Wilkinson	Downtown Workforce Program	Relax at Rosa photography services 05/16/2016	140.00
Local	PCS Gophers LTD	Administration	Interoffice and mail service	138.05
Local	PCS Gophers LTD	Administration	Interoffice and mail service	138.05
Local	Fishbeck, Thomson, Carr & Huber	Bostwick Avenue - Lyon St to Crescent St	Construction engineering	129.25
Local	Comcast	Administration	Share of high speed internet - June 2016	128.49
Local	Mighty Co.	Downtown Marketing & Inclusion	DGRI website updates	125.00
Local	Swift Printing & Communications	State of Dntn Event & Annual Reports	State of Our Downtown supplies	116.50
Local	Fusion IT	Administration	Share of telephone repair services	116.14
Non-Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	Food for volunteers - Movies in the Park	113.31
Non-Tax	DDA Petty Cash	Public Space Activation	Food truck owner focus group lunch	110.00
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	103.96
Local	Fishbeck, Thomson, Carr & Huber	Bostwick Avenue - Lyon St to Crescent St	Construction engineering	101.86
Local	Paychex	Administration	DGRI Payroll Insurance premium - May, 2016	100.00
Local	City Treasurer - Parks Dept	Bicycle Friendly Improvements	Road closure permit - Open Street Sunday 05/22/2016	100.00
Non-Tax	Sam Kenny	Public Space Activation	Pop up performer - 05/05/2016	100.00
Non-Tax	Fifth Third Bank - Procurement Card	Downtown Workforce Program	Relax at Rosa outdoor games/supplies	98.15
Local	Fusion IT	Administration	Share of system/network svcs - May 2016	95.71
Local	Dickinson Wright PLLC	Administration	Legal services - Calder Plaza contract April, 2016	91.00
Non-Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	Postage - Movies in the Park (MITP)	89.21
Local	Kristopher Mark Larson	Administration	Mileage reimbursement - April & May 2016	86.62
Non-Tax	Fifth Third Bank - Procurement Card	Transportation Demand Mnmt Prog	DGRI office bike repair	84.68
Local	Fusion IT	Administration	Share of system/network svcs - June 2016	81.73
Local	Kristopher Mark Larson	Administration	Travel reimbursement - 06/2016	79.96
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	77.34
Local	Fifth Third Bank - Procurement Card	State of Dntn Event & Annual Reports	Event supplies - State of the Downtown AV	75.00
Non-Tax	Alysha Shah	Public Space Activation	Pop up performer - 05/22/216	75.00
Local	Payroll Re-Allocation Entry	Arena South Implementation	DGRI payroll 12/26-06/24/2016 - fees	72.96
Non-Tax	MVP Sportsplex - GR, LLC	Transportation Demand Mnmt Prog	B. Kirk Payroll deduction gym mbrships - June 2016	72.00
Local	Kelly Scofield dba Kelly's Signs	Bostwick Avenue - Lyon St to Crescent St	Sign service	71.79
Non-Tax	Consumers Energy	Downtown Ambassadors	Share of electricity - 331 Winter Ave NW	69.04
Non-Tax	DDA Petty Cash	DGRI Event Production	Food for Movies in the Park volunteers	68.50
Local	Fifth Third Bank - Procurement Card	Administration	B. Hendrick laptop charger (DDA portion)	68.48
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	67.58
Non-Tax	Blue Cross Blue Shield of Michigan	Transportation Demand Mnmt Prog	B. Kirk dental insurance - July 2016-September 2016	64.95
Non-Tax	Swift Printing & Communications	Stakeholder Engagement Programs	Resident network event foamcore board	64.80
Non-Tax	DDA Petty Cash	Experience - Miscellaneous	Gas & tow truck - Midwest Urban Dntn Forum (MUDF)	63.26
Non-Tax	Kristopher Mark Larson	Transportation Demand Mnmt Prog	Reimb Innovation Exchange in Minneapolis 05/2016	62.98
Local	City of Grand Rapids	Wayfinding System Improvements	Payroll period ended June 30, 2016	62.23
Non-Tax	Cellco Partnership dba Verizon	Transportation Demand Mnmt Program	B. Kirk cellphone svc/equip May 2016	62.19
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	61.92
Local	Andrew Guy	Administration	Travel reimbursement - Andy Guy Feb-June, 2016	59.16
Local	Fifth Third Bank - Procurement Card	Administration	Local business expenses	58.30
Local	Payroll Re-Allocation Entry	Downtown Plan	DGRI payroll 12/26-06/24/2016 - fees	58.23
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	58.02
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	55.60
Local	Madcap Coffee	Administration	Share of coffee	55.13
Local	Madcap Coffee	Administration	Share of coffee	55.13
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	54.19
Local	Madcap Coffee	Administration	Share of coffee	53.47
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	52.88
Local	Madcap Coffee	Administration	Share of coffee	52.52

*continued on the next page*

**STATEMENT D - continued**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Schedule of Expenditures**  
**June, 2016 Preliminary**

Page 5

Source	Vendor	Purpose / Project	Description	Amount
<i>continued from previous page</i>				
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	\$ 51.99
Local	Fifth Third Bank - Procurement Card	Downtown Plan	GR Forward MAP Awards Application	50.00
Non-Tax	Nicholas James Thomasma	Public Space Activation	Pop up performer - 05/05/2016	50.00
Non-Tax	Fifth Third Bank - Procurement Card	Stakeholder Engagement Programs	Microphones for Mix, Mingle, and Share event	50.00
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	48.11
Local	Hub International Midwest LTD	Administration	M. Ackerman notary bond	47.32
Local	Madcap Coffee	Administration	Share of coffee for staff & stakeholder meetings	46.14
Local	Madcap Coffee	Administration	Share of coffee for staff & stakeholder meetings	46.14
Non-Tax	DTE Energy	Downtown Ambassadors	Share of gas - 331 Winter Ave NW	43.20
Local	JPMorganChase	Administration	DGRI Payroll Bank Fee - May, 2016	42.43
Local	JPMorganChase	Administration	DGRI Payroll Bank Fee - June, 2016	40.66
Non-Tax	Consumers Energy	Downtown Ambassadors	Share of electricity - 331 Winter Ave NW	40.66
Non-Tax	Fifth Third Bank - Procurement Card	Stakeholder Engagement Programs	Soft drinks for Mix, Mingle, and Share event	40.28
Local	Gordon Water Systems	Administration	Share of water cooler	38.50
Non-Tax	Jeremy Verwys	Public Space Activation	Pop up performer - 05/26/2016	37.50
Local	Fifth Third Bank - Procurement Card	State of Dntn Event & Annual Reports	Event supplies - State of Our Downtown	36.80
Non-Tax	DDA Petty Cash	Experience - Miscellaneous	Thank you package postage	36.50
Local	Kelly Scofield dba Kelly's Signs	Bostwick Avenue - Lyon St to Crescent St	Sign service	35.89
Local	Fifth Third Bank - Procurement Card	Administration	Insurance payment (DDA portion)	33.55
Local	Model Coverall	Administration	Share of office mats	33.14
Local	Model Coverall	Administration	Share of office mats	33.14
Local	Godwin Plumbing, Inc.	Administration	29 Pearl NW toilet repair	33.11
Local	Kristopher Mark Larson	Administration	Travel reimbursement - K. Larson 06/2016	32.00
Non-Tax	Kimberly Van Driel	DGRI Event Production	Event supplies reimbu - K. Van Driel 06/2016	30.06
Local	Gordon Water Systems	Administration	Share of water cooler	29.47
Local	Andrew Guy	Administration	Travel Reimbursement: A. Guy 02-06/2016	27.11
Non-Tax	Curtis Laundry and Dry Cleaners, Inc.	DGRI Event Production	DGRI table cover cleaning	23.00
Non-Tax	Curtis Laundry and Dry Cleaners, Inc.	DGRI Event Production	DGRI table cover cleaning	23.00
Non-Tax	DDA Petty Cash	Transportation Demand Mnmt Prog	Minneapolis trip hotel check express	22.95
Non-Tax	DTE Energy	Downtown Ambassadors	Share of gas - 331 Winter Ave	20.25
Local	Fifth Third Bank - Procurement Card	Administration	Share of office supplies	18.81
Local	Diversco Construction Co Inc	Grandville Ave Area Improvements	Share of re-construction services	18.48
Non-Tax	Fifth Third Bank - Procurement Card	DGRI Event Production	Postage - Movies in the Park (MITP)	10.79
Local	Fifth Third Bank - Procurement Card	Administration	DDA postage	10.65
Local	Fifth Third Bank - Procurement Card	Administration	DDA postage	10.65
Local	Fusion IT	Administration	Share of IT services - managed services June 2016	10.32
Local	DDA Petty Cash	Downtown Plan	GR Forward palm card postage	7.35
Local	Staples Contract and Commercial Inc.	Administration	Share of office supplies	5.16
Local	City of Grand Rapids	Administration	FY2016 compensated absences annual entry	(152.00)
Local	Payroll Re-Allocation Entry	Administration	DGRI payroll 12/26-06/24/2016 - fees	(1,092.00)
Local	Payroll Re-Allocation Entry	Administration	DGRI payroll 12/26-06/24/2016 - wgs/taxes/401(k)	(235,283.43)
<b>JUNE, 2016 EXPENDITURES - PRELIMINARY</b>				<b><u>\$1,177,706.44</u></b>

# MEMORANDUM

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



DATE: September 9, 2016

TO: Downtown Development Authority

FROM: Tim Kelly, AICP  
Planning Manager

**Agenda Item #4**  
**September 14, 2016**  
**DDA Meeting**

**SUBJECT: Building Reuse Incentive Program Request – 250 Commerce Avenue SW  
(Bethlehem Church)**

Bethlehem Church (Owner) is requesting approval of a Building Reuse Incentive Program (BRIP) grant for their building at 250 Commerce Avenue SW. The Owner is repurposing and renovating 2,600 square feet within the existing building to serve as a frail elderly care day center.

Total project costs are approximately \$303,500 and to assist in the renovation the Owner is requesting reimbursement in an amount not to exceed \$50,000 for eligible activities as outlined in the BRIP guidelines. Funds will go toward the costs of barrier free improvements for enhanced ingress and egress, automatic door openers and new bathrooms.

Once the renovations are complete, the services provided at the frail elderly center will complement those of the existing Hill Child Development Center at Bethlehem Church. The combined programs will create an Intergenerational Center, a first of its kind facility for the youth and elderly in Kent County.

## **Recommendation:**

**Approve the BRIP grant in an amount not to exceed \$50,000.**



## Photos of 250 Commerce



NE Corner of Commerce and Bartlett



First Floor Exterior and Interior Doors to Receive ADA Opener Hardware





Interior Doors to Receive ADA Opener Hardware; Space for Frail Elderly Day Center

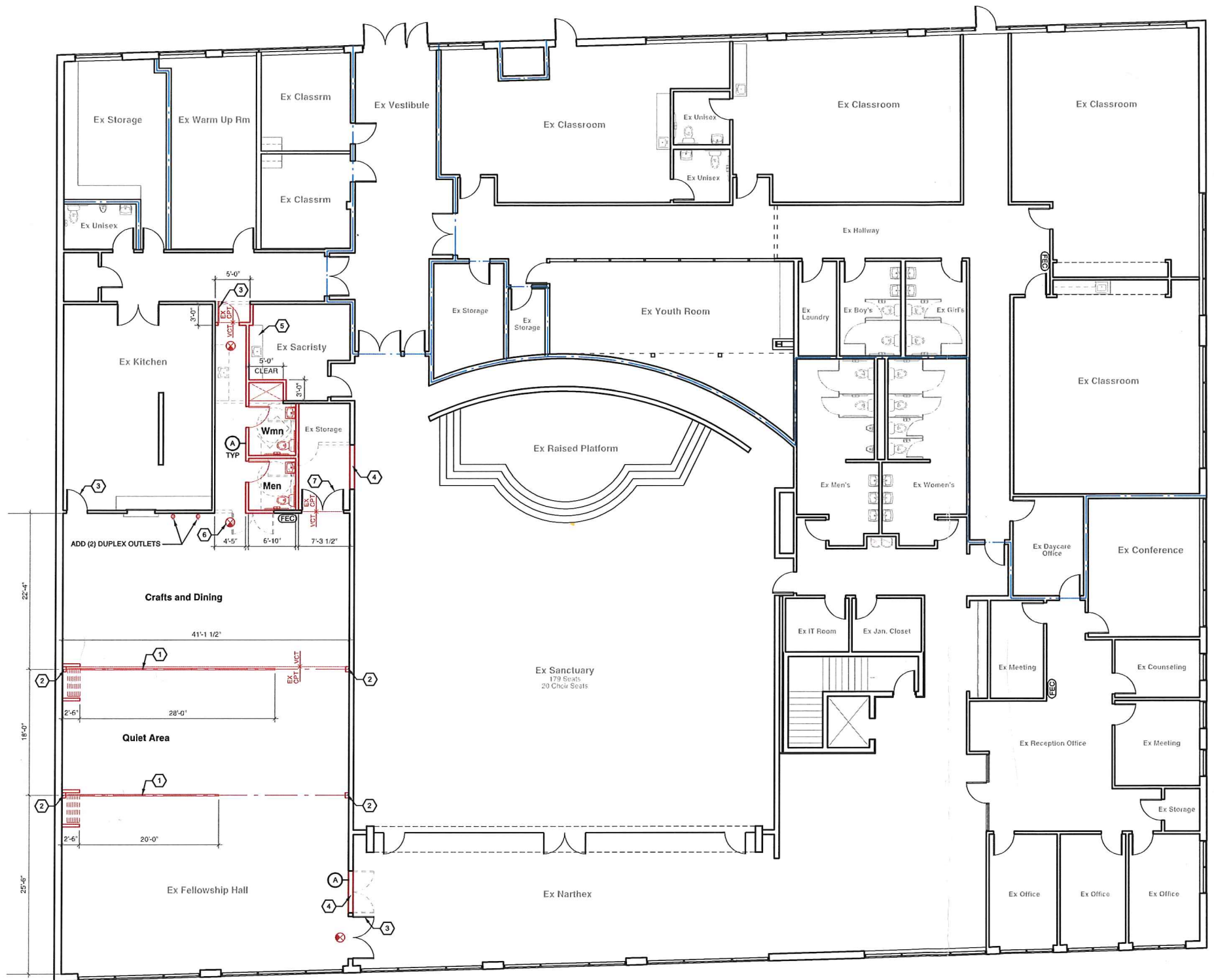


Storage Area to Become Hallway and  
Barrier Free Toilet Facilities

Interior Door to Receive ADA Opener Hardware



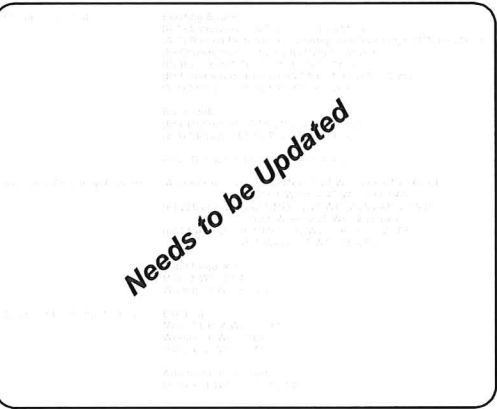
Example of Raised Outlets to be Recessed



1. Second Floor Plan  
SCALE: 1/8" = 1'-0"

Building Code Summary - Interior Improvements

Site Address:	250 Commerce Ave SW Grand Rapids, MI
Project Description:	The proposed project involves renovations within an existing 21,845 Sq Ft Church. Work includes new interior walls, new unisex restrooms, finishes and cabinetry relocation.
Local Jurisdiction:	City of Grand Rapids, Michigan
Applicable Building Code:	Michigan Building Code 2012 (MBC) Accessibility Code ANSI/ICC 117.1-2009
Use Group Occupancy:	A-3 (Assembly) - Worship Space & Fellowship Hall B (Business) - Office Area E (Educational) - Daycare Area
Construction Type:	2-B (Non-combustible)
Building Area:	No Changes Proposed
Building Height:	No Changes Proposed
Automatic Sprinkler System:	Building fully equipped with automatic fire suppression system
Fire Extinguishers:	Located within 75' walking distance of every location in the building.
Interior Wall/Ceiling Finishes:	All interior wall and ceiling finishes shall maintain the following: Flame Spread Index 0-25 Smoke Developed Index 0-450
Max. Common Path of Egress:	A-3: 75'-0" (Per MBC 1014.3)
Max. Exit Access Travel Distance:	A-3: 250'-0" w/ Sprinkler System (Per MBC Table 1016.1)



PLAN LEGEND	
	NEW WALL
	EXISTING WALLS
	2-HOUR FIRE RATED WALL
	EX FIRE EXTINGUISHER CABINET
	EMERGENCY EXIT SIGNAGE
	EMERGENCY EXIT LIGHT

General Plan Notes

- SEE WALL TYPES FOR WALL CONSTRUCTION
- PROVIDE DEFLECTION TRACK ASSEMBLY THAT WILL ALLOW FOR MINIMUM 1" DEFLECTION AT TOP OF ALL INTERIOR STUD WALLS THAT EXTEND TO THE STRUCTURE.
- METAL STUD GAUGES SHALL BE DETERMINED BY STRUCTURAL DRAWINGS
- ALL WOOD FRAMING THAT COMES IN CONTACT WITH DISSIMILAR MATERIAL SHALL BE TREATED TO RESIST DECAY AND/OR HAVE A BARRIER TO PREVENT MOISTURE TRANSMISSION.
- ALL METAL TO METAL CONNECTIONS SHALL BE SUCH AS TO AVOID DISSIMILAR METAL GALVANIC CORROSION.
- UNLESS INDICATED OTHERWISE, FLOOR MATERIAL CHANGES SHALL OCCUR BENEATH DOORS OR THRESHOLDS.
- WHERE RATED PARTITIONS ARE PENETRATED BY FIRE EXTINGUISHER CABINETS, WATER COOLERS, ELECTRICAL DISTRIBUTION PANELS AND OTHER SIMILAR ITEMS, PROVIDE RECESS OF EQUAL RATING TO PARTITION.
- ALL BATHROOMS, WASHER/DRYER ROOMS, & KITCHEN WET WALLS TO RECEIVE MOLD & MILDEW RESISTANT DRYWALL.

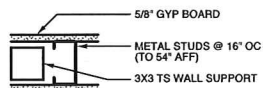
Key Notes

- FOLDING PARTITION WALL W/ STRUCTURAL BEAM ABOVE FINISHED CEILING
- STRUCTURAL COLUMN TO SUPPORT BEAM
- PROVIDE ELECTRONICS FOR CONTROLLED SECURITY PASSAGE
- INFILL EXISTING OPENING; MATCH ADJACENT FINISHES
- RELOCATE EXISTING MILLWORK; MODIFY AS NEEDED
- RELOCATE EXISTING EXIT SIGN
- PROVIDE KEYED LOCKSET ON EXISTING DOORS

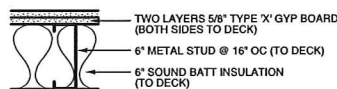
Wall Types



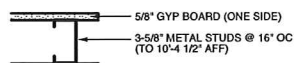
A TYPICAL INTERIOR PARTITION- EXTEND TO ROOF DECK  
UL DESIGN U465



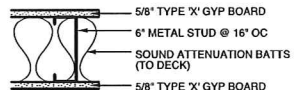
B INTERIOR PARTITION



C TYPICAL 2-HOUR WALL  
UL DESIGN U411 (TWO HOUR)



D TYPICAL INTERIOR PARTITION- EXTEND TO ROOF DECK  
UL DESIGN U465



E SOUND WALL- EXTEND TO ROOF DECK  
1-HOUR FIRE RATED, UL DESIGN U419



Bethlehem Lutheran Church  
250 Commerce Ave SW  
Grand Rapids, MI 49503  
p. (616) 456-1741  
www.bethlehemchurchgr.org

Bethlehem Lutheran Church Renovation  
250 Commerce Ave SW  
Grand Rapids, Michigan  
Code Summary and  
Second Floor Plan

Revisions:

Project No: 213047  
Issue Date: 7/20/16  
Reviewer: KCD  
Drawn By: KCD

A2.1

# MEMORANDUM

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



DATE: September 9, 2016

TO: Downtown Development Authority

FROM: Tim Kelly, AICP  
Planning Manager

Agenda Item #5  
September 14, 2016  
DDA Meeting

SUBJECT: Development Area Liquor License Request – 405 Bridge Street NW (Ando Grand Rapids, LLC)

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

Ando Grand Rapids, LLC is requesting DDA Board consent to the issuance of a new Class C development area liquor license for the soon to be completed building at 405 Bridge Street NW. Ando Grand Rapids, LLC is proposing to open and operate Ando Asian Kitchen, a Japanese restaurant focusing on hearty and healthy food with an appealing and entertaining quality. Upon completion, Ando Asian Kitchen will employ 18 full time and 34 part-time employees.

Staff has reviewed the applicant's request and is recommending approval of the application. If approved by the DDA Board, the request will proceed to the City Commission for consideration.

## Recommendation:

Approve the resolution for the issuance of a development area liquor license for Ando Grand Rapids, LLC to operate Ando Asian Kitchen at 405 Bridge Street NW.





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

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

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

WHEREAS, the Downtown Development Authority of the City of Grand Rapids (the "DDA") was created by the City Commission on October 16, 1979, and operates pursuant to the authority of Act 197 of 1975, and

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

WHEREAS, Ando Grand Rapids, LLC, a Michigan Limited Liability Corporation, located at 405 Bridge Street NW, Grand Rapids, Michigan, 49504; has applied to the City for approval of a license under the Act, and is located within the DDA district, and

WHEREAS, Ando Grand Rapids, LLC, in its application, has indicated its intention to operate Ando Asian Kitchen, a Japanese restaurant focusing on hearty and healthy food with an appealing and entertaining quality, and

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

WHEREAS, that the DDA finds that the issuance of a liquor license to Ando Grand Rapids, LLC as proposed by Ando Asian Kitchen would promote economic growth by:

1. operating in a manner that would be consistent with adopted goals, policies and plans of the district, particularly by promoting the competitiveness and vitality of downtown Grand Rapids as a destination for dining, arts and tourism.
2. facilitate private investment and promote economic growth in the leased space at 405 Bridge Street NW.
3. supporting the creation of several full and part-time jobs in the district.

NOW, THEREFORE, BE IT RESOLVED, that the Downtown Development Authority of the City of Grand Rapids recommends issuance of a Class C Liquor License to Ando Grand Rapids, LLC at 405 Bridge Street NW, above all others.

YEAS: Board members \_\_\_\_\_

NAYS: Board members \_\_\_\_\_

ABSTAIN: Board members \_\_\_\_\_

ABSENT: Board members \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

Dated: September 14, 2016

\_\_\_\_\_  
Kristopher Larson  
Executive Director

**CERTIFICATION**

I, the undersigned duly qualified and Secretary of the Downtown Development Authority of the City of Grand Rapids (the "DDA"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the DDA at a regular meeting held on August 10, 2016, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

\_\_\_\_\_  
Murphy Ackerman  
DDA Secretary

# MEMORANDUM

DOWNTOWN  
DEVELOPMENT  
AUTHORITY



DATE: September 26, 2016

TO: Downtown Development Authority

FROM: Tim Kelly, AICP  
Vice President

Agenda Item #6  
September 29, 2016  
DDA Meeting

SUBJECT: Calder Plaza Scope of Work

On February 10, 2016, the DDA Board authorized staff to enter into an Agreement with Design Workshop in an amount not to exceed \$200,000 for the Calder Plaza redesign process. The Agreement outlines specific project milestones and deliverables, including community engagement and Steering Committee meetings. To date, more than 300 citizens have participated in four Steering Committee meetings, two community meetings, two walking tours, six focus groups and eight individual interviews. Additionally, more than 3,000 citizens have completed two online surveys.

In August, three conceptual plans were unveiled for the community to review and provide feedback on. As part of the ongoing analysis of the plans, the Steering Committee requested an additional meeting to review the designs with the consultant in a more detailed manner.

To accommodate the request, and to bolster the final Plaza design, staff is requesting an increase to the Agreement in an amount not to exceed \$18,000. The additional funding will cover expenses for the consultants to add an additional visit to their scope of work, during which two community design meetings will be held. To maximize the additional visit, additional community members have also been invited to attend the design meetings.

Funds for the increased scope are available in the FY17 budget in Public Realm Improvements line item. Following the additional visit, there will be a final community meeting in November to unveil a preferred alternative design. Final project deliverables will be received in December 2016.

## Recommendation:

Increase the fee for Design Workshop to complete the Calder Plaza planning process to an amount not to exceed \$218,000.



# ***CALDER PLAZA***

*A PLAZA FULL OF OPTIONS*

*GRAND RAPIDS HAS THE “ICON”...  
IT’S TIME TO CREATE “ICONIC EXPERIENCES!”*

## ***PROJECT VISION:***

To create a world-class public space that...

- leverages the space to its fullest potential
- honors its cultural heritage
- integrates its historic role as a government plaza
- improves access and mobility
- activates the space during all seasons
- catalyzes future development, and
- creates iconic experiences.

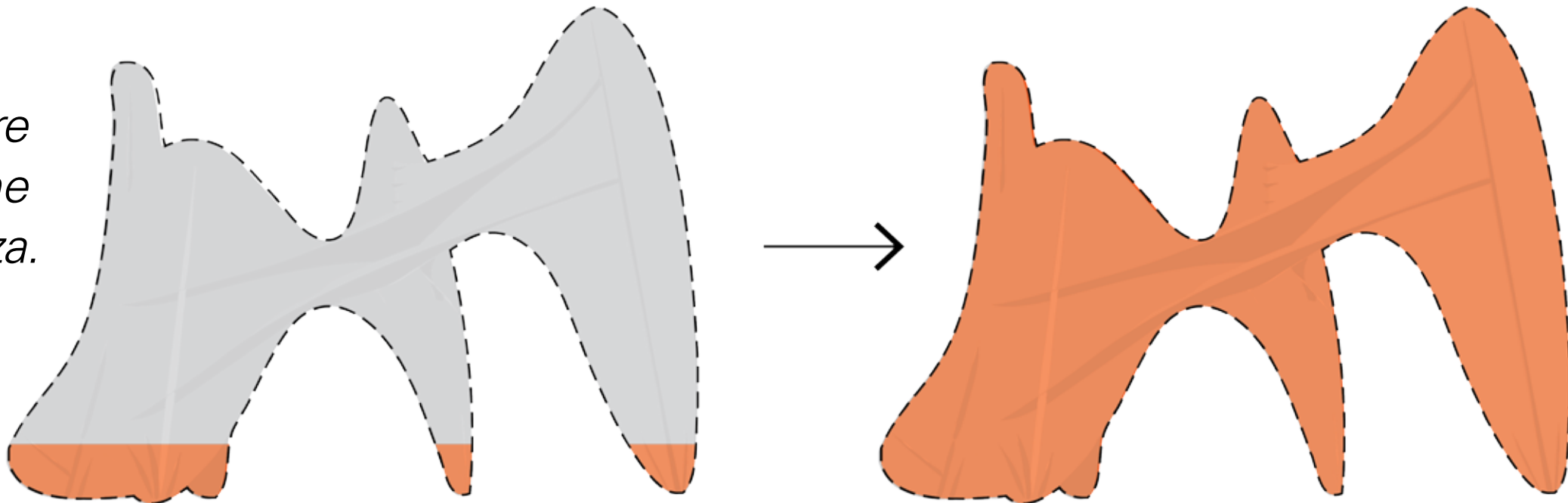




# WE HEARD YOU

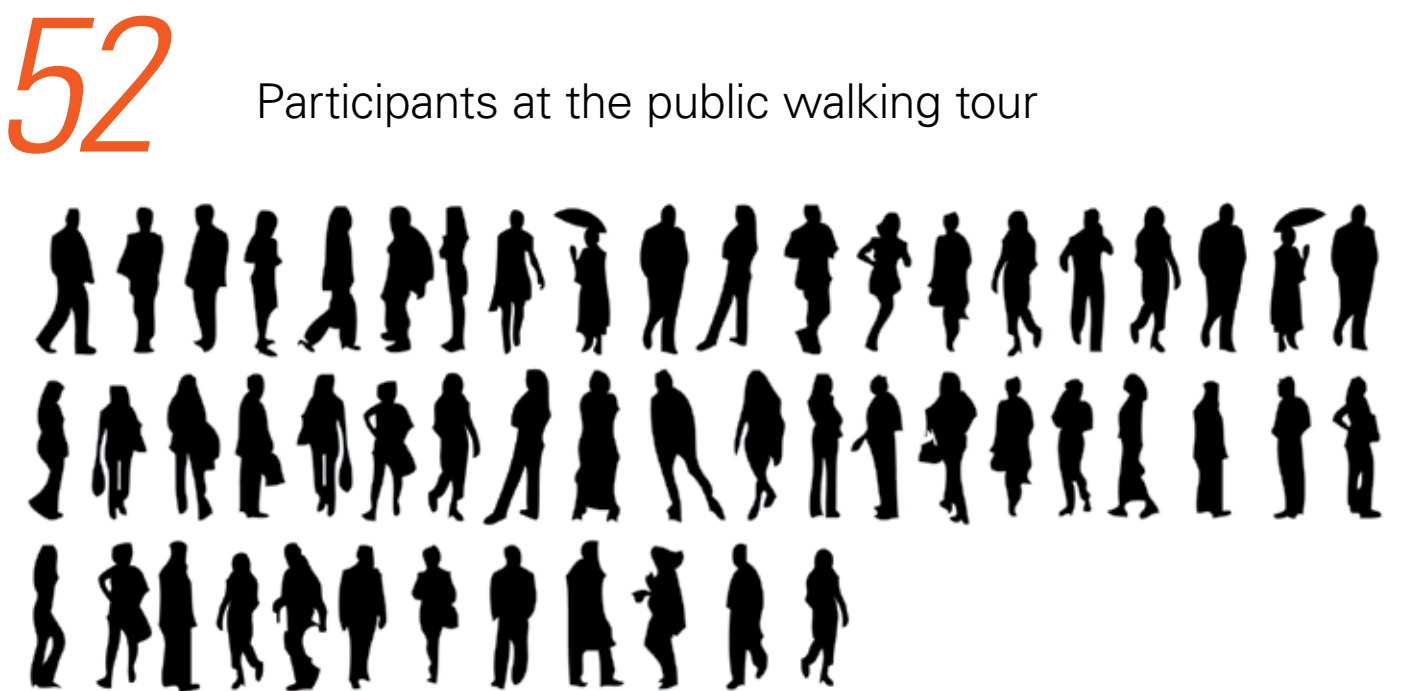
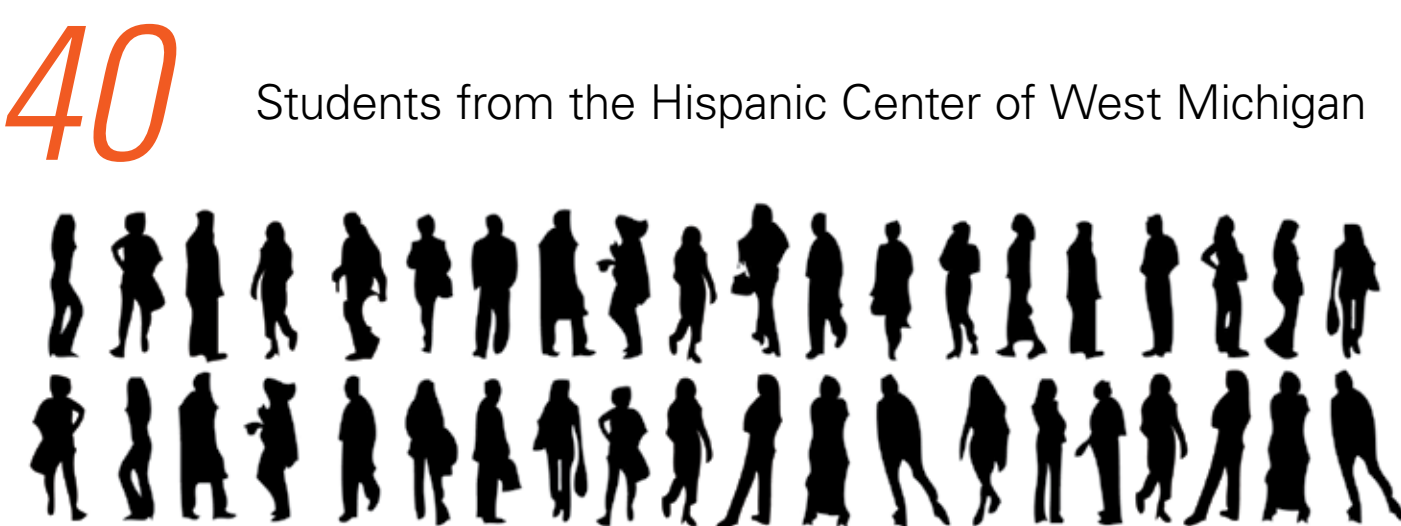
FEEDBACK FROM THE PREVIOUS MEETING IS LOUD AND CLEAR!

Only 10.74% of survey participants are satisfied or highly satisfied with the current design of the plaza.



A PLAZA FULL OF POTENTIAL...

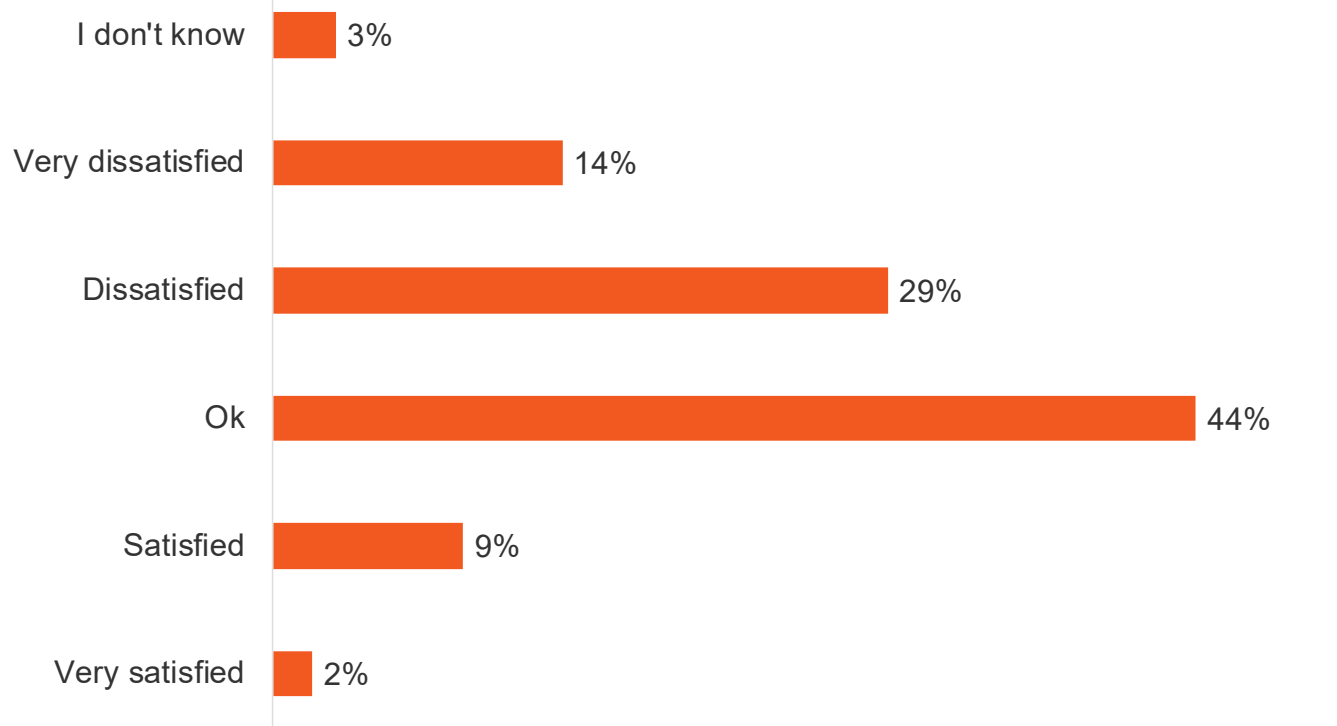
## SURVEY PARTICIPANTS...



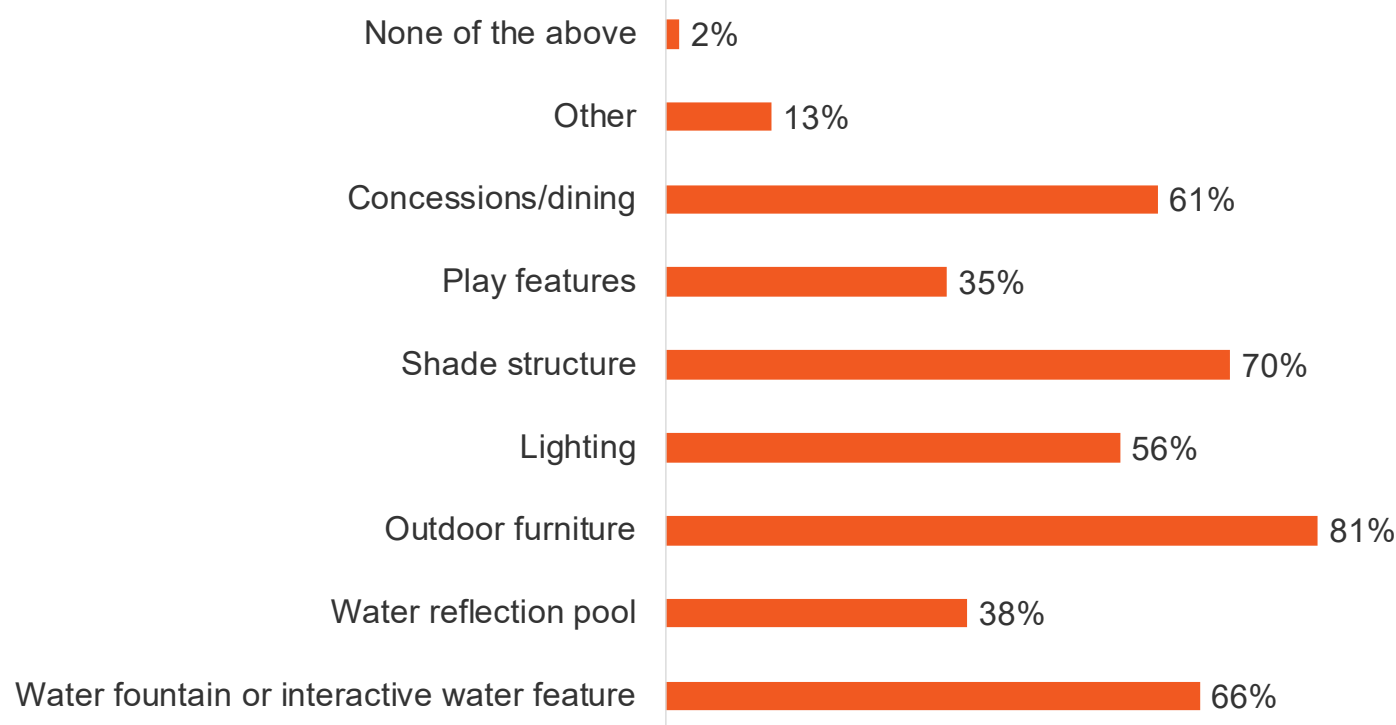
## SURVEY FINDINGS...

### NEW AMENITIES

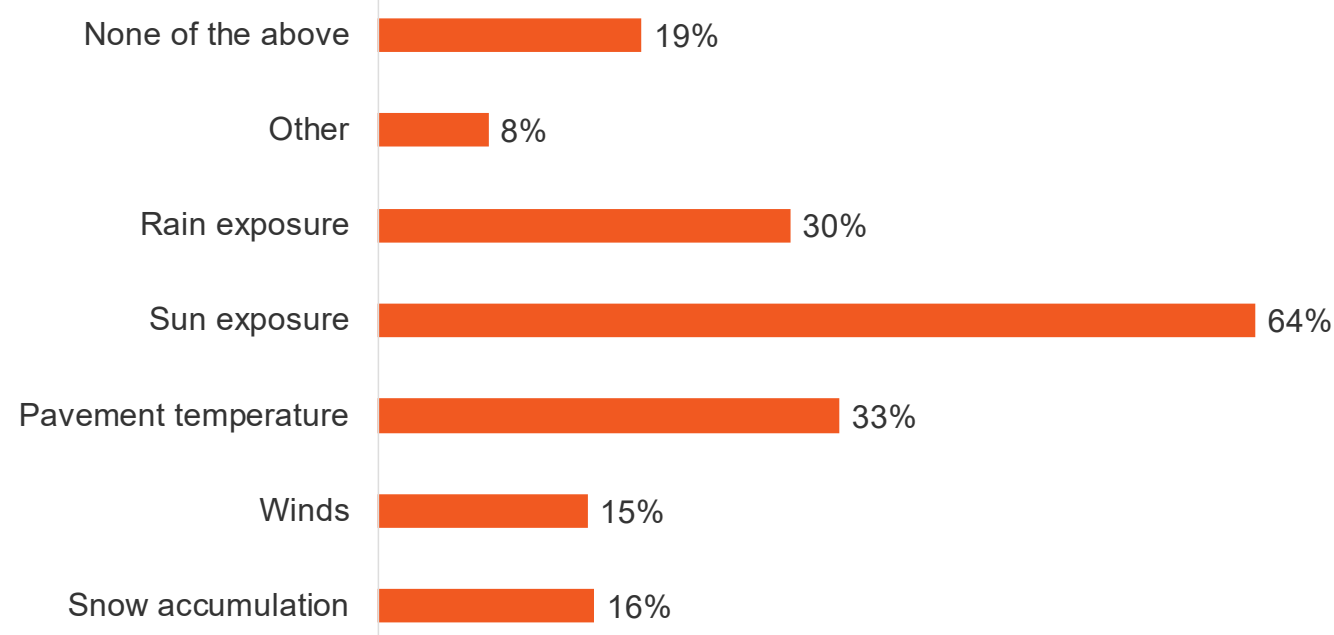
Satisfaction with the current design of the Plaza



Are you interested in exploring the possibility of adding any of these elements to the Plaza?

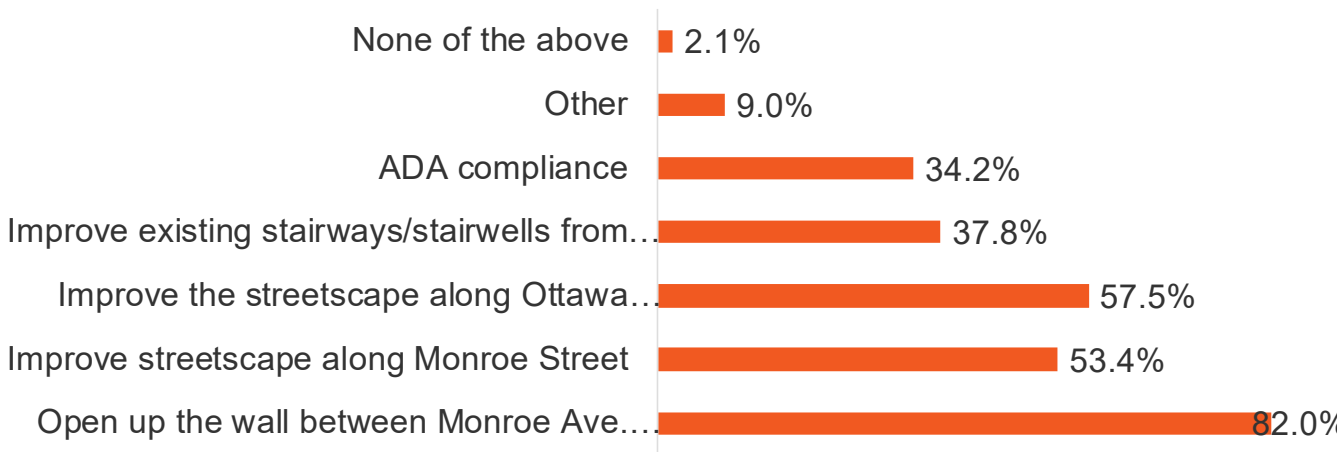


Which of these elements makes you most uncomfortable at Calder Plaza and needs to be addressed?

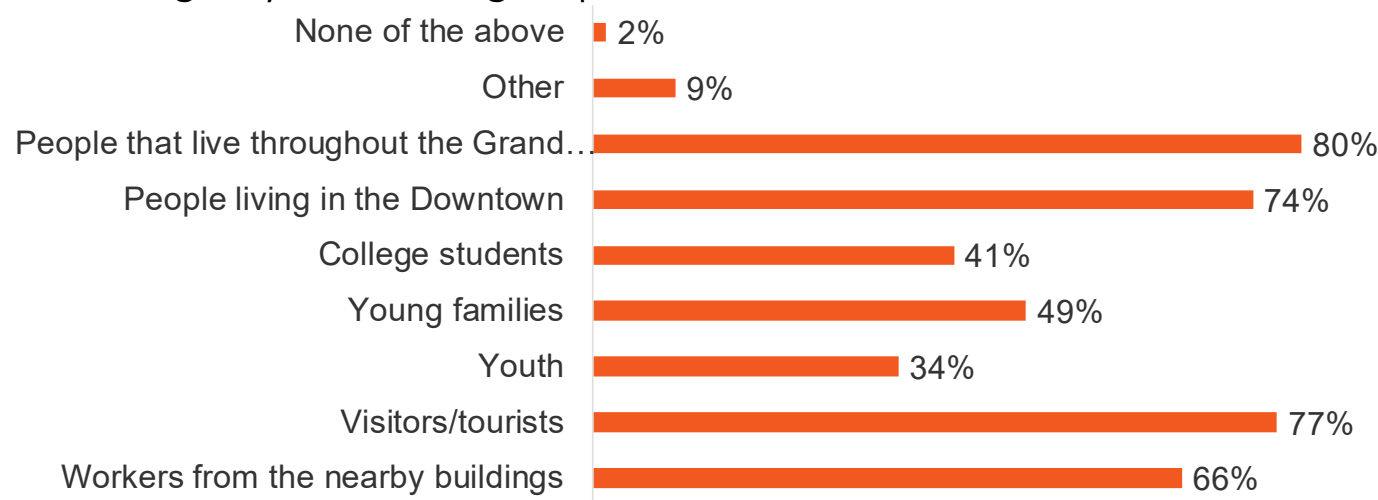


### ACCESS + MOBILITY

What should be the priorities for improving circulation in and around the Plaza?

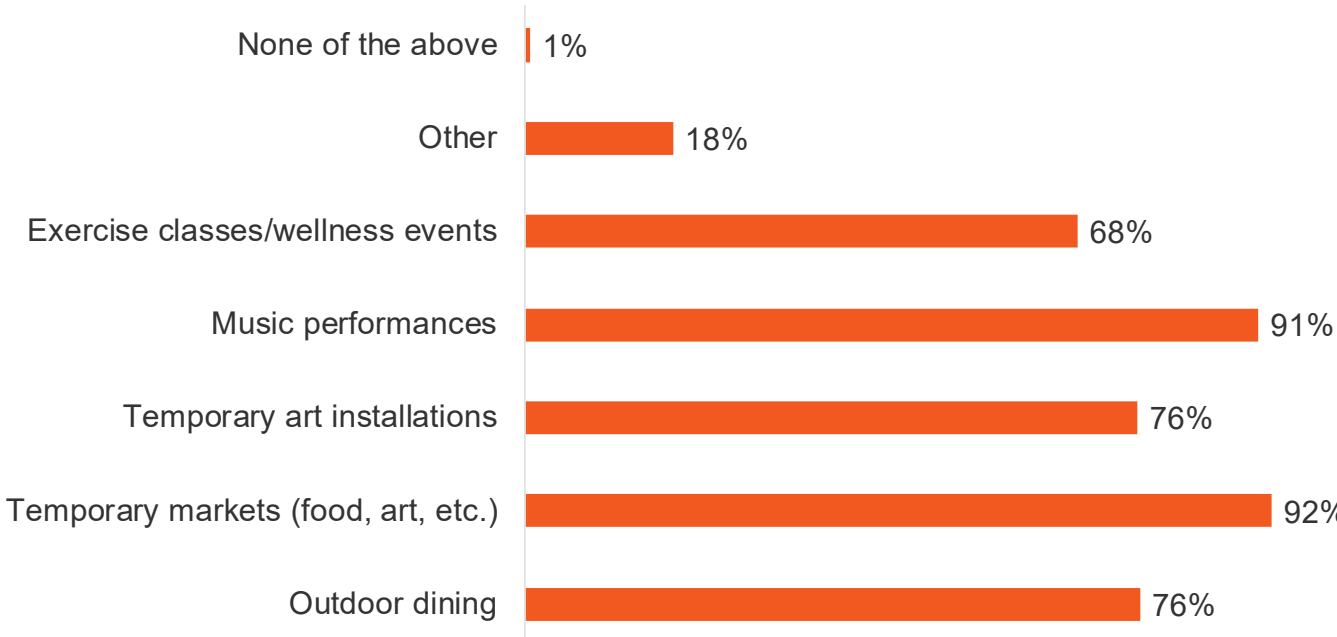


Should there be a greater focus on the Plaza serving or attracting any of these groups in the future?

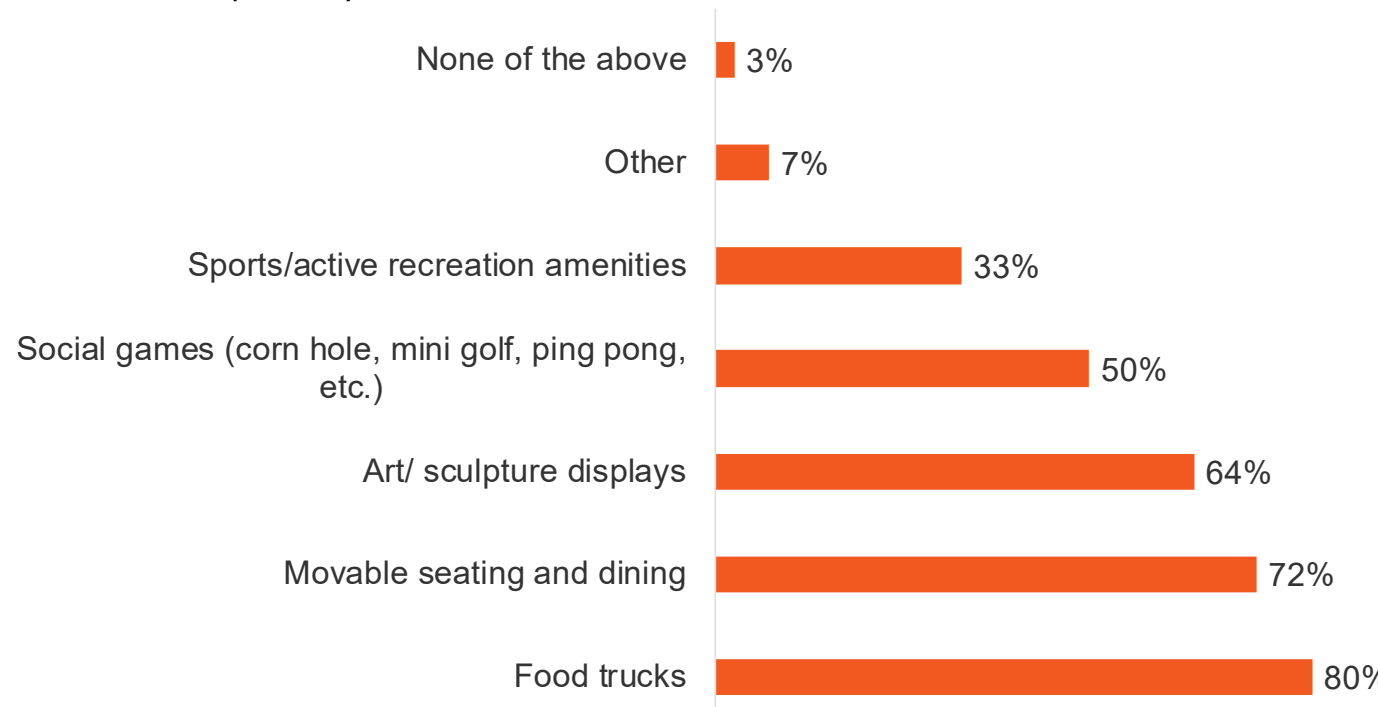


### EVENTS + ACTIVITIES

What types of events/activities do you feel are appropriate for Calder Plaza?



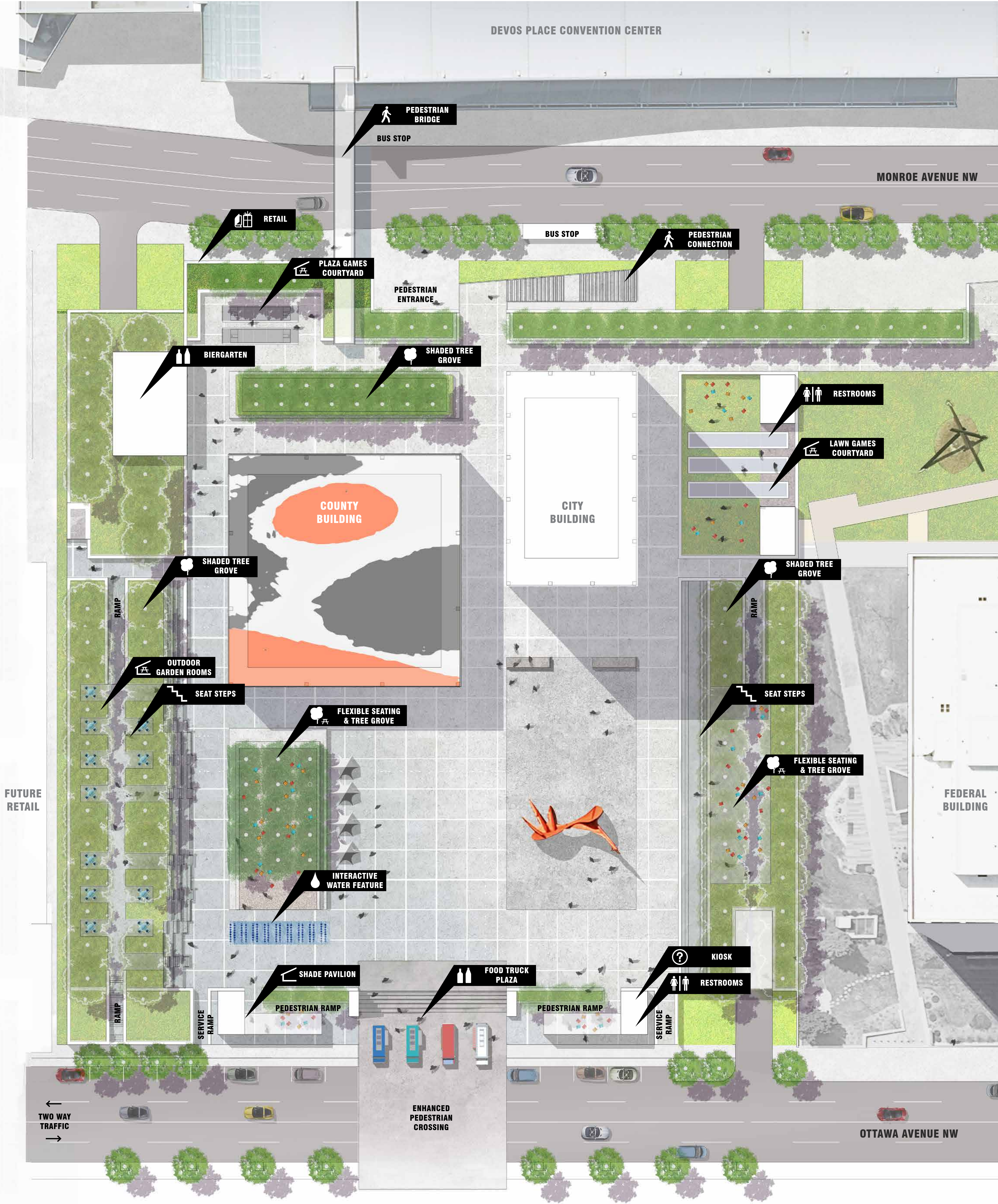
Which temporary or flexible elements are of interest?





# MODERNIST LINES

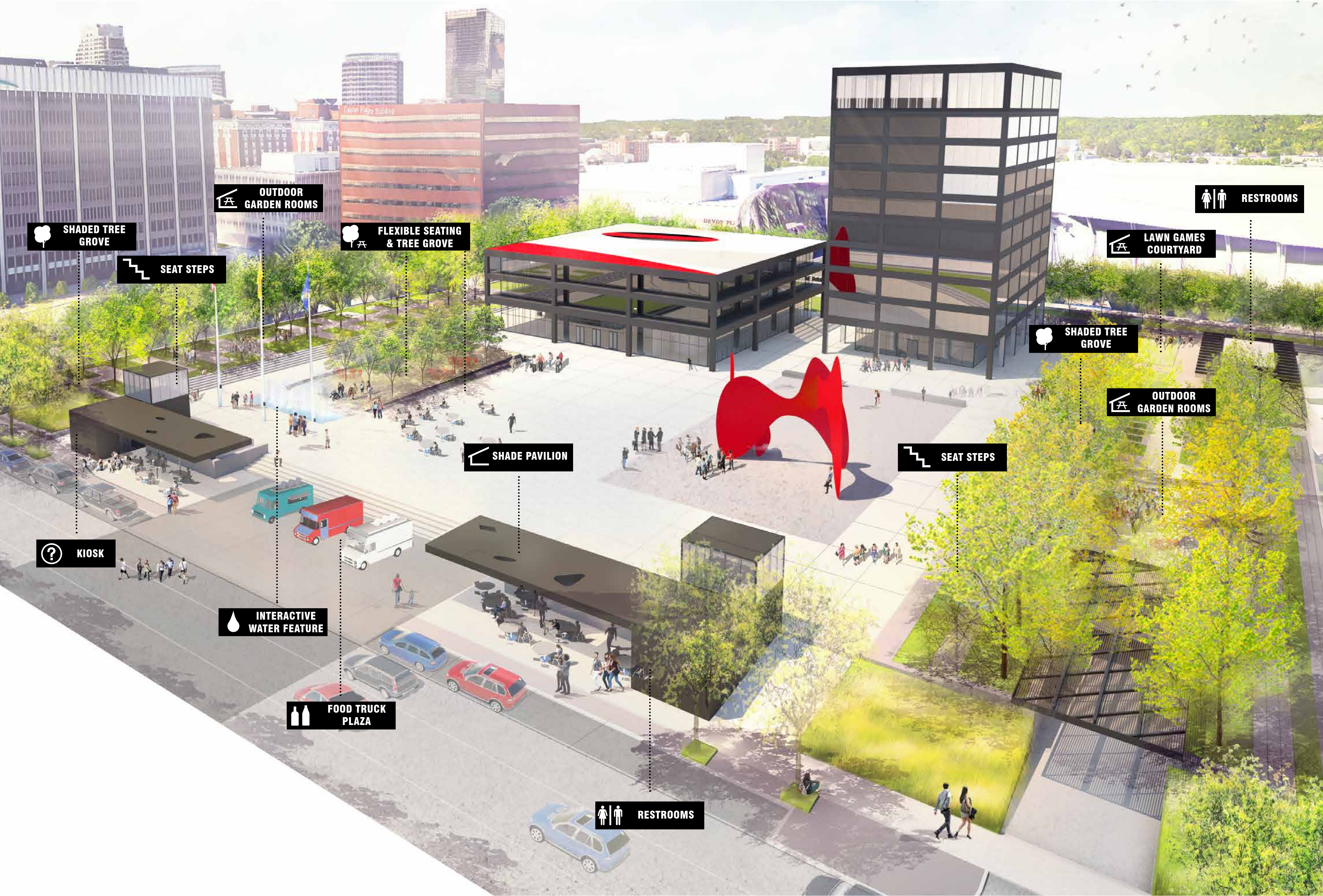
A PLAZA FULL OF OPTIONS... HISTORIC VALUES



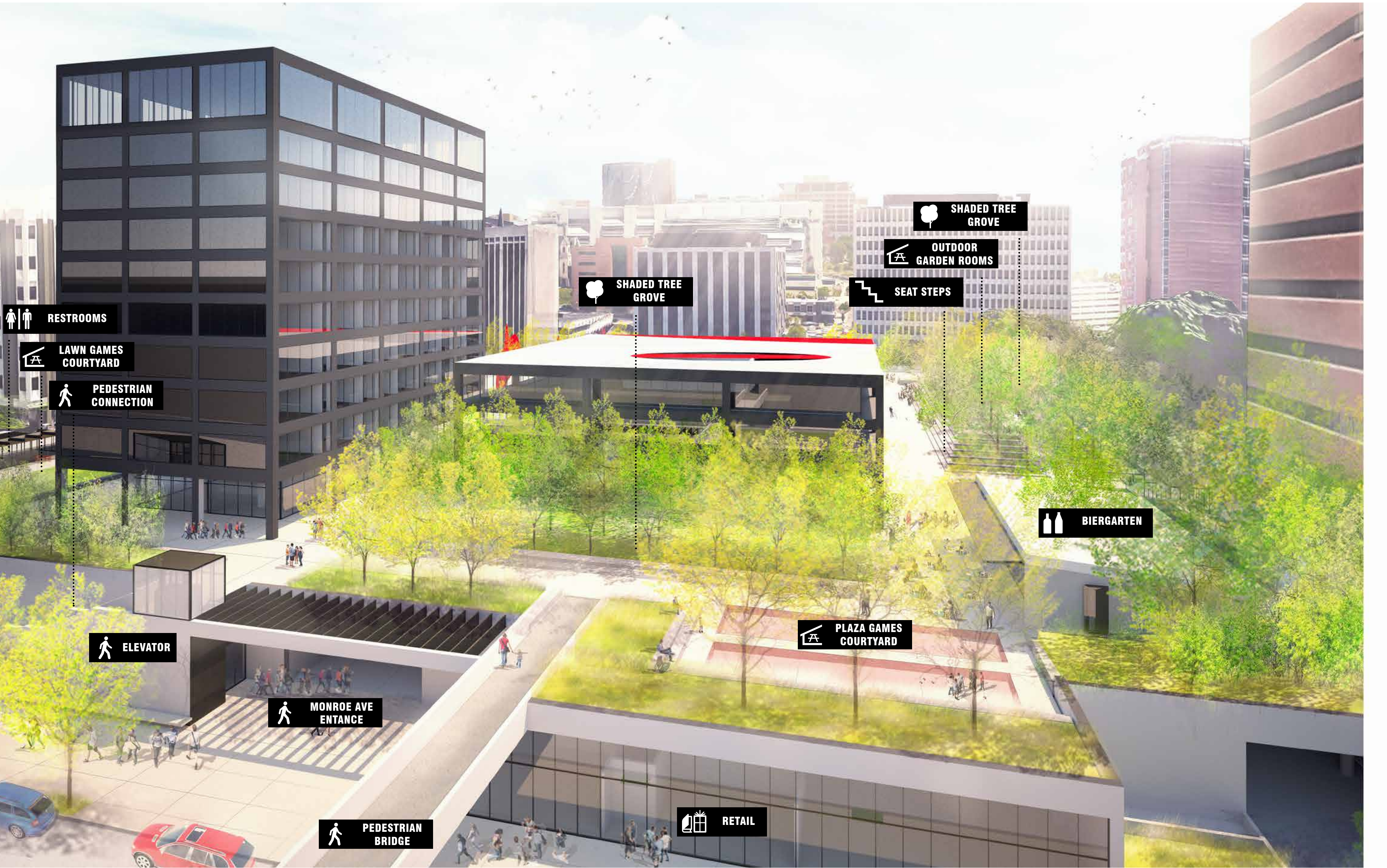


# MODERNIST LINES

A PLAZA FULL OF OPTIONS... HISTORIC VALUES



Bird's Eye View from Ottawa Avenue



Bird's Eye View from Monroe Avenue



# MODERNIST LINES

A PLAZA FULL OF OPTIONS... HISTORIC VALUES



View of Calder's La Grande Vitesse

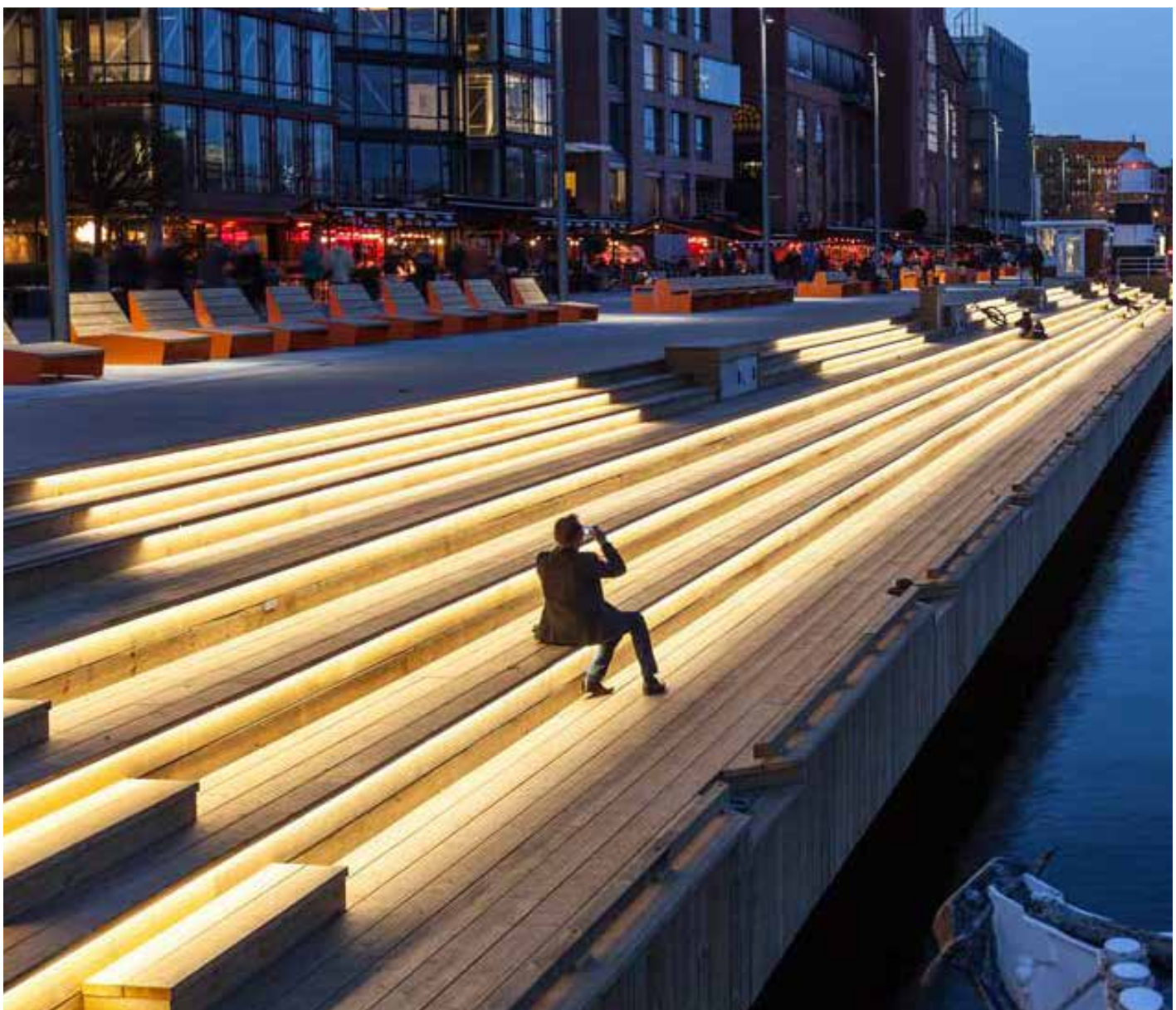
## CONCEPT IMAGERY...



Lincoln Center, Design by DSR, Photo Source Iwan Baan, ArchDaily



Bryant Park, Design by OLIN, Photo by Bryant Park (Pinterest)



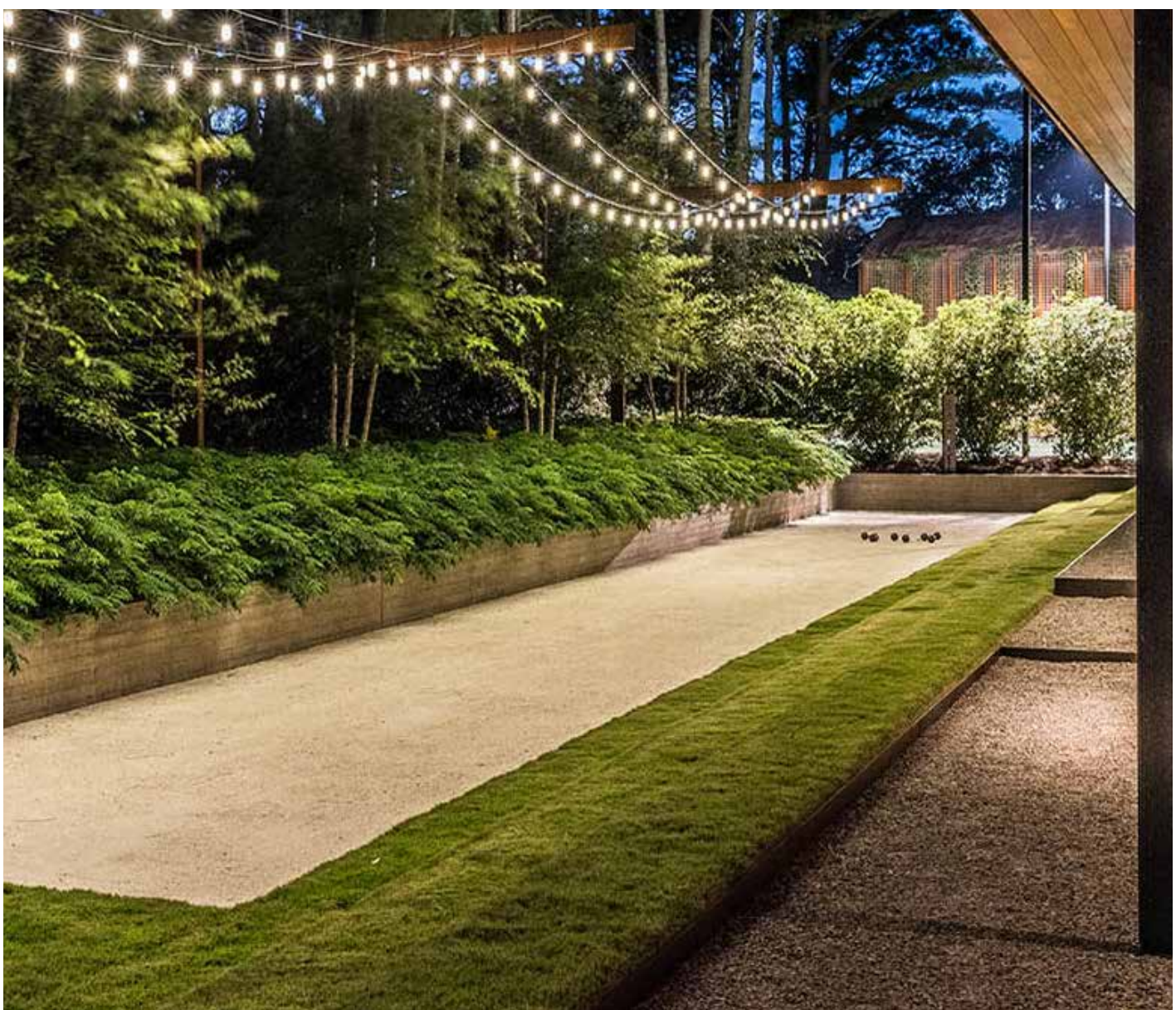
Design by Link Landscape, Photo by Tomasz Majewski (Pinterest)



Lincoln Center, Design by DSR, Photo Source Deeproot



Old Town Plaza, Design by Design Workshop, Photo Source: D.A. Horchner



Cedar Creek by Hocker Design, Photo Credit - Robert Yu, Justin Clemons

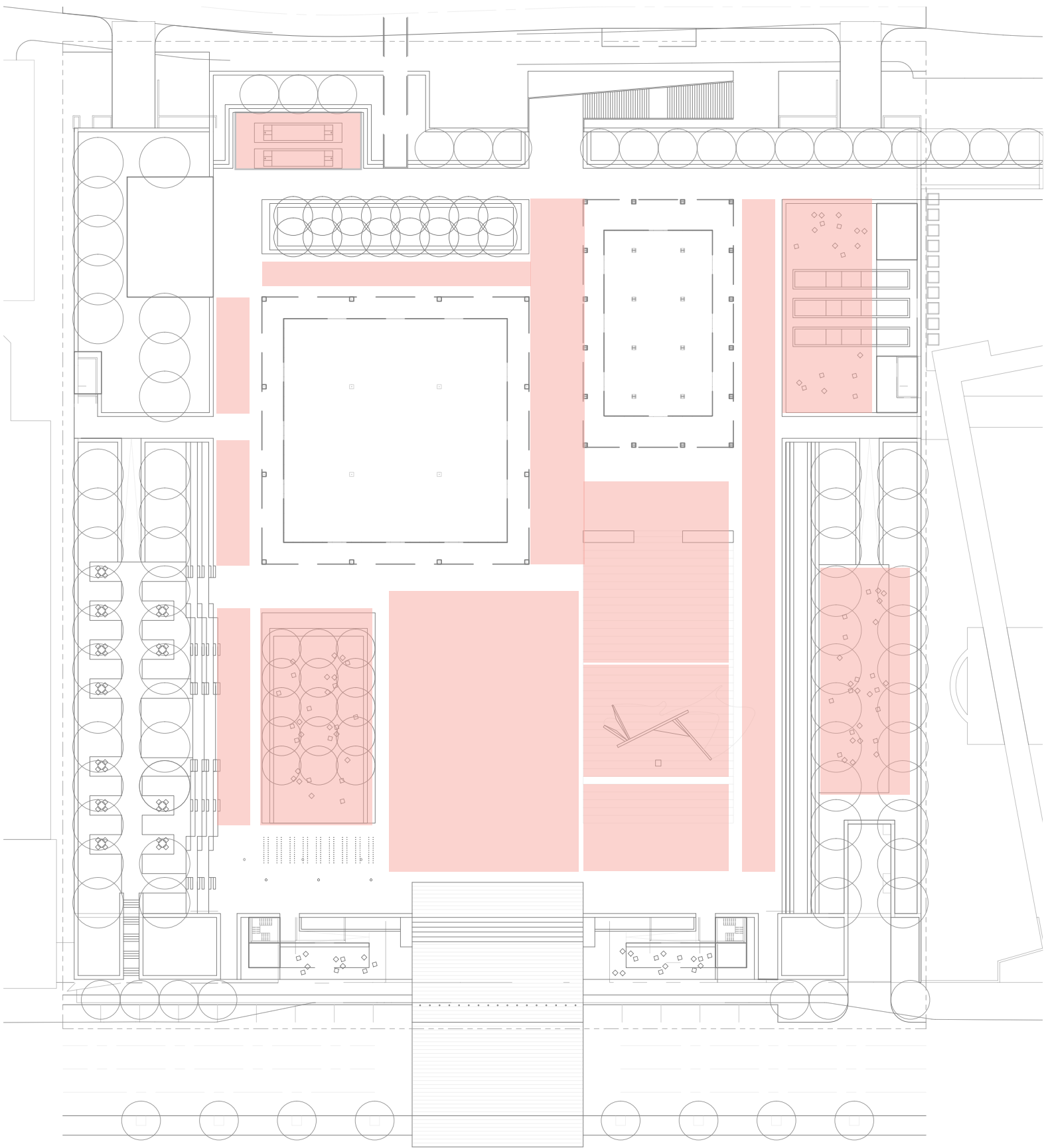


# MODERNIST LINES

A PLAZA FULL OF OPTIONS... HISTORIC VALUES



## MAXIMIZING EVENTS + ACTIVITIES

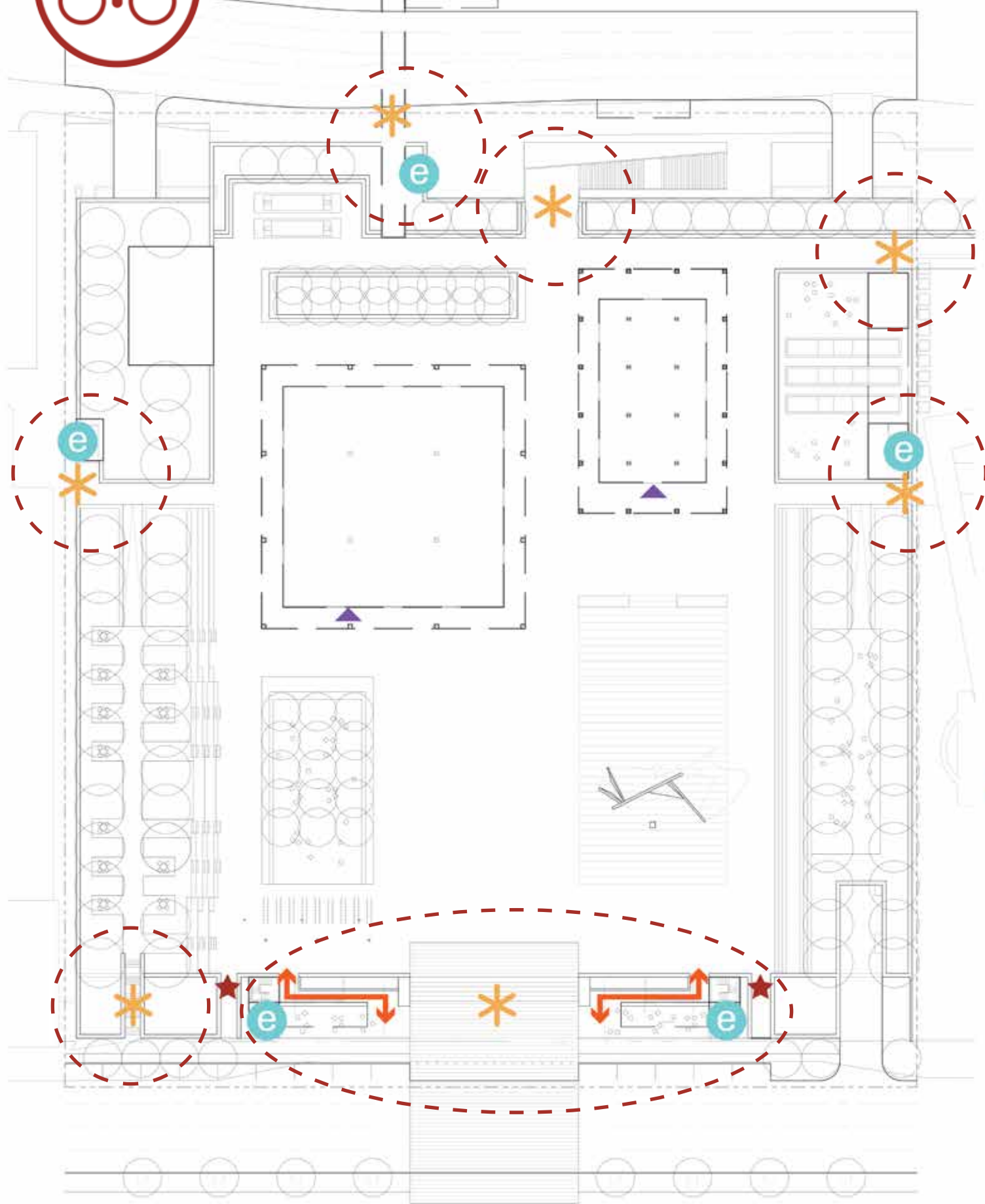


### METRICS

The Plaza accommodates events of all sizes...  
**41,200 sf** of anticipated usable space  
accommodates +/- **4,100** individuals



## IMPROVING ACCESS + MOBILITY



- LEGEND
- ramp
  - elevator
  - stairs or at-grade entry
  - service entry
  - building entry

### METRICS

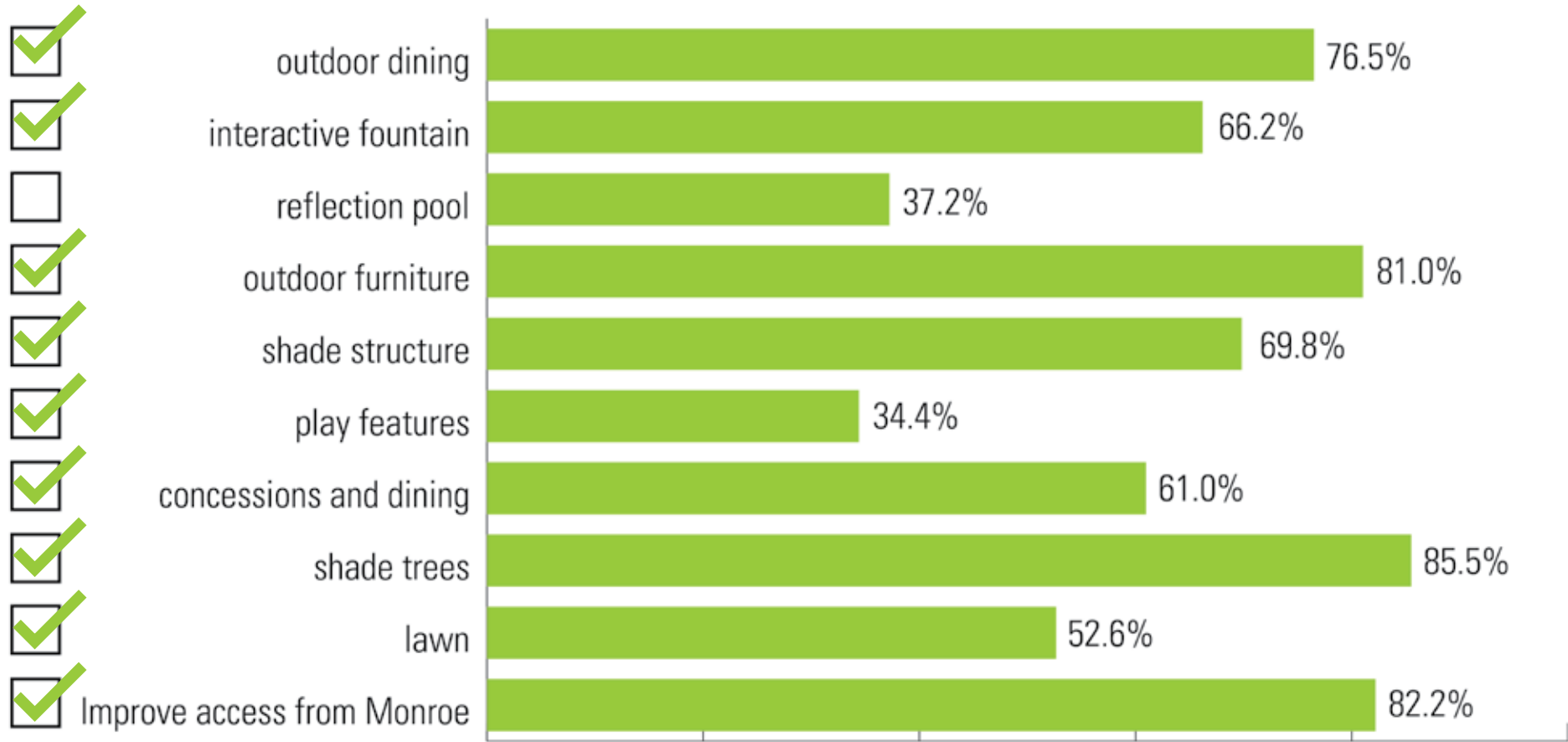
**7** access points to plaza  
**2** accessible ramp access  
**5** elevator access  
**7** stairs and at-grade access  
**2** service entries



## DESIGNING NEW AMENITIES

Amenities found in Modernist Lines

Public Preferences



## INCREASING VEGETATION AND SHADE



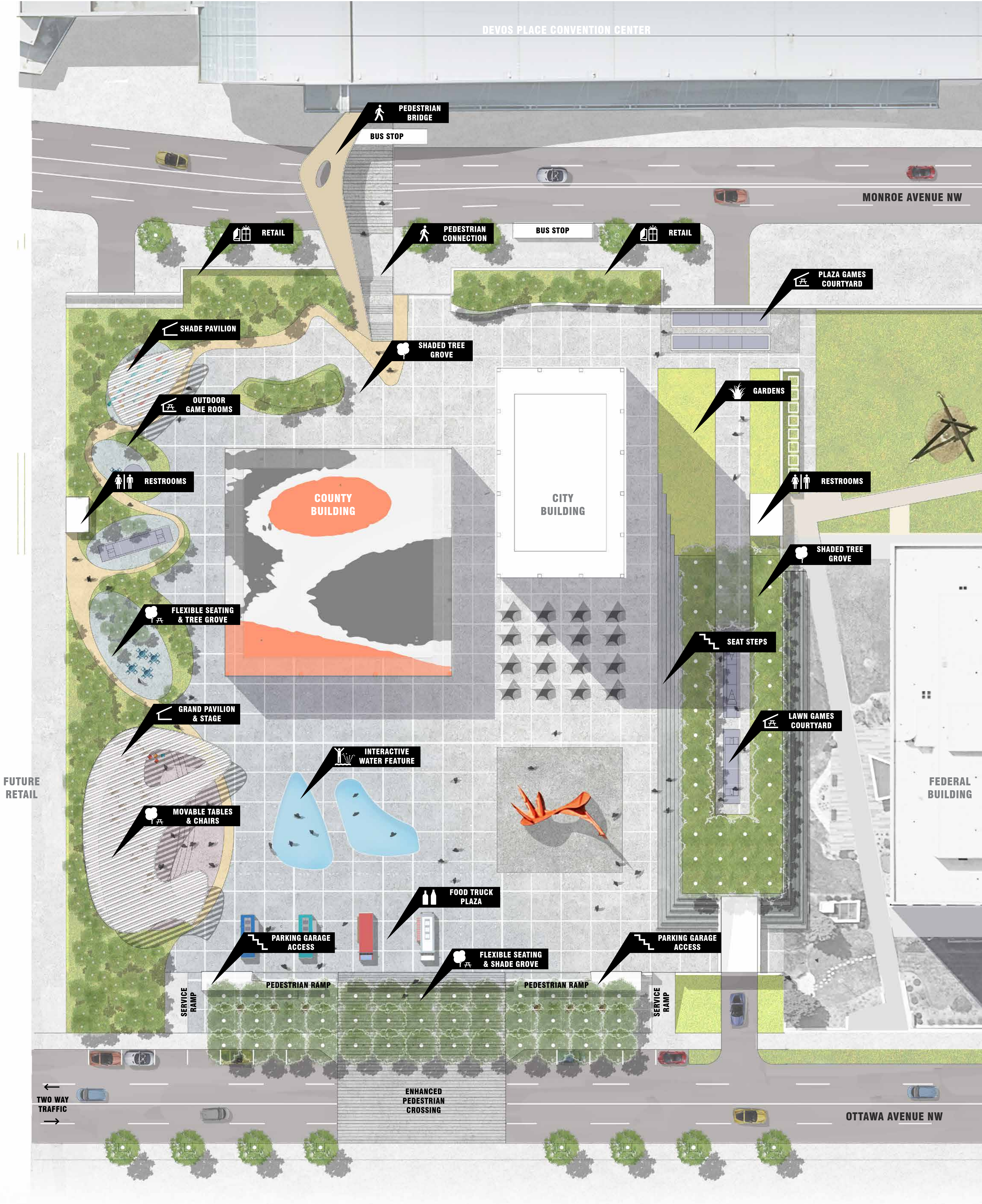
### METRICS

**26,159 sf** of new tree canopy cover at the Plaza  
**4,919 sf** of new structured shade covering at the Plaza  
**21.6%** increased shade from existing conditions



# SCULPTURAL GROVE

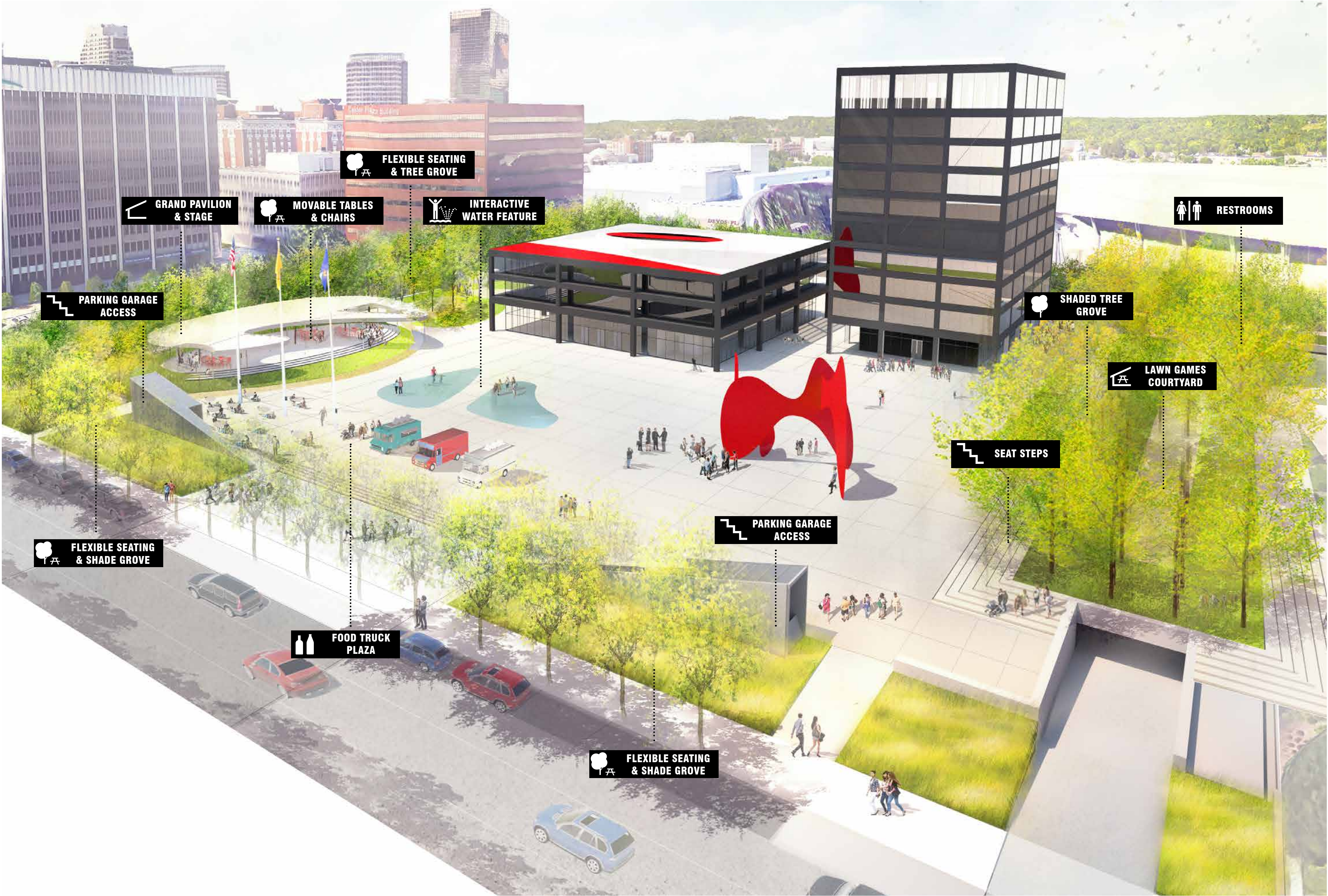
A PLAZA FULL OF OPTIONS... MEANDERING GARDENS



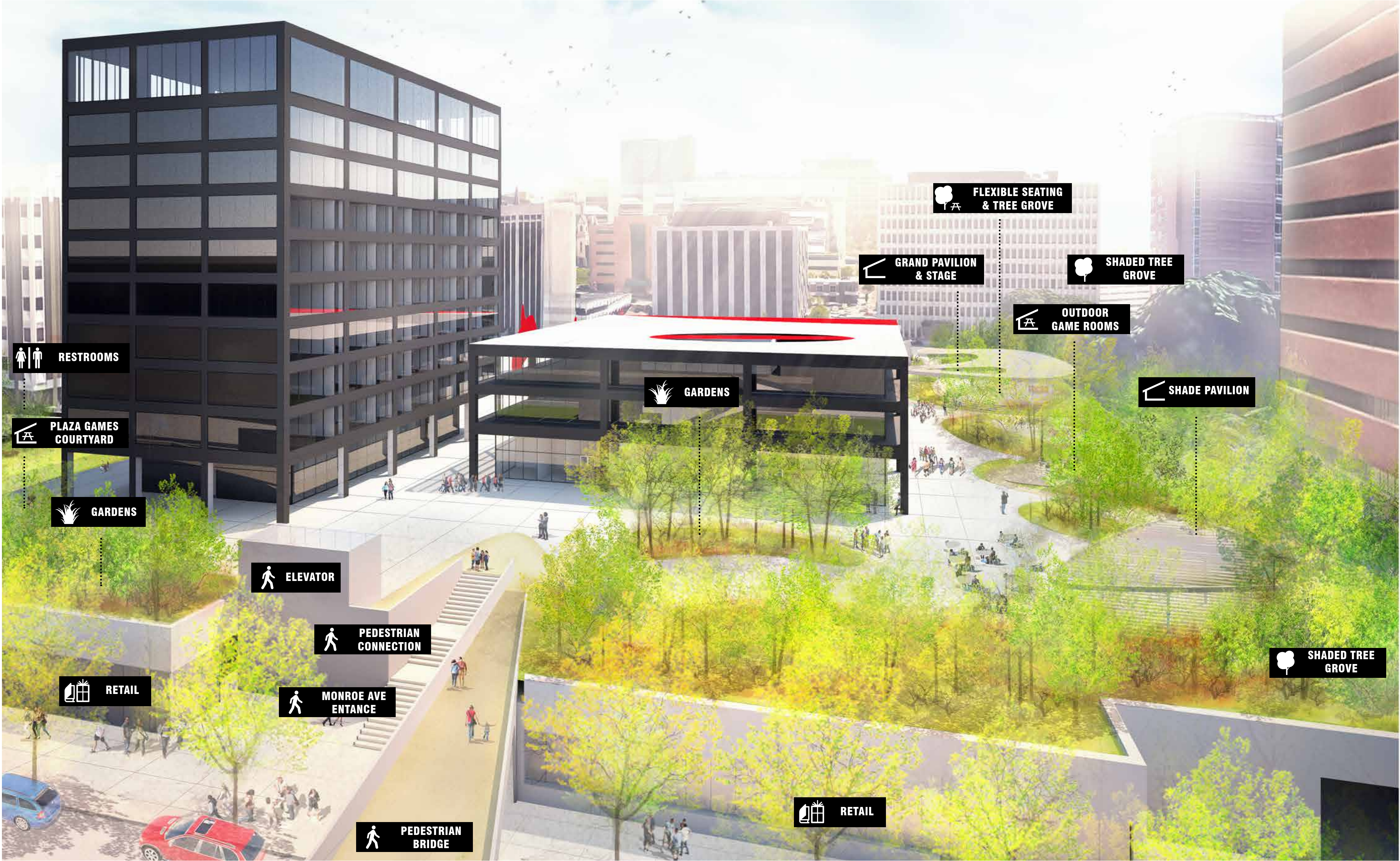


# SCULPTURAL GROVE

A PLAZA FULL OF OPTIONS... MEANDERING GARDENS



Bird's Eye View from Ottawa Avenue



Bird's Eye View from Monroe Avenue



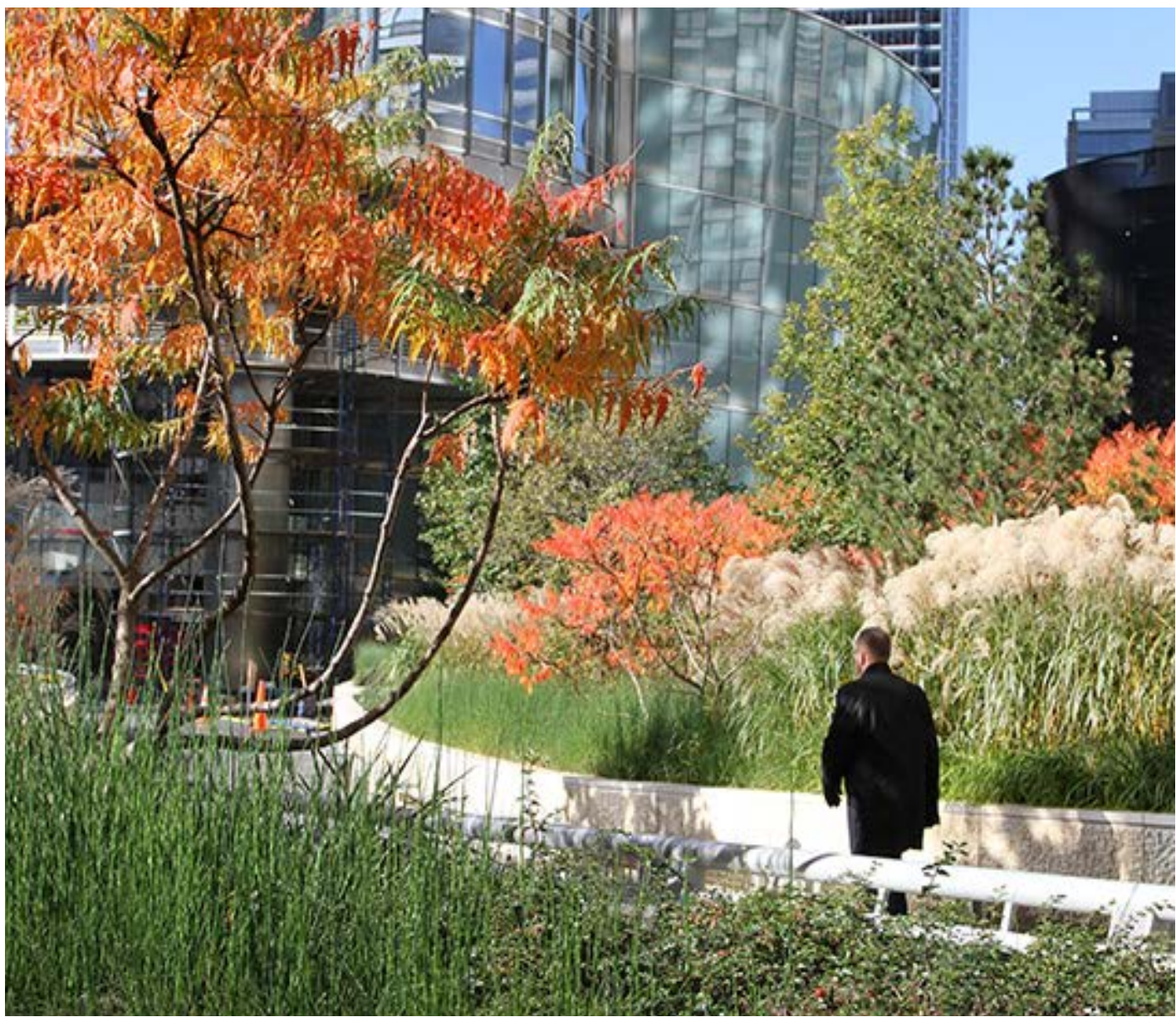
# SCULPTURAL GROVE

A PLAZA FULL OF OPTIONS... MEANDERING GARDENS



View of Calder's La Grande Vitesse

## CONCEPT IMAGERY...



Design by Hoerr Schuadt, Photo by Hoerr Schuadt (ASLA)



Abstract Water Reflections - Etsy Source: Cindi Ressler Photography



Mulimatt footbridge, Source pld-m.com(Pinterest)



White Birches, Photo Source - Onlinenurseryco



Long Dock Park - Design and Photography by Reed Hilderbrand



Cedar Creek by Hocker Design, Photo Credit - Robert Yu, Justin Clemons

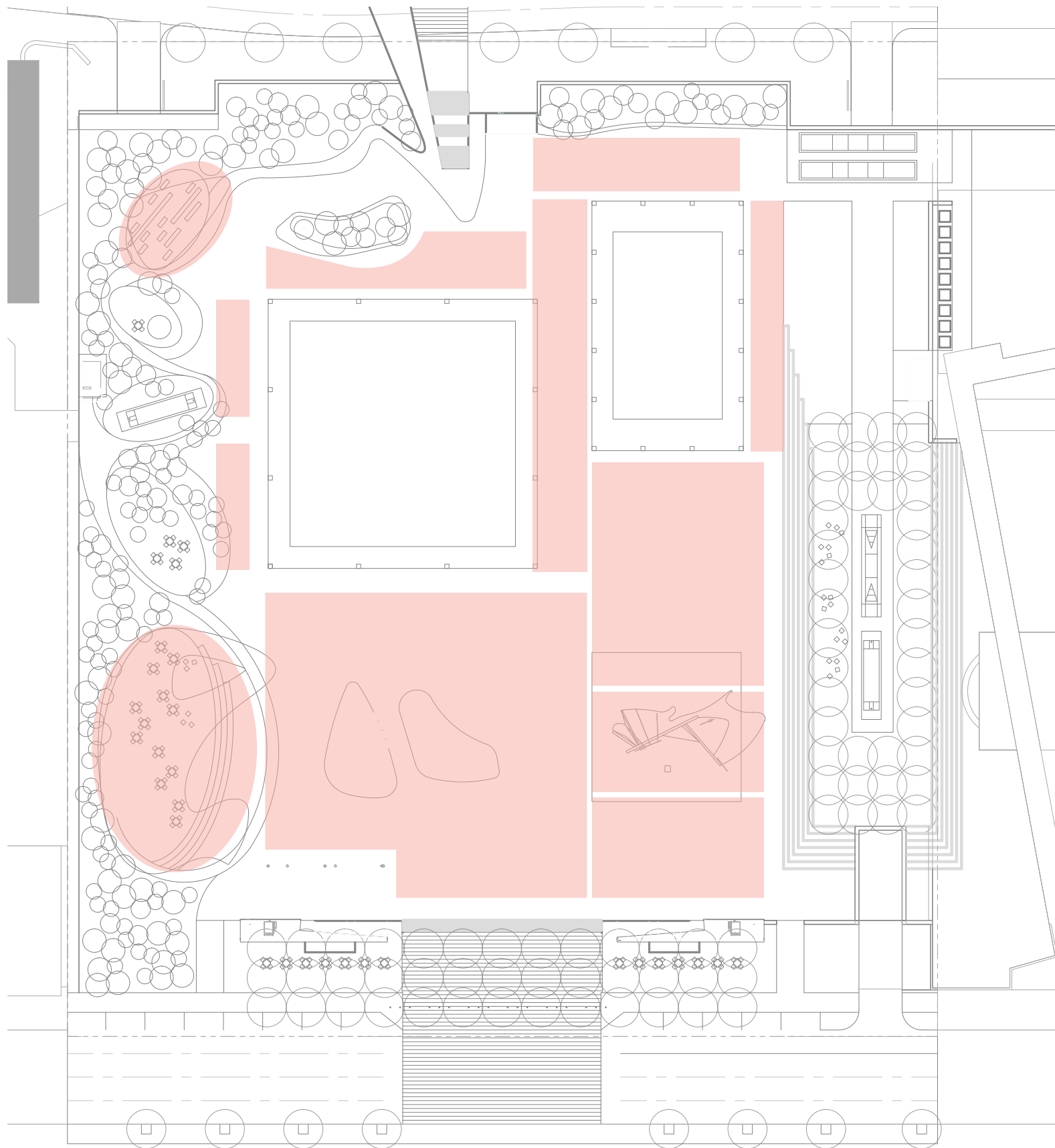


# SCULPTURAL GROVE

A PLAZA FULL OF OPTIONS... MEANDERING GARDENS



## MAXIMIZING EVENTS + ACTIVITIES

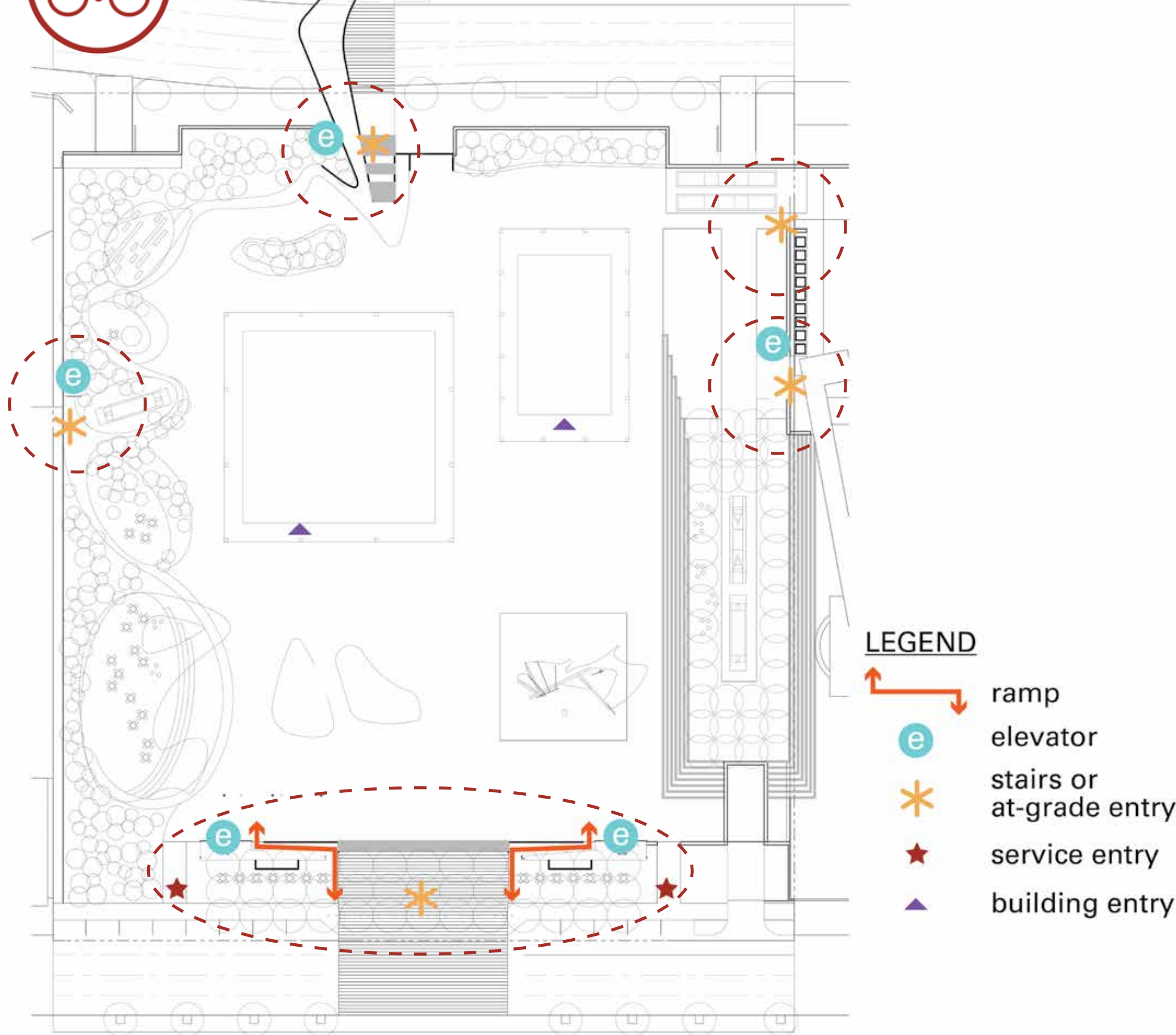


### METRICS

The Plaza accommodates events of all sizes...  
**45,000 sf** of anticipated usable space  
accommodates +/- **4,500** individuals



## IMPROVING ACCESS + MOBILITY



### METRICS

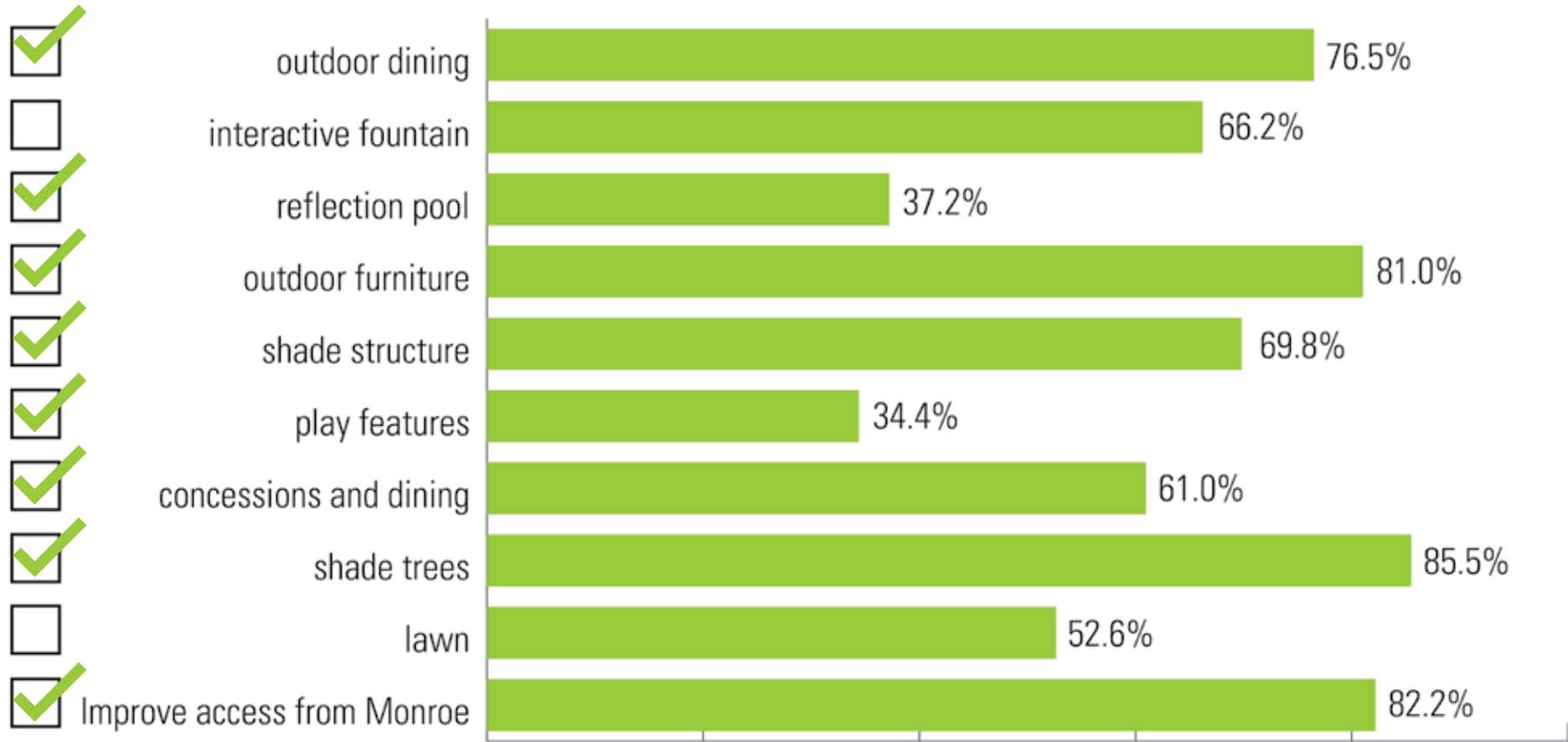
**5** access points to plaza  
**2** accessible ramp access  
**5** elevator access  
**5** stairs and at-grade access  
**2** service entries



## DESIGNING NEW AMENITIES

### Amenities found in Sculptural Grove

### Public Preferences



## INCREASING VEGETATION AND SHADE



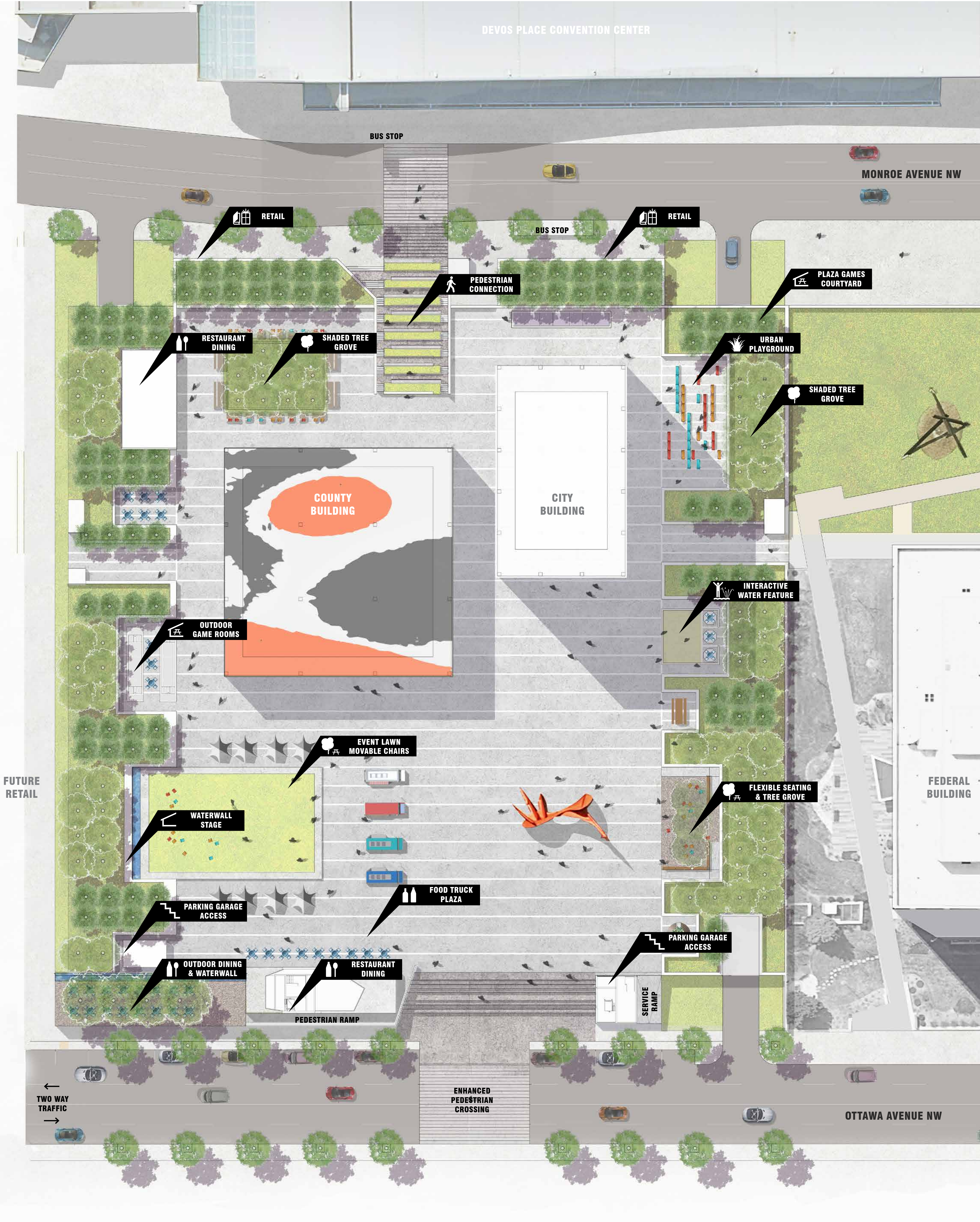
### METRICS

**37,705 sf** of new tree canopy cover at the Plaza  
**8,289 sf** of new structured shade covering at the Plaza  
**79.9%** increased shade from existing conditions



# URBAN LIVING ROOM

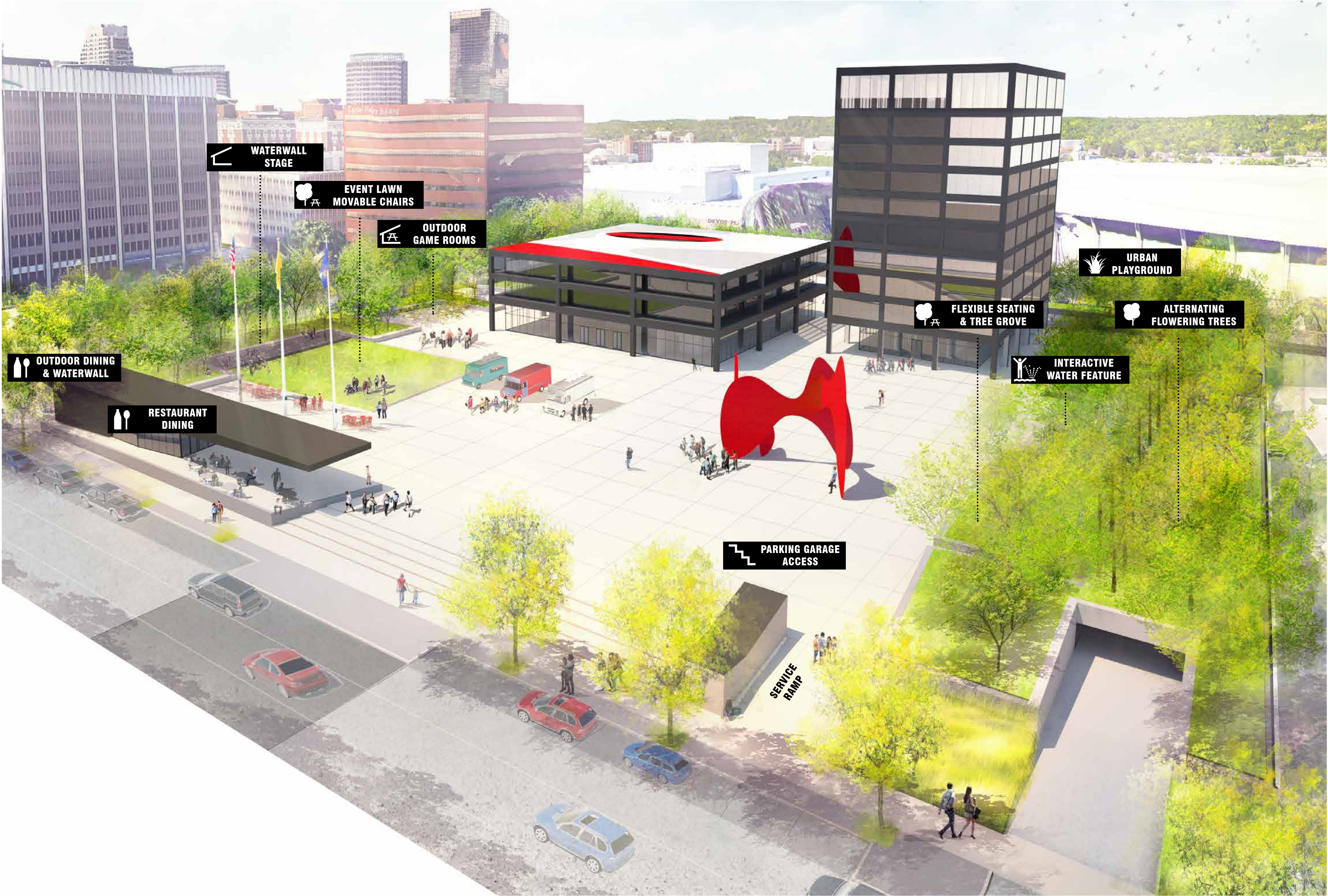
A PLAZA FULL OF OPTIONS... WELCOMING COMFORT



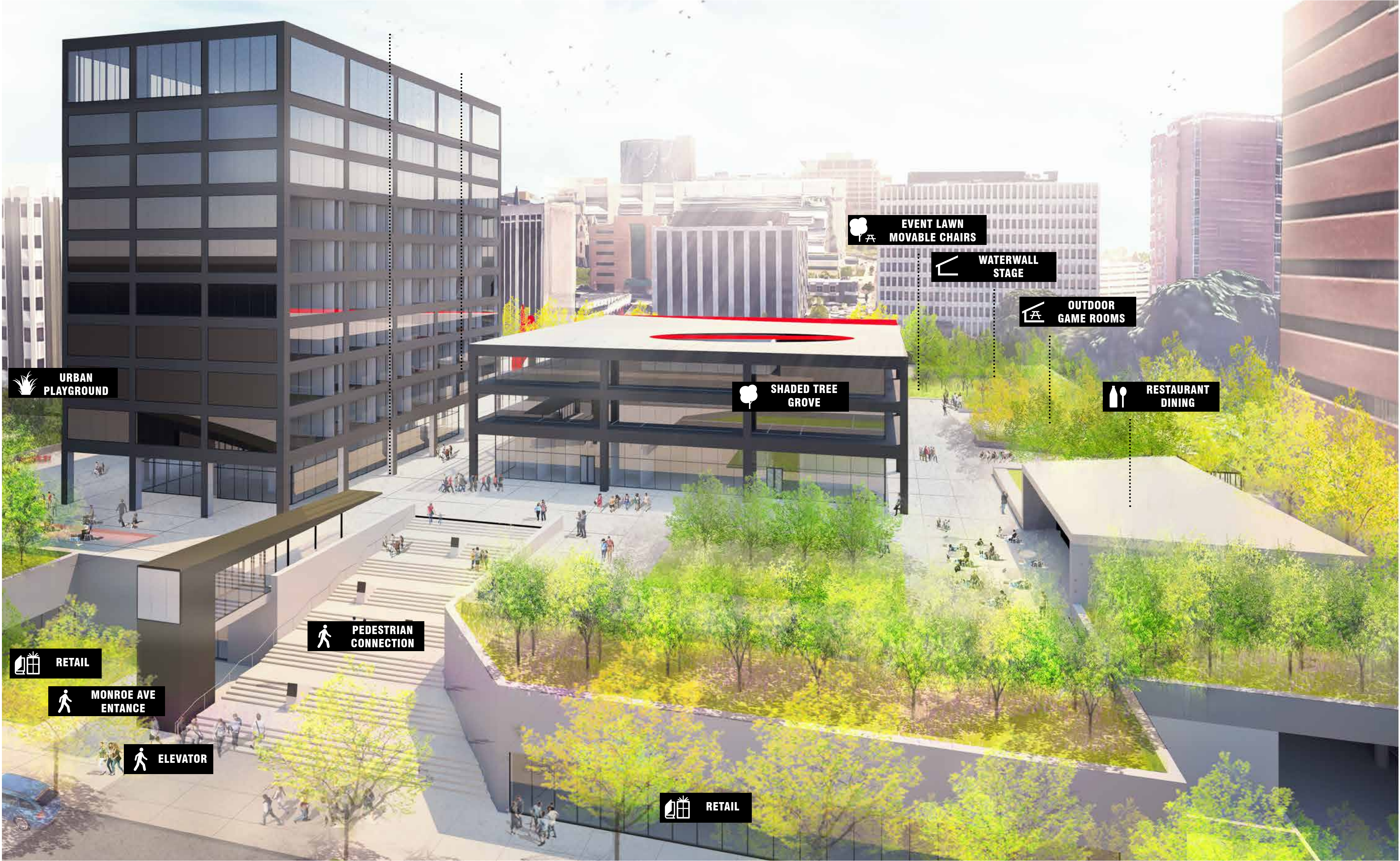


# URBAN LIVING ROOM

A PLAZA FULL OF OPTIONS... WELCOMING COMFORT



Bird's Eye View from Ottawa Avenue



Bird's Eye View from Monroe Avenue



# URBAN LIVING ROOM

A PLAZA FULL OF OPTIONS... WELCOMING COMFORT



View of Calder's La Grande Vitesse

## CONCEPT IMAGERY...



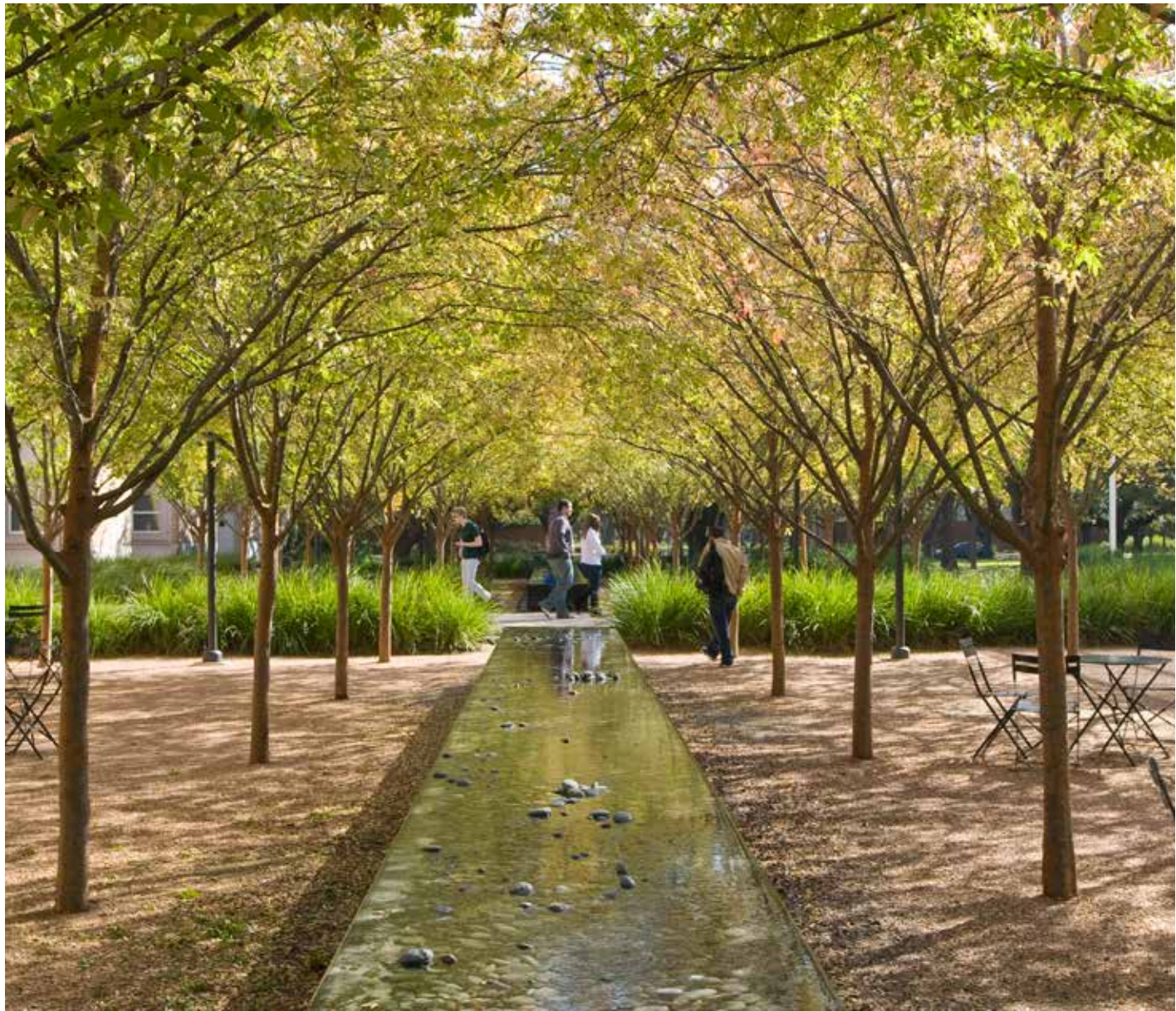
Old Town Plaza, Design by Design Workshop, Photo Source D.A. Horchner



Design by Smith GroupJJR, Photo Source www.laf.org (Pinterest)



Rigamajig at High Line Photo Source - Kaboom



Brochstein Pavilion, Design by OJB, Photo by Paul Hester



Bryant Park, Design by OLIN, Photo by Bryant Park (Pinterest)



Dilworth Park, Source Brulee Catering (Pinterest)

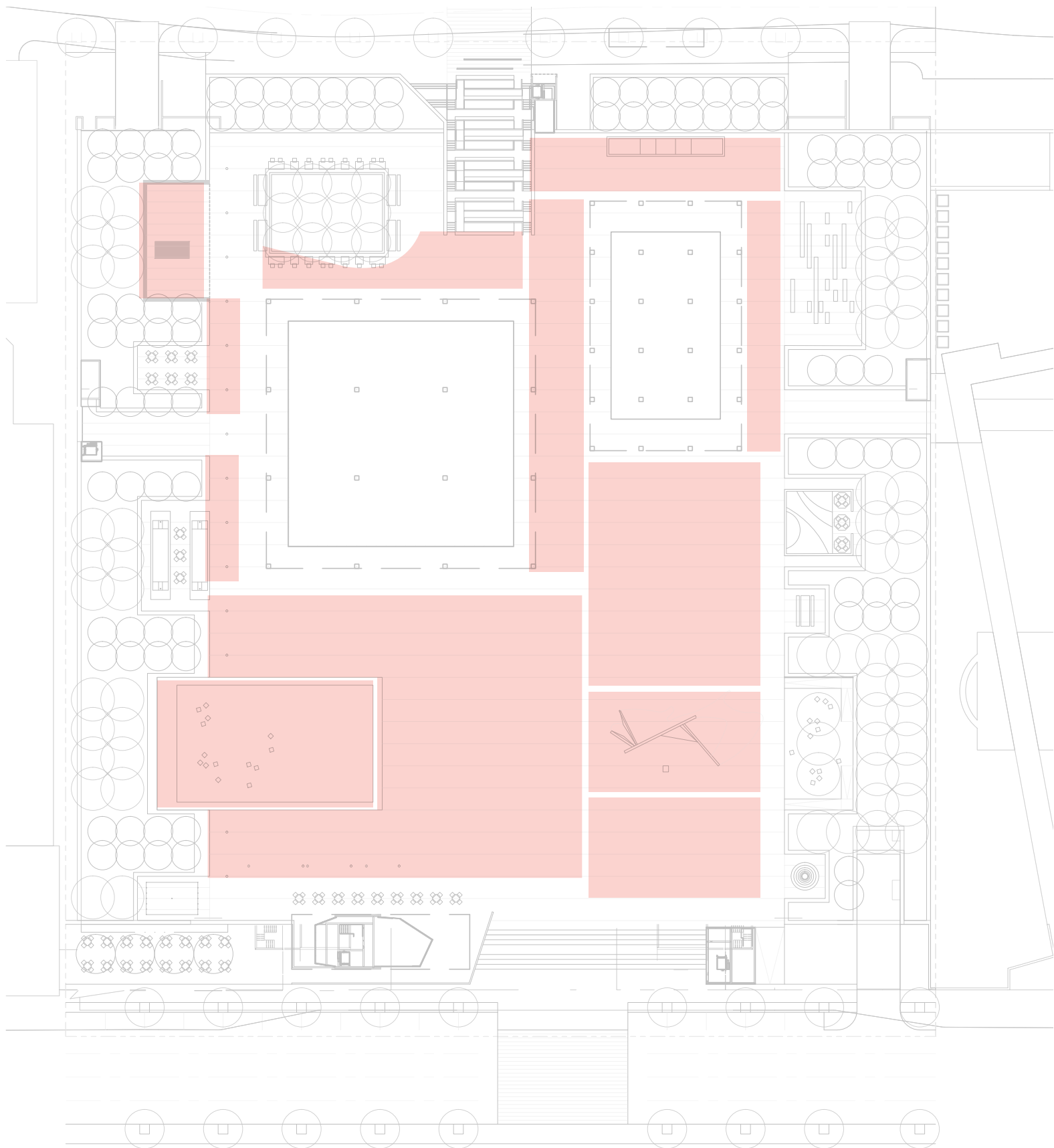


# URBAN LIVING ROOM

A PLAZA FULL OF OPTIONS... WELCOMING COMFORT



## MAXIMIZING EVENTS + ACTIVITIES

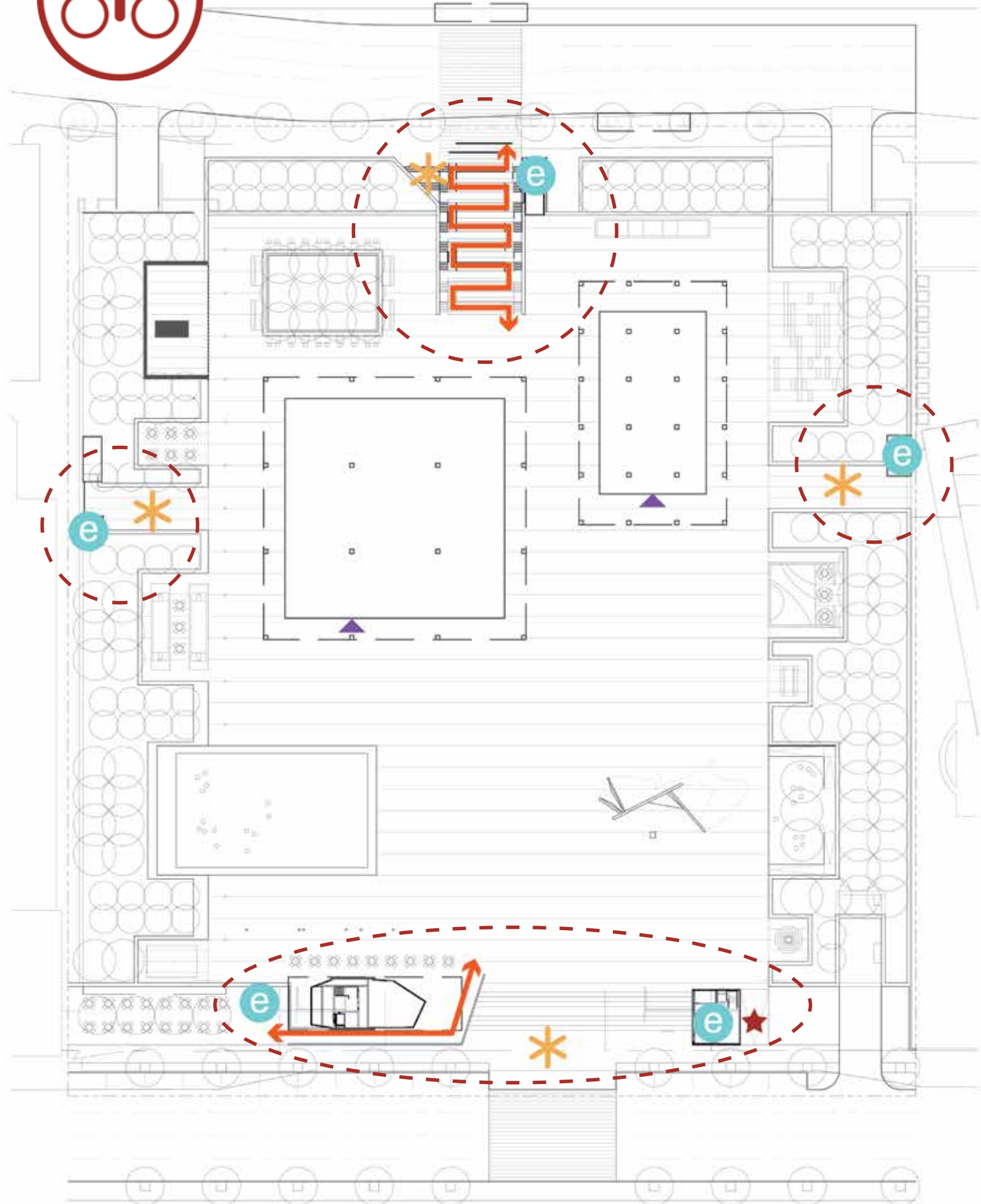


### METRICS

The Plaza accommodates events of all sizes...  
**42,000 sf** of anticipated usable space  
accommodates +/- **4,200** individuals



## IMPROVING ACCESS + MOBILITY



- LEGEND
- ramp
  - elevator
  - stairs or at-grade entry
  - service entry
  - building entry

### METRICS

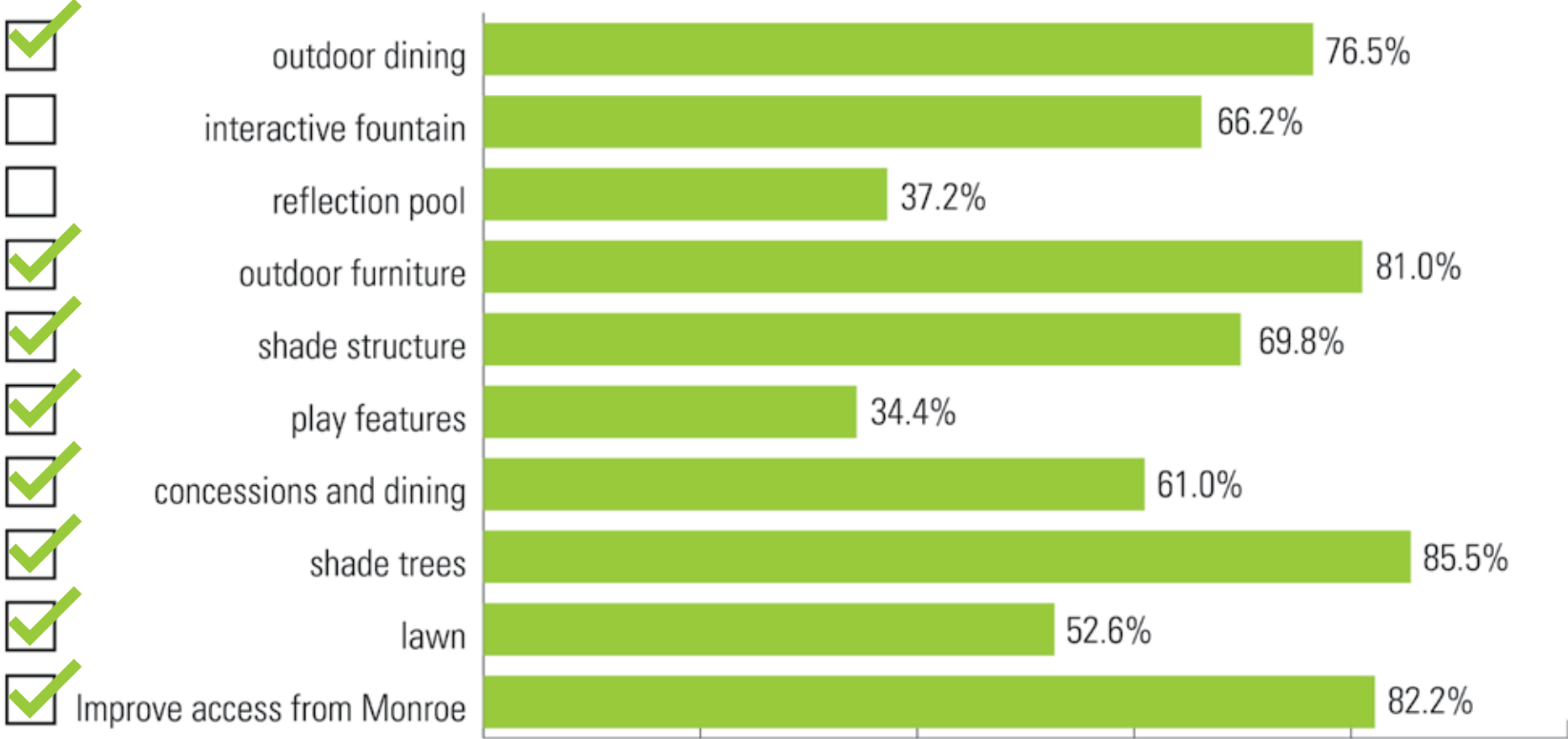
**4** access points to plaza  
**2** accessible ramp access  
**5** elevator access  
**4** stairs and at-grade access  
**1** service entry (widened)



## DESIGNING NEW AMENITIES

Amenities found in Urban Living Room

Public Preferences



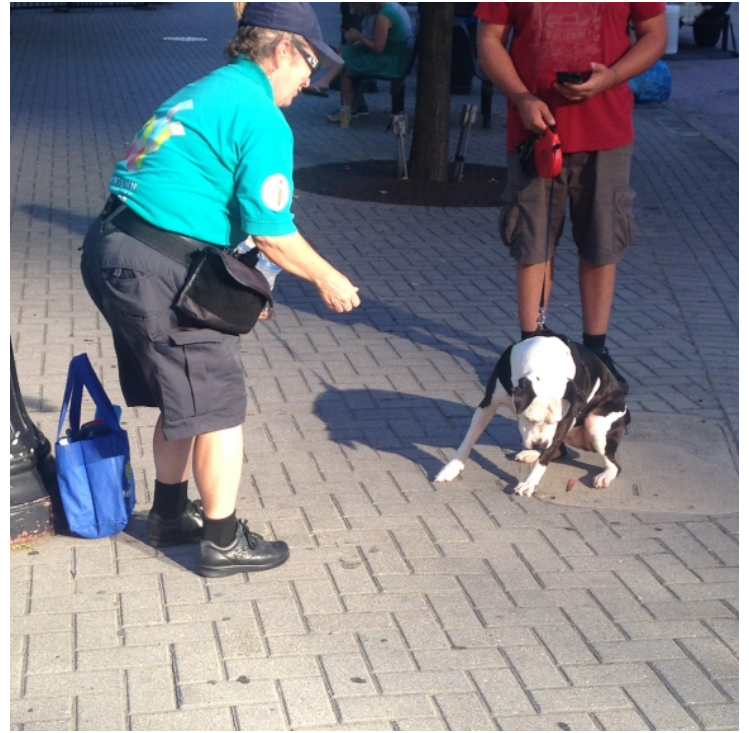
## INCREASING VEGETATION AND SHADE



### METRICS

**39,724 sf** of new tree canopy cover at the Plaza  
**3,461 sf** of new structured shade covering at the Plaza  
**68.9%** increased shade from existing conditions





# Downtown Grand Rapids Ambassador Program

August 2016



# Hospitality Highlights



Shannon talks with a group at the Olympic Opening Ceremonies



Jared talks with a pedestrian on Ionia Street

## Accomplishments

August continued to be a busy month for the team. We provided ambassador presence and logistical support for 3 Movies in the Park events, 4 Relax @ Rosa events, the Hispanic Festival, Sand Rapids Events and the Olympics opening ceremonies and viewing events at Rosa Parks Circle.

## QUICK VIEW

*Aug 01, 2016 -- Aug 31, 2016*

- 2** Request for Police
- 4** Request for Fire/EMS
- 4** Suspicious Person
- 4** Suspicious Package
- 5** Umbrella Escorts
- 20** Motorist Assist
- 26** Panhandling - Aggressive
- 36** Panhandling - Passive
- 45** Observation - Fighting
- 109** Business Contact
- 159.5** Bicycle (miles)
- 162** Safety Escort
- 625** Sidewalk Violation (skateboarding/Bicycling/Rollerblading)
- 920** PA - Program Information
- 1100** Outreach Contact
- 1237** PA - Directions
- 3575** PA - Information
- 13306** PA - Other



# Beautification & Special Projects



Tyler refinishes newly acquired cans



Evangeline trains Jared on clean Operations

## Initiatives

We continue to forge ahead on our trash can project. The new cans for the South Division Ave. corridor were delivered to the Ambassador HQ and we started working on a way to install the publicly created art panels onto to each of the cans. We are anticipating having the art installed and the cans deployed in early September in time for Art Prize.

We also acquired an additional 9 cans from the office of Special Events we are in the process of refinishing those and we will be deploying those into the field the first week of September.

## QUICK VIEW

*Aug 01, 2016 -- Aug 31, 2016*

**34** ATLV Hours

**5** Backpack Blower (hours)

**3** Billy Goat Hours

**618** Graffiti - Removed

**4263** Planters Watered

**23** Power Washing (block faces)

**1193** Trash (Bags collected)

**1809** Weed Abatement (block faces)

# Stakeholder Feedback



Just wanted to give a big shout out to two amazing downtown ambassadors James and Rebecca who came to our assistance yesterday when our canoe capsized going over one of the rapids in the river near the Pearl St Bridge. They rushed down to help me get my

## Feedback

Good afternoon. Have been meaning to send a note letting you know how impressed I am with Downtown Ambassador Joshua Collins. He is super friendly – and he reacted quickly when construction workers in a building broke a window, which sent glass flying everywhere only a split second after a colleague and I walked under the canopy. Thank you, Joshua and all the hardworking Ambassadors, for helping to make our downtown a great place for everyone.

Amy Snow-Buckner    Assistant to the Mayor

I want to compliment the work of the downtown ambassadors. I think this is one of the finest resources in our city - Thank you for all you do!

Gayle

Melvin did a great job helping me get my truck running. Thank you for providing such a great service to our city.

Dan Schlenk



# Highlights



Rebecca providing a safety escort



Rebecca participating in Sand Rapids Sand Sculpting



Marcia working Movies in the Park



James assisting a couple late at night

# Statistics

Equipment Usage	Activities	Aug. 2016 Totals	Aug. 2015 Totals	Aug. 2014 Totals	2016 YTD
	ATLV Hours	34	NA	NA	177.5
	Backpack Blower (hours)	5	NA	NA	105.5
	Bicycle (miles)	159.5	168.5	268	381.3
	Billy Goat Hours	3	NA	NA	35.5
	Segway Hours	0	19.25	26	79.25
Engagement	Business Contact	109	220	439	1090
	Graffiti - Removed	618	87	270	4280
	Motorist Assist	20	8	10	116
	Observation - Fighting	45	52	48	141
	Outreach Contact	1100	2772	0	12648
	PA - Directions	1237	1610	3653	7022
	PA - Information	3575	5479	8303	19429
	PA - Other	13306	11587	11160	85928
	PA - Program Information	920	2241	5322	8931
	Panhandling - Aggressive	26	73	182	206
	Panhandling - Passive	36	77	297	357
	Planters Watered	4263	0	0	10242
	Power Washing (block faces)	23	0	0	183
	Request for Fire/EMS	4	20	29	205
	Request for Police	2	9	31	20
	Safety Escort	162	1805	1480	898
	Sidewalk Violation	625	792	1237	3164
	Snow Removal - Block Faces	2	0	0	6348
	Suspicious Package	4	10	110	23
	Suspicious Person	4	119	249	138
	Trash (Bags collected)	1193	NA	NA	7585
	Umbrella Escorts	5	7	240	31
	Weed Abatement	1809	NA	NA	9458
Total Contacts August 2016		29088	26968	33060	178443
Total Contacts August 2015					
Total Contacts August 2014					
Total Contacts 2016 YTD					

Fig. 1: Overview of total contacts for August 2014, 2015 and 2016 as well as the total contacts for 2016 YTD by category.

## August Stats Comparison

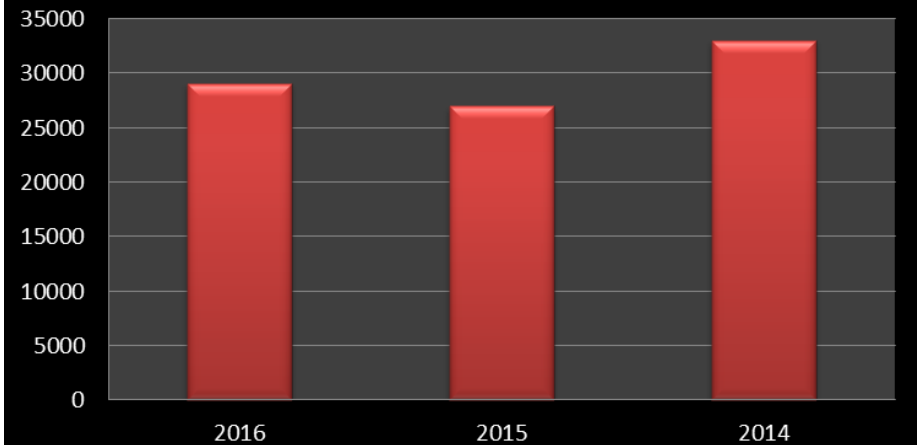


Fig. 2: Graph comparing total contacts for August for 2014, 2015 and 2016

Statistics for August 2016 remained steady from July. We also showed a marked increase from the previous year (2015). The Segway hours are currently at 0 because the unit is out for repair. We are hoping it will be up and running again soon. The ambassador team is still on track to reach over 250,000 contacts by year's end.