

AGENDA



DOWNTOWN IMPROVEMENT DISTRICT

Board Members:

Peter Albertini • Kate Berens • Stacie Behler • Michael Bishop • Mike Ellis • Bob Herr • Cullen Hillary • Ginny Justice • Emily Loeks • Josh Lunger • Andrew Martin • Jessica Slaydon • Monica Steimle-App • Elliot Talen • Ashley Ward

January 25, 2023
2:00 pm Meeting
29 Pearl Street, NW Suite #1

1. Call to order (2:00)
2. Approve Meeting Minutes from September 2022 (2:01)
Motion – Herr | (enclosure)
3. Accept December 31, 2022, Financial Statements (2:05)
Motion – Herr | (enclosure)
4. Public Safety Presentation (2:10)
Info Item – Winstrom
5. Ambassador Presentation (2:20)
Info Item – Krenz
6. DID FY 2024 Reauthorization (2:30)
Board Discussion – Kelly/Eledge | (enclosure)
7. DGRI President & CEO Report (2:40)
Info Item – Kelly | (enclosure)
8. Public Comment (2:45)
9. Board Member Discussion (2:50)
10. Adjournment (3:00)

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DOWNTOWN IMPROVEMENT DISTRICT



DID

Board Members:

• Peter Albertini • Michael Bishop • Mike Ellis • Bob Herr • Cullen Hillary • Ginny Justice • Emily Loeks • Josh Lunger • Andrew Martin • Jessica Slaydon • Monica Steimle-App • Ashley Ward • Pat Waring

September 29, 2022

2:00 pm Meeting

29 Pearl Street, NW Suite #1

Present:

• Peter Albertini • Michael Bishop • Mike Ellis • Bob Herr • Cullen Hillary • Ginny Justice • Emily Loeks • Josh Lunger • Andrew Martin • Jessica Slaydon • Monica Steimle-App • Ashley Ward • Pat Waring • Kate Berens

1. Call to order: 2:02PM, Chair Herr.
2. Approve Meeting Minutes from July 2022
Motion: Pat Waring
Support: Andrew Martin
No changes.
3. Accept June 30, 2022, and August 30, 2022 Financial Statements
Presented by Tricia Chapman
Statement C in need of approval for June 2022.
Over \$600K left to collect (about \$400K collected) now that bills have gone out that will be reflected in next meeting statements.
Chair Herr: We can't spend below our fund balance, correct?
Chapman: Collections coming in that will be seen in September will cover this.
Motion to approve June 30 year end expenditures and August 2022
Motion: Peter Albertini
Support: Ashley Ward
4. Resident Working Group Proposal
Presented by Melvin Eledge
Residents on the working group raised concerns about safety and the presence of Ambassadors. Those who knew about Ambassadors wanted more knowledge around the services they provide.
Hoping to add 2 additional Ambassadors specifically for resident uses: hours adjustment, place specific to residents.
This is a pilot. Pre and post survey to residents to measure perceived safety. This offers great benefit to residents because Ambassador services can be adjusted.
Chair Herr: Is it just presence that's needed? Or will they address people loitering/sleeping/etc. in those spaces?
Eledge: uniform presence to add eyes on the street and additional engagement within buildings.
Chair Herr: requests an update as this project gets underway for what's working and what can be improved.
Albertini: any protocol for the safety of these new Ambassadors?

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Eledge: Having Ambassadors that work together side-by-side instead of separate. Training currently addresses personal safety.

Lunger: how were these folks chosen?

Eledge: outreach through the DNN, newsletter, property managers to build a team of interested neighbors. We had a team of 8.

Lunger: survey – how are we going to assure that we are reaching the right people?

Eledge: email is one method, knocking on doors, relationships with property managers. Survey is one piece but we will continue to engage within buildings through events and open houses and online engagement.

Waring: These are questions from Grand Valley about Blue Bridge: The hours of the Blue Bridge closure are just for ArtPrize?

Kelly: it is currently open limited hours and we will evaluate the hours changes after ArtPrize.

Waring: It is part of a social zone, correct? Is there any way to change that?

Jessica: It is a social district. That designation would be changed by the City Commission.

Motion to expend \$124 to amend the Block-by-Block contract to add two ambassadors to the agreement for FY23.

Kelly: this is budgeted and for FY23.

Motion: Lunger

Support: Stiemle-App

5. DID FY 2024 Reauthorization

Kelly: reminder of the reauthorization process for the DID.

Eledge: Review of Key Changes from FY23: Addition of Non-Profit Organization Assessment (generating \$43K in revenue), Residential Assessment (generating \$74K in revenue, plus matching fund), increased general assessment by 5% to cover cost of raising wages, reduced snowmelt assessment by \$10K to align with operating costs. Timeline: target for June 2023 for bills to go out. Considerations for FY24: Need to know our costs, inflation, new services or expansion of services to price assessment. Time to consider addition of Monroe North or other areas for service boundaries.

Volunteers to engage: Cullen, Jessica to engage in options.

Martin: for snowmelt: is there any way to start a rainy day (snowy day) fund for snowmelt maintenance needs?

Eledge: yes, there is an existing line item for this that can be seen in your agenda packet financials. We are working with snowmelt provider to address maintenance issues.

Slaydon: is there any new technology to look into? Or is Geotech it?

Eledge: where the struggle is that our existing tech is old. We are not able to truly improve on the current tech. We need to look at what tech we would need to adjust to improve the current system.

Martin: do we know the lifespan of the system?

Eledge: we have surpassed that. We are maintaining the system to a high degree. Damage from digging is our biggest challenge.

Herr: is it a big issue that 3rd parties dig it up and then we pay for it?

Eledge: no, we make sure the one damaging it pays for it. I think it happened twice this past year.

Waring: \$50K grant in resident assessment – is that ongoing?

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Eledge: it is not in perpetuity. We see this as a one-time deal.

Waring: that's too bad. We'll have to account for that money somewhere.

Kelly: because we have one-year budgets, this will come up in conversation about FY24.

Albertini: What are the boundaries for Monroe North?

Eledge: Monroe Ave. north of I-96 highway. We have assessed this area in the past, but it didn't make sense to include them at that time. But now that we have residents and non profits included, there is an opportunity that neighbors and businesses in the area are interested in.

Herr: They're a TIFA district, correct?

Kelly: it is 6th st bridge to coldbrook essentially. They can overlap with a DID.

Ward: What's the commitment on that?

Kelly: monthly meetings, biweekly at most.

Herr: It sounds like the biggest decisions are boundaries and a 1 year, 3 year or 5 year commitment.

Lunger: How different is the DDA boundary from the DID boundary? Having those quarters covered as new business grows would be helpful to those business owners.

6. DGRI President & CEO Report

Kelly: highlights of the Vitals report. We are tracking above our 5 year average for visitor traffic. Hotel occupancy this month surpassed our 5 year average.

The River revitalization is open for public comment right now. We want to continue to support this effort. The hearing itself is tonight, public comment is open until October 10.

Lyon Square application has been deemed administratively complete. We look forward to seeing this move forward.

Van Andel Arena Alley was awarded at state level, for \$800,000.

Event highlights: futsal courts are opening on October 8. Grand Rapids Griffins kick off this month and the Marathon takes place on October 9.

Giant pumpkin carving on October 28.

Herr: we are seeing record number for econ club this year as well, speaking to occupancy and visitor numbers.

7. Public Comment

Hal Froot, DNN and DID resident working group member, Plaza Towers with questions:

1. What can this group do to maintain that building owners maintain their sidewalks?

a. Herr + Jessica: that is not the jurisdiction of this board.

2. Is there any pressure that this board can put on building owners?

a. Herr: specific sites needed.

3. Is this board working with the HOT team at all to help the HOT team overnight?

a. Kelly: Yes we coordinate through our Director of Operations, Melvin and the Downtown Ambassador team.

Kathy Steindler, City View Condos:

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I appreciate that there will be a survey to residents.

Thank you for including resident voice and assuring that actions are being taken to address their concerns.

Herr: This shows the need for a strong survey!

8. Board Member Discussion
None.

9. Adjournment . 2:46 PM Adjourned by Herr.

MEMORANDUM

CITY OF GRAND RAPIDS

**Agenda Item 3.
January 25, 2023
DID Meeting**

DATE: January 17, 2023

TO: Bob Herr, Chair
Downtown Improvement District

FROM: Tricia Chapman
Administrative Services Officer II

**SUBJECT: Grand Rapids Downtown Improvement District
FY2023 Interim Financial Statements as of December 31, 2022**

Attached are the DID's interim financial statements for the first half of the fiscal year ending June 30, 2023. These statements include the following:

Statement A: Balance Sheet

Statement B: Statement of FY2023 Revenues and Expenditures

Statement C: Schedule of Expenditures

The DID has spent approximately 34% of its budgeted appropriations in the District-Wide fund and 27% of appropriations in the Snowmelt fund.

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

Attachments

STATEMENT A
GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT
Balance Sheet
December 31, 2022

ASSETS	DISTRICT - WIDE	SNOW - MELT	TOTAL
Pooled Cash & Investments	\$ 678,097	\$ 740,342	\$ 1,418,439
Grants Receivable	50,000	-	50,000
Assessments Receivable	223,762	2,276	226,038
TOTAL ASSETS	\$ 951,859	\$ 742,618	\$ 1,694,477
LIABILITIES AND FUND EQUITY			
Liabilities			
Accounts Payable	\$ -	\$ -	\$ -
Deferred Assessment Revenue	223,762	2,276	226,038
TOTAL LIABILITIES	\$ 223,762	\$ 2,276	\$ 226,038
Reserve for Encumbrances	\$ 11,094	\$ -	\$ 11,094
Reserve for Compensated Absences	1,354	-	1,354
Unrestricted Reserve	715,649	286,231	1,001,880
Restricted Reserve - Monroe Center	-	454,111	454,111
TOTAL FUND EQUITY	\$ 728,097	\$ 740,342	\$ 1,468,439
TOTAL LIABILITIES & FUND EQUITY	\$ 951,859	\$ 742,618	\$ 1,694,477

Prepared 1/11/2023

STATEMENT B

GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT

FY2022 Statement of Revenues and Expenditures

July 1, 2022 - December 31, 2022

REVENUES	DISTRICT-WIDE		SNOWMELT	
	Budget	Actual	Budget	Actual
Assessments	\$ 1,222,814	\$ 992,567	\$ 170,000	\$ 167,724
Reserve for Uncollectible Accounts	(153,200)	-	-	-
Earnings on Investments	3,808	13,751	6,093	31,826
Miscellaneous Revenues and Reimbursements	100,000	50,000	-	-
TOTAL REVENUES	\$ 1,173,422	\$ 1,056,318	\$ 176,093	\$ 199,550
EXPENDITURES				
DISTRICT-WIDE SERVICES				
Maintenance and Beautification				
Landscaping and Beautification	\$ 597,839	\$ 331,122	\$ -	\$ -
Irrigation - Repairs & Water	7,000	1,393	-	-
Flowers & Plantings	112,615	-	-	-
Sub-Total	\$ 717,454	\$ 332,515	\$ -	\$ -
Marketing and Communications				
Personnel - Wages and Benefits	20,000	-	-	-
Printing, Postage, Supplies, etc.	750	203	-	-
Sub-Total	\$ 20,750	\$ 203	\$ -	\$ -
Administration				
DGRI Overhead - Rent, Meetings, Phones, Cleaning, etc	25,000	20,517	-	-
Personnel - Wages and Benefits	72,000	20,814	-	-
Professional Services	22,500	9,621	-	-
Supplies, Office Equipment, etc	7,366	1,032	-	-
City A-87 Costs	35,384	17,692	-	-
Sub-Total	\$ 162,250	\$ 69,676	\$ -	\$ -
Public Safety				
Ambassador Program	155,000	-	-	-
QOL - Special Project	124,160	-	-	-
Sub-Total	\$ 279,160	\$ -	\$ -	\$ -
TOTAL EXPENDITURES - DISTRICT-WIDE SERVICES	\$ 1,179,614	\$ 402,394	\$ -	\$ -
SNOWMELT SYSTEM OPERATIONS				
Central City Snowmelt	\$ -	\$ -	\$ 170,000	\$ -
Campau Promenade District	-	-	-	15,816
Monroe Center District	-	-	-	12,609
Monument Park District	-	-	-	17,116
TOTAL EXPENDITURES	\$ 1,179,614	\$ 402,394	\$ 170,000	\$ 45,541
EXCESS / (DEFICIT)	\$ (6,192)	\$ 653,924	\$ 6,093	\$ 154,009
BEGINNING FUND BALANCE		74,173		586,333
ENDING FUND BALANCE		\$ 728,097		\$ 740,342

Special & Voluntary Assessments as of 8/31/2022	Budgeted	Invoiced	Received	Receivable
District-Wide	\$ 1,222,814	\$ 1,216,329	\$ 992,567	\$ 223,762
Center City Snowmelt Operations	170,000	170,000	167,724	2,276
TOTAL	\$ 1,392,814	\$ 1,386,329	\$ 1,160,291	\$ 226,038

STATEMENT C

**GRAND RAPIDS, MICHIGAN
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures
September 1, 2022 - December 31, 2022**

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
9/29/2022	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	\$ 2,948.67
10/19/2022	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	2,948.67
11/9/2022	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	2,948.67
12/6/2022	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	2,948.67
					11,794.68
9/28/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street Sept 22	1,222.12
11/1/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street Oct 22	1,222.12
11/6/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Space Lease Nov 22	1,222.12
12/11/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Space Lease Dec 22	1,222.12
12/13/2022	Worksighted, Inc.	Administration	DGRI Overhead	Meraki Switch & Maraki Enterprise License and St	1,023.51
9/7/2022	PerformYard, Inc.	Administration	DGRI Overhead	HR Software 8/22	880.65
10/24/2022	Worksighted, Inc.	Administration	DGRI Overhead	IT consulting and services 10/22	738.96
9/29/2022	Worksighted, Inc.	Administration	DGRI Overhead	IT consulting and services 9/22	718.71
9/29/2022	Wexler Graphics, Inc.	Administration	DGRI Overhead	DGRI Window Art Install 9/22	587.10
12/12/2022	Worksighted, Inc.	Administration	DGRI Overhead	IT Monthly Billing for Dec	399.52
11/15/2022	Worksighted, Inc.	Administration	DGRI Overhead	IT Monthly Billing 11/22	379.75
10/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Software Maint Agreements DID	377.62
10/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Conf & Travel DID	377.46
10/2/2022	Hub International Midwest Limited	Administration	DGRI Overhead	Directors and Officers Policy 11/2022-11/2023	343.65
10/2/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	29 Pearl Street Mezzanine Office Lease 09/22 & 1	239.54
10/19/2022	The Right Place Inc	Administration	DGRI Overhead	Hello West MI membership dues 8/22 - 7/23	195.70
10/26/2022	Metro FiberNet, LLC	Administration	DGRI Overhead	Internet/Phone at 29 Pearl St NW 09/22-10/22	189.55
11/30/2022	GR Area Chamber of Commerce	Administration	DGRI Overhead	Chamber membership dues 2022	166.34
11/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Software Maint Agreements DID	140.76
11/15/2022	Selective Insurance Company of Ameri	Administration	DGRI Overhead	Liability Insurance Policy 2022	128.18
10/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Professional Development DID	127.21
11/6/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	29 Pearl Street Mezzanine Office Lease 11/22	119.77
12/11/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	29 Pearl Street Mezzanine Office Lease 12/22	119.77
9/29/2022	Worksighted, Inc.	Administration	DGRI Overhead	Office 365 Agreement 9/22	118.36
10/24/2022	Worksighted, Inc.	Administration	DGRI Overhead	IT consulting and services 10/22	118.36
12/12/2022	Worksighted, Inc.	Administration	DGRI Overhead	IT Monthly Billing for Dec	118.36
11/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin Conference/Travel DID	115.77
9/15/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Food/Bev DID	112.79
9/15/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Supplies DID	112.27
10/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Food/Bev DID	109.25
9/6/2022	Metro FiberNet, LLC	Administration	DGRI Overhead	Internet/Phone at 29 Pearl St NW 8/22	94.78
11/1/2022	Metro FiberNet, LLC	Administration	DGRI Overhead	Internet/Phone at 29 Pearl St NW 10/22-11/22	93.97
11/29/2022	Metro FiberNet, LLC	Administration	DGRI Overhead	Internet/Phone at 29 Pearl St NW 11/22-12/22	93.97
9/7/2022	Metro FiberNet, LLC	Administration	DGRI Overhead	Internet/Phone at 29 Pearl St NW 8/22	93.96
9/15/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Local Biz Expense DID	86.11
11/22/2022	Worksighted, Inc.	Administration	DGRI Overhead	IT Monthly Billing 11/22	80.49
10/18/2022	Professional Maintenance of Michigan	Administration	DGRI Overhead	Window Cleaning 8/22	68.49
10/31/2022	Professional Maintenance of Michigan	Administration	DGRI Overhead	Janitorial Services Oct 22	67.52
11/29/2022	Professional Maintenance of Michigan	Administration	DGRI Overhead	Janitorial Services 11/22	67.52
9/6/2022	Professional Maintenance of Michigan	Administration	DGRI Overhead	Janitorial services 8/22	67.51
9/28/2022	Professional Maintenance of Michigan	Administration	DGRI Overhead	Janitorial services 9/22	67.51
9/28/2022	Cellco Partnership	Administration	DGRI Overhead	Cell Phone Service 8/22	59.90
10/25/2022	Local First West Michigan	Administration	DGRI Overhead	Membership: Local First membership renewal 2022	57.73
11/21/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Utility Service: Electric 11/22	54.04
12/15/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Food/Bev DID	52.50
9/6/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Utility Service: Electric 7/22 - 8/22	51.85
10/6/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Utility Service: Electric 9/22	51.56
10/27/2022	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Utility Service: Electric 10/22	51.37
11/29/2022	Cellco Partnership	Administration	DGRI Overhead	Cell Phone Service 10/22	49.47
10/25/2022	Cellco Partnership	Administration	DGRI Overhead	Cell Phone Service 9/22	49.46
12/19/2022	Cellco Partnership	Administration	DGRI Overhead	Cell Phone Service 11/22	49.46
12/19/2022	Professional Maintenance of Michigan	Administration	DGRI Overhead	Window Cleaning at DGRI	48.92
10/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: MISC DID	48.28
9/6/2022	Professional Maintenance of Michigan	Administration	DGRI Overhead	Office Disinfectant 7/22	39.14
10/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Supplies DID	37.84
11/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Memberships DID	35.03
10/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Supplies DID	30.74
12/15/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Food/Bev DID	30.73
9/15/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Software Maint Agreements DID	28.64
10/27/2022	Pure Water Partners LLC	Administration	DGRI Overhead	Water Cooler Lease	24.66
10/25/2022	PeopleG2	Administration	DGRI Overhead	Criminal Background Check services 9/22	21.62
11/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Food/Bev DID	19.67
9/7/2022	JobMatch LLC	Administration	DGRI Overhead	HR software 8/22	19.38
9/29/2022	JobMatch LLC	Administration	DGRI Overhead	HR software 9/22	19.38
10/25/2022	JobMatch LLC	Administration	DGRI Overhead	HR software 10/22	19.38
11/21/2022	JobMatch LLC	Administration	DGRI Overhead	HR software 12/22	19.38

continued on the next page

STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
September 1, 2022 - December 31, 2022

Page 2

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
<i>continued from prior page</i>					
12/19/2022	JobMatch LLC	Administration	DGRI Overhead	HR software 01/23	19.38
10/25/2022	Engineered Protection Sys Inc	Administration	DGRI Overhead	Office Security System 11/01/2022 - 01/23/2022	18.69
10/25/2022	Kendsie Channing	Administration	DGRI Overhead	Expense Reimb July-Oct 22-Admin Coffee	14.56
12/15/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Conference & Travel DID	14.27
12/11/2022	PeopleG2	Administration	DGRI Overhead	Criminal Background Check services 10/22	8.90
12/12/2022	Worksighted, Inc.	Administration	DGRI Overhead	IT Monthly Billing for Dec	8.71
11/15/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Professional Development DID	7.83
10/14/2022	Fifth Third Bank	Administration	DGRI Overhead	Admin: Postage DID	7.77
9/6/2022	Model Coverall Service Inc	Administration	DGRI Overhead	Floor Mat Rental 09/22 - 3/23	7.74
9/29/2022	Model Coverall Service Inc	Administration	DGRI Overhead	Floor Mat Rental 09/22 - 3/23	7.74
11/22/2022	Model Coverall Service Inc	Administration	DGRI Overhead	Floor Mat Rental 09/22 - 3/23	7.67
12/28/2022	Model Coverall Service Inc	Administration	DGRI Overhead	Floor Mat Rental 09/22 - 3/23	7.67
10/27/2022	Model Coverall Service Inc	Administration	DGRI Overhead	Floor Mat Rental 09/22 - 3/23	7.66
					14,937.94
10/27/2022	Priority Health	Administration	Personnel	Health Insurance 8.22 & 9.22	4,187.68
9/6/2022	Priority Health	Administration	Personnel	Health Insurance 8.22 & 9.22	4,115.08
11/29/2022	Priority Health	Administration	Personnel	Health Insurance 12/22	2,118.53
10/5/2022	TGG, Inc.	Administration	Personnel	Life & S/T & L/T disability insurance: Sept - Nov 20	1,120.72
11/15/2022	Encompass LLC	Administration	Personnel	Annual EAP Billing 2022	547.96
11/26/2022	City of Grand Rapids	Administration	Personnel	Staff services - payroll period ended 11/26/2022	538.52
11/22/2022	TGG, Inc.	Administration	Personnel	Life & S/T & L/T disability insurance: Feb - Aug 20:	413.71
10/15/2022	City of Grand Rapids	Administration	Personnel	Staff services - payroll period ended 10/15/2022	381.48
10/29/2022	City of Grand Rapids	Administration	Personnel	Staff services - payroll period ended 10/29/2022	353.35
12/10/2022	City of Grand Rapids	Administration	Personnel	Staff services - payroll period ended 12/10/2022	327.71
11/12/2022	City of Grand Rapids	Administration	Personnel	Staff services - payroll period ended 11/12/2022	327.62
12/24/2022	City of Grand Rapids	Administration	Personnel	Staff services - payroll period ended 12/24/2022	327.49
10/20/2022	TGG, Inc.	Administration	Personnel	Life & S/T & L/T disability insurance: Feb - Aug 20:	323.03
9/3/2022	City of Grand Rapids	Administration	Personnel	Staff services - payroll period ended 09/03/2022	313.21
10/1/2022	City of Grand Rapids	Administration	Personnel	Staff services - payroll period ended 10/01/2022	313.19
9/17/2022	City of Grand Rapids	Administration	Personnel	Staff services - payroll period ended 09/17/2022	313.15
10/2/2022	Selective Insurance Company of Ameri	Administration	Personnel	Workers Comp Insurance Policy 9/22	191.79
9/6/2022	Blue Cross Blue Shield of Mich	Administration	Personnel	Dental Insurance Premiums 9/22	129.51
11/15/2022	The Hartford	Administration	Personnel	Workers Compensation Insurance Bill 11/22	127.40
12/19/2022	Blue Cross Blue Shield of Mich	Administration	Personnel	Dental Insurance Premiums 1/23	123.00
9/29/2022	Blue Cross Blue Shield of Mich	Administration	Personnel	Dental Insurance Premiums 10/22	113.90
11/28/2022	Blue Cross Blue Shield of Mich	Administration	Personnel	Dental Insurance Premiums 12/22	113.27
10/20/2022	Blue Cross Blue Shield of Mich	Administration	Personnel	Dental Insurance Premiums 11/22	96.30
10/31/2022	Arielle Fenlon	Administration	Personnel	Admin Assistant Temp Oct 22 Payroll	23.48
11/15/2022	Arielle Fenlon	Administration	Personnel	Admin Assistant Temp Nov 22 Payroll	7.83
11/15/2022	Selective Insurance Company of Ameri	Administration	Personnel	Workers Comp Insurance Policy 10/22	3.91
					16,952.82
12/11/2022	Lisa M Cooper	Administration	Professional Services	HR Consultant services 11/22	2,040.83
11/6/2022	Lisa M Cooper	Administration	Professional Services	HR Consultant services 9/22	1,234.71
9/29/2022	Lisa M Cooper	Administration	Professional Services	HR Consultant services 8/22	857.17
10/11/2022	Dickinson Wright PLLC	Administration	Professional Services	Legal services: DID 6/22	537.18
10/26/2022	Lisa M Cooper	Administration	Professional Services	HR Consultant services 9/22	322.90
10/11/2022	Dickinson Wright PLLC	Administration	Professional Services	Legal services: DID 6/22	318.00
					5,310.79
9/29/2022	Breck Graphics Inc	Administration	Supplies, Office Equipment, etc	Business Cards: DGRI Staff (new logo) 9/22	413.59
12/15/2022	Fifth Third Bank	Administration	Supplies, Office Equipment, etc	Admin: Misc DID	160.85
11/6/2022	Staples Contract and Commercial Inc.	Administration	Supplies, Office Equipment, etc	Office supplies 10/22	121.92
12/6/2022	Staples Contract and Commercial Inc.	Administration	Supplies, Office Equipment, etc	Office supplies 11/22	103.70
11/6/2022	GreatAmerica Financial Services Corp	Administration	Supplies, Office Equipment, etc	Copier Lease 10/22	94.20
9/6/2022	GreatAmerica Financial Services Corp	Administration	Supplies, Office Equipment, etc	Copier Lease 08/22	89.21
10/25/2022	GreatAmerica Financial Services Corp	Administration	Supplies, Office Equipment, etc	Copier Lease 09/22	85.94
12/11/2022	GreatAmerica Financial Services Corp	Administration	Supplies, Office Equipment, etc	Copier Lease 11/22	79.93
10/25/2022	Staples Contract and Commercial Inc.	Administration	Supplies, Office Equipment, etc	Office supplies 9/22	61.84
11/6/2022	Staples Contract and Commercial Inc.	Administration	Supplies, Office Equipment, etc	Office supplies 10/22	50.88
11/6/2022	Staples Contract and Commercial Inc.	Administration	Supplies, Office Equipment, etc	Office supplies 10/22	44.28
11/14/2022	Fifth Third Bank	Administration	Supplies, Office Equipment, etc	Admin: MISC DID	31.12
9/6/2022	Breck Graphics Inc	Administration	Supplies, Office Equipment, etc	Business Cards: M. VanderForest 8.22	21.77
10/27/2022	Breck Graphics Inc	Administration	Supplies, Office Equipment, etc	Business Cards: DGRI Staff (new logo) 9/22	21.77
12/6/2022	Staples Contract and Commercial Inc.	Administration	Supplies, Office Equipment, etc	Office supplies 11/22	20.83
10/25/2022	Staples Contract and Commercial Inc.	Administration	Supplies, Office Equipment, etc	Office supplies 9/22	4.93
11/15/2022	Fifth Third Bank	Administration	Supplies, Office Equipment, etc	Admin: Supplies DID	3.53
					1,410.29

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STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
September 1, 2022 - December 31, 2022

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Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
<i>continued from prior page</i>					
11/28/2022	City Treasurer - Water System	Maintenance & Beautification	Irrigation - Repairs & Water	62 Monroe Center planters -WS2063167 22/11	195.89
10/24/2022	City Treasurer - Water System	Maintenance & Beautification	Irrigation - Repairs & Water	275 S Division - WS2179704 22/09	95.86
11/28/2022	City Treasurer - Water System	Maintenance & Beautification	Irrigation - Repairs & Water	70 Ottawa Ave - WS2189672 22/11	71.75
11/28/2022	City Treasurer - Water System	Maintenance & Beautification	Irrigation - Repairs & Water	66 Sheldon Blvd planters - WS2171659 22/11	64.66
11/28/2022	City Treasurer - Water System	Maintenance & Beautification	Irrigation - Repairs & Water	160 Ottawa Ave - WS2189674 22/11	60.52
10/24/2022	City Treasurer - Water System	Maintenance & Beautification	Irrigation - Repairs & Water	221 Grandville SW planters - WS2021262 22/09	56.81
11/28/2022	City Treasurer - Water System	Maintenance & Beautification	Irrigation - Repairs & Water	211 Michigan St NW - WS2177433 22/11	34.29
10/24/2022	City Treasurer - Water System	Maintenance & Beautification	Irrigation - Repairs & Water	185 Oakes SW planters - WS2095454 22/09	33.85
10/24/2022	City Treasurer - Water System	Maintenance & Beautification	Irrigation - Repairs & Water	100 S Division planters - WS2024679 22/09	33.85
10/24/2022	City Treasurer - Water System	Maintenance & Beautification	Irrigation - Repairs & Water	3 Market SW planters - WS2117023 22/09	32.31
					679.79
12/6/2022	Mydatt Service Inc	Maintenance & Beautification	Landscaping & Beautification	Clean team 10/22	55,666.96
12/11/2022	Mydatt Service Inc	Maintenance & Beautification	Landscaping & Beautification	Clean team 11/22	55,666.96
10/2/2022	Mydatt Service Inc	Maintenance & Beautification	Landscaping & Beautification	Clean team 8/22	50,479.74
10/25/2022	Mydatt Service Inc	Maintenance & Beautification	Landscaping & Beautification	Clean team 9/22	50,479.74
12/26/2022	Mydatt Service Inc	Maintenance & Beautification	Landscaping & Beautification	Block by Block- Beautification	47,500.00
12/6/2022	Mydatt Service Inc	Maintenance & Beautification	Landscaping & Beautification	Clean team 8/22	5,187.22
12/6/2022	Mydatt Service Inc	Maintenance & Beautification	Landscaping & Beautification	Clean team 9/22	5,187.22
12/6/2022	Mydatt Service Inc	Maintenance & Beautification	Landscaping & Beautification	Clean team 7/22	5,187.22
12/20/2022	Jason Paul Reister	Maintenance & Beautification	Landscaping & Beautification	2015 GMC Truck-DID	2,935.50
12/29/2022	DTE Energy	Maintenance & Beautification	Landscaping & Beautification	Winter Ave Offices - 9100 258 89908 22/12	285.88
12/29/2022	City Treasurer - Water System	Maintenance & Beautification	Landscaping & Beautification	Winter Ave Offices - WS2005642 22/12	164.54
10/19/2022	City Treasurer - Water System	Maintenance & Beautification	Landscaping & Beautification	Winter Ave Offices - WS2005642 22/09	155.01
10/19/2022	City Treasurer - ELC	Maintenance & Beautification	Landscaping & Beautification	125 Monroe Center - ELC2186487 22/09	142.75
11/17/2022	DTE Energy	Maintenance & Beautification	Landscaping & Beautification	Winter Ave Offices - 9100 258 89908 22/11	122.09
12/29/2022	Consumers Energy	Maintenance & Beautification	Landscaping & Beautification	Winter Ave Offices - 1030 2027 1245 22/12	108.46
12/29/2022	Consumers Energy	Maintenance & Beautification	Landscaping & Beautification	Winter Ave Offices - 1030 2027 1245 22/11	99.75
10/19/2022	City Treasurer - ELC	Maintenance & Beautification	Landscaping & Beautification	40 S Division - ELC2187565 22/09	78.99
10/19/2022	City Treasurer - ELC	Maintenance & Beautification	Landscaping & Beautification	25 Sheldon Blvd - ELC2186757 22/09	64.48
10/19/2022	City Treasurer - ELC	Maintenance & Beautification	Landscaping & Beautification	225 Michigan St - ELC2186756 22/09	61.05
10/24/2022	Consumers Energy	Maintenance & Beautification	Landscaping & Beautification	Winter Ave Offices - 1030 2027 1245 22/10	53.06
10/24/2022	DTE Energy	Maintenance & Beautification	Landscaping & Beautification	Winter Ave Offices - 9100 258 89908 22/10	39.17
9/28/2022	DTE Energy	Maintenance & Beautification	Landscaping & Beautification	Winter Ave Offices - 9100 258 89908 22/09	34.49
					279,700.28
9/6/2022	Breck Graphics Inc	Marketing & Communications	Printing, Postage, Supplies, etc. Print Material 8/22		202.74
					202.74
12/15/2022	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Campau Promenade District	Louis/Monroe snowmelt - 4200000000 22/11	3,942.78
12/15/2022	DTE Energy	Snowmelt Operations	Campau Promenade District	43 Monroe Ave Ramp - 9100 297 30421 22/12	2,180.58
10/25/2022	Geotech Inc	Snowmelt Operations	Campau Promenade District	Snowmelt repairs-Cover Replacement	2,024.18
11/29/2022	Geotech Inc	Snowmelt Operations	Campau Promenade District	Snowmelt Start Up & Shut Down	1,266.70
10/25/2022	Geotech Inc	Snowmelt Operations	Campau Promenade District	Snowmelt Status & Study Update	1,146.57
9/28/2022	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Campau Promenade District	Louis/Monroe snowmelt - 4200000000 22/08	1,060.32
10/19/2022	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Campau Promenade District	Louis/Monroe snowmelt - 4200000000 22/09	1,060.32
11/10/2022	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Campau Promenade District	Louis/Monroe snowmelt - 4200000000 22/10	1,060.32
10/19/2022	City Treasurer - ELC	Snowmelt Operations	Campau Promenade District	99 Monroe Ave CMP - ELC2182337 22/09	143.48
10/19/2022	City Treasurer - ELC	Snowmelt Operations	Campau Promenade District	99 Monroe Ave VLT - ELC2186862 22/09	132.43
10/19/2022	DTE Energy	Snowmelt Operations	Campau Promenade District	43 Monroe Ave Ramp - 9100 297 30421 22/10	87.47
9/28/2022	DTE Energy	Snowmelt Operations	Campau Promenade District	43 Monroe Ave Ramp - 9100 297 30421 22/08-	85.82
11/14/2022	DTE Energy	Snowmelt Operations	Campau Promenade District	43 Monroe Ave Ramp - 9100 297 30421 22/11	81.72
					14,272.69
10/25/2022	Geotech Inc	Snowmelt Operations	Monroe Center District	Snowmelt Status & Study Update	2,293.16
12/15/2022	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	60 Monroe Ctr snowmelt - 3200000000 22/11	1,509.23
11/29/2022	Geotech Inc	Snowmelt Operations	Monroe Center District	Snowmelt Start Up & Shut Down	1,266.70
9/28/2022	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	60 Monroe Ctr snowmelt - 3200000000 22/08	1,262.29
11/10/2022	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	60 Monroe Ctr snowmelt - 3200000000 22/10	1,262.29

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STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
September 1, 2022 - December 31, 2022

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Date	District	Budget Category	Vendor	Description	Amount
<i>continued from prior page</i>					
12/29/2022	Consumers Energy	Snowmelt Operations	Monroe Center District	66 Monroe Ctr NW - 1000 1401 9077 22/12	1,165.31
10/19/2022	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	60 Monroe Ctr snowmelt - 3200000000 22/09	1,164.46
12/1/2022	Consumers Energy	Snowmelt Operations	Monroe Center District	66 Monroe Ctr NW - 1000 1401 9077 22/11	302.35
10/25/2022	Geotech Inc	Snowmelt Operations	Monroe Center District	Snowmelt Contract Servicing	181.25
11/3/2022	Consumers Energy	Snowmelt Operations	Monroe Center District	66 Monroe Ctr NW - 1000 1401 9077 22/09	121.44
11/3/2022	Consumers Energy	Snowmelt Operations	Monroe Center District	66 Monroe Ctr NW - 1000 1401 9077 22/10	116.27
9/7/2022	Consumers Energy	Snowmelt Operations	Monroe Center District	66 Monroe Ctr NW - 1000 1401 9077 22/08	114.32
10/19/2022	City Treasurer - ELC	Snowmelt Operations	Monroe Center District	1 Monroe Center - ELC2178214 22/09	106.60
10/19/2022	City Treasurer - ELC	Snowmelt Operations	Monroe Center District	83 Monroe Center - ELC2181622 22/09	68.73
					<u>10,934.40</u>
11/29/2022	Geotech Inc	Snowmelt Operations	Monument Park District	Snowmelt repairs & testing	8,273.42
12/29/2022	Consumers Energy	Snowmelt Operations	Monument Park District	1 Monroe Center - 1000 6880 7039 22/12	2,548.64
10/25/2022	Geotech Inc	Snowmelt Operations	Monument Park District	Snowmelt Repair 9/22	2,471.92
11/29/2022	Geotech Inc	Snowmelt Operations	Monument Park District	Snowmelt Status & Study Update	1,266.70
10/25/2022	Geotech Inc	Snowmelt Operations	Monument Park District	Snowmelt Status & Study Update	1,146.57
12/1/2022	Consumers Energy	Snowmelt Operations	Monument Park District	1 Monroe Center - 1000 6880 7039 22/11	1,128.69
11/3/2022	Consumers Energy	Snowmelt Operations	Monument Park District	1 Monroe Center - 1000 6880 7039 22/09	70.75
11/3/2022	Consumers Energy	Snowmelt Operations	Monument Park District	1 Monroe Center - 1000 6880 7039 22/10	69.36
					<u>16,976.05</u>
TOTAL EXPENDITURES					<u>\$ 373,172.47</u>

2022 Ambassador Round Up

Stats (Page 2)

Maintenance

- Opened 1800, closed 1600

Infrastructure

- Replaced 55 with new cans – more cans coming for bus stops
- Ottawa Ave reconstruction takeover

Accomplishments

- Welcomed back 4 GRow kids & kept them through the whole summer – 1 returned for her 3rd year
- Welcomed the West Side Dog Park
- Pressure washed beneath the overpasses more often this year
- Added new equipment to help mitigate small issues more frequently – vacuum blower & small pressure washing wand
- Went back to engaging with schools WMU, Aveda, Kendall, GRPM
- Collaborated with GRPM to bring students out to S Division for cleaning 2x this year, we have 3 more plans for the 1st quarter
- New uniforms make us more visible!
- Revamped POI system & work with HOT team to understand & get to know more of our unhoused
 - Ramped up safety checks
- Basic Human Trafficking Training with HOT to help them build a curriculum
- Worked alongside the city to focus high efforts on Monroe Center & S Division
- Resident Engagement Hired & Deployed

Deployments & Staffing

- Overstaffed, continuing to hire for fodder & preparing for peak season

2022 Ambassador Round Up

Task	Jan 01, 2020 - Dec 31, 2020	Jan 01, 2021 - Dec 31, 2021	Jan 01, 2022 - Dec 31, 2022
ATLV Hours	361	133	87
Bicycle (miles)	74	26	83
Biohazard Clean Up	4031	4426	3931
Business Contact	1977	2409	9813
Call to HOT Team	NA	27	69
Graffiti - Removed	2276	2983	3415
Infrastructure Management	73700	19990	18715
Mobility Assistance	1313	2154	1745
Observation - Fighting	64	536	102
PA - Directions	2649	7944	12704
PA - Information	40397	52435	79344
PA - Other	40544	54839	59873
Panhandling - Aggressive	1120	430	365
Panhandling - Passive	653	546	1409
Planters Watered	11668	8063	10960
Power Washing (block faces)	170	84	84
Request Emergency Services	39	48	57
Resident Engaged			53
Scooters	732	3024	2511
Segway Hours	115	53	13
Sidewalk Violation (skateboarding/	11690	15070	9440
Small Equipment (Hours)	386	267	331
Snow Removal	8285	11053	16535
Social Service Assist	751	429	118
Suspicious Activity	429	135	79
Suspicious Package	19	43	21
Trash (Bags Collected)	14611	15653	17373
Weed Abatement (# of weeds)	2	94730	190393
Weed Abatement (block faces) (Ina	5265	9	

Current Budget		FY 2024 Budget		FY 2025 Budget		FY 2026 Budget	
Revenues		Revenues		Revenues		Revenues	
District Wide Assessment	\$1,148,654	District Wide Assessment	\$1,260,712	District Wide Assessment	\$1,315,690	District Wide Assessment	\$1,366,109
Resident Assessment	\$74,160	Resident Assessment	\$74,280	Resident Assessment	\$77,640	Resident Assessment	\$77,640
Estimated Investment Earnings	\$10,000	Estimated Investment Earnings	\$10,688	Estimated Investment Earnings	\$10,000	Estimated Investment Earnings	\$10,000
Maintenance Grant	\$100,000	Maintenance Grant	\$50,000	Maintenance Grant	\$50,000	Maintenance Grant	\$50,000
Snow Melt Assessment	\$170,000	Snow Melt Assessment	\$170,000	Snow Melt Assessment	\$170,000	Snow Melt Assessment	\$170,000
		Snowmelt Interest	\$17,592	Snowmelt Interest	\$10,000	Snowmelt Interest	\$10,000
Anticipated Uncollected Assessment	-\$153,200	Anticipated Uncollected Assessment	-\$163,569	Anticipated Uncollected Assessment	-\$171,040	Anticipated Uncollected Assessment	-\$177,594
			\$0				
Total Revenue	\$1,349,614	Total Revenue	\$1,419,703	Total Revenue	\$1,462,290	Total Revenue	\$1,506,155
		% Change	5.19%	% Change	3.00%	% Change	3.00%
Expenditures		Expenditures		Expenditures		Expenditures	
Maintenance and Beautification	\$717,454	Maintenance and Beautification	\$752,989	Maintenance and Beautification	\$812,089	Maintenance and Beautification	\$832,089
Landscaping & Beautification	\$597,839	Landscaping & Beautification	\$597,839	Landscaping & Beautification	\$597,839	Landscaping & Beautification	\$597,839
Irrigation & Repairs	\$7,000	Irrigation & Repairs	\$8,000	Irrigation & Repairs	\$8,750	Irrigation & Repairs	\$9,250
Flowers & Plantings	\$112,615	Flowers & Plantings	\$147,150	Flowers & Plantings	\$155,500	Flowers & Plantings	\$175,000
				Lyon Square	\$50,000	Lyon Square	\$50,000
Marketing and Communications	\$20,750	Marketing and Communications	\$21,800	Marketing and Communications	\$22,850	Marketing and Communications	\$23,950
Personnel - Wages/Benefits	\$20,000	Personnel - Wages/Benefits	\$21,000	Personnel - Wages/Benefits	\$22,000	Personnel - Wages/Benefits	\$23,000
Supplies	\$750	Supplies	\$800	Supplies	\$850	Supplies	\$950
Administration	\$162,250	Administration	\$176,162	Administration	\$190,087	Administration	\$206,864
DGRI Overhead	\$25,000	DGRI Overhead	\$25,000	DGRI Overhead	\$25,750	DGRI Overhead	\$26,500
Personnel - Wages/Benefits	\$72,000	Personnel - Wages/Benefits	\$75,600	Personnel - Wages/Benefits	\$77,868	Personnel - Wages/Benefits	\$81,761
Professional Services	\$22,500	Professional Services	\$22,500	Professional Services	\$23,175	Professional Services	\$23,850
Supplies	\$7,366	Supplies	\$7,400	Supplies	\$8,500	Supplies	\$9,000
City A-87 Costs	\$35,384	City A-87 Costs	\$45,662	City A-87 Costs	\$54,794	City A-87 Costs	\$65,753
Public Safety	\$279,160	Public Safety	\$281,160	Public Safety	\$257,264	Public Safety	\$263,252
Ambassador Program	\$155,000	Ambassador Program	\$157,000	Ambassador Program	\$179,624	Ambassador Program	\$185,612
Special Project	\$124,160	Special Project	\$124,160	Special Project	\$77,640	Special Project	\$77,640
Snowmelt Operations	\$170,000	Snowmelt Operations	\$187,592	Snowmelt Operations	\$180,000	Snowmelt Operations	\$180,000
Total	\$1,349,614	Total	\$1,419,703	Total	\$1,462,290	Total	\$1,506,155
			\$0		\$0		\$0

DOWNTOWN IMPROVEMENT DISTRICT (DID)
FY2024 AUTHORIZATION PLAN
JANUARY 25, 2023

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A. BACKGROUND

Established in 2000 pursuant to the provisions of the Principal Shopping Districts and Business Improvement Districts Act of Michigan (Act 120 of 1961), the Downtown Improvement District (DID) is an important tool supporting the ongoing revitalization of Downtown Grand Rapids. On August 22, 2000, the City Commission established the Downtown Improvement District Board, which was granted the responsibility and authority to recommend to the City Commission a list of enhanced services to be provided within the DID, and to recommend a budget for the provision of these services.

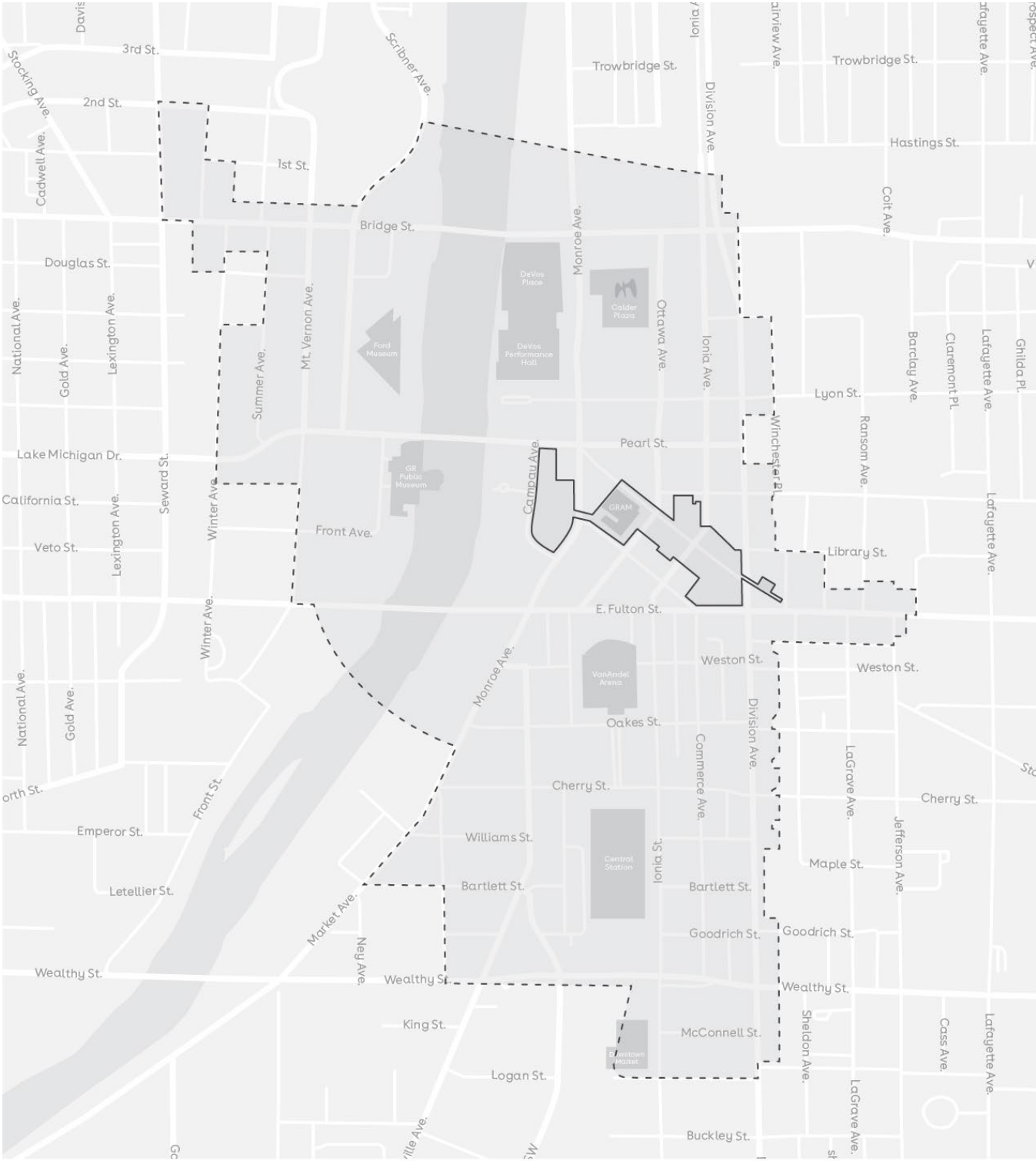
By state law, DID revenue is only used to enhance, not replace, the level of service that local government provides. Enhanced place-management services funded through the DID have included the following:

- Daily cleaning of sidewalks
- Flower planting and beautification
- Restaurant and retail-oriented marketing and promotions
- Snowmelt operations and maintenance
- Irrigation operations and maintenance
- Snow removal from intersections
- Advocacy efforts
- Special events
- The Downtown Ambassador Program
- Coordinating Logistics for Deployment of Tables, chairs, and Umbrellas to support Social Zone Activation

The DID is funded through special assessments on real property within the district, collected annually, and transformed into these enhanced services that are provided daily. The entire cost of providing enhanced services is spread amongst the various properties in the district, in proportion to the benefit to the properties within the district. Properties owned for commercial uses, owned by non-profit organizations, and by governmental units are assessed in proportion to their property characteristics which include land area, building area, street frontage, and parking area. Private residentially classified properties are assessed on a per parcel basis rather than by property characteristics, which portions out the benefit to all private residential property owners equally.

In October 2015, the DID Board and Grand Rapids City Commission approved a five-year authorization for operations of the DID for FY2016 through FY2020. Due to the uncertainty that arose with the onset of the COVID-19 virus this plan was extended annually with no changes for the FY 2021 and 2022 plans which will end on June 30, 2022. The City Commission approved the FY 2023 Plan on XXXXX.

This authorization plan (The Plan) establishes the DID boundary, the formula for assessing properties, a description of proposed services, and a single year budget establishing the area-wide and sub-area assessments for FY2024. The Plan recommends a continuation of existing DID services, maintaining a clean, beautiful, and vibrant downtown. In addition, it also calls a 5% increase in the assessment rates to cover the rising costs of services and materials due primarily to inflation.



MAP KEY



DID BOUNDARIES



SNOWMELT DISTRICT

C. ASSESSMENT BUDGET

The following table illustrates DID special assessment for the FY2023 authorization period.

Specific Area Wide Services includes core DID area-wide services such as maintenance, beautification, and public safety, listed in more detail in Section D below.

AREA-WIDE SERVICES REVENUES	FY 2024
District Wide Assessed	\$1,260,712
Estimated Investment Earnings	\$10,688
Maintenance Grant	\$50,000
Snow Melt Assessments	\$170,000
Snowmelt Investment Earnings	\$17,592
Anticipated Uncollected Assessment	-\$163,569
TOTAL DID REVENUE	\$1,419,703

AREA-WIDE SERVICES	FY 2024
Maintenance & Beautification	\$752,989
Marketing & Communications	\$21,800
Administration	\$130,500
City A-87 Costs	\$45,662
Public Safety	\$281,160
TOTAL AREA WIDE EXPENDITURES	\$1,179,614
TOTAL SNOW MELT EXPENDITURES	\$187,592
TOTAL DID EXPENDITURES	\$1,374,041

UNCOLLECTIBLE ASSESSMENTS

While the total DID assessments above will be used for setting the annual assessment rates, it is also important to note that there is approximately \$280,000 in voluntary contributions. Because properties owned by governmental units (Class 3 properties) are not placed on the special assessment roll, these entities are instead asked for voluntary contributions. Historically, some have contributed while others have not; the result is that the proposed budget is reduced by \$163,569 to account for estimated uncollected billings for voluntary contributions.

D. PROPOSED DID SERVICES

AREA-WIDE SERVICES

Clean & Safe Services

Maintenance: Clean Team program, litter pick-up, sidewalk sweeping and washing, graffiti removal, empty waste containers, crosswalk and parking meter snow removal and irrigation maintenance and upkeep.

Beautification: Seasonal flower planting and care, weed removal, seasonal decorations, banners.

Public Safety: Downtown Ambassador program and funding to address Downtown resident concerns about safety, security, and quality of life issues.

Marketing & Communications

Special events, specialized business outreach and referrals, retail- and restaurant-oriented support, advertising, marketing and promotions, communications, production of print materials, website management, video production.

Administration & City Costs

City administrative costs, advocate for quality services, staffing and overhead, office expenses, program evaluation.

SPECIAL SUB-AREA SERVICES

Center City Snowmelt District

Snowmelt operations and maintenance for Campau Promenade, Monroe Center and Monument Park

E. DESCRIPTION OF PROPOSED CHANGES TO SERVICE AREA

The FY2023 plan recommends no changes to the DID service area.

F. CITY SERVICES

Properties within the DID receive special benefit from enhanced services because they receive services over and above those that are routinely provided by the City using general tax dollars. The DID does not replace any standard City services.

As part of this authorization, the City of Grand Rapids has documented a base level of service agreement (see Exhibit 1). This agreement provides details on regular services provided by the City within the DID and adds clarity for ratepayers on City services compared to DID services.

G. ASSESSMENT PARAMETERS & ASSUMPTIONS

1. Assessment assumptions and parameters are consistent with those used during the FY2015-2022 authorization period and are based upon assessment benefit studies conducted on January 23, 2001, prepared by S.B. Friedman & Co. and January 25, 2019 prepared by Progressive Urban Management Associates. Copies of the original reports are available for viewing in the office of Downtown Grand Rapids, Inc., 29 Pearl St. NW, Suite 1.

2. Therefore, the special assessment for FY2024 is based upon data provided by the City Assessor for properties as they existed on December 31, 2022.
3. With the exception of residentially classified properties which shall be assessed based on a flat rate, the formula for assessments for all other categories shall be composed of the following property characteristics/factors:
 - Property Area (Square Feet)
 - Property Street Frontage (Linear Feet)
 - Building Area (Gross Square Feet)
 - Parking Area (Square Feet)
4. For the Area-Wide, Center City Snowmelt Assessment Districts, property street frontage is the length of one side of the property that fronts upon a public right-of-way where the property has its official address. The official address is the address as it exists in the records of the City Assessor. The following walkways and plazas are treated as street frontage: Monroe Center, Market Ave, Louis Campau Promenade and Lyon Square. The following are not treated as rights-of-way: alleys and river-edge walkways.

Additionally, for the Center City Snowmelt District property frontage is defined in one of three ways:

1. **Monroe Center:** property street frontage is the length of one side of the property that fronts upon a public right-of-way where the property has its official address. The official address is the address as it exists in the records of the City Assessor.
 2. **Louis Campau Promenade:** property street frontage is the length of each side of the property that fronts upon a public right-of-way benefiting from snowmelt services
 3. **Monument Park:** property street frontage is the length of the property that fronts upon a public right-of-way benefiting from snowmelt services.
-
5. Building Area in a basement is included only if finished for occupancy and “exposed”. Basements are “exposed” if they are visible through walkout grading, exterior walls, or interior atriums.
 6. Parking area includes surface parking lots and parking area in a building. Parking in a building includes basement level parking in multi-use buildings and parking structures. Note: for snowmelt assessment only the ground floor parking square footage will be used in the calculation.
 7. Buildings are assessed whether occupied or not. New buildings under construction will not be assessed until an occupancy permit is issued for any portion of the building, at which time the building will be assessed as if completed. Existing buildings undergoing renovation are assessed as completed buildings.
 8. All properties within the district are assessed, even if they are ordinarily exempt from property taxes. Michigan law provides an exemption only for certain governmental properties. Governmental units owning downtown properties are exempt by law from assessments but will be asked to contribute their fair share to the DID, except parks, walkways and public rights-of-way.
 9. Properties in the district are divided into four classes according to primary use and ownership status of the property:
 - Class 1 – Private Taxable Property
 - Class 2 – Private Tax-exempt (non-profit, non-taxed, Pilot: non-profit or non-taxed)
 - Class 3 – Public Tax-exempt (government owned and public universities)

- Class 4 – Residentially Classified
10. The DID board have determined that certain private tax-exempt properties owned by non-profit organizations (class 2 properties) benefit to a lesser degree and therefore are assessed at a reduced amount. Residentially classified properties (class 4 properties) are assessed on a per parcel basis. Therefore, properties within the district will be assessed and/or billed at the following rates:
- Class 1 – 1.0
 - Class 2 – 0.6
 - Class 3 – 1.0
 - Class 4 – Flat Rate determined annually by the DID board
11. The cost of providing enhanced services benefiting properties in the district, with the exception of residentially classified properties which shall be assessed a flat rate, is spread to each property as follows:
- $$\begin{array}{l}
 (\text{Budget} \times 30\% \times (\text{Property Area}/\text{Total Property Area in the District})) \\
 + (\text{Budget} \times 30\% \times (\text{Property Street Frontage}/\text{Total Property Street Frontage in the District})) \\
 + (\text{Budget} \times 30\% \times (\text{Building Area}/\text{Total Building Area in the District})) \\
 + (\text{Budget} \times 10\% \times (\text{Parking Area}/\text{Total Parking Area in the District})) \\
 \hline
 = \text{Assessment by property} \\
 \times \text{Benefit factor} \\
 \hline
 = \text{Initial assessment by property}
 \end{array}$$
12. After the cost of providing enhanced services is spread to each property within the district, with the exception of residentially classified properties which shall be assessed a flat rate, the City Assessor will calculate an annual assessment rate or charge for each property characteristic as follows:
- $$\begin{array}{ll}
 (\text{Budget} \times 30\%) / (\text{Total Property Area in the District}) = & \text{Assessment rate 1} \\
 (\text{Budget} \times 30\%) / (\text{Total Property Street Frontage in the District}) = & \text{Assessment rate 2} \\
 (\text{Budget} \times 30\%) / (\text{Total Building Area in the District}) = & \text{Assessment rate 3} \\
 (\text{Budget} \times 10\%) / (\text{Total Parking Area in the District}) = & \text{Assessment rate 4}
 \end{array}$$
13. With the exception of residentially classified properties which shall be assessed a flat rate, the annual assessment/charge rate will be used to calculate a property's final amount to be assessed and/or charged:
- $$\begin{array}{l}
 \text{Property Area} \times \text{Assessment rate 1} \\
 + \text{Property Street Frontage} \times \text{Assessment rate 2} \\
 + \text{Property Building Area} \times \text{Assessment rate 3} \\
 + \text{Property Parking Area} \times \text{Assessment rate 4} \\
 \hline
 = \text{Initial assessment by property} \\
 \times \text{Benefit factor} \\
 \hline
 = \text{Final assessment by property}
 \end{array}$$
14. Those expenses related to enhanced services described as Area-Wide Services in Section D are spread to all eligible properties in the district as shown on the map in Section B.
15. Those expenses related to Center City Snowmelt operations and maintenance are spread to properties with frontage on Campau Promenade, Monroe Center and Monument Park.

16. The annual snowmelt assessment/charge rate will be used to calculate a property's final amount to be assessed and/or charged:

$$\begin{array}{l}
 \text{Property Area} \times \text{Assessment rate 1} \\
 + \text{Property Snowmelt Frontage} \times \text{Assessment rate 2} \\
 + \text{Property Building Area} \times \text{Assessment rate 3} \\
 + \text{Property Ground Floor Parking Area} \times \text{Assessment rate 4} \\
 \hline
 = \text{Initial assessment by property} \\
 \times \text{Benefit factor} \\
 \hline
 = \text{Final assessment by property}
 \end{array}$$

17. The characteristics of the properties within the area-wide services assessment district are projected as follows:

Projected Number of Properties by Class in FY2024:*

- Class 1 – 431
- Class 2 – 85
- Class 3 – 81
- Class 4 – 619

Projected Percentage of Assessment Payers by Class in FY2024:*

- Class 1 – 35%
- Class 2 – 7%
- Class 3 – 7%
- Class 4 – 51%

Projected Assessment Amount by Class in FY2024:*

- Class 1 – \$732,576
- Class 2 – \$88,250
- Class 3 – \$365,606
- Class 4 – \$74,280

** There projections are from the FY2023 working database and are subject to change.*

H. SPECIAL ASSESSMENT SCHEDULE

MILESTONES – SPECIAL ASSESSMENT ROLL	
Date	Milestone
February 2023	DID Board to consider recommendation of new one year necessity and FY2024 plan to City Commission.
April 2023	City Commission considers adoption of resolution setting date, time, and place for public hearing of necessity for special assessment. Publication and mailing of notices to go out ahead of public hearing. City Commission conducts Public Hearing concerning necessity of special assessment.
May 2023	City Commission considers adoption of resolution establishing necessity for enhanced services to be financed by special assessment. Special assessment Roll open for public inspection in City Assessor's Office.
June 2023	Board of Review hearing (City Commission sitting as Board of Review).
July 2023	Confirmation of Roll.
August 2023	Billing of Special Assessment Roll.

EXHIBIT 1: BASE LEVEL OF SERVICE AGREEMENT

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Downtown Vitals Report Downtown Improvement District



Produced January 20, 2023
for the months of November and December 2022

Summary of Downtown Vital Signs

Most Recently Completed Months: **November & December 2022**

New Businesses
+3 in November
+2 in December
+26 year-to-date
p. 4

Storefront
Vacancy Rates
-1% vs. November
-9% vs. 2-yr avg.
p. 5

Office Space
Vacancy Rates
-17% vs. Q3
+55% vs. 5-yr avg.
+12% vs. 15-yr avg.
p. 6

Office Space
Rental Rates
+\$0.14 vs. Q3
+\$3.13 vs. 5-yr avg.
+\$5.93 vs. 15-yr avg.
p. 6

Housing
Occupancy
-0.3% vs. Q3
+4% vs. 5-yr avg.
+3% vs. 15-yr avg.
p. 7

(Nov) Hotel
Occupancy
-15% vs. Oct
+20% vs. Nov 2021
+3% vs. 5-yr avg.
p. 8

Visitor
Activity Counts
+1% vs. Nov 2021
+5% vs. Dec 2021
p. 9

Employee
Activity Counts
+30% vs. Nov 2021
+29% vs. Dec 2021
p. 9

On-Street
Parking Instances
+3% vs. July 2021
+20% vs. Aug 2021
p. 12

On-Street
Parking Revenue
+10% vs. July 2021
+27% vs. Aug 2021
p. 12

DASH
Ridership
+4% vs. Nov
+25% vs. Dec 2021
p. 13

(Oct) City
Employment
-1% vs. Sep
+3% vs. Oct 2021
+0.2% vs. 5-yr avg.
p. 14

Editorial Notes

Storefront Businesses (p. 4 & 5)

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

Office Space (p. 6)

The vendor, CoStar, has recently updated its commercial office database for the DID, which is now reflected. Therefore, some previously reported numbers may not match.

Downtown Activity (p. 9 & 10)

2022 ended on a positive note, seeing an overall increase in activity compared to 2021:

- **27% increase** in visitor activity counts
- **48% increase** in employee activity counts
- **8% increase** in resident activity counts

On-Street Parking (p. 11)

The source for on-street parking is still experiencing a data lag.

Downtown Ambassador Statistics

	2022 YTD	Nov 2022	Dec 2022
Graffiti Removed	2,141	342	182
Lbs of Trash Removed	267,025	35,125	25,550
Snow Removed	10,249	3,284	2,984
Weeds Abated	126,175	469	36
Business Contacts	7,053	779	823
Pedestrian Assists	101,513	7,319	18,201
Mobility Assists	1,231	76	168
TOTAL BANKED HOURS:			1,877.75

2022 vs. 2021 Year-to-Date Comparisons:

400

more graffiti removals

43k

more lbs of trash removed

5.5k

more snow removals

96k

more weeds abated

7.4k

more business contacts

38k

more pedestrians assisted

439

fewer mobility assists



Source: Downtown Grand Rapids Inc.



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Storefront Business Openings in 2022

Retail

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

Food & Beverage

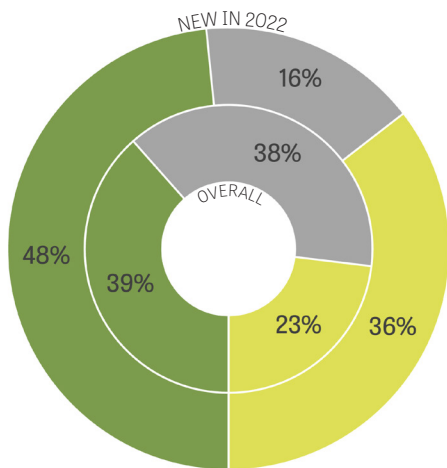
Brooklyn Bodega
Real Seafood Co.
Woodrow's
Taste of Cairo[†]
Monsoon Vietnamese
Barrio Tacos
Drip Drop Cocktail Room
Broadleaf Brewing
New! Nonla Burger
New! Nagoya Sushi

Services

Stellar Broadband
GR Voice Collective
Vivid IV Health
AllArtWorks
Angel Face Academy
Cocoon Art Space

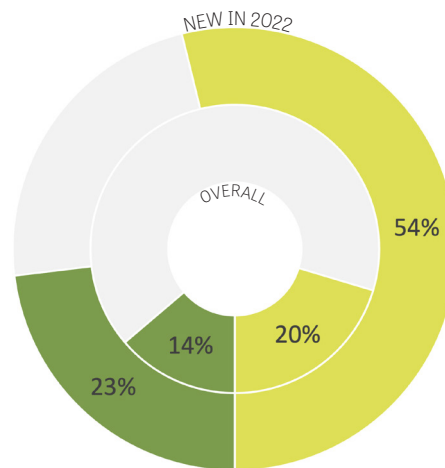
businesses opened **1.4x** faster than closed in 2022
1.7x in 2021 & 1.6x in 2020

Business Mix of Storefronts



■ Food & Bev ■ Retail ■ Services

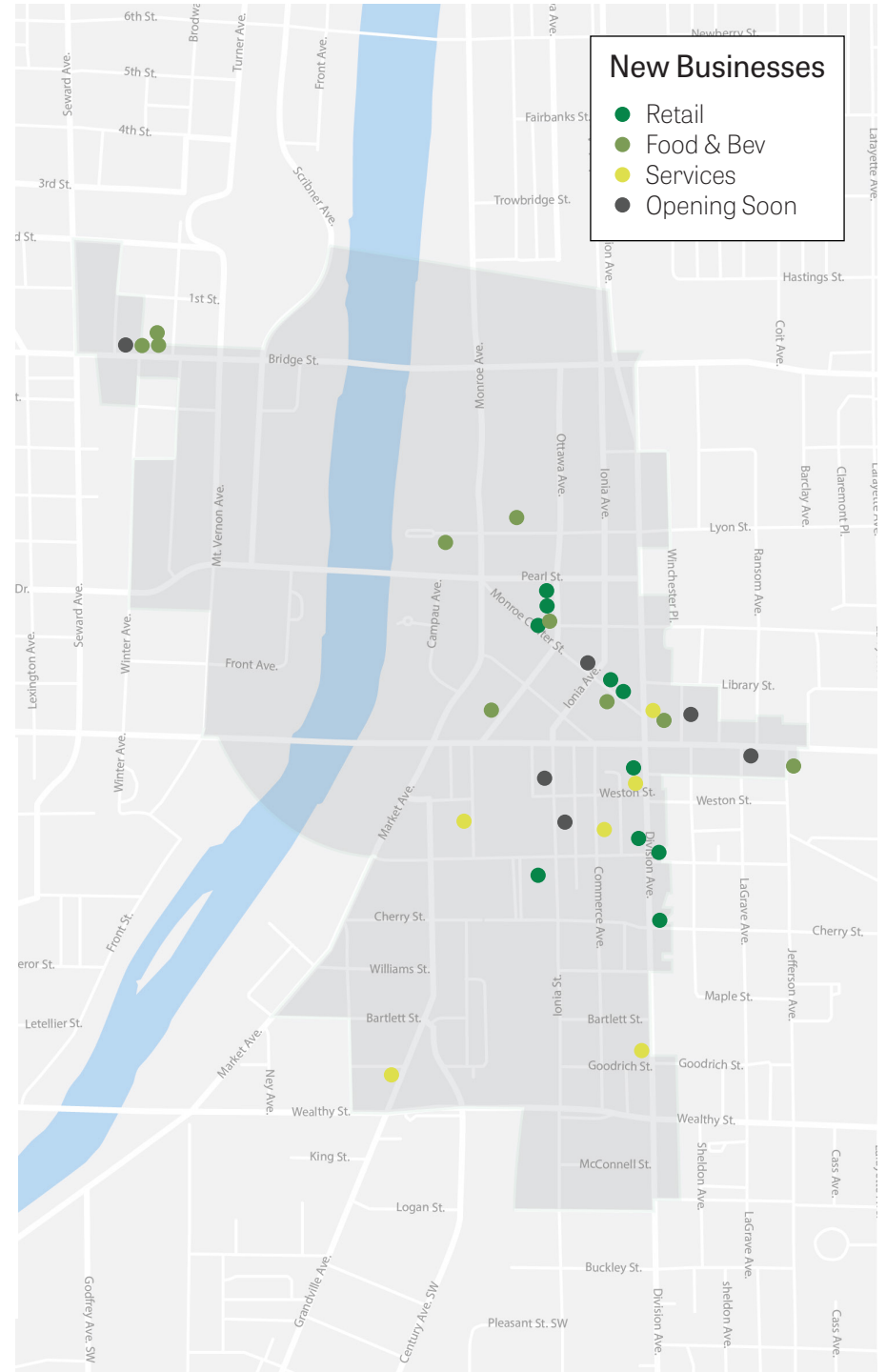
Business Ownership of Storefronts



■ BIPOC-Owned ■ Women-Owned



[†] since closed



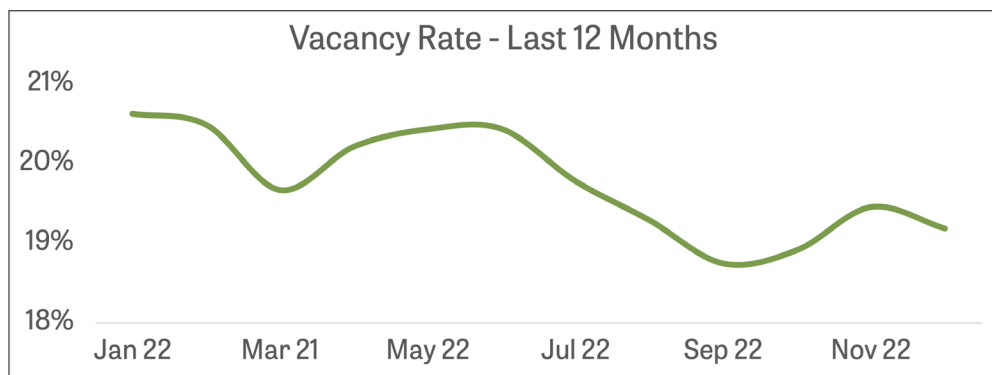
Source: Downtown Grand Rapids Inc.

Storefront Vacancies & Recent Closures

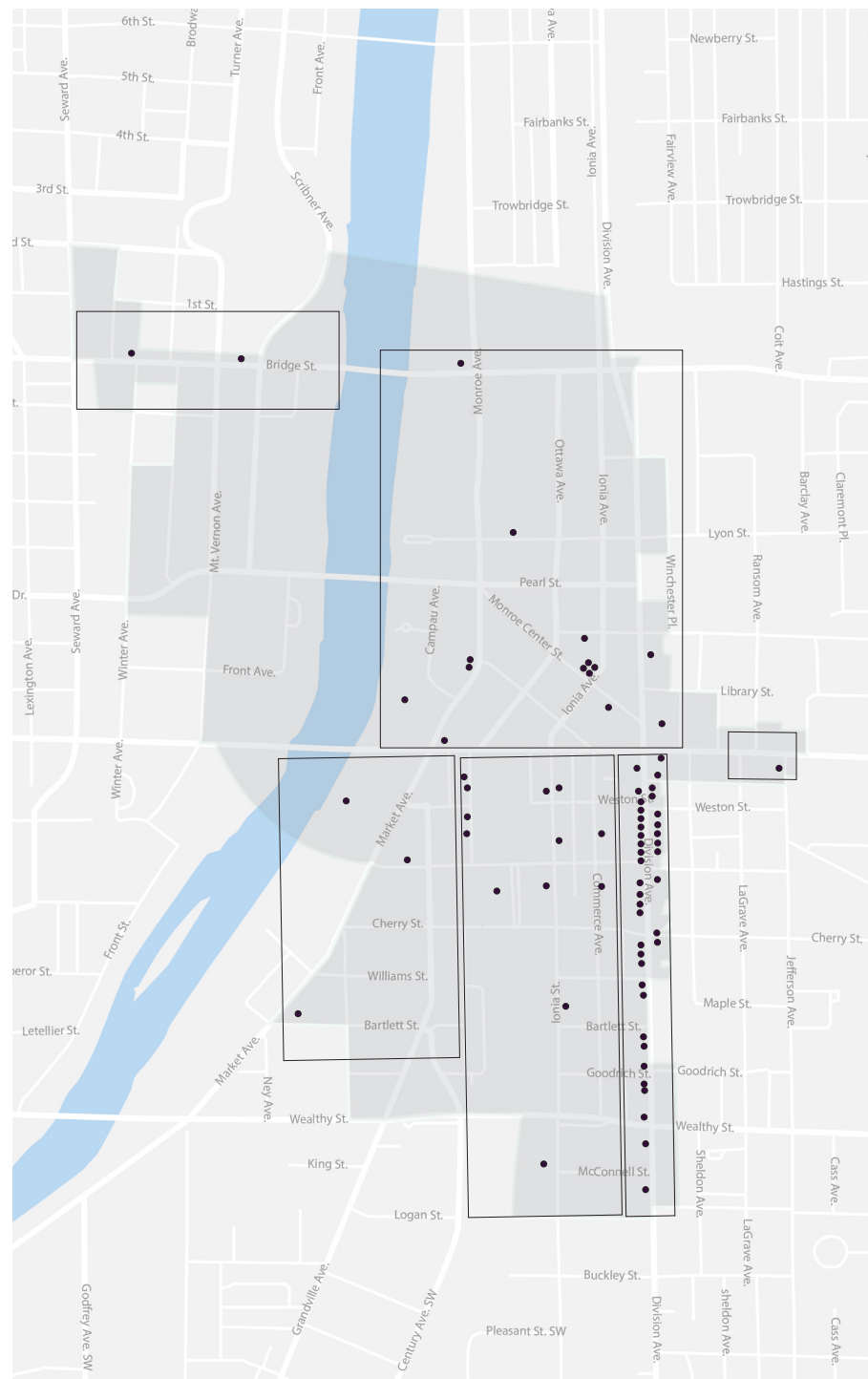
19
storefront
businesses have
closed in 2022

2022 Closures:
32% Food & Bev
37% Retail
31% Services

1% decrease in vacancy rate in December



	# of Storefronts	# of Vacancies	Vacancy %
Bridge Street	21	2	10%
Center City	114	18	16%
<i>(Monroe Center)</i>	<i>(52)</i>	<i>(8)</i>	<i>(15%)</i>
Fulton & Jefferson	19	1	5%
Heartside: Division	98	33	34%
Heartside: Ionia	69	11	16%
Heartside: Grandville	14	4	29%
Other	1	0	0%
DISTRICT TOTALS:	336	69	21%



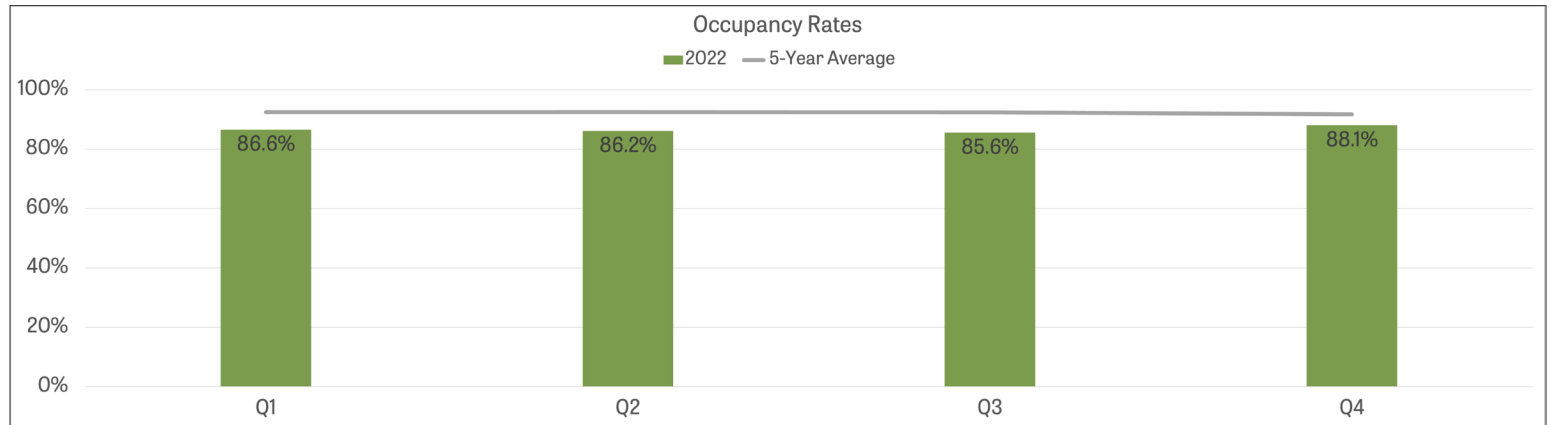
Source: Downtown Grand Rapids Inc.

6.3M sq ft of occupied space in Q4 2022

893k sq ft of vacant space in Q4 2022

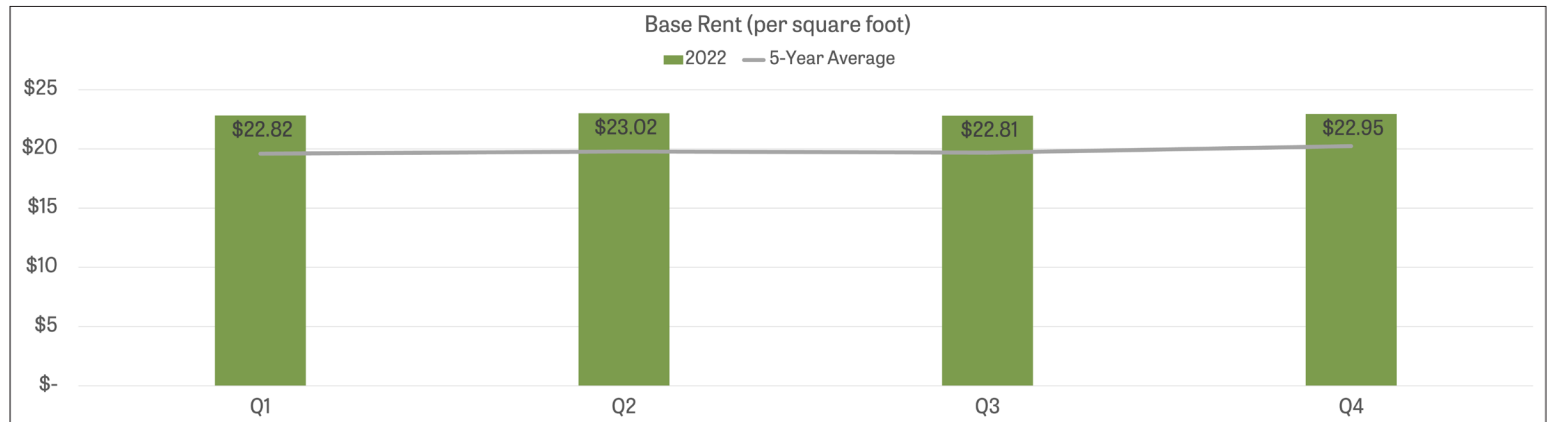
6%

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



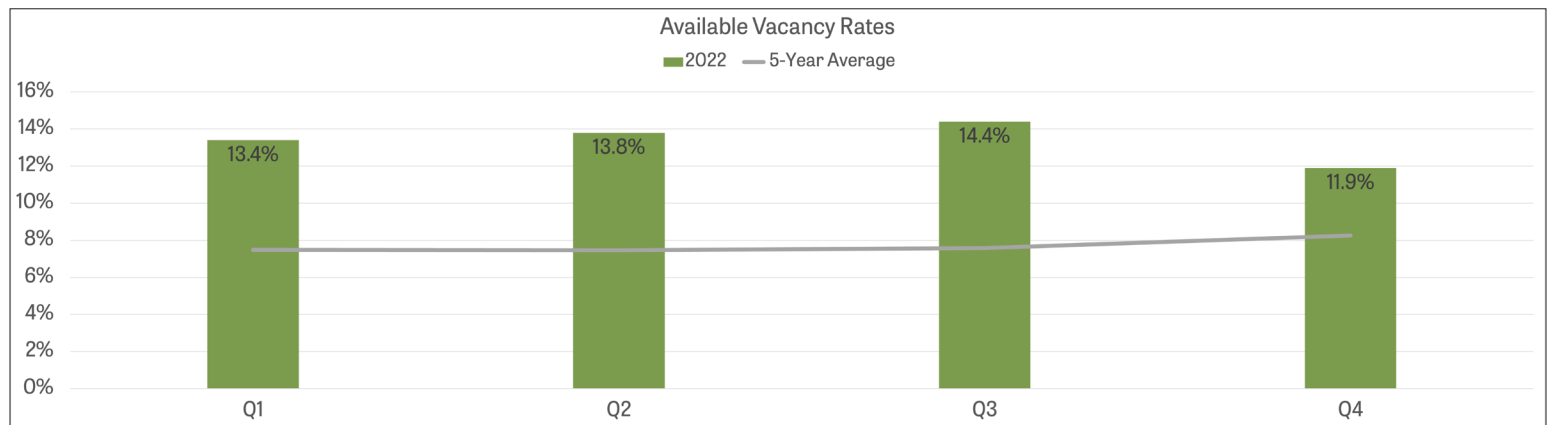
16%

increase in average
rental rates in
2022 compared to
5-year average
(\$3.13/sq ft)



55%

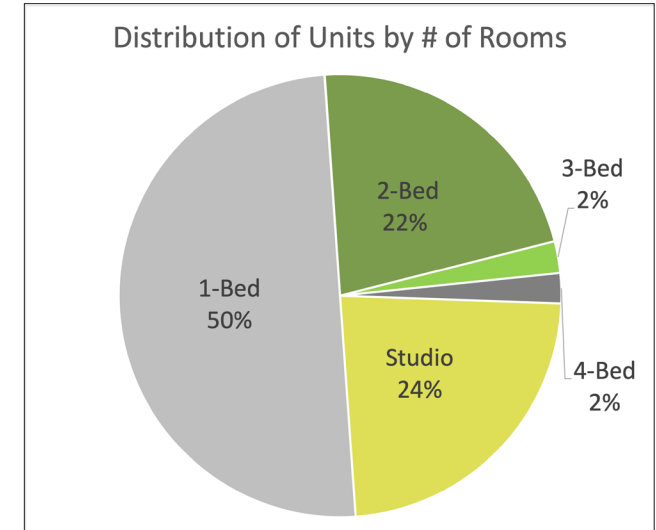
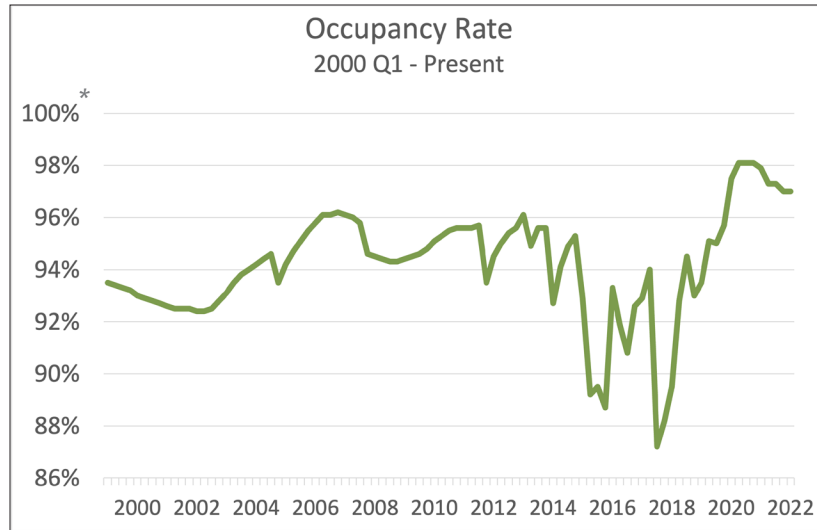
increase in average
vacancy in 2022
compared to
5-year average



193 units under construction 1,233 units in planning

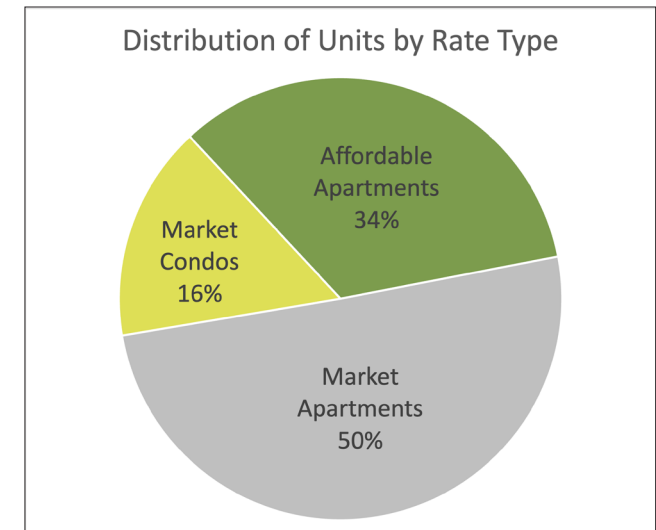
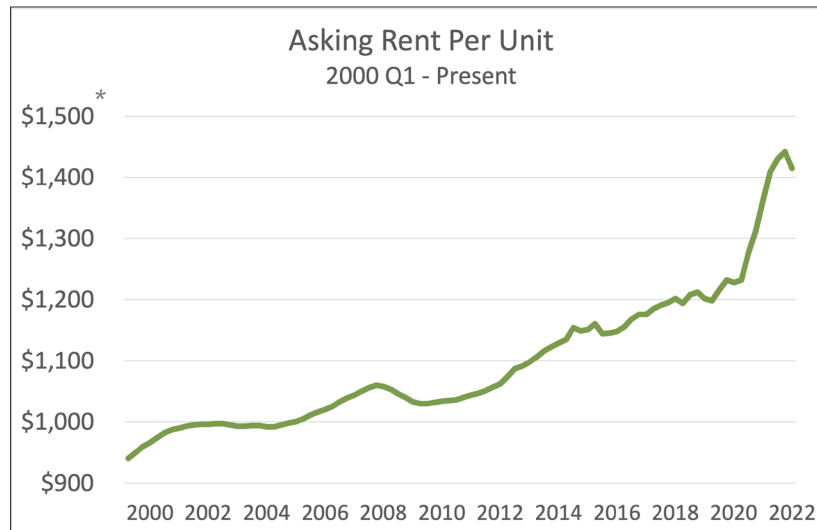
4%
increase in
occupancy rate
vs. 5-year average
(97% vs. 94%)

0.3%
decrease in
occupancy rate
vs. Q3 2022



16%
increase in
asking rent rate
vs. 5-year average

2%
decrease in
asking rent rate
vs. Q3 2022



Sources: CoStar &
Downtown Grand Rapids Inc.

*truncated y-axis to highlight changes

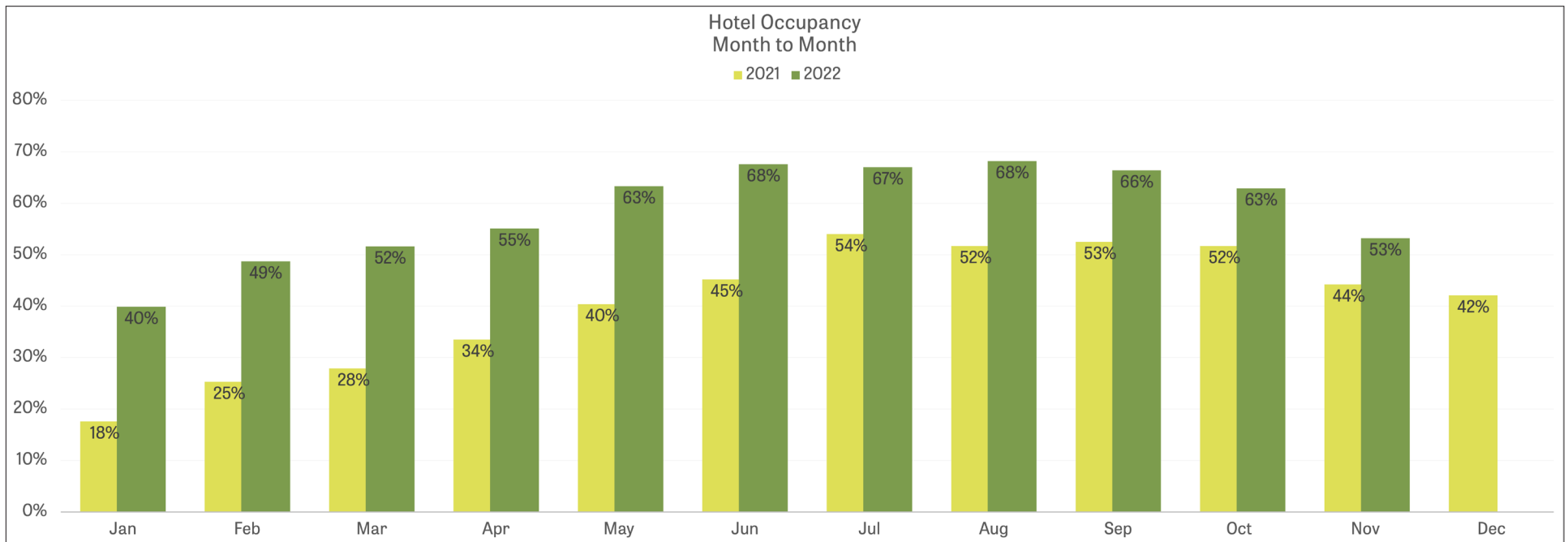
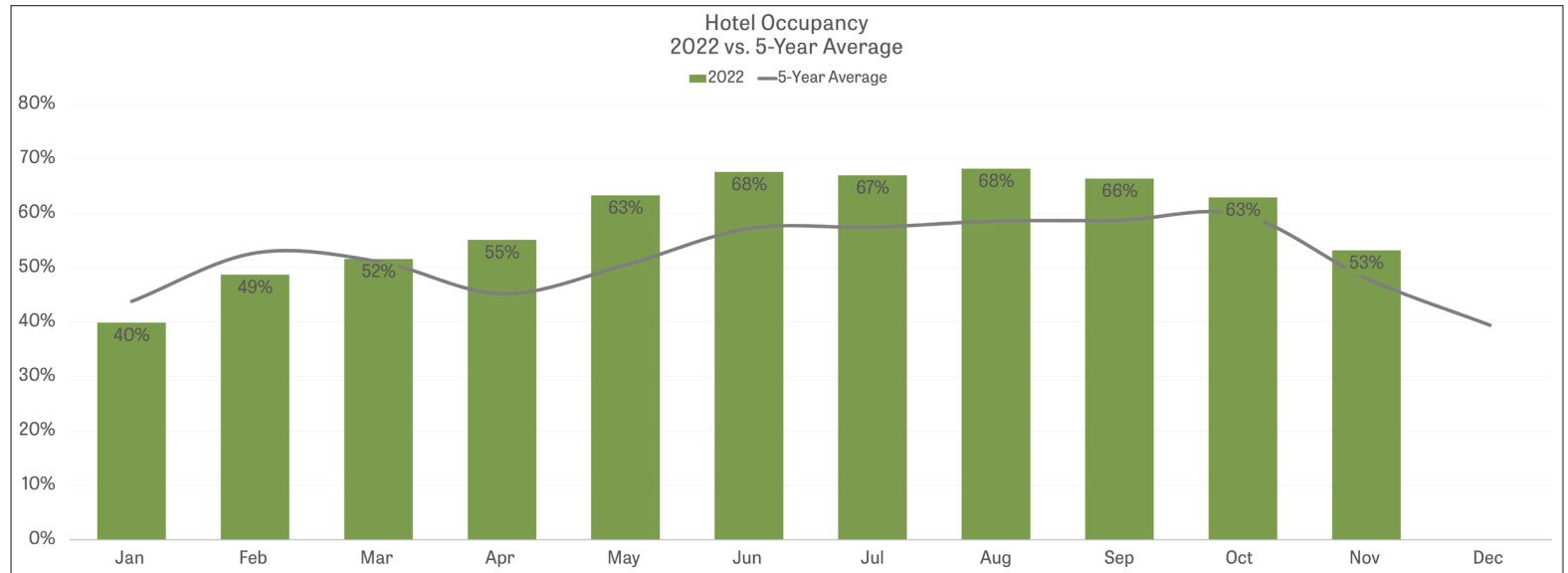
Hotel Occupancy

45%

increase in average
hotel occupancy in
2022 vs. 2021
(59% vs. 41%)

13%

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



Source: Smith Travel Research via CoStar



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Downtown Activity Tracking

14,219

estimated number of
employees in November
10% *lower* than 5-year average

14,875

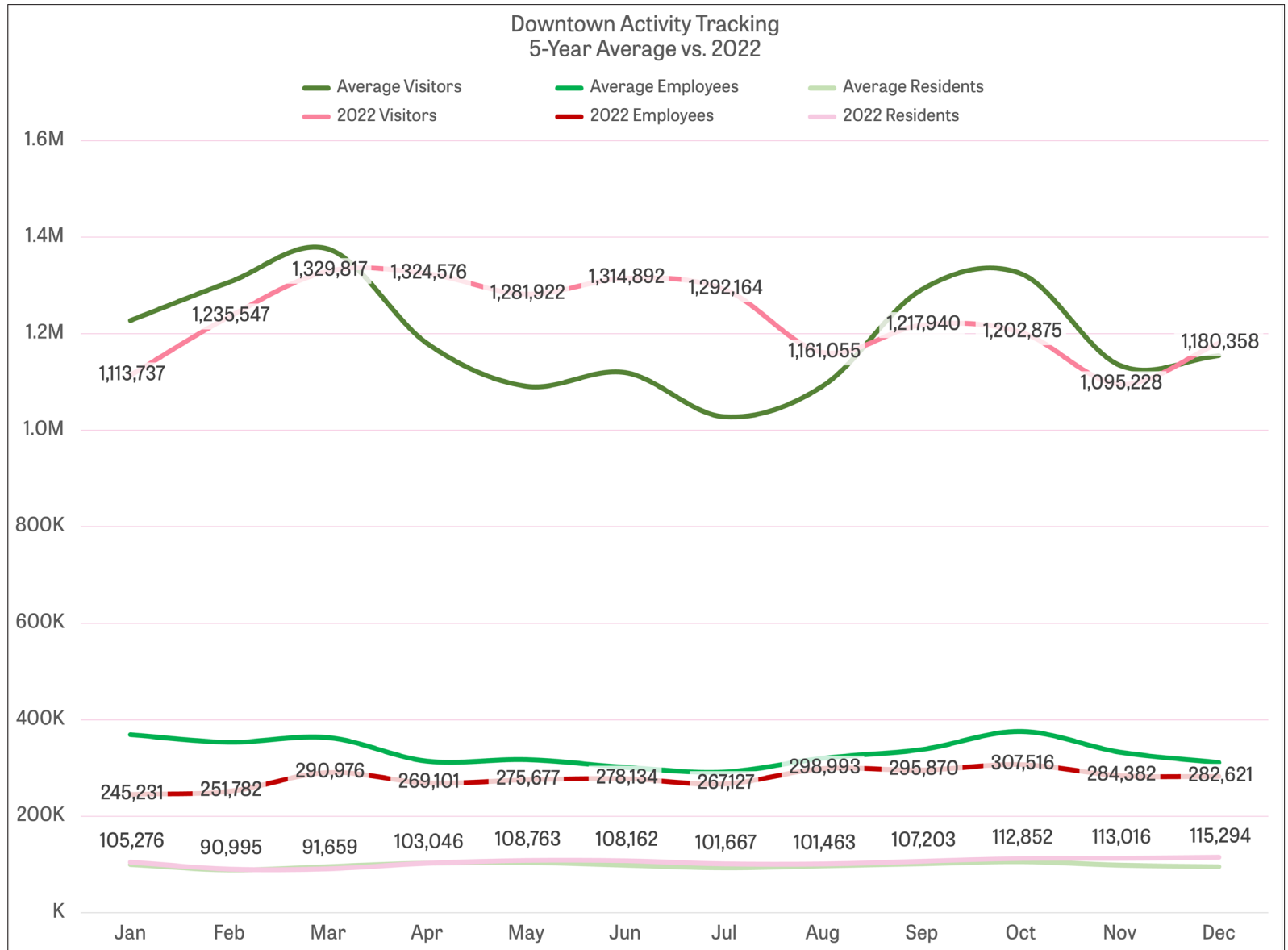
estimated number of
employees in December
0.4% *higher* than 5-year average

3,767

estimated number of
residents in November
18% *higher* than 5-year average

3,719

estimated number of
residents in December
20% *higher* than 5-year average



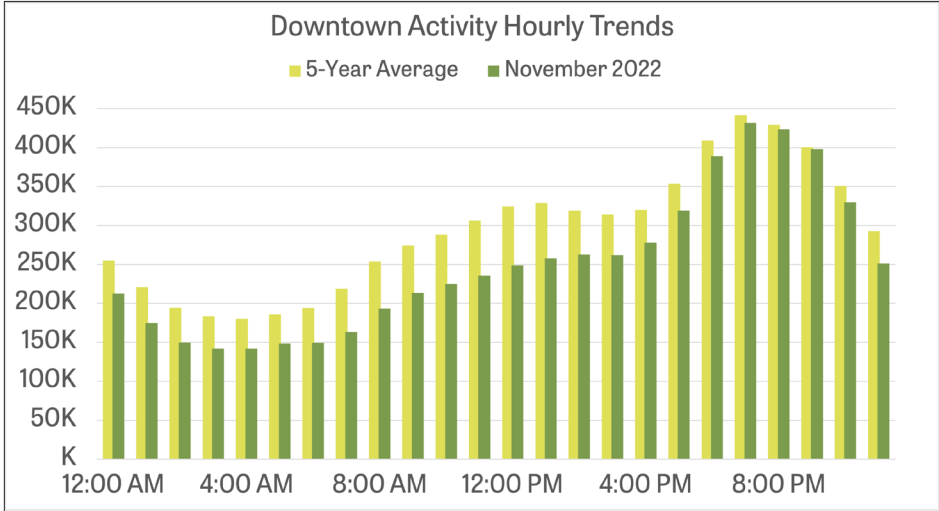
Source: Placer.ai

DGRI uses Placer.ai's location tracking analytics to estimate activity counts. To learn more about the methodology, go to: <https://downtowngr.org/our-work/reports-studies>

Downtown Activity Tracking, continued

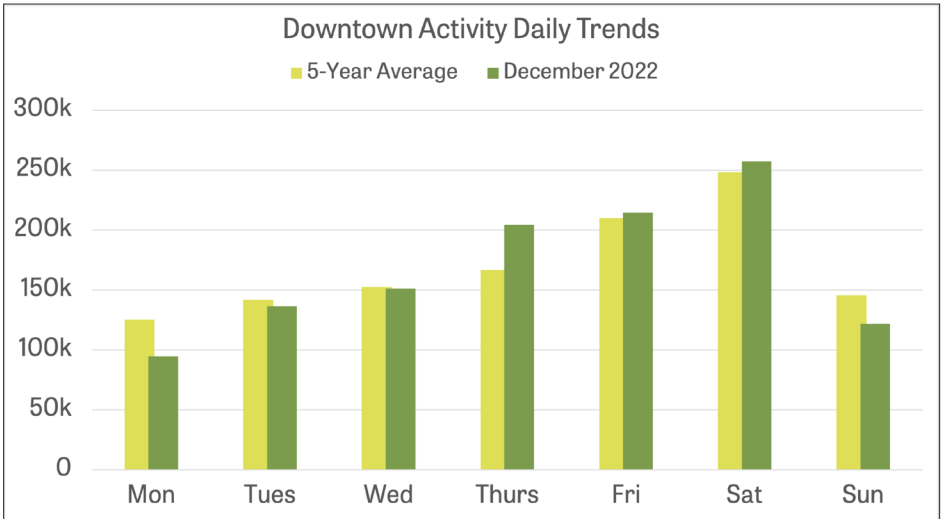
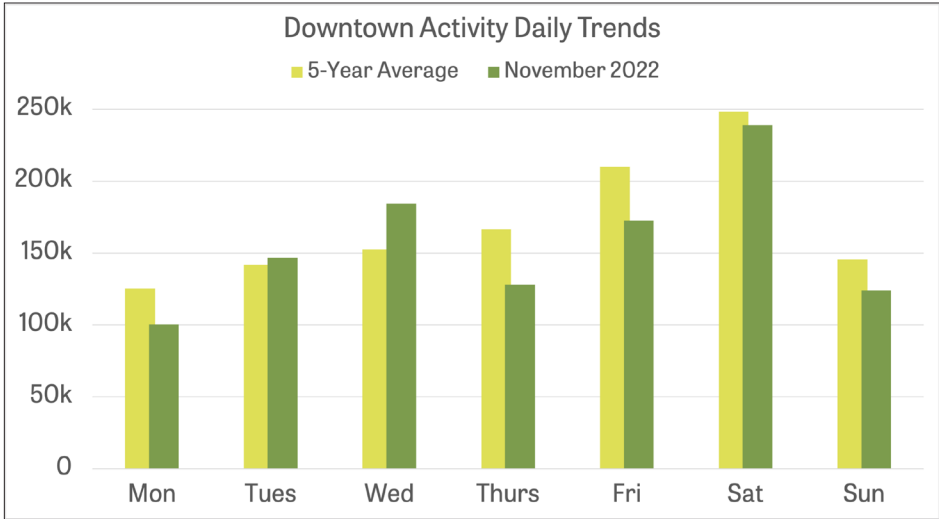
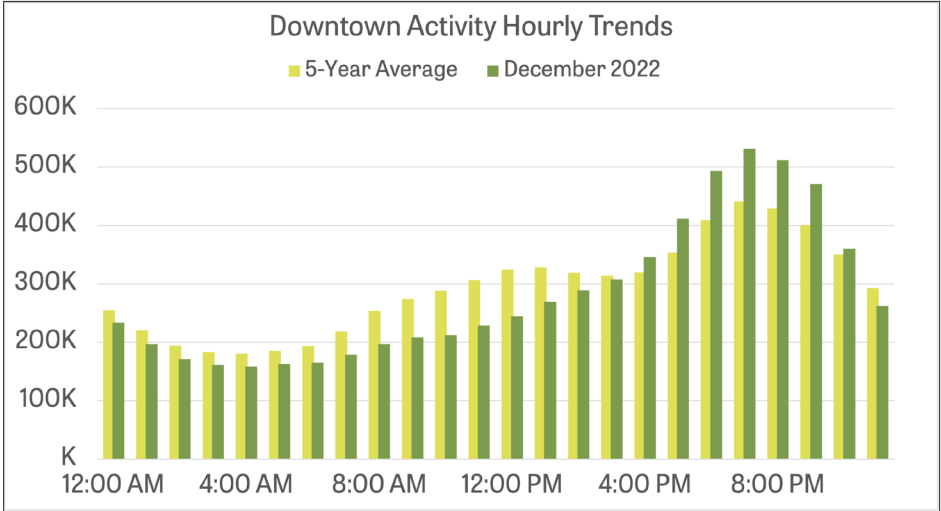
3%

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



2%

increase in average visitor activity compared to 5-year December average



On-Street Parking

Downtown-wide

16%

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



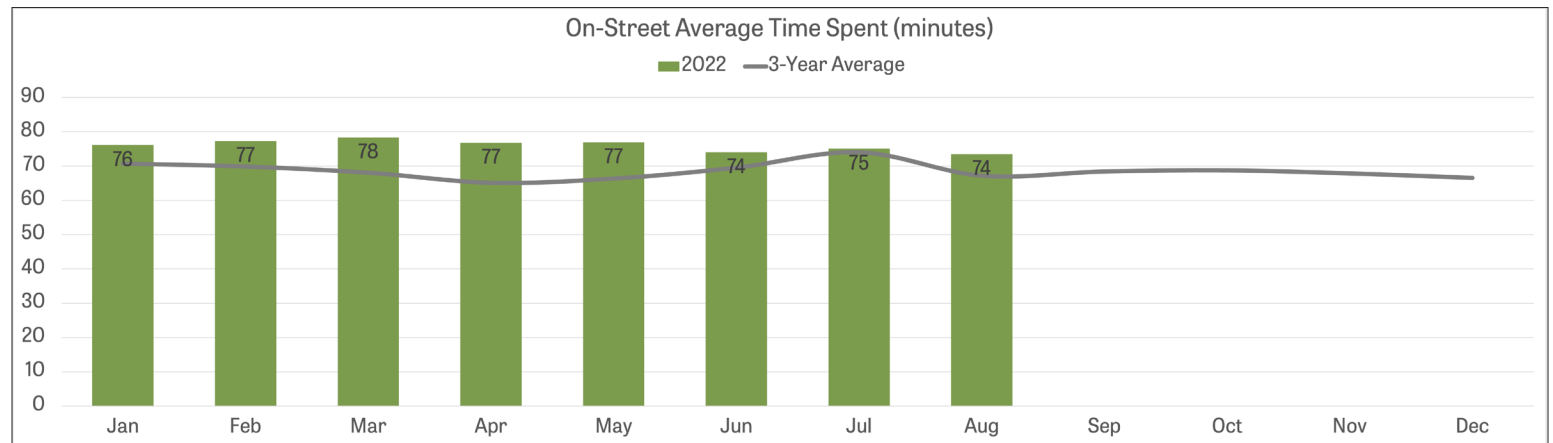
2%

increase in average
revenue in 2022
compared to
3-year average



6-minute

longer sessions in
2022 compared to
3-year average



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Source: Mobile GR

DASH Ridership

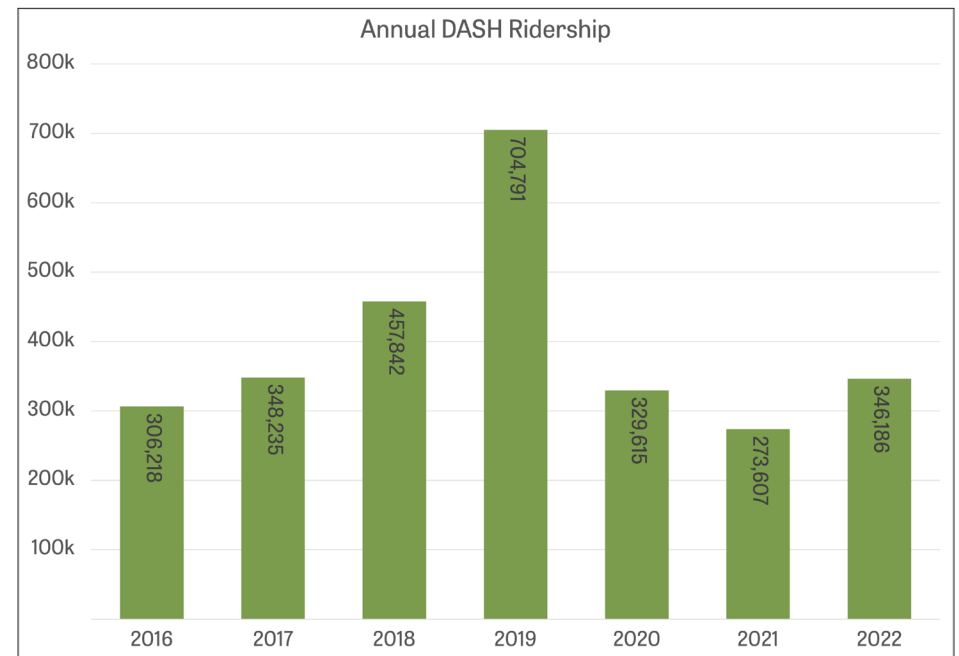
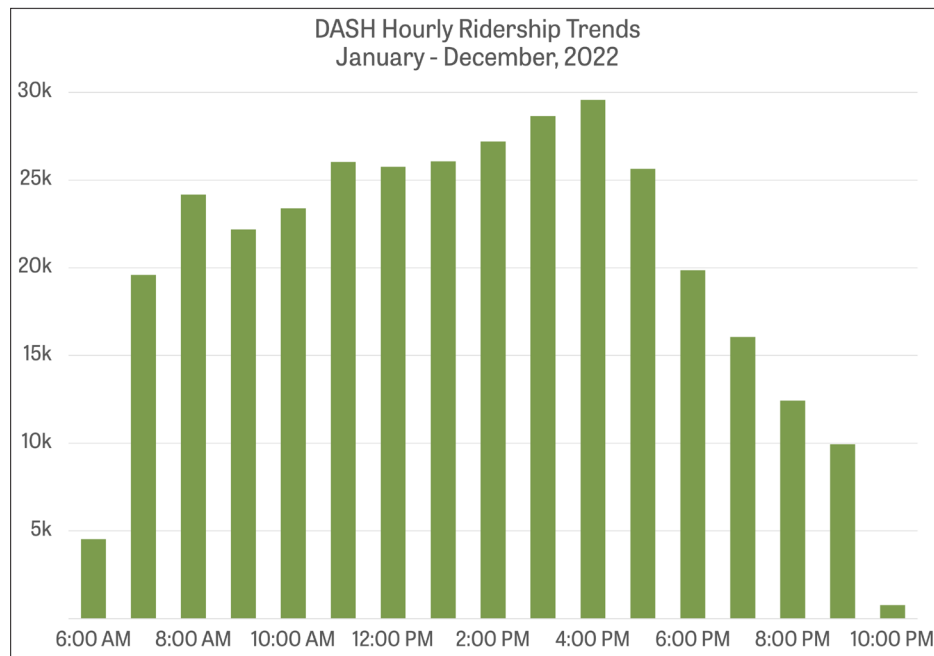
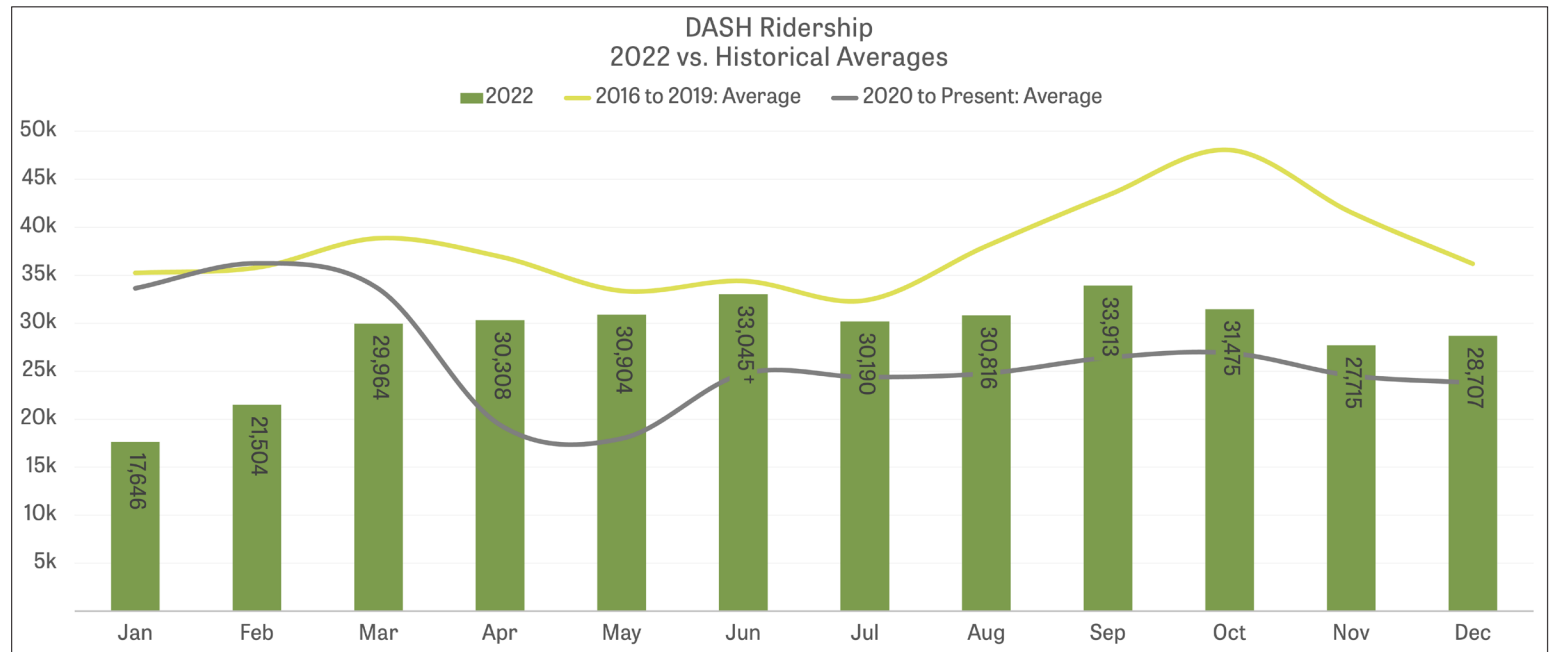
Updated Quarterly

14%

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

27%

increase in ridership
in 2022 vs. 2021
(+5% vs. 2020)



Source: The Rapid



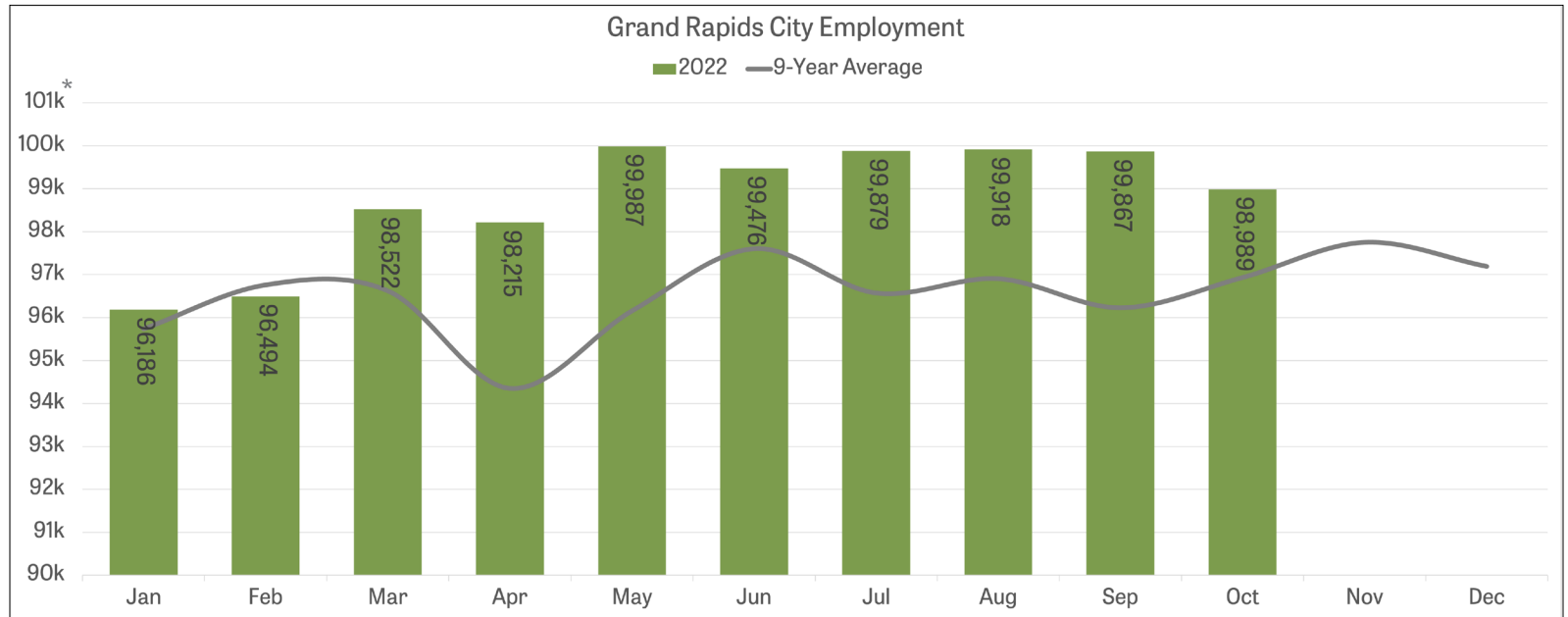
**DOWNTOWN
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DISTRICT**

*estimate due to technical issue

City Employment

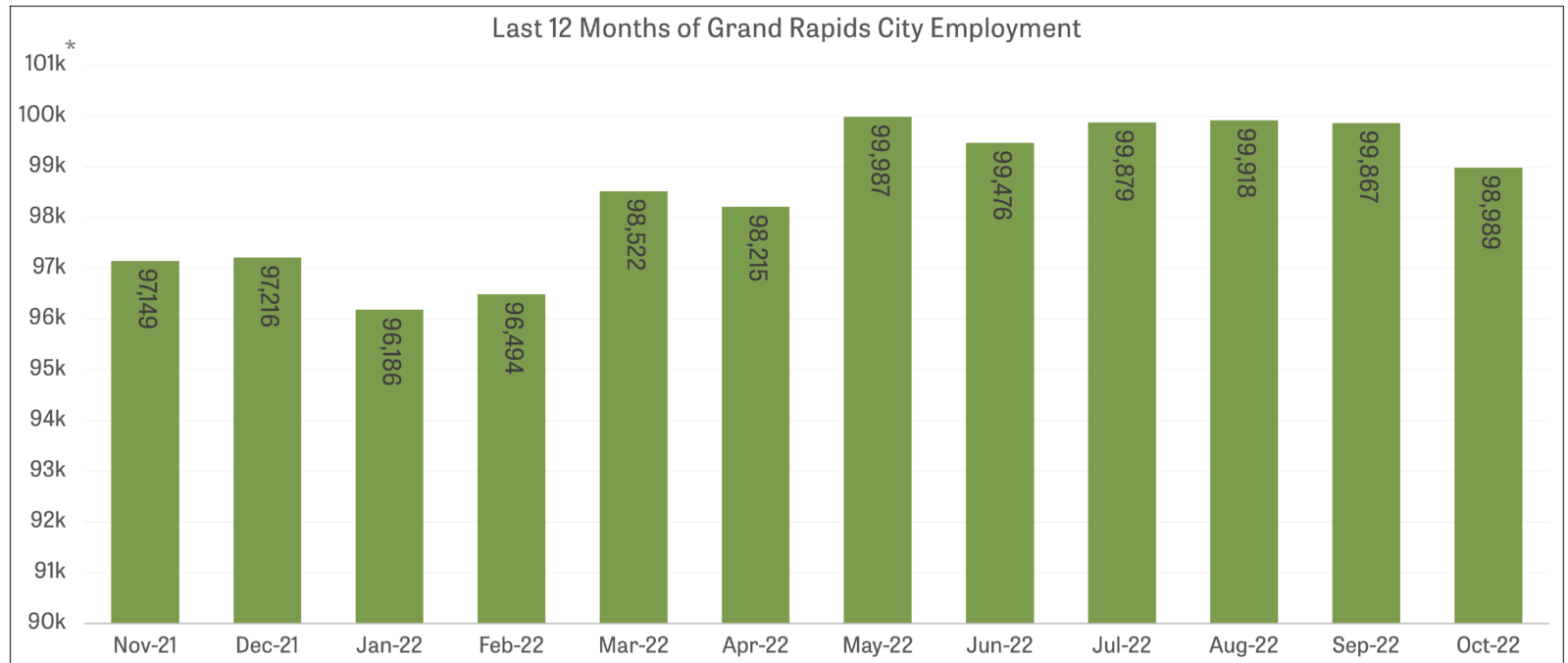
-1%
decrease in Oct 2022
vs. Sept 2022

2%
increase compared to
2022 average



3%
increase compared to
9-year average

3%
increase in Oct 2022
vs. Oct 2021



*truncated y-axis to highlight changes

Source: BLS



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