

AGENDA



DOWNTOWN IMPROVEMENT DISTRICT

Board Members:

Peter Albertini • Kate Berens • Stacie Behler • Michael Bishop • Mike Ellis • Cullen Hillary
Ginny Justice • Douglas Kessler • Emily Loeks • Josh Lunger • Andrew Martin • Jessica
Slaydon • Monica Steimle-App • Paul Skentzos • Elliot Talen • Ashley Ward • Rick Winn

June 18, 2025
2:00 pm Meeting
29 Pearl Street, NW Suite #1

1. Call to order (2:00)
2. Approve Meeting Minutes from February 19, 2025 (2:01)
Motion – Steimle-App | (enclosure)
3. Accept April 2025, Financial Statements (2:02)
Motion – Steimle-App | (enclosure)
4. FY 2026 Budget Adoption (2:05)
Motion – Steimle-App/Kelly/Eledge | (enclosure)
5. FY 2026 Flower Planting (2:15)
Motion – Eledge | (enclosure)
6. Downtown Ambassador Program (2:25)
Motion – Eledge | (enclosure)
7. DGRI President & CEO Report (2:35)
Info Item – Kelly
8. Public Comment (2:40)
9. Board Member Discussion (2:50)
10. Adjournment (2:55)



MEETING OF THE DOWNTOWN IMPROVEMENT DISTRICT BOARD
February 19, 2025

1. Call to Order

This meeting was called to order at 2:07 p.m. by Monica Steimle-App.

Attendees

Members Present: Kate Berens, Mike Bishop, Emily Loeks, Jessica Slaydon, Paul Skentzos, Monica Steimle-App, Elliot Talen, Ashley Ward, Josh Lunger

Members Absent: Peter Albertini, Stacie Behler, Mike Ellis, Cullen Hillary, Virginia Justice, Douglas Kessler, Andrew Martin, Rick Winn

Others Present: Jessica Wood (Legal Counsel), Tim Kelly (Executive Director), Lauren Suidgeest (Recording Secretary), Rebecca Krenz (Ambassador), Melvin Eledge, Mark Miller, Marion Bonneaux (DGRI).

2. Approve Meeting Minutes from October 16, 2024

Motion: Member Slaydon, supported by Member Bishop, moved to approve the October 16, 2024, Downtown Improvement District Meeting Minutes as presented. None opposed. The motion carried unanimously.

3. Accept January 2025 Financial Statements

Motion: Member Berens, supported by Member Talen, moved to accept Statement C: Schedule of Expenditures ending January 2025 as presented. The motion carried unanimously.

4. Downtown Ambassador Update

Rebecca Krenz, Operations Manager, shared the 2024 statistics and accomplishments for the Downtown Ambassadors, including:

Hospitality:

- 3,433 mobility assists
- 12,114 directions provided
- 697 social service assists
- 191,463 information provided
- 130,008 general assists
- 8,094 business contacts

Resident Engagement:

- 3,605 resident interactions

Beautification:

- 10,821 biohazards cleaned up
- 7,231 graffiti removed
- 29,202 trash cans, dog bags & cigarette urns maintained
- 9,335 parking meters, crosswalks & bus stops cleared of snow
- 15,334 trash bags collected
- 38.3 pounds of cigarette butts recycled

Horitculture:

- 15,743 plants watered
- 374,586 weeds removed
- 500 tulip bulbs planted

Safety

- 106 calls to Homeless Outreach Team
- 38 emergency services contacted
- 1,616 scooter/bike relocations

Member Lunger inquired about how the team keeps track of their responsibilities. Krenz explained that they use a smart system accessible via an app on all their devices, allowing them to efficiently monitor tasks.

A question was raised regarding whether the sunscreen provided was sponsored. It was confirmed that the Melanoma Project was the sponsor.

Member Ward asked about the Ambassador team size, to which Krenz responded that there are 21 employees. Ward also inquired about the number of districts within Block by Block, which was noted to be over 250.

Member Skentzos asked if there is a specific protocol for handling biohazard incidents, particularly whether there is a designated contact to report such instances. Krenz clarified that the team does not notify anyone but instead handles the cleanup directly.

Member Skentzos also inquired about ambassador placement during events at DeVos Place. Krenz confirmed that Ambassadors are strategically deployed to assist visitors whenever there are large events Downtown.

5. Stakeholder Survey Results

Eledge presented the results of the DID Stakeholder Survey, explaining that the survey is conducted annually to gauge stakeholder experiences and perceptions of downtown.

The full raw dataset was provided to the DID Board for review. This year saw a record-high 104 responses. Special thanks were given to Krenz and her team for their efforts in distributing the survey.

Eledge provided an overview of the responses, noting that the majority of stakeholders appear satisfied with the work being done by the DID.

Looking ahead to 2025, beautification efforts emerged as a top priority based on stakeholder feedback.

Stakeholders were also asked whether the DID should expand and, if so, which areas should be considered. While Monroe North has historically been the leading candidate, this year's results showed two other neighborhoods ranking slightly higher in interest: Bridge & Stocking Area and Market & Wealthy.

Member Lunger expressed surprise at the relatively low response rate and questioned how more people could be encouraged to participate. Eledge explained that the survey is not widely shared on social media, as it is intended for a targeted audience. The team plans to continue their current approach but is exploring additional outreach methods to improve engagement.

6. FY 2026 Budget Discussion

Eledge provided the budget report in the meeting packet and highlighted key numbers, noting changes in the budget. This is the final budget under the current DID plan, after which discussions on reauthorization will take place.

Revenue

- District Wide Assessment: 3% Increase (\$38,082) based on CPI and added \$57,900 to account for the completion of Studio Tower
- Residential Assessment: Increased by \$3,000 to account for 25 new parcels being added; base rate of \$120 remains the same
- Snowmelt Assessment: No Change

Expenses

- Ambassador services: RFP currently out, anticipate fluctuation in costs
- Irrigation & Utilities: Increased to keep up with rising costs
- Flower planting: Added 4 new planters on Ottawa (4 seasons) and added 2 seasons to the flowerpots on Ionia
- Supplies: Increased to anticipate additional regulatory expenses ahead of reauthorization
- A-87 Costs: Determined by the City, reduced this year

Member Berens inquired whether a subcommittee would be formed to review Ambassador RFP responses. Eledge explained that in previous years, a subcommittee was not necessary due to receiving only one or two submissions. However, there has been increased interest this year, so if a significant number of bids are received, a subcommittee may be formed to review them.

Motion: Member Slaydon, supported by Member Berens, approved the FY2026 budget and recommendation to the Grand Rapids City Commission for approval. None opposed. Motion carried unanimously.

7. DGRI President & CEO Report

Kelly provided the following updates:

- The DDA approved an agreement to sell land for the soccer stadium, with construction expected to begin on May 1.
- A retail grant agreement for Cellar Bird Books was approved by the DDA.

- The DDA approved funding for an art installation as part of Return – save the date for August 23 & 24.
- Only a few weeks remain for World of Winter (WoW), which wraps up on March 2.
- Fulton-Wealthy Trail: Bids have been received, with final bids due by February 11.
- Work on Lyon Square is paused for the winter and will resume in Spring 2025.
- The Public Museum project is progressing as planned and is expected to be completed by Summer 2025.

Member Slaydon inquired about the decision-making process for retail grants. Tim explained that a grant subcommittee is responsible for the evaluations. Melvin added that new businesses seeking grants present their business plans, financials, and market research. They also deliver an elevator pitch to the committee, which then scores the business on a set scale to determine eligibility and funding.

8. Public Comment

Scott Atchison presented and provided a handout regarding his concept of an information system and QR code for real-time information for Downtown visitors (see attached).

9. Board Member Discussion

Member Slaydon highlighted the Annual Donut Dash on March 4, an event supporting the Police Department Foundation. Participation is free for all.

Member Bishop commended the Ambassadors for their excellent work in providing information to both residents and visitors downtown.

10. Adjournment

The meeting adjourned at 2:57 pm.

Minutes taken by:
Lauren Suidgeest
Downtown Grand Rapids, Inc.

Downtown Improvement District
February 19, 2025
Meeting Minutes



Michigan Flashcard - Scott Atchison
PO Box 1232,
Grand Rapids, MI 49501
NatcheCR@aol.com 616-293-9026



Downtown
Grand Rapids, MI

Information City!

I am a Downtown
Ambassador. Here is
the information card.



Maybe that Downtown
Ambassador can help.



Place
Stamp
Here

This card will show you
how to access the best
downtown information of
what is open today.
You will be able to see
all restaurants and bars
open downtown today.
We have the best local
information.

What are the
restaurants in
walking
distance?

We have an hour
before we go to
the airport. Let
me grab my cell
phone. This is
great! Better than
any other city!
Look, links!



I guess there is no
information center
downtown according to
this map.



Information Center
Thank you!



Where
should
we
park?

Scan
this:



Hotel
Concierge

Forward to:

CC:

USPS Deliver to:

This **daily information** is provided to you by your tax dollars and assessments at
work by the staff at the Downtown Development Authority (DDA)
aka Downtown Grand Rapids, Inc. (DGRi) - city of Grand Rapids, MI





GOING OUT?

Scan the code for bars and restaurant activity.




Downtown puts a few good grades for:

Classification
New Hotels
New Restaurants
5 Museum

• Grand R. Ford Presidential
• Grand Rapids Public Museum (Closed)
• Grand Rapids Art Museum (GRAM)
• Grand Rapids African American Museum & Archives (planned)
• Grand Rapids Children's Museum

A- / B+

City of Grand Rapids
(City)
Downtown Development Authority
(DDA)
Downtown Improvement District
(DID)
North Avenue Tax
Increment Finance Authority
(NATIFA)
Downtown Grand Rapids Inc.
(DGR)
Times, Advertising, Other planned

\$10,000,000.00
Contract for
Downtown
Ambassadors

15-18 individuals
working at
DGR
Offices
29 Pearl St. NW

When it comes to information in downtown Grand Rapids, MI the grades are terrible: **D+ / C-**

There is no system in place to provide daily information of what is open for the Residents, visitors, tourists and commuters.

Information and communication are very important and downtown Grand Rapids, MI does a poor job providing real time daily information of what is open. Each day the information will change to reflect that day's open businesses.

Creates a daily map with links for addresses, phone numbers and website. Each Day the information changes.



Scan This

When it comes to information in downtown Grand Rapids, MI the grades are terrible: **D+ / C-**

There is no system in place to provide daily information of what is open for the Residents, visitors, tourists and commuters.

Information and communication are very important and downtown Grand Rapids, MI does a poor job providing real time daily information of what is open. Each day the information will change to reflect that day's open businesses.

For More Information:
Scott Atchison
616-293-9056
NativeGR@gmail.com

Location, location, location Will help the resident as much as the visitor.....

Good for the city,
good for the county &
good for the state.

Daily Menu Matrix to show what
restaurants & bars are open (that day), when
they close with daily food specials.

Would you like to view
printed menus or the scan
version for electronic
viewing. Here is what is
open now.

We are here visiting
our daughter who
goes to **GVSU**.

We are
looking for
restaurant
information.

QR CODE

Open until 10:00 pm

Unique to
Grand Rapids, MI

Directions & Information

Welcome
to Grand Rapids

Visitor's
Special
Street
Information
Inside

City of
Grand Rapids
logo

Center
Welcome to our organization
Grand Rapids
Convention & Amenity
Authority (GRCAA)

can help!

Bienvenido

06/21/2018

Downtown
Grand Rapids, MI

Owner of
Records:
City of
Grand Rapids or
Convention & Amenity
Authority (GRCAA)

Where
should we
park?

PARKING
VIOLATION

Do you have an ARTPrize
Guide? A printed
version?

Which bus do we
take to go to the
Downtown
Market and
movie
theater?

Verbal, printed, written and electronic information!

Providing **BETTER** local information than the internet/GPS/smartphone.

Scott Atchison
616-293-9056 NativeGR@aol.com

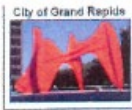
Web pages are not enough!
Location is just as important as information provided in

The DDA funds the construction of the facility
and the CVB (ExperienceGR) runs it every day of the year.

May 2018



Kent
County



City of Grand Rapids
Michigan's Second
Largest City



Immediate and Future Benefits

Part of Downtown Infrastructure

What is Missing in Grand Rapids? Directions & Information Booth

"Where is...? How do I...? When is the...?" 7777777777

Michigan Flashcard - Scott Atchison
NativeGR@aol.com 616-293-9056
PO BOX 1235
Grand Rapids, MI 49501-1235

Grand Rapids does not have
everything - But it does have
the best Information Booth!

Information Booth circa 1930



Not a Retail
Shop!

Staffed
with
Helpful
Humans

Verbal, Printed
and Written
Information!

Publicly Sponsored,
Privately Funded!



- A **365 day a year operation** which will bring visitors, tourists, conventioners and residents:
- A Daily Menu Matrix of restaurant's hours of operation for that day, daily special, address and phone number
 - "The Walking Tour of Downtown Grand Rapids" in a variety of languages (sister city languages & more)
 - MAPS: Both walking and driving
 - Traffic/Construction/Detours reporting and updating
 - and many, many other useful tools that tourists, visitors, conventioners and residents will find most interesting and useful!



Better LOCAL information than the Internet/GPS/smartphone

Apparently no one entity is responsible for having an information booth in downtown Grand Rapids, MI – or there would be one in existence. City/County, DDA, CVB, CAA, DBID, SMG, DGRI, ...

Copy to: **Common Sense Comittee**

MEMORANDUM

CITY OF GRAND RAPIDS

DATE: June 11, 2025

TO: Downtown Improvement District

**Agenda Item #3
June 18, 2025
DID Meeting**

FROM: Teva Arapari
Financial Analyst II, Fiscal Services

SUBJECT: Interim Financial Statements as of April 18, 2025

Attached are the Authority's interim financial statements for the first nine months of the Authority's fiscal year ending June 30, 2025.

The attached Statements include:

Statement A: Balance Sheet
Statement B: FY25 Budget vs Actual Results
Statement C: Schedule of Expenditures

The District has collected approximately 97.3% of the budgeted assessment revenue in the District-Wide fund and 90.0% in the Snowmelt fund.

The DID has spent approximately 63.7% and 80.6% of the budgeted appropriations in the District-Wide fund and the Snowmelt fund respectively.

Please contact me at 616-456-3854 or at tarapari@grcity.us if you have any questions.

Attachments

STATEMENT A
GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT
Balance Sheet
April 18, 2025

ASSETS	DISTRICT - WIDE	SNOW - MELT	TOTAL
Pooled Cash & Investments	\$ 615,959	\$ 510,975	\$ 1,126,934
Assessments Receivable	202,525	17,128	219,653
TOTAL ASSETS	\$ 818,484	\$ 528,103	\$ 1,346,587
LIABILITIES AND FUND EQUITY			
Liabilities			
Accounts Payable	\$ -	\$ -	\$ -
Deferred Assessment Revenue	202,525	17,128	219,653
Compensated Absences	1,680	-	1,680
TOTAL LIABILITIES	\$ 204,205	\$ 17,128	\$ 221,333
Reserve for Encumbrances	\$ 264,135	\$ -	\$ 264,135
Unrestricted Reserve	350,144	424,137	774,281
Restricted Reserve - Monroe Center	-	86,838	86,838
TOTAL FUND EQUITY	\$ 614,279	\$ 510,975	\$ 1,125,254
 TOTAL LIABILITIES & FUND EQUITY	 \$ 818,484	 \$ 528,103	 \$ 1,346,587

Prepared June 9, 2025

STATEMENT B

GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT FY2025 Statement of Revenues and Expenditures July 1, 2024 - April 18, 2025

REVENUES	DISTRICT-WIDE		SNOWMELT	
	Budget	Actual	Budget	Actual
Assessments	\$ 1,343,693	\$ 1,136,452	\$ 170,000	\$ 152,942
Reserve for Uncollectible Accounts	(175,198)	-	-	-
Earnings on Investments	13,205	36,440	18,493	35,798
Miscellaneous Revenues and Reimbursements	-	-	-	-
TOTAL REVENUES	\$ 1,181,700	\$ 1,172,892	\$ 188,493	\$ 188,740
EXPENDITURES				
DISTRICT-WIDE SERVICES				
Maintenance and Beautification				
Ambassador Program - Clean & Safe	\$ 752,839	\$ 382,817	\$ -	\$ -
QOL - Residential Project	117,000	93,120	-	-
Irrigation, Repairs & Utilities	6,967	10,031	-	-
Flowers & Plantings	115,000	115,000	-	-
Sub-Total	\$ 991,806	\$ 600,968	\$ -	\$ -
Marketing and Communications				
Personnel - Wages & Benefits	21,000	11,200	-	-
Printing & Postage	750	461	-	-
Sub-Total	\$ 21,750	\$ 11,661	\$ -	\$ -
Administration				
DGRI Overhead	28,000	34,370	-	-
Personnel - Wages & Benefits	73,000	56,536	-	-
Professional Services	22,500	11,767	-	-
City A-87 Costs	45,027	37,597	-	-
Sub-Total	\$ 168,527	\$ 140,270	\$ -	\$ -
SNOWMELT SYSTEM OPERATIONS				
Central City Snowmelt	\$ -	\$ -	\$ 188,110	\$ -
Campau Promenade District	-	-	-	57,873
Monroe Center District	-	-	-	76,830
Monument Park District	-	-	-	16,823
TOTAL EXPENDITURES	\$ 1,182,083	\$ 752,899	\$ 188,110	\$ 151,526
EXCESS / (DEFICIT)	\$ (383)	\$ 419,993	\$ 383	\$ 37,214
BEGINNING FUND BALANCE, Adjusted for Comp Abs		194,286		473,761
ENDING FUND BALANCE		\$ 614,279		\$ 510,975

Special & Voluntary Assessments as of 4/18/2025	Budgeted	Invoiced	Received	Receivable
District-Wide	\$ 1,343,693	\$ 1,338,977	\$ 1,136,452	\$ 202,525
Center City Snowmelt Operations	170,000	170,070	152,942	17,128
TOTAL	\$ 1,513,693	\$ 1,509,047	\$ 1,289,394	\$ 219,653

STATEMENT C

GRAND RAPIDS, MICHIGAN DOWNTOWN IMPROVEMENT DISTRICT Schedule of Expenditures February 1, 2025 - April 18, 2025

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
2/28/2025	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	\$ 3,759.67
3/31/2025	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	3,759.67
4/17/2025	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	3,759.67
					11,279.01
2/9/2025	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl July 2024 - June 2025 OFFI	1,192.89
3/6/2025	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl July 2024 - June 2025 OFFI	1,192.88
2/11/2025	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted CRIT 02/25	435.96
3/13/2025	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted CRIT 03/25	416.70
2/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Local Business Expense (DID)	410.11
2/19/2025	Selective Insurance Company of Ameri	Administration	DGRI Overhead	Selective Insurance Workers Comp Policy 02/25	223.56
2/19/2025	New Dreams, Inc.	Administration	DGRI Overhead	Coverall of Western Michigan: janitorial services 02	148.50
2/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Service (DID)	131.12
2/9/2025	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street July 2024 - June 2024	113.47
3/16/2025	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street July 2024 - June 2024	113.46
2/11/2025	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted Office 365 02/25	106.20
3/13/2025	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted Office 365 03/25	98.64
3/11/2025	GreatAmerica Financial Services Corp	Administration	DGRI Overhead	Great America Copier Lease 02/25	72.23
3/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Professional Dev. (DID)	68.50
2/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Food/Bev (DID)	59.47
3/18/2025	Marion Banneaux	Administration	DGRI Overhead	M.Bonneaux reimbursement 03/25	53.82
2/19/2025	GreatAmerica Financial Services Corp	Administration	DGRI Overhead	Great America Copier Lease 01/25	53.42
3/23/2025	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	FSB Utility Service: Electric 03/25	52.63
3/21/2025	City Treasurer - Mobile GR	Administration	DGRI Overhead	Parking Validation Invoices - Feb 2025	51.83
2/3/2025	Metro FiberNet, LLC	Administration	DGRI Overhead	Metronet services 01/25	46.23
3/2/2025	Metro FiberNet, LLC	Administration	DGRI Overhead	Metronet services 02/25	46.23
2/24/2025	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	FSB Utility Service: Electric 02/25	46.06
3/2/2025	WM Hispanic Chamber of Commerce	Administration	DGRI Overhead	WMHCC membership DID 02/25	45.00
3/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Service (DID)	42.66
3/13/2025	Cellco Partnership	Administration	DGRI Overhead	Verizon Cell Phone Service 03/25	42.56
3/2/2025	Metro FiberNet, LLC	Administration	DGRI Overhead	Metronet services 02/25	42.29
2/3/2025	Metro FiberNet, LLC	Administration	DGRI Overhead	Metronet services 01/25	42.28
2/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Supplies (DID)	37.48
2/19/2025	Cellco Partnership	Administration	DGRI Overhead	Verizon Cell Phone Service 02/25	36.21
3/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Subscriptions (DID)	32.29
2/18/2025	City Treasurer - Mobile GR	Administration	DGRI Overhead	Parking Validation Invoices - Jan 2025	30.78
3/12/2025	Staples Contract and Commercial Inc.	Administration	DGRI Overhead	Staples office supplies 02/25	30.48
3/12/2025	Staples Contract and Commercial Inc.	Administration	DGRI Overhead	Staples office supplies 02/25	30.48
3/2/2025	Littlefoot Coffee Roasters	Administration	DGRI Overhead	Office Supply coffee 02/25	30.42
2/4/2025	Pure Water Partners LLC	Administration	DGRI Overhead	Pure Water Partners water cooler lease 01/25	23.22
3/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Supplies (DID)	23.21
3/12/2025	Staples Contract and Commercial Inc.	Administration	DGRI Overhead	Staples office supplies 02/25	20.83
2/13/2025	ApplicantPro Holdings LLC	Administration	DGRI Overhead	Applicant Pro HR software 02/25	19.62
3/13/2025	ApplicantPro Holdings LLC	Administration	DGRI Overhead	Applicant Pro HR software 03/25	19.62
3/13/2025	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted Office 365 03/25	19.26
3/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Food/Bev (DID)	17.72
2/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Professional Dev. (DID)	14.68
2/4/2025	Adobe Inc	Administration	DGRI Overhead	Adobe Inc Acrobat license 01/25	12.81
2/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Postage (DID)	11.64
3/12/2025	Staples Contract and Commercial Inc.	Administration	DGRI Overhead	Staples office supplies 02/25	10.67
2/11/2025	Staples Contract and Commercial Inc.	Administration	DGRI Overhead	Staples office supplies 01/25	10.02
2/3/2025	Metro FiberNet, LLC	Administration	DGRI Overhead	Metronet services 01/25	8.50
2/6/2025	Model Coverall Service Inc	Administration	DGRI Overhead	Model Coverall floor mat rental 07/24-06/25	7.74
3/9/2025	Model Coverall Service Inc	Administration	DGRI Overhead	Model Coverall floor mat rental 07/24-06/25	7.74
3/2/2025	Metro FiberNet, LLC	Administration	DGRI Overhead	Metronet services 02/25	6.89
2/14/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Subscriptions (DID)	2.93
2/4/2025	Megan Catcho	Administration	DGRI Overhead	M. Catcho Reimb 01/25	2.82
4/15/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Professional Dev. (DID)	3.91
4/15/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Supplies (DID)	5.53
4/15/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Books (DID)	5.87
4/1/2025	Metro FiberNet, LLC	Administration	DGRI Overhead	Metronet services 03/25	6.89
4/8/2025	Model Coverall Service Inc	Administration	DGRI Overhead	Model Coverall floor mat rental 07/24-06/25	7.74
4/15/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Local Business Exp. (DID)	9.79
4/7/2025	Staples Contract and Commercial Inc.	Administration	DGRI Overhead	Staples office supplies 03/25	12.02
4/15/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Subscriptions (DID)	13.34
4/7/2025	Engineered Protection Sys INC	Administration	DGRI Overhead	EPS Security Systems 04/25	17.71
4/15/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Supplies (DID)	18.25
4/17/2025	Pure Water Partners LLC	Administration	DGRI Overhead	Pure Water Partners water cooler lease 04/25	23.22
4/1/2025	Field & Fire Cafe LLC	Administration	DGRI Overhead	Field & Fire Cafe 03/25	23.58
4/7/2025	Littlefoot Coffee Roasters	Administration	DGRI Overhead	Office Supply coffee 04/25	30.74
					5,995.35

continued on the next page

STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
February 1, 2025 - April 18, 2025

Page 2

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
continued from prior page					
4/16/2025	City Treasurer - Mobile GR	Administration	DGRI Overhead	PARKING VALIDATION INVOICES - MARCH 2025	32.22
4/8/2025	FCPA Holdings, LLC	Administration	DGRI Overhead	Foremost Graphics business cards 04/25	33.41
4/15/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Membership (DID)	38.16
4/1/2025	Metro FiberNet, LLC	Administration	DGRI Overhead	Metronet services 03/25	42.28
4/1/2025	Metro FiberNet, LLC	Administration	DGRI Overhead	Metronet services 03/25	46.23
4/17/2025	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	FSB Utility Service: Electric 04/25	49.76
4/8/2025	ClearWater Cleaning Solutions, LLC	Administration	DGRI Overhead	ClearWater Cleaning Solutions - cleaning services	64.80
4/7/2025	GreatAmerica Financial Services Corp	Administration	DGRI Overhead	Great America Copier Lease 03/25	68.98
4/7/2025	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted Office 365 04/25	101.30
4/15/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Food/Bev (DID)	102.79
4/7/2025	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street July 2024 - June 2025	113.47
4/15/2025	US Bank National Association	Administration	DGRI Overhead	Admin: Conference & Travel (DID)	366.94
4/7/2025	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted CRIT 04/25	397.98
4/7/2025	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street July 2024 - June 2025	1,192.89
4/8/2025	Selective Insurance Company of America	Administration	DGRI Overhead	Selective Insurance Workers Comp Policy 04/25	1,997.10
					4,648.31
2/28/2025	PayCor	Administration	Personnel	DID (admin) Share payroll costs - Feb 2025	3,958.42
2/25/2025	Priority Health	Administration	Personnel	Priority Health Insurance Premium - March 2025	3,391.31
3/23/2025	Priority Health	Administration	Personnel	Health Insurance Premium - April 2025	3,298.04
2/4/2025	Priority Health	Administration	Personnel	Priority Health Insurance Premium - February 2025	3,166.54
2/19/2025	Priority Health	Administration	Personnel	Health Insurance Premium - January 2025	2,976.26
3/3/2025	American United Life-Group Div	Administration	Personnel	OneAmerica Life Insurance March 2025	616.74
2/3/2025	American United Life-Group Div	Administration	Personnel	OneAmerica Life Insurance February 2025	567.17
2/1/2025	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 02/01/2025	375.94
2/15/2025	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 02/15/2025	372.29
3/15/2025	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 03/15/2025	371.96
3/29/2025	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 03/29/2025	370.34
3/1/2025	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 03/01/2025	368.63
3/13/2025	Blue Cross Blue Shield of Michigan	Administration	Personnel	DID Dental Insurance Premiums 03/25	297.72
2/19/2025	Blue Cross Blue Shield of Michigan	Administration	Personnel	DID Dental Insurance Premiums 02/25	222.34
2/28/2025	PayCor	Administration	Personnel	DID (admin) Share payroll fees - Feb 2025	41.58
4/17/2025	Blue Cross Blue Shield of Michigan	Administration	Personnel	Dental Insurance Premiums 04/25	130.40
4/12/2025	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 4/12/2025	370.36
4/7/2025	American United Life-Group Div	Administration	Personnel	OneAmerica Life Insurance April 2025	515.88
					21,411.92
2/11/2025	Fusion Financial Services, LLC	Administration	Professional Services	Fusion Financial accounting January 02/25	358.70
3/13/2025	Dickinson Wright PLLC	Administration	Professional Services	Dickinson Wright legal services 03/25	308.87
3/13/2025	Fusion Financial Services, LLC	Administration	Professional Services	Fusion Financial accounting February 03/25	280.35
2/11/2025	Lisa M Cooper	Administration	Professional Services	Cooper People Group HR services 01/25	229.95
3/12/2025	Lisa M Cooper	Administration	Professional Services	Cooper People Group HR services 03/25	225.23
4/8/2025	Fusion Financial Services, LLC	Administration	Professional Services	Fusion Financial accounting March 04/25	182.07
4/7/2025	Lisa M Cooper	Administration	Professional Services	Cooper People Group HR services 03/25	546.53
4/2/2025	Dickinson Wright PLLC	Administration	Professional Services	DID Dickinson Wright legal services July -- Feb 2025	1,840.00
					3,971.70
3/6/2025	Mydatt Service Inc	Maintenance & Beautification	Ambassador Program	Ambassador Program Clean & Safe FEB 25	86,979.63
2/19/2025	Mydatt Service Inc	Maintenance & Beautification	Ambassador Program	Ambassador Program Clean & Safe JAN 25	86,979.63
2/19/2025	Mydatt Service Inc	Maintenance & Beautification	Ambassador Program	Ambassador Program DID October 2024	86,979.63
4/3/2025	Mydatt Service Inc	Maintenance & Beautification	QOL - Residential Project	Ambassador Program Clean & Safe MARCH 25	86,979.63
					347,918.52

continued on the next page

STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
February 1, 2025 - April 18, 2025

Page 3

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
continued from prior page					
2/24/2025	DTE Energy	Maintenance & Beautification	Irrigation Repairs & Utilities	9100 258 89908 25/02 - Winter Ave Offices	313.71
2/24/2025	Consumers Energy	Maintenance & Beautification	Irrigation Repairs & Utilities	1030 2027 1245 25/02 - Winter Ave Offices	55.90
4/16/2025	City Treasurer - ELC	Maintenance & Beautification	Irrigation Repairs & Utilities	ELC2186756 25/03 - 225 Michigan St	59.63
4/16/2025	City Treasurer - ELC	Maintenance & Beautification	Irrigation Repairs & Utilities	ELC2186757 25/03 - 25 Sheldon Blvd	89.43

4/16/2025	DTE Energy	Maintenance & Beautification	Irrigation Repairs & Utilities	9100 258 89908 25/04 - 351 Winter Ave	112.94
4/1/2025	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2005642 25/03 - 347 Winter Ave	161.71
4/9/2025	DTE Energy	Maintenance & Beautification	Irrigation Repairs & Utilities	9100 258 89908 25/03 - 351 Winter Ave	273.83
4/16/2025	City Treasurer - ELC	Maintenance & Beautification	Irrigation Repairs & Utilities	ELC2186487 25/03 - 125 Monroe Center	383.26
					<u>1,450.41</u>
2/13/2025	Mvdatt Service Inc	Maintenance & Beautification	QOL - Residential Project	Block by Block Residential Ambassadors 01/25	10,346.66
3/13/2025	Mydatt Service Inc	Maintenance & Beautification	QOL - Residential Project	Block by Block Residential Ambassadors 03/25	10,346.66
4/7/2025	Mydatt Service Inc	Maintenance & Beautification	QOL - Residential Project	Block by Block Residential Ambassadors 03/25	10,346.66
					<u>31,039.98</u>
2/28/2025	PayCor	Marketing & Communications	Personnel	DID (Marketing) Share payroll costs - Feb 2025	2,779.21
2/28/2025	PayCor	Marketing & Communications	Personnel	DID (Marketing) Share payroll fees - Feb 2025	20.79
					<u>2,800.00</u>
2/24/2025	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Campau Promenade District	4200000000 25/01 - Louis/Monroe snowmelt	8,093.52
3/14/2025	DTE Energy	Snowmelt Operations	Campau Promenade District	9100 297 30421 25/03 - 43 Monroe Ave Ramp	5,831.94
2/25/2025	Hurst Inc	Snowmelt Operations	Campau Promenade District	Hurst Mechanical: repair job 02/25	5,674.52
2/19/2025	DTE Energy	Snowmelt Operations	Campau Promenade District	9100 297 30421 25/02 - 43 Monroe Ave Ramp	5,439.34
2/11/2025	Geotech Inc	Snowmelt Operations	Campau Promenade District	Geotech services 02/25	176.66
4/16/2025	City Treasurer - ELC	Snowmelt Operations	Campau Promenade District	ELC2186862 25/03 - 99 Monroe Ave NW-MROELS	59.33
4/16/2025	City Treasurer - ELC	Snowmelt Operations	Campau Promenade District	ELC2182337 25/03 - 99 Monroe Ave NW-MROELS	239.04
4/16/2025	DTE ENERGY	Snowmelt Operations	Campau Promenade District	9100 297 30421 25/04 - 43 Monroe Ave Ramp	2,035.04
4/17/2025	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Campau Promenade District	4200000000 25/02 - Louis/Monroe snowmelt	7,105.74
					<u>34,655.13</u>
2/11/2025	Geotech Inc	Snowmelt Operations	Monroe Center District	Geotech services 02/25	6,085.24
2/24/2025	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	3200000000 25/01 - 60 Monroe Ctr snowmelt	6,042.06
2/3/2025	City Treasurer - ELC	Snowmelt Operations	Monroe Center District	ELC2178170 24/12 - 135 Monroe Center SNWMLT	5,610.44
2/3/2025	Consumers Energy	Snowmelt Operations	Monroe Center District	1000 1401 9077 25/01 - 66 Monroe Ctr NW	2,124.54
2/26/2025	Consumers Energy	Snowmelt Operations	Monroe Center District	1000 1401 9077 25/02 - 66 Monroe Ctr NW	1,378.05
3/2/2025	Geotech Inc	Snowmelt Operations	Monroe Center District	Geotech snowmelt services 02/25	897.84
2/11/2025	Geotech Inc	Snowmelt Operations	Monroe Center District	Geotech services 02/25	386.10
2/11/2025	Geotech Inc	Snowmelt Operations	Monroe Center District	Geotech services 02/25	176.68
4/16/2025	City Treasurer - ELC	Snowmelt Operations	Monroe Center District	ELC2181622 25/03 - 83 Monroe Center	583.98
4/16/2025	CONSUMERS ENERGY	Snowmelt Operations	Monroe Center District	1030 5268 1089 25/04 - 66 Monroe Center	889.71
4/3/2025	GEOTECH INC	Snowmelt Operations	Monroe Center District	Geotech snowmelt services 03/25	1,924.11
4/3/2025	GEOTECH INC	Snowmelt Operations	Monroe Center District	Geotech snowmelt services 03/25	2,309.36
4/17/2025	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	3200000000 25/03 - 60 Monroe Center	2,491.72
4/17/2025	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	3200000000 25/02 - 60 Monroe Center	5,024.08
4/17/2025	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	3200000000 25/03 - 60 Monroe Center	6,111.30
4/3/2025	GEOTECH INC	Snowmelt Operations	Monroe Center District	Geotech snowmelt services 03/25	8,033.88
					<u>50,069.09</u>
2/3/2025	Consumers Energy	Snowmelt Operations	Monument Park District	1000 6880 7039 25/01 - 1 Monroe Center	4,659.87
2/26/2025	Consumers Energy	Snowmelt Operations	Monument Park District	1000 6880 7039 25/02 - 1 Monroe Center	4,217.19
2/11/2025	Geotech Inc	Snowmelt Operations	Monument Park District	Geotech services 02/25	176.66
2/3/2025	Consumers Energy	Snowmelt Operations	Monument Park District	1000 6880 7039 25/01 - 1 Monroe Center	60.58
4/16/2025	City Treasurer - ELC	Snowmelt Operations	Monument Park District	ELC2178214 25/03 - 1 Monroe Center	195.85
4/1/2025	CONSUMERS ENERGY	Snowmelt Operations	Monument Park District	1000 6880 7039 25/03 - 1 Monroe Center	1,627.60
					<u>10,937.75</u>
					TOTAL EXPENDITURES \$ 526,177.17

MEMORANDUM

DOWNTOWN
IMPROVEMENT
DISTRICT



DATE: June 19, 2024

TO: Downtown Improvement District

FROM: Melvin Eledge Jr., LPM
Director of Operations

SUBJECT: DID FY 25 Budget

Agenda Item #05
June 19, 2024
DID Meeting

Overview

In May 2023, the Downtown Improvement District (DID) Board and Grand Rapids City Commission approved a three-year authorization for operations of the DID. That authorization established the DID boundary, the formula for assessing properties, a description of proposed services and a multi-year budget establishing the area wide and sub area assessments for FY2024 – FY2026. FY2026 will be the third and final year of the current authorization.

Recommendation

For FY26, the total areawide assessments amount to \$1,442,675, which represents a 3% increase from FY25 along with additional revenue generated from the completion of Studio Tower. An additional \$170,000 will be assessed for the operation of the Monroe Center, Louis Campau and Monument Park snowmelt systems. That is the same amount as FY24. Additionally, \$36,297 is anticipated to be received via interest on investments.

While the overall assessment is modestly increasing from prior years, the amount was approved in the adopted Plan and in line with the overall State of Michigan inflation rate of 3.1 percent (attached). Further, based on prior years collections of Class 3 (government) assessments, staff is forecasting \$180,454 in uncollected assessments bringing total expected revenue to \$1,468,518. Though some government agencies do participate voluntarily, their assessments are not lienable, so the City Assessor has no ability to mandate payment. **Total anticipated resources available for FY26 are expected to be \$1,468,518.**

Expenditures

As evidenced in the budget, the DID will continue with its current priorities to provide enhanced maintenance and beautification services, invest in marketing and communications efforts, operate snow melt systems, and participate in funding of the Downtown Ambassador program.

DOWNTOWN IMPROVEMENT DISTRICT

Next Steps

Following a recommendation from the DID Board, DGRI staff presented the recommended budget to the City Commission in May 2025, requesting bottom-line appropriation, which was approved.

Recommendation: Adopt the FY26 Downtown Improvement District Budget.

Current Budget	
Revenues	
District Wide Assessment	\$1,269,413
Resident Assessment	\$74,280
Estimated Investment Earnings	\$13,205
Snow Melt Assessment	\$170,000
Snow Melt Interest	\$18,493
Other Revenue: Maintenance Grant	\$0
Anticipated Uncollected Assessment	-\$175,198
Total Revenue	\$1,370,193

Expenditures	
Maintenance and Beautification	\$991,806
Ambassador Program	\$752,839
Special Project	\$117,000
Irrigation & Utilities	\$6,967
Flowers & Plantings	\$115,000

Marketing and Communications	\$21,750
Personnel - Wages/Benefits	\$21,000
Supplies	\$750

Administration	\$168,527
DGRI Overhead	\$25,000
Personnel - Wages/Benefits	\$73,000
Professional Services	\$22,500
Supplies	\$3,000
City A-87 Costs	\$45,027

Snowmelt Operations	\$188,110
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Total	\$1,370,193
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FY 2026 Budget		
Revenues		%
District Wide Assessment	\$1,365,395	8%
Resident Assessment	\$77,280	
Estimated Investment Earnings	\$18,397	
Snow Melt Assessment	\$170,000	0%
Snowmelt Interest	\$17,900	
Other Revenue:	\$0	
Anticipated Uncollected Assessment	-\$180,454	3%
Total Revenue	\$1,468,518	

Expenditures		
Maintenance and Beautification	\$1,097,583	
Ambassador Program - Clean & Safe	\$834,633	11%
QOL - Special Project	\$117,000	0%
Irrigation & Utilities	\$7,950	14%
Flowers & Plantings	\$138,000	20%

Marketing and Communications	\$22,250	
Personnel - Wages/Benefits	\$21,000	0%
Supplies	\$1,250	67%

Administration	\$160,785	
DGRI Overhead	\$25,000	0%
Personnel - Wages/Benefits	\$73,000	0%
Professional Services	\$22,500	0%
Supplies	\$3,000	0%
City A-87 Costs	\$37,285	-17%

Snowmelt Operations	\$187,900	
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Total	\$1,468,518	\$0
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GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

**Bulletin 14 of 2024
Inflation Rate Multiplier
October 22, 2024**

TO: Assessors and Equalization Directors

FROM: Michigan State Tax Commission

SUBJECT: Inflation Rate Multiplier for use in the 2025 capped value formula and the "Headlee" Millage Reduction Fraction (MRF) formula

The calculation of the Inflation Rate Multiplier is set in statute in MCL 211.34d:

(l) "Inflation rate" means the ratio of the general price level for the state fiscal year ending in the calendar year immediately preceding the current year divided by the general price level for the state fiscal year ending in the calendar year before the year immediately preceding the current year.

(f) "General price level" means the annual average of the 12 monthly values for the United States consumer price index for all urban consumers as defined and officially reported by the United States Department of Labor, Bureau of Labor Statistics.

Calculation of 2025 Inflation Rate Multiplier

Based on the statutory requirements in MCL 211.34d, the calculation of the inflation rate multiplier for 2025 is as follows:

1. The 12 monthly values for October 2022 through September 2023 are averaged.
2. The 12 monthly values for October 2023 through September 2024 are averaged.
3. The ratio is calculated by dividing the average of column 2 by the average of column 1.

The specific numbers from the US Department of Labor, Bureau of Labor Statistics are as follows:

CPI data used to calculate Inflation Rate Ratio for 2024 property taxes

2024 Calculations

<u>FY 2022 - 2023</u>	
Oct-22	298.012
Nov-22	297.711
Dec-22	296.797
Jan-23	299.170
Feb-23	300.840
Mar-23	301.836
Apr-23	303.363
May-23	304.127
Jun-23	305.109
Jul-23	305.691
Aug-23	307.026
Sep-23	<u>307.789</u>
Average	302.289

<u>FY 2023 - 2024</u>	
Oct-23	307.671
Nov-23	307.051
Dec-23	306.746
Jan-24	308.417
Feb-24	310.326
Mar-24	312.332
Apr-24	313.548
May-24	314.069
Jun-24	314.175
Jul-24	314.540
Aug-24	314.796
Sep-24	<u>315.301</u>
Average	311.581

Ratio	1.031
% Change	3.1%

Important: Local units **cannot** develop or adopt or use an inflation rate multiplier other than 1.031 in 2025. It is not acceptable for local units or assessors to indicate to taxpayers that they do not know how the multiplier is developed.

Inflation Rate Multiplier (IRM) Used in the 2025 Capped Value Formula

The inflation rate, expressed as a multiplier, to be used in the 2025 Capped Value Formula is 1.031.

$$\text{2025 CAPPED VALUE} = (\text{2024 Taxable Value} - \text{LOSSES}) \times 1.031 + \text{ADDITIONS}$$

- The formula above does not include 1.05 because the inflation rate multiplier of 1.031 is lower than 1.05.

Inflation Rate Multiplier Used in 2025 “Headlee” Calculations

The inflation rate multiplier of 1.031 shall ALSO be used in the calculation of the 2025 “Headlee” Millage Reduction Fraction required by Michigan Compiled Law (MCL) 211.34d.

The formula for calculating the 2025 “Headlee” Millage Reduction Fraction (MRF) is:

$$\text{2025 MRF} = \frac{(\text{2024 Taxable Value} - \text{LOSSES}) \times 1.031}{\text{2025 Taxable Value} - \text{ADDITIONS}}$$

Historical Inflation Rate Multipliers

The following is a listing of the inflation rate multipliers used in the Capped Value and "Headlee" calculations since the start of Proposal A.

YEAR	IRM		YEAR	IRM
1995	1.026		2012	1.027
1996	1.028		2013	1.024
1997	1.028		2014	1.016
1998	1.027		2015	1.016
1999	1.016		2016	1.003
2000	1.019		2017	1.009
2001	1.032		2018	1.021
2002	1.032		2019	1.024
2003	1.015		2020	1.019
2004	1.023		2021	1.014
2005	1.023		2022	1.033
2006	1.033		2023	1.050 (Capped Value)
2007	1.037			1.079 (Headlee)
2008	1.023		2024	1.050 (Capped Value)
2009	1.044			1.051 (Headlee)
2010	0.997		2025	1.031
2011	1.017			

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: June 18, 2025

TO: Downtown Improvement District

FROM: Melvin Eledge Jr., LPM
Director of Operations

SUBJECT: FY 26 Downtown Flower Planting

Agenda Item #05
June 18, 2025
DID Meeting

One of the goals established in GR Forward is to expand and enhance the beautification management of Downtown through the implementation of plants, flowers and other “green” amenities. Flashforward to today and DGRI manages and maintains over 200 planter beds and pots throughout Downtown.

This year we’re adding 8 new pots – 2 on Ottawa between Monroe Center and Louis to enhance the greenspace along the corridor and 6 on the newly installed Zicla located at Weston and Division. In addition to these pots, we’re expanding the planting schedule of the Ionia barrels, so they’re planted across all 4 seasons similar to Monroe Center and the Ottawa pots.

Daily maintenance, such as watering, planting preparation, weeding and other care is handled by the Downtown Ambassador team but to assist with planting efforts we’ve engaged MiCandy Gardens who have been helping us plant flowers and plants since 2017.

The total cost of the services is \$203,150 which includes a small contingency to cover unexpected needs. The total request to the DDA is for an amount not to exceed \$138,000 which is budgeted in the Maintenance & Beautification line item of the DID budget. The remainder of the cost will be covered by the Downtown Development Authority, which approved \$158,150 at their June meeting and the Monroe North TIFA, which will cover \$7,000.

Recommendation: Authorize DDA funding for an amount not to exceed \$138,000 for Flower planting and Beautification contractual services in FY26.

DOWNTOWN IMPROVEMENT DISTRICT

MEMORANDUM

DOWNTOWN
DEVELOPMENT
AUTHORITY



DATE: June 18, 2025

TO: Downtown Improvement District

FROM: Melvin Eledge Jr., LPM
Director of Operations

SUBJECT: FY 26 Ambassador (Block by Block) Contract

Agenda Item #06
June 18, 2025
DID Meeting

In August 2015 the Downtown Development Authority Board approved a new contract with Block by Block to become the contractor for cleaning and maintenance services downtown. The Clean Team was then subsequently “merged” with the existing Downtown Ambassador program, services also provided by Block by Block, into a singular Downtown Ambassador team with a wide scope and set of responsibilities related to Downtown Grand Rapids Inc’s work as an economic and placemaking entity.

In late 2024 DGRI staff issued an RFP for its Beautification, Maintenance and Placemaking services program. The RFP was sent directly to established, known firms that typically provide these kinds of services as well as publicly listed on the International Downtown Association (IDA) website. On March 3rd, DGRI staff received 3 qualified proposals.

DGRI staff and sub-committee members reviewed the proposal and provided feedback and recommendations to staff as to the quality and content of the responses received.

The total cost of the services is \$1,337,193.05 and includes options for extensions; it is expected the new Block by Block contract would begin July 1, 2025. The DDA’s portion of the funding is \$400,000, which was approved at their meeting earlier this month. T

Recommendation: Authorize DDA funding for an amount not to exceed \$937,193.05 for Hospitality, Beautification, Maintenance and Placemaking contractual services in FY26.

DOWNTOWN IMPROVEMENT DISTRICT