

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

October 16, 2024
2:00 pm Meeting
29 Pearl Street, NW Suite #1

1. Call to order (2:00)
2. Approve Meeting Minutes from June 2024 (2:01)
Motion – Steimle-App | (enclosure)
3. Accept FY 24 Year End Financial Statements (2:02)
Motion – Chapman | (enclosure)
4. Accept Sept 2024 Financial Statements (2:04)
Motion – Chapman | (enclosure)
5. 2025 Board Meeting Dates (2:06)
Info Item (enclosure) – Kelly
6. Residential Ambassador Request (2:08)
Motion – Eledge
7. Monument Park Snowmelt Repair (2:20)
Motion – Eledge |
8. Streetscape Assessment Overview (2:30)
Info Item – Eledge
9. DGRI President & CEO Report (2:35)
Info Item – Kelly
10. Public Comment (2:40)
11. Board Member Discussion (2:45)
12. Adjournment (2:50)



MEETING OF THE DOWNTOWN IMPROVEMENT DISTRICT BOARD
June 19, 2024

1. Call to Order

This meeting was called to order at 2:03 p.m. by Monica Steimle-App.

Attendees

Members Present: Monica Steimle-App, Stacie Behler, Cullen Hillary, Emily Loeks, Josh Lunger, Jessica Slaydon, Paul Skentzos, Elliot Talen, Douglas Kessler, Mike Ellis, Andrew Martin and Rick Winn.

Members Absent: Peter Albertini, Kate Berens, Mike Bishop, Virginia Justice and Ashley Ward.

Others Present: Jessica Wood (Legal Counsel), Tim Kelly (Executive Director), Mandy McDaniel (Recording Secretary), Melvin Eledge, Mark Miller, Marion Bonneaux (DGRI).

2. Introductions

Introduced new board member Douglas Kessler, President of Professional Courier Services.

3. Approve Meeting Minutes from February 2024

Motion: Member Slaydon, supported by Member Lunger, moved to approve the February 21, 2024, Downtown Improvement District Meeting Minutes as presented. None opposed. The motion carried unanimously.

4. Accept May 2024 Financial Statements

Motion: Member Slaydon, supported by Member Lunger, moved to accept Statement C: Schedule of Expenditures ending May 2024 as presented. The motion carried unanimously.

5. FY 2025 Budget Adoption

As a reminder, Kelly stated that we had a multi-year plan approved two years ago, which set the budget for 3 fiscal years. In February of this year, the board approved the FY2025 budget recommendations for the City Commission approval in May. The City Commission approved it with no changes and now returns to the board for administrative adoption.

Eledge provided an update on the FY25 budget recommendations. As a reminder, the area-wide assessment has increased by 4%. There are no changes to the residents' or snowmelt budgets. However, there is an increase in irrigation and flower plantings. Additionally, there is a special project line-item reduction due to a \$50,000 maintenance grant that is no longer included.

Skentzos asked about the residential assessment and why there wasn't an increase. Eledge explained that the decision to keep the residential rate the same for the first three years was part

of the multi-year plan approved in 2023. There was also a decrease in projected revenue because new units were not added this fiscal year.

Kelly informed the board that voluntary payments are accepted. Martin asked about the uncollected voluntary assessments and whether the county pays for them. Kelly explained that these assessments apply to class II properties, which are public entities like universities and the county, and they don't typically pay the DID voluntary assessment.

Lunger inquired about changing the name of the "Ambassador Program" line item to "Ambassador program: clean and safe." Eledge explained that it was for administrative purposes and improved tracking.

Motion: Member Slaydon, supported by Member Talen, approved adopting the FY25 Downtown Improvement District budget. None opposed. Motion carried unanimously.

6. Monroe Center Snowmelt Repair

Eledge recommends approving an amount not exceeding \$34,036.65 for repairing two leaks in Monroe Center.

While operating the snowmelt system this winter, staff noticed leaks at 95 Monroe Center and asked Geotech to investigate. Geotech found two leaks in the snowmelt system, causing significant water displacement.

Both sites must be excavated, assessed, and repaired to restore optimal snowmelt operations. Geotech estimates the cost to be \$17,018 per site, totaling \$34,036.65. The breakdown of costs is as follows:

- Excavation: \$25,025
- Labor, Materials & Admin: \$9,011.65

Winn inquired about the location of the leaks. Eledge confirmed it is located mid-block and included in the budget with a contingency.

Motion: Member Talen, supported by Member Slaydon, to approve an amount not to exceed \$34,036.65 for the repair of two leaks in Monroe Center. None opposed. Motion carried unanimously.

7. MiCandy Flower Planting

Eledge mentioned a shared contract with MiCandy under the Ambassador contract. MiCandy has been our partner for almost 10 years. Today, we propose renewing this contract, with costs being split between the DDA, DID, and TIFA. We renew this contract annually due to the fluctuating costs of labor and materials. The total contract cost is \$185,300, and we request the DID approve an amount not exceeding \$115,000. The Downtown Development Authority and the Monroe North TIFA will cover the remaining amount

Motion: Member Winn, supported by Member Martin, moved to approve an amount not to exceed \$115,000 for beautification services in FY25. None opposed. Motion carried unanimously.

8. DGRI President & CEO Report

Kelly provided the following updates:

- The DID mailer, which includes the Ambassador's numbers and a survey, is being sent to everyone in the district.
- Upcoming Summer Festivals:
 - Justice for All Jam
 - Relax at Rosa
 - Sunset Cinemas
- Las Canchas:
 - Farmers Market on July 14th and August 11th
 - Watch Party this Sunday for Euro + Copa America
- Activate Grant Application open with an info session on July 10th
- Wayfinding around downtown continues.
- Kick off Heartside historic murals, two new murals to be located on the north wall of GR Noir and the parking ramp behind Peppinos
- Lyon Square transformation continues. It will be done by the end of the calendar year.
- East Riverfront Improvements went to bid.
- GRPM construction continues.
- The Acrisure Amphitheater construction continues and should wrap up this calendar year with plantings in the Spring of 2025.

Chair Steimle -App inquired about the outdoor eating areas and if they are staying. Miller confirmed businesses can continue the outdoor seating. Still, it is now solely dependent on the business and will only be out in the summertime, and concrete barriers will be obsolete.

Member Skentzos would like to see the outdoor eating areas be a permanent thing. Miller added that the city has a parklet program and expects businesses to continue doing these things, as Uccello's has demonstrated.

9. Public Comment

None.

10. Board Member Discussion

Member Lunger stated to vote "yes" for hotel-motel tax.

Chair Steimle -App, if you are a property owner, encouraging folks to participate in the surveys would be helpful.

Member Loeks thanked the DGRI team for the activations and larger public spaces. When activated, it is an improvement for residential and safety.

11. Adjournment

The meeting adjourned at 2:30 pm.

Minutes taken by:
Mandy McDaniel
Downtown Grand Rapids, Inc.

MEMORANDUM

CITY OF GRAND RAPIDS

DATE: October 9, 2024

TO: Downtown Improvement District

**Agenda Item #3
October 16, 2024
DID Meeting**

FROM: Tricia Chapman
Administrative Services Officer II

Attached are the Authority's preliminary interim financial statements for the Authority's fiscal year ending June 30, 2024. These statements are preliminary as the audit is not yet completed.

The attached Statements include:

Statement A: Preliminary Balance Sheet
Statement B: Preliminary FY24 Budget vs Actual Results
Statement C: Preliminary Schedule of Expenditures

As of the end of the fiscal year, the DID collected just over \$1.1 million on the District-Wide assessments and nearly \$154,000 on the Snowmelt assessments.

The DID has spent approximately 88.36% and 94.95% of the budgeted appropriations in the District-Wide fund and the Snowmelt fund respectively.

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

Attachments

STATEMENT A
GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT
Balance Sheet
June 30, 2024 PRELIMINARY

ASSETS	DISTRICT - WIDE	SNOW - MELT	TOTAL
Pooled Cash & Investments	\$ 307,348	\$ 514,211	\$ 821,559
Interest Receivable	1,872	1,957	3,829
TOTAL ASSETS	\$ 309,220	\$ 516,168	\$ 825,388
LIABILITIES AND FUND EQUITY			
Liabilities			
Accounts Payable	\$ 113,254	\$ 42,407	\$ 155,661
TOTAL LIABILITIES	\$ 113,254	\$ 42,407	\$ 155,661
Reserve for Encumbrances	\$ -	\$ -	\$ -
Reserve for Compensated Absences	1,680	-	1,680
Unrestricted Reserve	194,286	310,093	504,379
Restricted Reserve - Monroe Center	-	163,668	163,668
TOTAL FUND EQUITY	\$ 195,966	\$ 473,761	\$ 669,727
 TOTAL LIABILITIES & FUND EQUITY	 \$ 309,220	 \$ 516,168	 \$ 825,388

Prepared 10/9/2024

STATEMENT B

GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT FY2024 Statement of Revenues and Expenditures July 1, 2023 - June 30, 2024 PRELIMINARY

REVENUES	DISTRICT-WIDE		SNOWMELT	
	Budget	Actual	Budget*	Actual
Assessments	\$ 1,294,869	\$ 1,135,369	\$ 170,000	\$ 153,972
Reserve for Uncollectible Accounts	(168,460)	-	-	-
Earnings on Investments	10,688	18,705	17,592	32,129
Miscellaneous Revenues and Reimbursements	50,000	50,000	-	-
TOTAL REVENUES	\$ 1,187,097	\$ 1,204,074	\$ 187,592	\$ 186,101
EXPENDITURES				
DISTRICT-WIDE SERVICES				
Maintenance and Beautification				
Ambassador Program - Clean & Safe	\$ 752,839	\$ 643,756	\$ -	\$ -
QOL - Residential Project	124,160	93,120	-	-
Irrigation, Repairs & Utilities	6,186	17,897	-	-
Flowers & Plantings	113,000	113,000	-	-
Sub-Total	\$ 996,185	\$ 867,773	\$ -	\$ -
Marketing and Communications				
Personnel - Wages & Benefits	21,000	13,095	-	-
Printing & Postage	750	223	-	-
Sub-Total	\$ 21,750	\$ 13,318	\$ -	\$ -
Administration				
DGRI Overhead	25,000	44,513	-	-
Personnel - Wages and Benefits	73,000	64,907	-	-
Professional Services	22,500	9,643	-	-
Supplies	3,000	3,052	-	-
City A-87 Costs	45,662	45,662	-	-
Sub-Total	\$ 169,162	\$ 167,777	\$ -	\$ -
SNOWMELT SYSTEM OPERATIONS				
Central City Snowmelt	\$ -	\$ -	\$ 259,692	\$ -
Campau Promenade District	-	-	-	46,183
Monroe Center District	-	-	-	190,229
Monument Park District	-	-	-	10,164
TOTAL EXPENDITURES	\$ 1,187,097	\$ 1,048,868	\$ 259,692	\$ 246,576
EXCESS / (DEFICIT)	\$ -	\$ 155,206	\$ (72,100)	\$ (60,475)
BEGINNING FUND BALANCE		40,760		534,236
ENDING FUND BALANCE		\$ 195,966		\$ 473,761

*Budget Amendment added 72,100 to appropriations for Snow-Melt repairs

Special & Voluntary Assessments as of 6/30/2024	Budgeted	Invoiced	Received	Receivable
District-Wide	\$ 1,294,869	\$ 1,135,369	\$ 1,135,369	\$ -
Center City Snowmelt Operations	170,000	153,972	153,972	-
TOTAL	\$ 1,464,869	\$ 1,289,341	\$ 1,289,341	\$ -

STATEMENT C

**GRAND RAPIDS, MICHIGAN
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures
June 1 - 30, 2024 PRELIMINARY**

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
6/6/2024	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	3,805.13
					<u>3,805.13</u>
6/19/2024	Adobe Inc	Administration	DGRI Overhead	Adobe Inc - DGRI license subscriptions 05/24	2,105.70
6/18/2024	US Bank National Association	Administration	DGRI Overhead	DID Admin: Conference & Travel	1,881.56
6/5/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Space Lease June 2024 DID	1,157.81
7/4/2024	PerformYard, Inc.	Administration	DGRI Overhead	FY24 - HR Software 06/24	810.00
6/11/2024	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted IT software 05/24	435.42
6/12/2024	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted IT software 05/24	434.88
6/18/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Service (DID)	234.84
7/12/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Membership (DID)	228.77
6/18/2024	US Bank National Association	Administration	DGRI Overhead	Admin: Food/Bev (DID)	174.47
6/5/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Space Lease June 2024 DID	113.46
6/11/2024	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted IT monthly subscription 05/24	105.12
6/12/2024	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted IT monthly subscription 06/24	105.12
6/18/2024	US Bank National Association	Administration	DGRI Overhead	DID Admin:Subscriptions	84.24
6/2/2024	Professional Maintenance of Michigan	Administration	DGRI Overhead	Janitorial Services May 24	81.00
7/2/2024	Professional Maintenance of Michigan	Administration	DGRI Overhead	Janitorial Services June 24	81.00
6/9/2024	GreatAmerica Financial Services Corp	Administration	DGRI Overhead	Great America Copier Lease 06/24	66.17
7/15/2024	GreatAmerica Financial Services Corp	Administration	DGRI Overhead	FY24 Great America Copier Lease 07/24	58.05
6/2/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metornet phone 02/24-6/24	56.72
6/26/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metornet phone 02/24-6/24	56.72
6/12/2024	Worksighted, Inc.	Administration	DGRI Overhead	Systems Engineer - remote std 05/24	45.90
6/19/2024	Cellco Partnership	Administration	DGRI Overhead	Verizon Cell Phone Service 05/24	45.52
6/18/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Subscriptions (DID)	42.66
7/12/2024	US Bank National Association	Administration	DGRI Overhead	Admin: Food/Bev (DID)	31.12
6/4/2024	Littlefoot Coffee Roasters	Administration	DGRI Overhead	Office Supply coffee 05/24	29.11
6/26/2024	City Treasurer - MobileGR	Administration	DGRI Overhead	Parking Validation Invoices - June 2024	28.26
6/19/2024	JobMatch LLC	Administration	DGRI Overhead	HR software 06/24	19.62
6/26/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metornet internet 02/24-6/24	17.93
6/2/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metornet internet 02/24-6/24	17.92
7/12/2024	US Bank National Association	Administration	DGRI Overhead	DID Admin:Food & Bev	13.21
7/12/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Local Business Expense (DID)	11.74
6/2/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metornet fees 02/24-6/24	9.00
6/26/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metornet fees 02/24-6/24	9.00
6/5/2024	Model Coverall Service Inc	Administration	DGRI Overhead	Floor Mat Rental 02/23-06/23	7.38
7/18/2024	Model Coverall Service Inc	Administration	DGRI Overhead	Floor Mat Rental Model Coverall 06/24	7.37
6/18/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Local Business Expense (DID)	6.96
7/12/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Subscriptions (DID)	5.68
6/3/2024	Kadi Smith	Administration	DGRI Overhead	K. Smith - food for staff mtg 05/24	2.34
6/18/2024	US Bank National Association	Administration	DGRI Overhead	Software Maintenance Agreement (DID)	(117.55)
					<u>8,752.99</u>
6/30/2024	Priority Health	Administration	Personnel	Health Insurance Premium - June 2024 DID	2,564.07
6/8/2024	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 06/08/2024	346.12
6/22/2024	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 06/22/2024	343.28
6/4/2024	Priority Health	Administration	Personnel	Health Insurance Premium - June 2024 DID	243.16
6/19/2024	Blue Cross Blue Shield of Mich	Administration	Personnel	DID Dental Insurance Premiums 06/24	172.80
6/30/2024	American United Life-Group Div	Administration	Personnel	OneAmerica Life Insurance 06/24	162.26
7/6/2024	City Treasurer - Staff Services	Administration	Personnel	Payroll Through 6/30/2024	124.70
					<u>3,956.39</u>
7/18/2024	Dickinson Wright PLLC	Administration	Professional Services	DID Legal Services Nov 23 - June 24	1,968.12
7/18/2024	Dickinson Wright PLLC	Administration	Professional Services	DID Legal Services Nov 23 - June 24	598.00
6/9/2024	Lisa M Cooper	Administration	Professional Services	HR Consultant services 05/24	390.15
7/18/2024	Dickinson Wright PLLC	Administration	Professional Services	DID Legal Services Nov 23 - June 24	364.32
7/18/2024	Dickinson Wright PLLC	Administration	Professional Services	DID Legal Services Nov 23 - June 24	293.76
7/4/2024	Lisa M Cooper	Administration	Professional Services	FY24 - HR Consultant services 06/24	183.60
7/18/2024	Dickinson Wright PLLC	Administration	Professional Services	DID Legal Services Nov 23 - June 24	92.00
7/15/2024	Dickinson Wright PLLC	Administration	Professional Services	DID Legal Services Nov 23 - June 24	87.12
6/9/2024	Fusion Financial Services, LLC	Administration	Professional Services	Fusion Accounting services 06/24	84.75
7/15/2024	Fusion Financial Services, LLC	Administration	Professional Services	Fusion Accounting services 07/24	41.76
					<u>4,103.58</u>
7/12/2024	US Bank National Association	Administration	Supplies	DGRI Admin: Supplies (DID)	92.90
6/18/2024	US Bank National Association	Administration	Supplies	DID Admin: Supplies	74.36
7/12/2024	US Bank National Association	Administration	Supplies	DID Admin: Supplies	35.48
6/18/2024	US Bank National Association	Administration	Supplies	DGRI Admin: Supplies (DID)	32.02
6/9/2024	Staples Contract and Commercial Inc.	Administration	Supplies	Staples office supplies 06/24	17.76
7/7/2024	Staples Contract and Commercial Inc.	Administration	Supplies	FY24 - Staples office supplies 06/24	11.52
					<u>264.04</u>

continued on the next page

STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
June 1 - 30, 2024 PRELIMINARY

Page 2

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
<i>continued from prior page</i>					
6/5/2024	Mydatt Service Inc	Maintenance & Beautification	Ambassadors - Clean & Safe	Ambassador Program Clean & Safe May 2024	86,979.63
7/2/2024	Mydatt Service Inc	Maintenance & Beautification	Ambassadors - Clean & Safe	Ambassador Program Clean & Safe June 24	86,979.63
					<u>173,959.26</u>
6/6/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation, Repairs & Utilities	62 Monroe Center NW Planters - WS2063167 24/0	2,328.18
7/12/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation, Repairs & Utilities	125 Monroe Center - ELC2186487 24/06	436.35
6/27/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation, Repairs & Utilities	Winter Ave building - WS2005642 24/06	363.26
6/27/2024	Consumers Energy	Maintenance & Beautification	Irrigation, Repairs & Utilities	Winter Ave Offices - 1030 2027 1245 24/06	148.52
7/12/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation, Repairs & Utilities	25 Sheldon Blvd - ELC2186757 24/06	65.62
7/12/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation, Repairs & Utilities	225 Michigan St - ELC2186756 24/06	63.69
6/18/2024	DTE Energy	Maintenance & Beautification	Irrigation, Repairs & Utilities	Winter Ave Offices - 9100 258 89908 24/06	54.62
6/6/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation, Repairs & Utilities	211 Michigan Street NW - WS2177433 24/05	0.44
					<u>3,460.68</u>
6/5/2024	Mydatt Service Inc	Maintenance & Beautification	QOL - Residential Project	Residential Ambassadors 10/23-09/24	10,346.66
7/4/2024	Mydatt Service Inc	Maintenance & Beautification	QOL - Residential Project	Residential Ambassadors 10/23-09/24	10,346.66
7/14/2024	Mydatt Service Inc	Maintenance & Beautification	QOL - Residential Project	Residential Ambassadors 10/23-09/24	10,346.66
					<u>31,039.98</u>
6/30/2024	Swift Printing & Communications	Marketing & Communications	Printing & Postage	Swift Ambassador Feedback cards 06/24	223.09
					<u>223.09</u>
6/18/2024	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Campau Promenade District	Louis/Monroe snowmelt - 4200000000 24/05	1,368.42
7/17/2024	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Campau Promenade District	Louis/Monroe snowmelt - 4200000000 24/06	1,368.42
7/12/2024	City Treasurer - Water System	Snowmelt Operations	Campau Promenade District	99 Monroe Ave NW-MROELSCMP - ELC2182337	134.70
6/18/2024	DTE Energy	Snowmelt Operations	Campau Promenade District	43 Monroe Ave Ramp - 9100 297 30421 24/06	114.10
7/12/2024	City Treasurer - Water System	Snowmelt Operations	Campau Promenade District	99 Monroe Ave NW-MROELS VLT - ELC2186862	61.33
					<u>3,046.97</u>
7/18/2024	Geotech Inc	Snowmelt Operations	Monroe Center District	Geotech DID Snowmelt Operations 04/24	36,484.45
6/19/2024	Geotech Inc	Snowmelt Operations	Monroe Center District	Geotech DID Snowmelt Operations 06/24	3,194.58
7/15/2024	Geotech Inc	Snowmelt Operations	Monroe Center District	FY24 Geotech DID Snowmelt Operations 07/24	1,834.86
6/18/2024	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	60 Monroe Ctr snowmelt - 3200000000 24/05	1,502.81
7/17/2024	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	60 Monroe Ctr snowmelt - 3200000000 24/06	1,502.81
6/30/2024	Geotech Inc	Snowmelt Operations	Monroe Center District	Geotech DID Snowmelt Operations 06/24	720.00
6/6/2024	Consumers Energy	Snowmelt Operations	Monroe Center District	66 Monroe Ctr NW - 1000 1401 9077 24/05	508.35
7/18/2024	Geotech Inc	Snowmelt Operations	Monroe Center District	FY24 Geotech DID Snowmelt Operations 07/24	428.50
7/12/2024	City Treasurer - ELC	Snowmelt Operations	Monroe Center District	83 Monroe Center - ELC2181622 24/06	324.79
7/12/2024	City Treasurer - ELC	Snowmelt Operations	Monroe Center District	1 Monroe Center - ELC2178214 24/06	182.94
6/27/2024	Consumers Energy	Snowmelt Operations	Monroe Center District	66 Monroe Ctr NW - 1000 1401 9077 24/06	132.26
7/15/2024	Geotech Inc	Snowmelt Operations	Monroe Center District	FY24 Geotech DID Snowmelt Operations 07/24	84.00
					<u>46,900.35</u>
6/6/2024	Consumers Energy	Snowmelt Operations	Monument Park District	1 Monroe Center - 1000 6880 7039 24/05	145.79
6/27/2024	Consumers Energy	Snowmelt Operations	Monument Park District	1 Monroe Center - 1000 6880 7039 24/06	145.79
					<u>291.58</u>

TOTAL EXPENDITURES \$ 279,804.04

MEMORANDUM

CITY OF GRAND RAPIDS

DATE: October 10, 2024

TO: Downtown Improvement District

**Agenda Item #4
October 16, 2024
DID Meeting**

FROM: Tricia Chapman
Administrative Services Officer II

SUBJECT: Interim Financial Statements as of September 30, 2024

Attached are the Authority's interim financial statements for the first three 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 special assessment billings are not reflected in these statements. In October, invoices totaling \$1,238,969 and \$144,225, not including city owned properties, were billed for the District-Wide and Snowmelt assessments respectively. As of Oct 10, \$54,499 and \$10,222 have been collected.

The DID has spent approximately 10.53% and 3.84% of the budgeted appropriations in the District-Wide fund and the Snowmelt fund respectively.

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

Attachments

STATEMENT A
GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT
Balance Sheet
September 30, 2024

ASSETS	DISTRICT - WIDE	SNOW - MELT	TOTAL
Pooled Cash & Investments	\$ 94,874	\$ 492,563	\$ 587,437
TOTAL ASSETS	\$ 94,874	\$ 492,563	\$ 587,437
LIABILITIES AND FUND EQUITY			
Liabilities			
Accounts Payable	\$ 165	\$ -	\$ 165
Compensated Absences	1,680	-	1,680
TOTAL LIABILITIES	\$ 1,845	\$ -	\$ 1,845
Reserve for Encumbrances	\$ -	\$ -	\$ -
Unrestricted Reserve	93,029	332,646	425,675
Restricted Reserve - Monroe Center	-	159,917	159,917
TOTAL FUND EQUITY	\$ 93,029	\$ 492,563	\$ 585,592
TOTAL LIABILITIES & FUND EQUITY	\$ 94,874	\$ 492,563	\$ 587,437

Prepared October 10, 2024

STATEMENT B

GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT FY2025 Statement of Revenues and Expenditures July 1, 2024 - September 30, 2024

REVENUES	DISTRICT-WIDE		SNOWMELT	
	Budget	Actual	Budget	Actual
Assessments	\$ 1,343,693	\$ -	\$ 170,000	\$ -
Reserve for Uncollectible Accounts	(175,198)	-	-	-
Earnings on Investments	13,205	23,263	18,493	26,031
Miscellaneous Revenues and Reimbursements	-	-	-	-
TOTAL REVENUES	\$ 1,181,700	\$ 23,263	\$ 188,493	\$ 26,031
EXPENDITURES				
DISTRICT-WIDE SERVICES				
Maintenance and Beautification				
Ambassador Program - Clean & Safe	\$ 752,839	\$ -	\$ -	\$ -
QOL - Residential Project	117,000	20,693	-	-
Irrigation, Repairs & Utilities	6,967	4,628	-	-
Flowers & Plantings	115,000	64,904	-	-
Sub-Total	\$ 991,806	\$ 90,225	\$ -	\$ -
Marketing and Communications				
Personnel - Wages & Benefits	21,000	-	-	-
Printing & Postage	750	370	-	-
Sub-Total	\$ 21,750	\$ 370	\$ -	\$ -
Administration				
DGRI Overhead	28,000	8,314	-	-
Personnel - Wages and Benefits	73,000	12,320	-	-
Professional Services	22,500	2,012	-	-
City A-87 Costs	45,027	11,279	-	-
Sub-Total	\$ 168,527	\$ 33,925	\$ -	\$ -
SNOWMELT SYSTEM OPERATIONS				
Central City Snowmelt	\$ -	\$ -	\$ 188,110	\$ -
Campau Promenade District	-	-	-	3,041
Monroe Center District	-	-	-	3,751
Monument Park District	-	-	-	437
TOTAL EXPENDITURES	\$ 1,182,083	\$ 124,520	\$ 188,110	\$ 7,229
EXCESS / (DEFICIT)	\$ (383)	\$ (101,257)	\$ 383	\$ 18,802
BEGINNING FUND BALANCE, Adjusted for Comp Abs		194,286		473,761
ENDING FUND BALANCE		\$ 93,029		\$ 492,563

Special & Voluntary Assessments as of 9/30/2024	Budgeted	Invoiced	Received	Receivable
District-Wide	\$ 1,343,693	\$ -	\$ -	\$ -
Center City Snowmelt Operations	170,000	-	-	-
TOTAL	\$ 1,513,693	\$ -	\$ -	\$ -

STATEMENT C

GRAND RAPIDS, MICHIGAN DOWNTOWN IMPROVEMENT DISTRICT Schedule of Expenditures July 1 - September 30, 2024

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
7/11/2024	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	3,759.67
9/6/2024	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	3,759.67
9/30/2024	City Treasurer - Budget Office	Administration	City A-87 Costs	IET - Operating Transfer A-87	3,759.67
					11,279.01
9/12/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street	1,192.88
7/18/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street	1,157.80
8/11/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street	1,157.80
9/9/2024	Vari Sales Corporation	Administration	DGRI Overhead	Desktop convertors & standing mats 08/24	607.86
7/31/2024	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted Systems Engineer 07/24	416.16
9/9/2024	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted Systems Engineer 07/24	416.16
9/18/2024	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted CRIT 09/24	416.16
9/23/2024	Promotional Impact	Administration	DGRI Overhead	Green Giftz: DGRI swag final payment 09/24	396.16
8/14/2024	US Bank National Association	Administration	DGRI Overhead	Admin: Food/Bev (DID)	209.19
9/9/2024	Selective Insurance Company of America	Administration	DGRI Overhead	Selective Insurance Workers Comp Policy 09/24	182.16
9/16/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Conference & Travel (DID)	169.86
7/18/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street July 2024 - June 2025	113.46
8/11/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street July 2024 - June 2025	113.46
9/12/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Office Lease: 29 Pearl Street July 2024 - June 2025	113.46
7/31/2024	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted Office 365 07/24	105.12
9/9/2024	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted Office 365 07/24	105.12
9/18/2024	Worksighted, Inc.	Administration	DGRI Overhead	Worksighted Office 365 09/24	105.12
9/18/2024	Cellco Partnership	Administration	DGRI Overhead	Verizon Cell Phone Service 09/24	93.15
8/13/2024	Cellco Partnership	Administration	DGRI Overhead	Verizon Cell Phone Service 08/24	91.07
8/1/2024	Professional Maintenance of Michigan	Administration	DGRI Overhead	Prof Maint of MI janitorial services FY25	81.00
9/19/2024	Professional Maintenance of Michigan	Administration	DGRI Overhead	Prof Maint of MI janitorial services FY25	81.00
9/30/2024	Professional Maintenance of Michigan	Administration	DGRI Overhead	Prof Maint of MI janitorial services FY25	81.00
8/14/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Supplies (DID)	70.30
8/25/2024	ClearWater Cleaning Solutions, LLC	Administration	DGRI Overhead	ClearWater Cleaning Solutions - interior & exterior	64.80
9/16/2024	US Bank National Association	Administration	DGRI Overhead	Admin: Food/Bev (DID)	63.41
9/10/2024	GreatAmerica Financial Services Corp	Administration	DGRI Overhead	Great America Copier Lease 08/24	60.46
9/16/2024	US Bank National Association	Administration	DGRI Overhead	DID Admin Professional Development	57.60
7/28/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metorntet phone 02/24-6/24	56.93
9/9/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metorntet phone 02/24-6/24	56.93
9/30/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metorntet phone 09/24	56.93
8/12/2024	GreatAmerica Financial Services Corp	Administration	DGRI Overhead	Great America Copier Lease 07/24	55.58
7/18/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Utility Service: Electric 07/24	48.60
8/15/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Utility Service: Electric 08/24	47.92
9/23/2024	Federal Square Building Co. #1, LLC	Administration	DGRI Overhead	Utility Service: Electric 09/24	46.06
8/21/2024	City Treasurer - Mobile GR	Administration	DGRI Overhead	Parking Validation Invoices - July 2024	33.12
7/18/2024	Littlefoot Coffee Roasters	Administration	DGRI Overhead	Office Supply coffee 07/24	30.01
9/16/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Supplies (DID)	28.19
9/9/2024	Littlefoot Coffee Roasters	Administration	DGRI Overhead	Office Supply coffee 08/24	25.20
7/28/2024	Pure Water Partners LLC	Administration	DGRI Overhead	Pure Water Partners water cooler lease 07/24	22.68
9/16/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Subscriptions (DID)	22.00
7/18/2024	JobMatch LLC	Administration	DGRI Overhead	Applicant Pro HR software 07/24	19.62
9/10/2024	ApplicantPro Holdings LLC	Administration	DGRI Overhead	Applicant Pro HR software 08/24	19.62
9/12/2024	ApplicantPro Holdings LLC	Administration	DGRI Overhead	Applicant Pro HR software 09/24	19.62
7/28/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metorntet internet 02/24-6/24	17.99
9/9/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metorntet internet 02/24-6/24	17.99
9/30/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metorntet internet 09/24	17.99
7/18/2024	Engineered Protection Sys Inc	Administration	DGRI Overhead	Office Security System 08/01/24 -10/31/24	17.71
8/13/2024	ACO Inc	Administration	DGRI Overhead	Admin Ace Hardware supplies 06/24	15.47
9/16/2024	US Bank National Association	Administration	DGRI Overhead	Admin: Local Business Expense (DID)	14.68
8/13/2024	Staples Contract and Commercial Inc.	Administration	DGRI Overhead	Staples office supplies 07/24	11.51
8/20/2024	Mandy McDaniel	Administration	DGRI Overhead	M. McDaniel reimbursement 08/24	10.86
8/1/2024	Lauren Suidgeest	Administration	DGRI Overhead	L. Suidgeest Mileage Reimb 07/24	10.73
8/13/2024	Staples Contract and Commercial Inc.	Administration	DGRI Overhead	Staples office supplies 07/24	9.91
7/28/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metorntet fees 02/24-6/24	8.95
9/9/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metorntet fees 02/24-6/24	8.95
9/30/2024	Metro FiberNet, LLC	Administration	DGRI Overhead	Metorntet fees 09/24	8.95
9/10/2024	Staples Contract and Commercial Inc.	Administration	DGRI Overhead	Staples office supplies 09/24	8.06
9/23/2024	Model Coverall Service Inc	Administration	DGRI Overhead	Floor Mat Rental Model Coverall 09/24	7.74
8/13/2024	Model Coverall Service Inc	Administration	DGRI Overhead	Floor Mat Rental Model Coverall 07/24	7.37
8/25/2024	Model Coverall Service Inc	Administration	DGRI Overhead	Floor Mat Rental Model Coverall 08/24	7.37
7/28/2024	ACO Inc	Administration	DGRI Overhead	Admin Ace Hardware supplies 07/24	7.00
8/14/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Professional Development (DID)	5.87
8/14/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Subscriptions (DID)	5.68
9/13/2024	Catherine Jane Zietse	Administration	DGRI Overhead	C. Zietse Mileage Reimb 08/24	4.70
9/16/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Books (DID)	4.68

continued on the next page

STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
July 1 - September 30, 2024

Page 2

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
<i>continued from prior page</i>					
9/16/2024	US Bank National Association	Administration	DGRI Overhead	Admin: Membership (DID)	3.91
9/16/2024	US Bank National Association	Administration	DGRI Overhead	Admin: Postage (DID)	2.86
7/28/2024	ACO Inc	Administration	DGRI Overhead	Admin Ace Hardware supplies 07/24	1.55
8/14/2024	US Bank National Association	Administration	DGRI Overhead	DGRI Admin: Service (DID)	(234.84)
					8,314.37
9/24/2024	Priority Health	Administration	Personnel	Health Insurance Premium - October 2024 DID	2,826.43
9/3/2024	Priority Health	Administration	Personnel	Health Insurance Premium - September 2024 DID	2,687.94
8/5/2024	Priority Health	Administration	Personnel	Health Insurance Premium - August 2024 DID	2,477.87
9/9/2024	American United Life-Group Div	Administration	Personnel	OneAmerica Life Insurance 08/24	606.18
7/28/2024	American United Life-Group Div	Administration	Personnel	OneAmerica Life Insurance 07/24	443.92
9/29/2024	American United Life-Group Div	Administration	Personnel	OneAmerica Life Insurance 09/24	420.84
9/28/2024	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 09/28/2024	361.58
9/14/2024	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 09/14/2024	359.97
8/31/2024	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 08/31/2024	358.93
8/3/2024	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 08/03/2024	357.51
7/20/2024	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 07/20/2024	356.62
8/17/2024	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 08/17/2024	356.58
8/19/2024	Blue Cross Blue Shield of Mich	Administration	Personnel	DID Dental Insurance Premiums 08/24	183.62
9/18/2024	Blue Cross Blue Shield of Mich	Administration	Personnel	DID Dental Insurance Premiums 09/24	179.81
7/6/2024	City Treasurer - Staff Services	Administration	Personnel	Payroll period ended 07/06/2024	171.84
7/15/2024	Blue Cross Blue Shield of Mich	Administration	Personnel	DID Dental Insurance Premiums 07/24	170.13
					12,319.77
8/4/2024	Dickinson Wright PLLC	Administration	Professional Services	DGRI Admin Legal Services June 24	558.36
8/4/2024	Dickinson Wright PLLC	Administration	Professional Services	DID Legal Services June 24	506.00
9/9/2024	Lisa M Cooper	Administration	Professional Services	Cooper People Group HR services 09/24	370.12
8/12/2024	Lisa M Cooper	Administration	Professional Services	Cooper People Group HR services 08/24	238.45
9/9/2024	Fusion Financial Services, LLC	Administration	Professional Services	Fusion Financial accounting 09/24	182.63
8/12/2024	Fusion Financial Services, LLC	Administration	Professional Services	Fusion Financial accounting 08/24	93.23
8/21/2024	Dickinson Wright PLLC	Administration	Professional Services	DID Legal Services - reissue check	87.12
9/5/2024	Dickinson Wright PLLC	Administration	Professional Services	DGRI Admin Legal Services July 24	63.36
8/19/2024	Dickinson Wright PLLC	Administration	Professional Services	Void Check	(87.12)
					2,012.15
8/27/2024	Micandy Garden Greenhouses, Inc.	Maintenance & Beautification	Flowers & Plantings	DID Micandy Garden FY25 contract	64,903.94
					64,903.94
9/27/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2005642 24/09 - Winter Ave Offices	741.76
9/9/2024	Katerberg Co., Inc	Maintenance & Beautification	Irrigation Repairs & Utilities	Grapids irrigation-install new controller 08/24	680.09
7/29/2024	Katerberg Co., Inc	Maintenance & Beautification	Irrigation Repairs & Utilities	Grapids irrigation 07/24	468.65
8/29/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2171659 24/08 - 66 Sheldon Blvd SE Planters	427.86
7/29/2024	Katerberg Co., Inc	Maintenance & Beautification	Irrigation Repairs & Utilities	Grapids irrigation 07/24	312.50
8/29/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2063167 24/08 - 62 Monroe Center NW Planter	301.45
7/25/2024	Consumers Energy	Maintenance & Beautification	Irrigation Repairs & Utilities	1030 2027 1245 24/07 - Winter Ave Offices	237.56
8/22/2024	Consumers Energy	Maintenance & Beautification	Irrigation Repairs & Utilities	1030 2027 1245 24/08 - Winter Ave Offices	207.74
9/23/2024	Consumers Energy	Maintenance & Beautification	Irrigation Repairs & Utilities	1030 2027 1245 24/09 - Winter Ave Offices	172.99
7/25/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2095454 24/07 - 185 Oakes SW Planters	168.33
7/25/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2117023 24/07 - 3 Market SW Planters	157.82
7/29/2024	Katerberg Co., Inc	Maintenance & Beautification	Irrigation Repairs & Utilities	Grapids irrigation 07/24	150.52
7/25/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2021262 24/07 - '221 Cesar E Chavez SW plan	123.64
7/25/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2024679 24/07 - 100 S Division planters	110.20
8/29/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2177433 24/08 - 211 Michigan Street NW	88.68
7/25/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2024679 24/04 - 100 S Division planters	80.90
7/18/2024	DTE Energy	Maintenance & Beautification	Irrigation Repairs & Utilities	9100 258 89908 24/07 - Winter Ave Offices	59.38
8/22/2024	DTE Energy	Maintenance & Beautification	Irrigation Repairs & Utilities	9100 258 89908 24/08 - Winter Ave Offices	59.38
9/27/2024	DTE Energy	Maintenance & Beautification	Irrigation Repairs & Utilities	9100 258 89908 24/09 - Winter Ave Offices	50.84
7/25/2024	City Treasurer - Water System	Maintenance & Beautification	Irrigation Repairs & Utilities	WS2179704 24/07 - 275 S Division Ave	28.12
					4,628.41
8/12/2024	Mydatt Service Inc	Maintenance & Beautification	QOL - Residential Project	BBB Residential Ambassadors 10/23-09/24	10,346.66
9/11/2024	Mydatt Service Inc	Maintenance & Beautification	QOL - Residential Project	BBB Residential Ambassadors 10/23-09/24	10,346.66
					20,693.32
7/18/2024	Swift Printing & Communications	Marketing & Communications	Printing & Postage	Swift Printing 07/24	370.00
					370.00
8/15/2024	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Campau Promenade District	4200000000 24/07 - Louis/Monroe snowmelt	1,368.42
9/23/2024	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Campau Promenade District	4200000000 24/08 - Louis/Monroe snowmelt	1,368.42
7/18/2024	DTE Energy	Snowmelt Operations	Campau Promenade District	9100 297 30421 24/07 - 43 Monroe Ave Ramp	114.10
8/15/2024	DTE Energy	Snowmelt Operations	Campau Promenade District	9100 297 30421 24/08 - 43 Monroe Ave Ramp	114.10
9/12/2024	DTE Energy	Snowmelt Operations	Campau Promenade District	9100 297 30421 24/09 - 43 Monroe Ave Ramp	76.16
					3,041.20

continued on the next page

STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
July 1 - September 30, 2024

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
continued from prior page					
8/15/2024	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	3200000000 24/07 - 60 Monroe Ctr snowmelt	1,502.81
9/23/2024	Vicinity Energy Grand Rapids LLC	Snowmelt Operations	Monroe Center District	3200000000 24/08 - 60 Monroe Ctr snowmelt	1,502.81
8/25/2024	Geotech Inc	Snowmelt Operations	Monroe Center District	Geotech DID Snowmelt Operations 08/24	451.56
8/1/2024	Consumers Energy	Snowmelt Operations	Monroe Center District	1000 1401 9077 24/07 - 66 Monroe Ctr NW	119.99
9/27/2024	Consumers Energy	Snowmelt Operations	Monroe Center District	1000 1401 9077 24/09 - 66 Monroe Ctr NW	95.78
8/29/2024	Consumers Energy	Snowmelt Operations	Monroe Center District	1000 1401 9077 24/08 - 66 Monroe Ctr NW	78.40
					3,751.35
8/1/2024	Consumers Energy	Snowmelt Operations	Monument Park District	1000 6880 7039 24/07 - 1 Monroe Center	145.79
8/29/2024	Consumers Energy	Snowmelt Operations	Monument Park District	1000 6880 7039 24/08 - 1 Monroe Center	145.79
9/27/2024	Consumers Energy	Snowmelt Operations	Monument Park District	1000 6880 7039 24/09 - 1 Monroe Center	145.78
					437.36
TOTAL EXPENDITURES					\$ 131,750.88



**DOWNTOWN
IMPROVEMENT
DISTRICT**

2025 Meeting Schedule

February 19th

April 16th

June 18th

August 20th

October 15th

December 17th

*Please contact Downtown Grand Rapids Inc. at
616-719-4610 if you have any questions prior to the
meeting.*

MEMORANDUM

DOWNTOWN
IMPROVEMENT
DISTRICT



DATE: October 16, 2024

TO: Downtown Improvement District

FROM: Melvin Eledge Jr., Director of Operations

SUBJECT: **Resident Engagement Ambassador Renewal**

Agenda Item #06
October 16, 2024
DID Meeting

In July 2022 a working group comprised of DID resident rate payers was brought together to provide feedback and insights into Downtown resident quality of life and what services, projects and programs could be developed and implemented using the new resources generated by the residential property assessment.

For several months the group prioritized their needs and concerns, conducted research on what other downtowns and neighborhoods were doing and worked to develop a response to address their various needs. The result of that work yielded a proposal to expand the Downtown Ambassador program by adding two full-time ambassadors to provide a more resident-focused scope of work.

Their scope of work includes:

- Expand presence in Downtown during higher periods of resident foot traffic
- Engage directly with Downtown residents through lobby fairs, neighbor specific meetings and internal building meetings to listen to, and address concerns as well as connect residents with additional resources
- Increase deployment in areas of Downtown with higher residential populations

Recommendation: Approve an extension of the Downtown Ambassador Resident Engagement Ambassadors, not to exceed \$117,000 for two ¾-time ambassadors who will provide a resident-focused scope of work.

MEMORANDUM

DOWNTOWN
IMPROVEMENT
DISTRICT



DATE: October 16, 2024
TO: Downtown Improvement District
FROM: Melvin Eledge Jr., Director of Operations
SUBJECT: Monument Park Snowmelt Repair

**Agenda Item #07
October 16, 2024
DID Meeting**

During a routine inspection of the Monument Park Snowmelt system further issues with one of the underground loops were identified.

To restore optimal operations to the snowmelt at this location the site will need to be fully excavated, and 420 square foot of induction looping would need to be completely replaced. The cost for this work breaks down as follows:

- Excavation and Surface Repair: \$38,000
- Snowmelt Repair: \$27,000
- Inspections & Admin Costs: \$4,000
- Contingency: \$9,000

Recommendation: Approve an amount not to exceed \$78,000 which is the estimated cost of the repairs and includes a 15% contingency.

Downtown Vitals Report



DOWNTOWN
GRAND RAPIDS INC.

Published October 2024

NEW BUSINESSES

+1

in Sep

year-to-date

STOREFRONT VACANCY RATES

-1%

vs. Aug 2024

-2%

vs. 2-yr avg.

Q3 OFFICE VACANCY RATES

9.5%

in Q3 2024 vs. 9.9% in Q2 2024

Q3 OFFICE RENTAL RATES

\$23.11

per square foot
in Q3 2024 vs. \$23.19 in Q2 2024

Q3 HOUSING OCCUPANCY

-2%

vs. Q2 2024

-2%

vs. Q3 2023

+1%

vs. Q3 2019

AUG HOTEL OCCUPANCY

-2%

vs. Jul 2024

-6%

vs. Aug 2023

-4%

vs. Aug 2019

VISITOR ACTIVITY COUNTS

+18%

vs. Aug 2024

+3%

vs. Sep 2023

+3%

vs. Sep 2019

EMPLOYEE ACTIVITY COUNTS

+14%

vs. Aug 2024

+8%

vs. Sep 2023

-19%

vs. Sep 2019

RESIDENT ACTIVITY COUNTS

+12%

vs. Aug 2024

+11%

vs. Sep 2023

+8%

vs. Sep 2019

JULY DASH WORK RIDES

-0.1%

vs. June 2024

JULY DASH CIRCULATOR RIDES

+9%

vs. June 2024

CURRENT ACTIVE INVESTMENT

\$377M

Storefront Business Openings | Updated September 2024

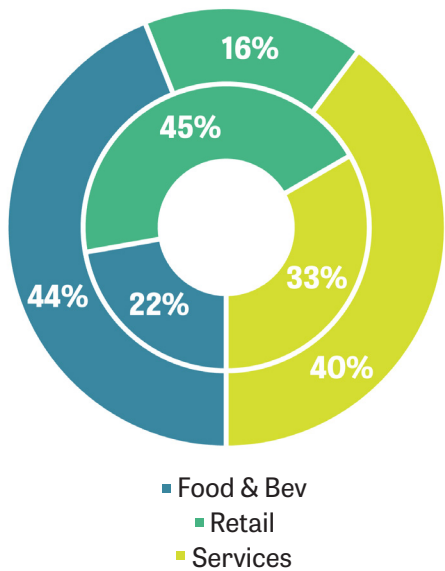
Retail
Shinola Detroit*
Grammotones*
GVSU Laker Store*
Rewind Vintage
Tone Chasers Music

Food & Beverage
Gin Gin's
Curry Leaf @ DT Market
Rev - Road to Revitalize*

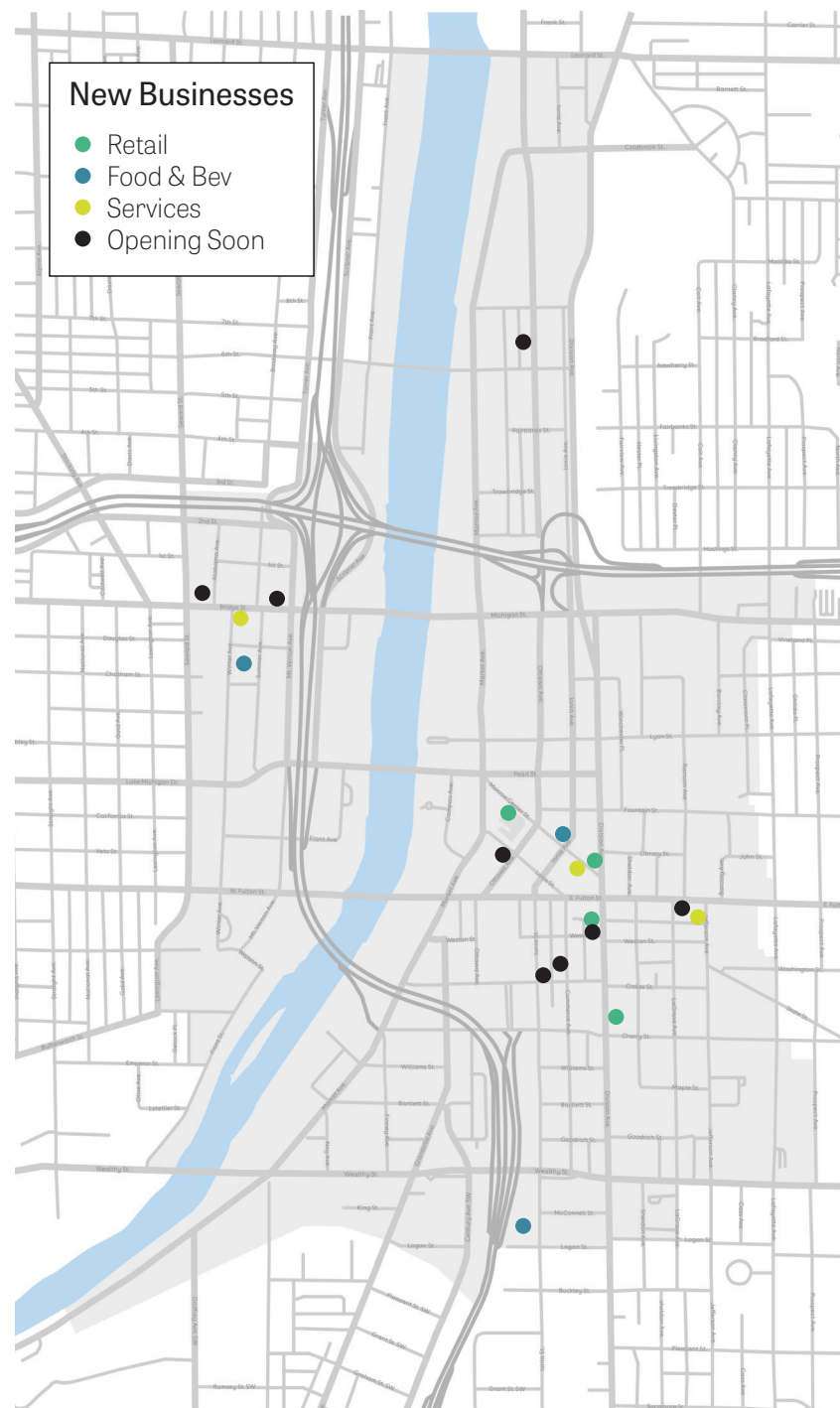
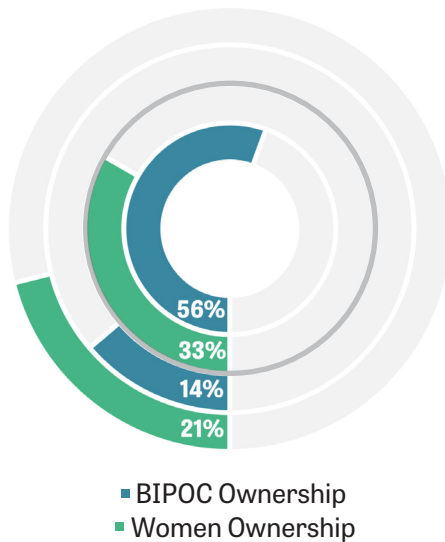
Services
D'Vine Nails & Spa
Euphoria Wellness
Mane Society

11
storefront businesses
opened in 2024

Business Mix of Storefronts
Overall: Outer Ring
New in 2024: Inner Ring



Business Ownership of Storefronts
Overall: Outer Rings
New in 2024: Inner Rings



Source: Downtown Grand Rapids Inc.



Storefront Vacancies & Recent Closures | Updated Sept 2024

12

storefront
businesses
closed in 2024

2024 Closures:

58%

Food & Bev

17%

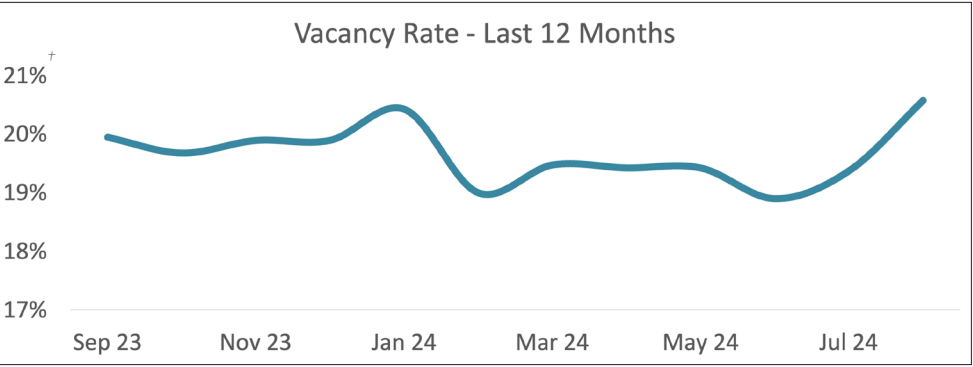
Retail

25%

Services

19%

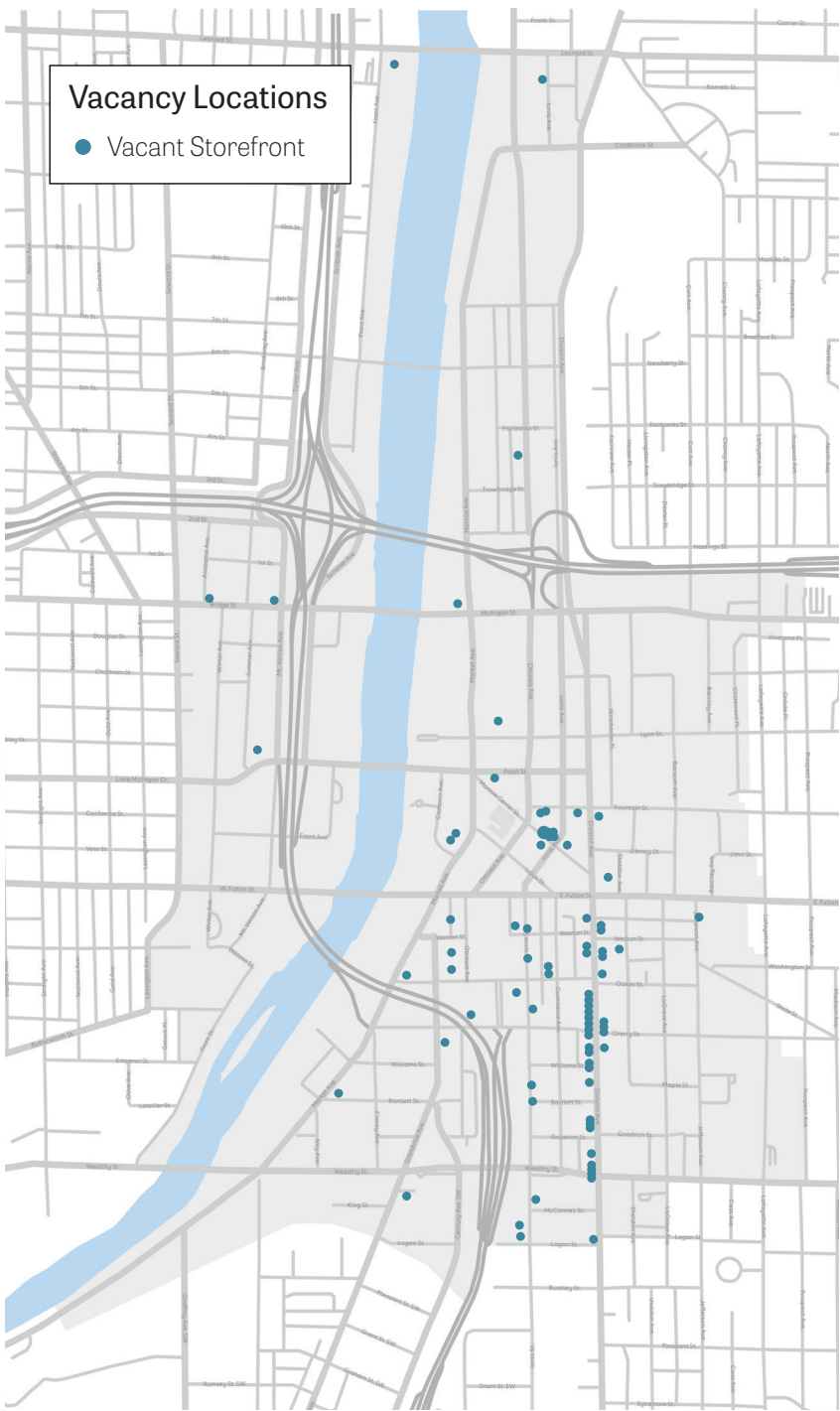
storefront
vacancy rate



*truncated y-axis to highlight month-over-month changes

	Storefronts	Vacancies	Vacancy %	Sq Ft Available
Bridge Street	23	3	13%	8,500 sq ft
Center City	124	21	17%	98,609 sq ft
Monroe Center*	54*	8*	15%*	55,388 sq ft*
Fulton & Jefferson	21	0	0%	0 sq ft
Heartside: Division	100	32	33%	~104,347 sq ft
Heartside: Ionia	69	11	16%	42,223 sq ft
Heartside: C. Chavez	13	3	23%	12,087 sq ft
Monroe North	28	2	7%	3,280 sq ft
Other	6	2	33%	4,460 sq ft
DISTRICT TOTALS:	384	74	21%	~273,516 sq ft

Source: Downtown Grand Rapids Inc.

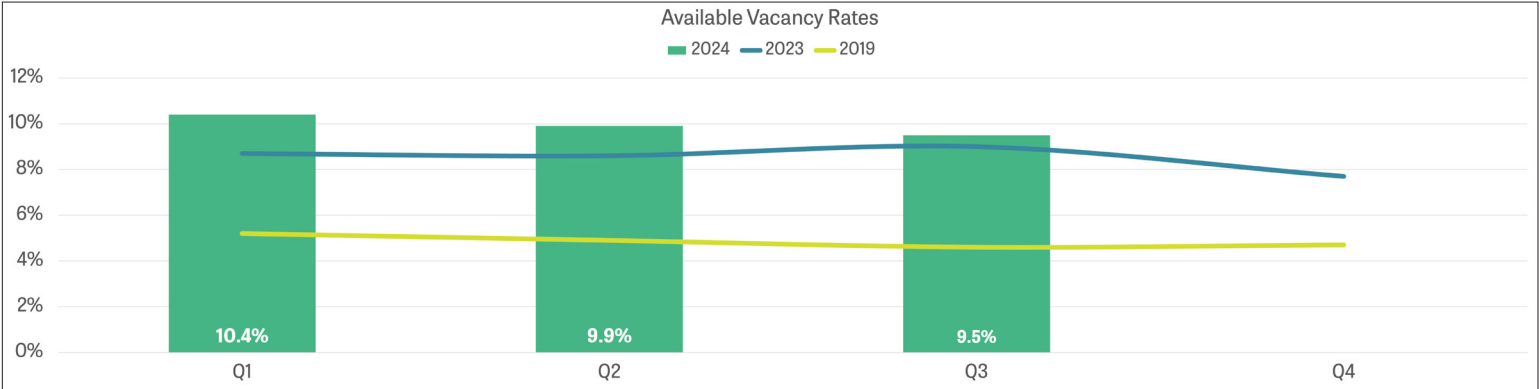


Source: Downtown Grand Rapids Inc.



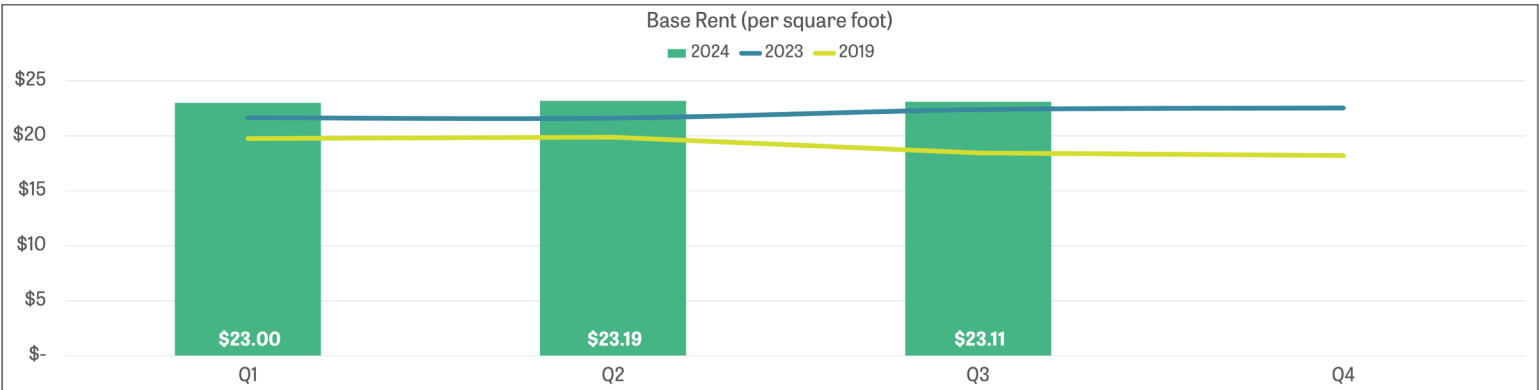
*Monroe Center is a subset of Center City and is not included in District Totals

9.5%
vacancy in Q3 2024
vs. 9.9% in Q2 2024



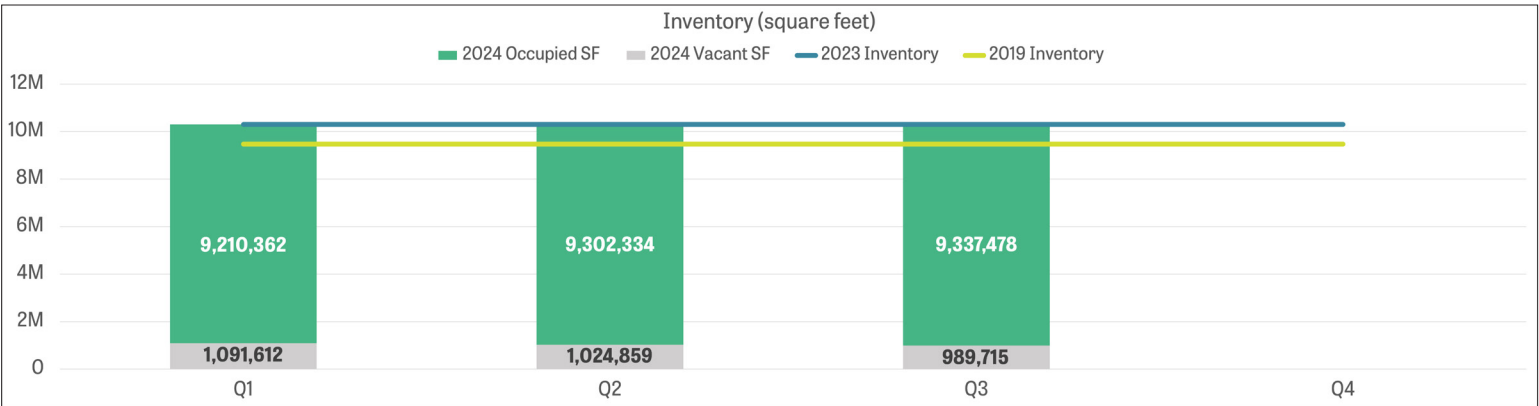
Source: CoStar

\$23.11
per sq ft in Q3 2024
vs. \$23.19 in Q2 2024



Source: CoStar

10.3M
square feet of office
space inventory



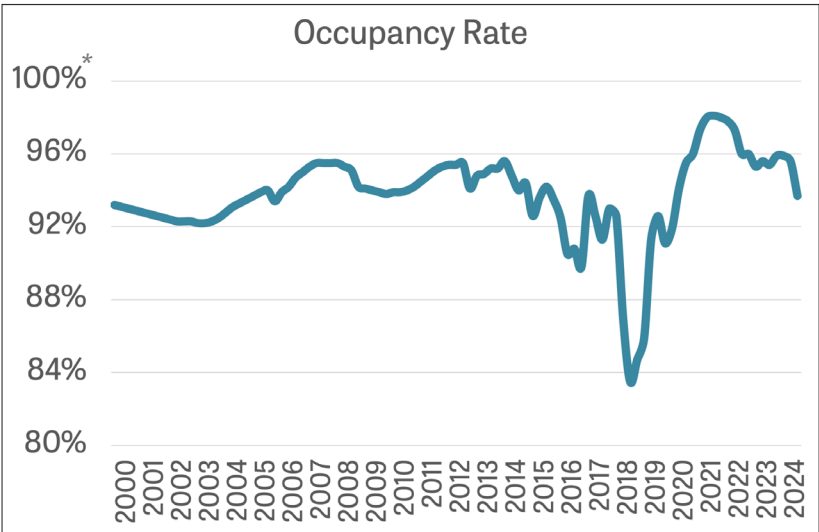
Source: CoStar



94%
occupancy
Q3 2024

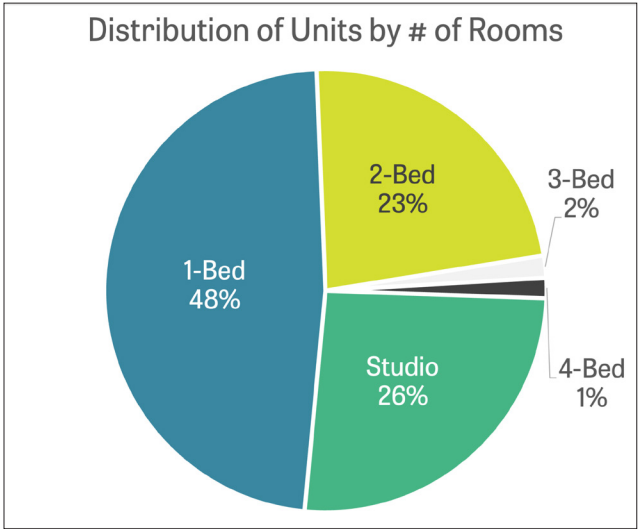
248
units under
construction

1,889
units in pipeline

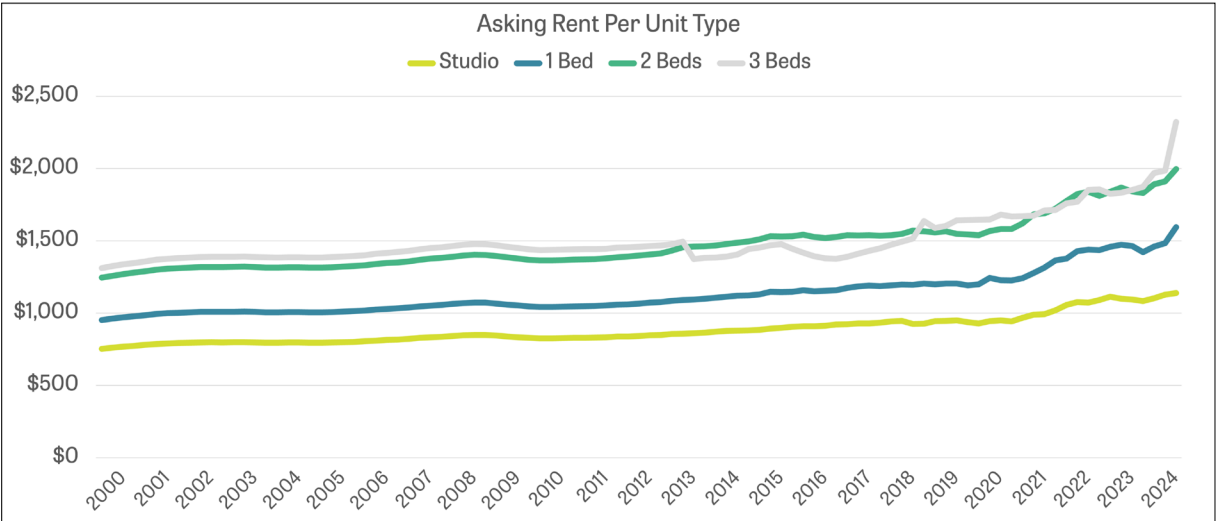


*truncated y-axis to highlight changes

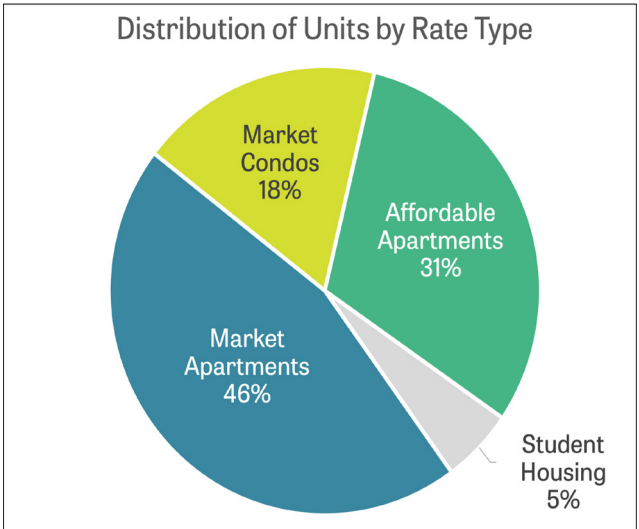
Source: CoStar



Source: CoStar



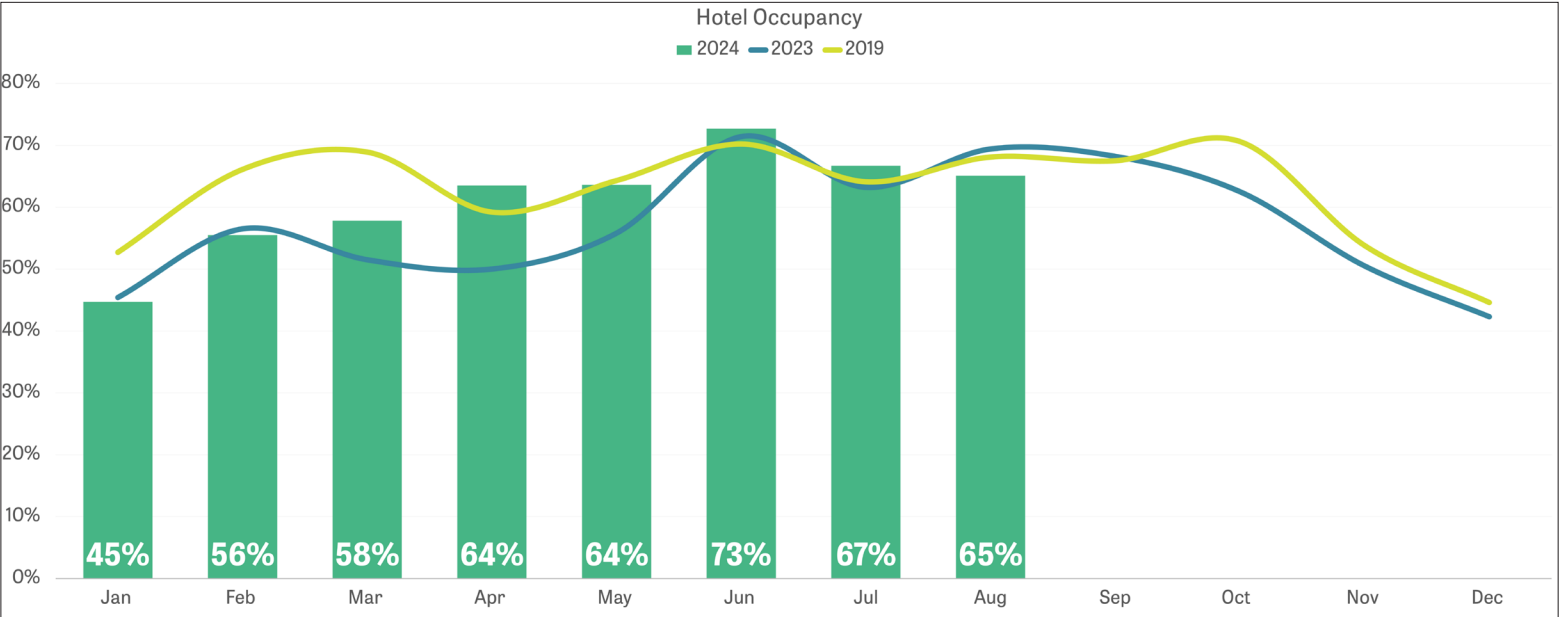
Source: CoStar



Source: Downtown Grand Rapids Inc.

65%
hotel occupancy
August 2024

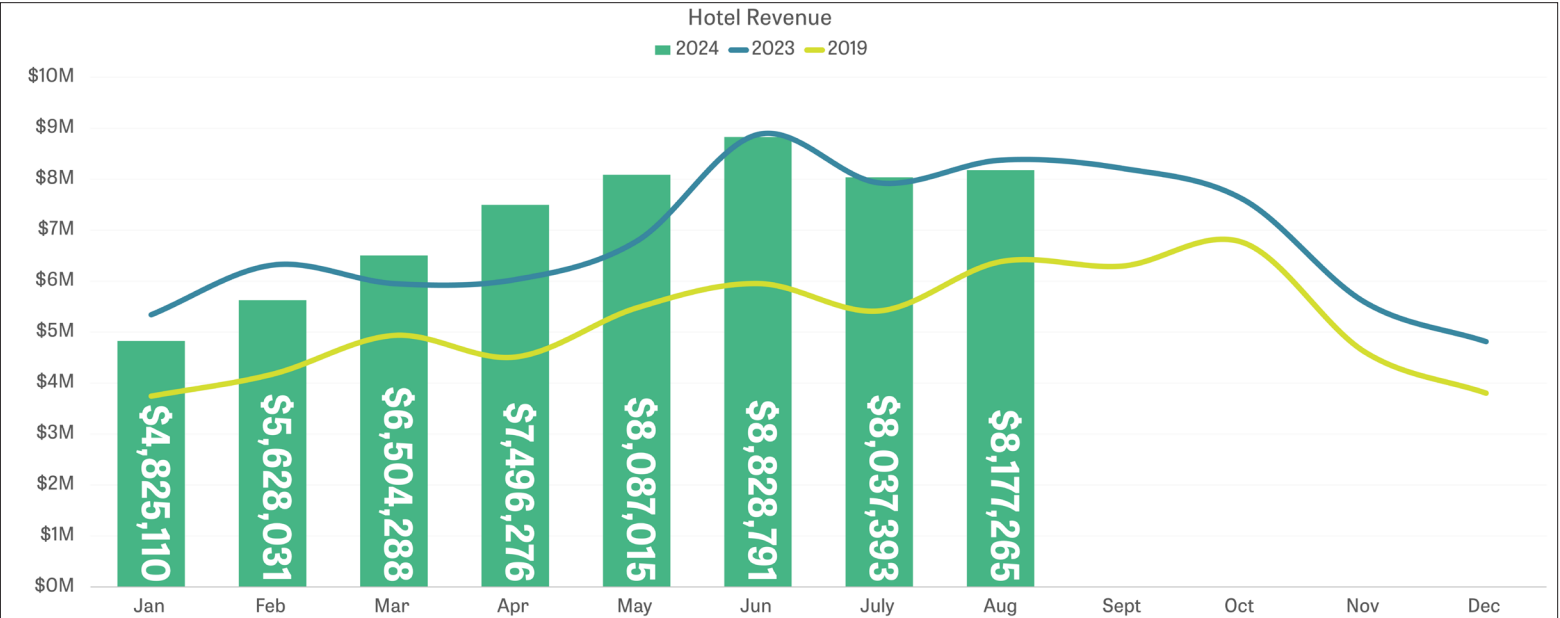
61%
average hotel
occupancy
2024 to date



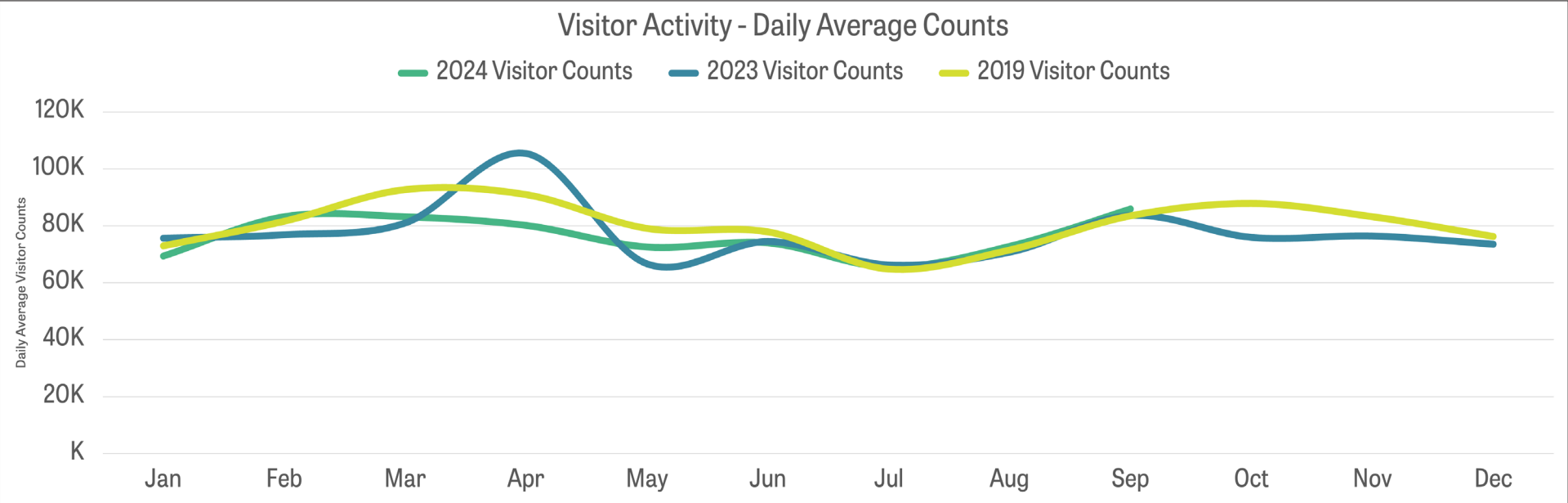
Source: Smith Travel Research via CoStar

\$8M
hotel revenue
August 2024

\$58M
hotel revenue
2024 to date



Source: Smith Travel Research via CoStar

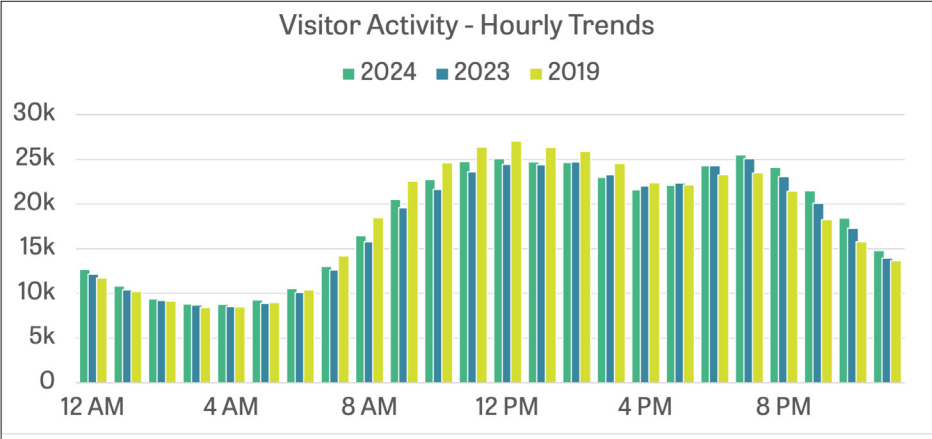


Source: Placer.ai

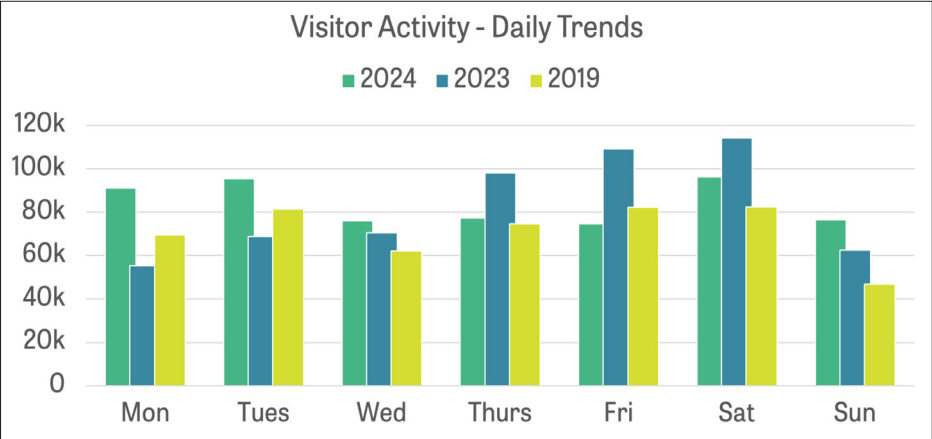
18%
increase
Sep 2024 vs. Aug 2024

3%
increase
Sep 2024 vs. Sep 2023

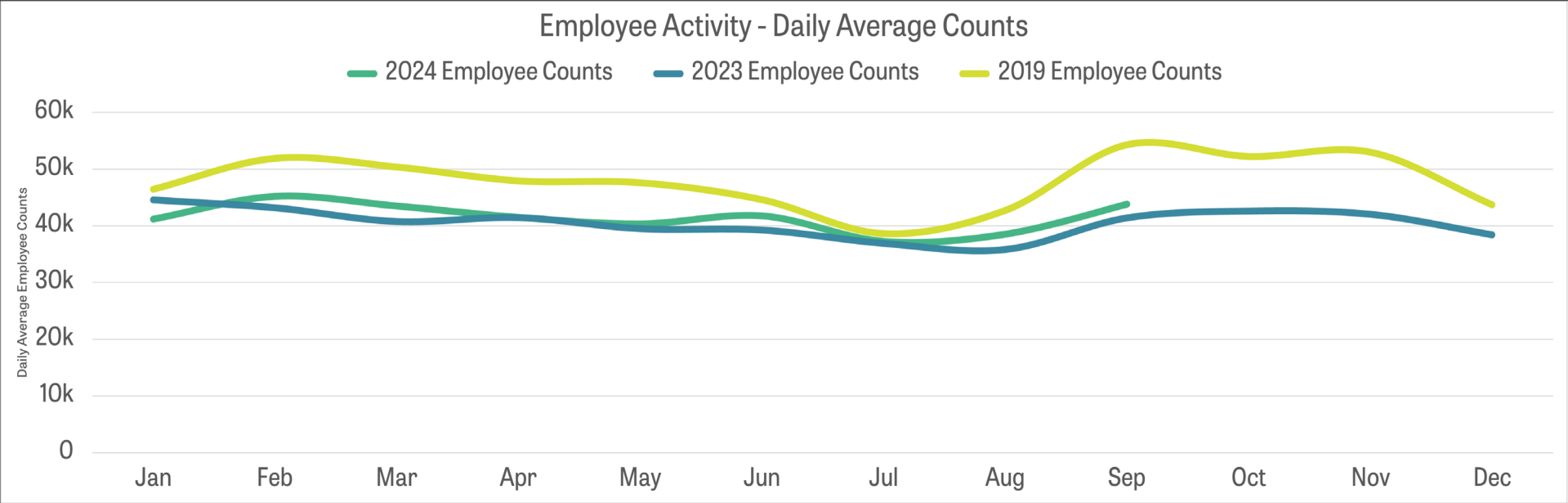
3%
increase
Sep 2024 vs. Sep 2019



Source: Placer.ai



Source: Placer.ai

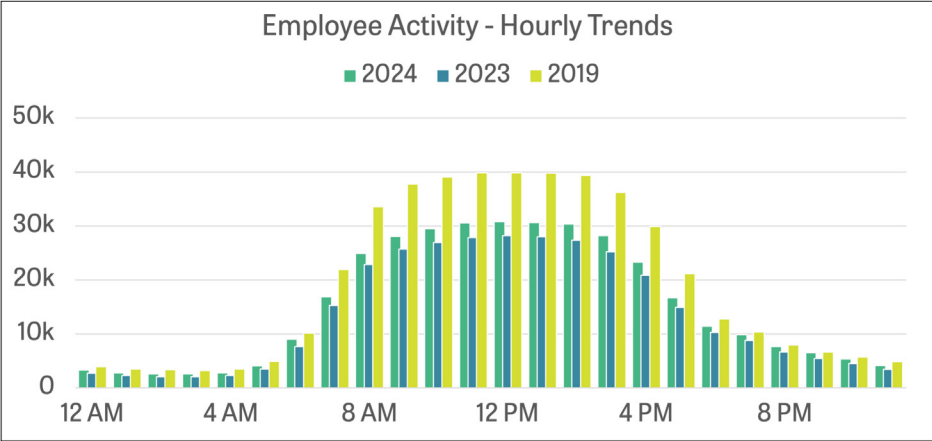


Source: Placer.ai

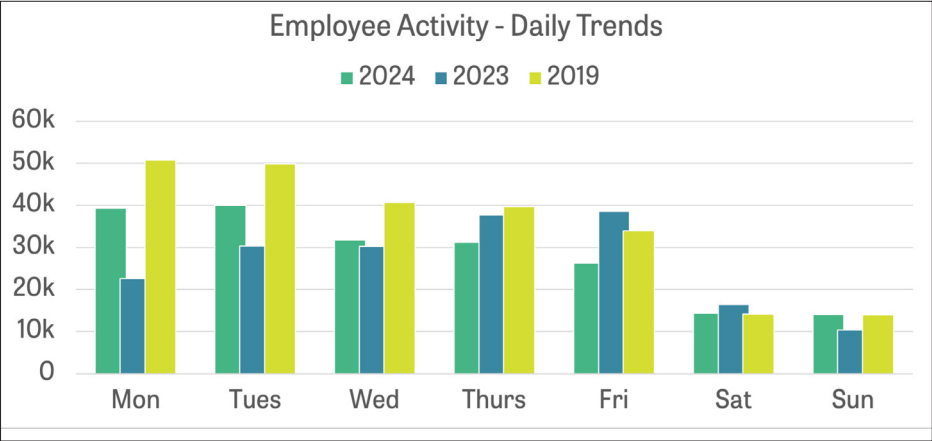
4%
increase
Sep 2024 vs. Aug 2024

6%
increase
Sep 2024 vs. Sep 2023

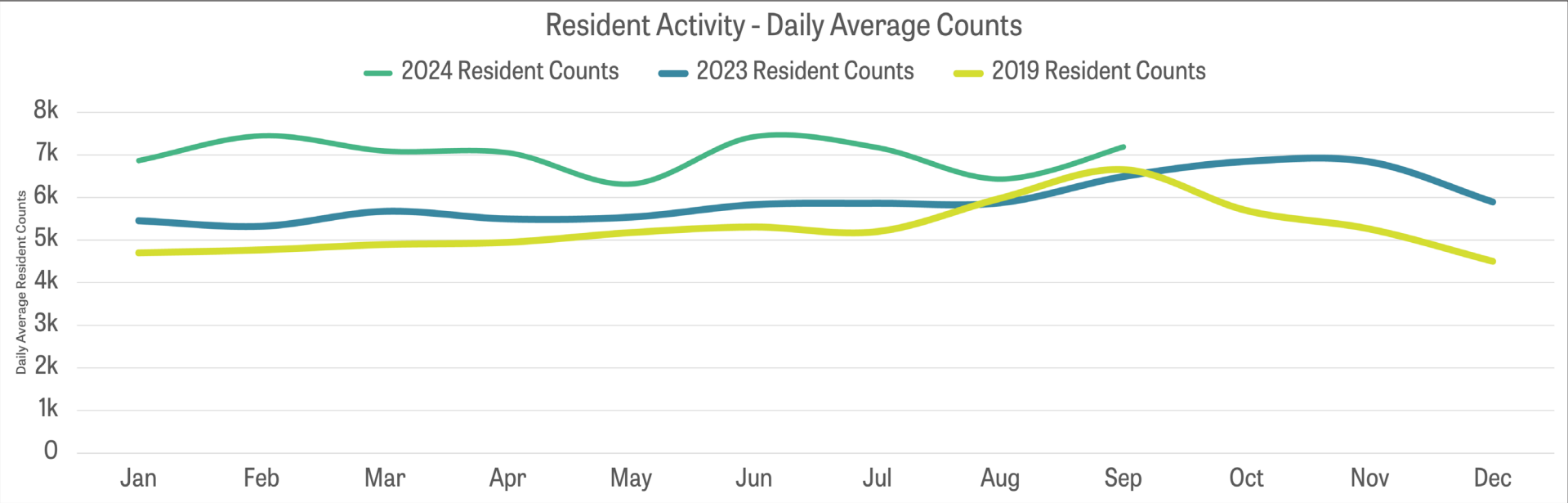
19%
decrease
Sep 2024 vs. Sep 2019



Source: Placer.ai



Source: Placer.ai

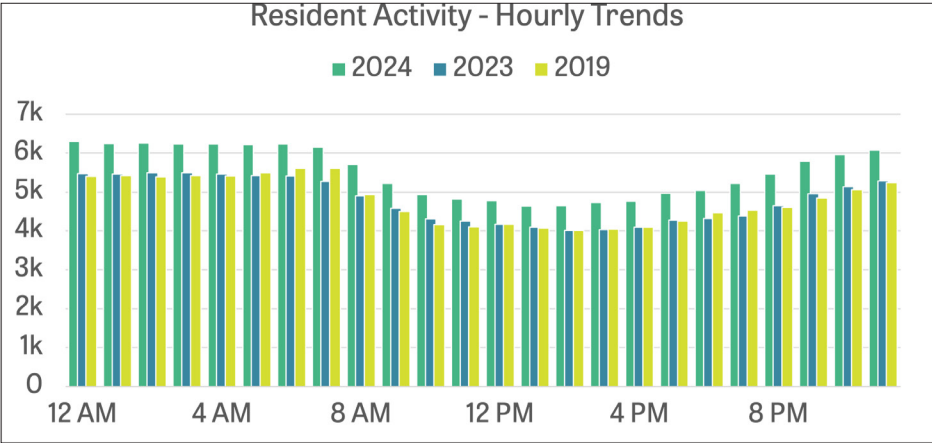


Source: Placer.ai

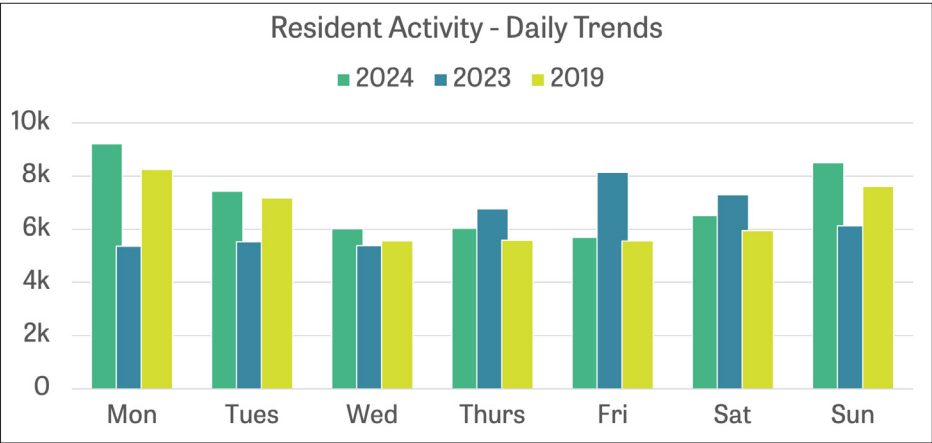
12%
increase
Sep 2024 vs. Aug 2024

11%
increase
Sep 2024 vs. Sep 2023

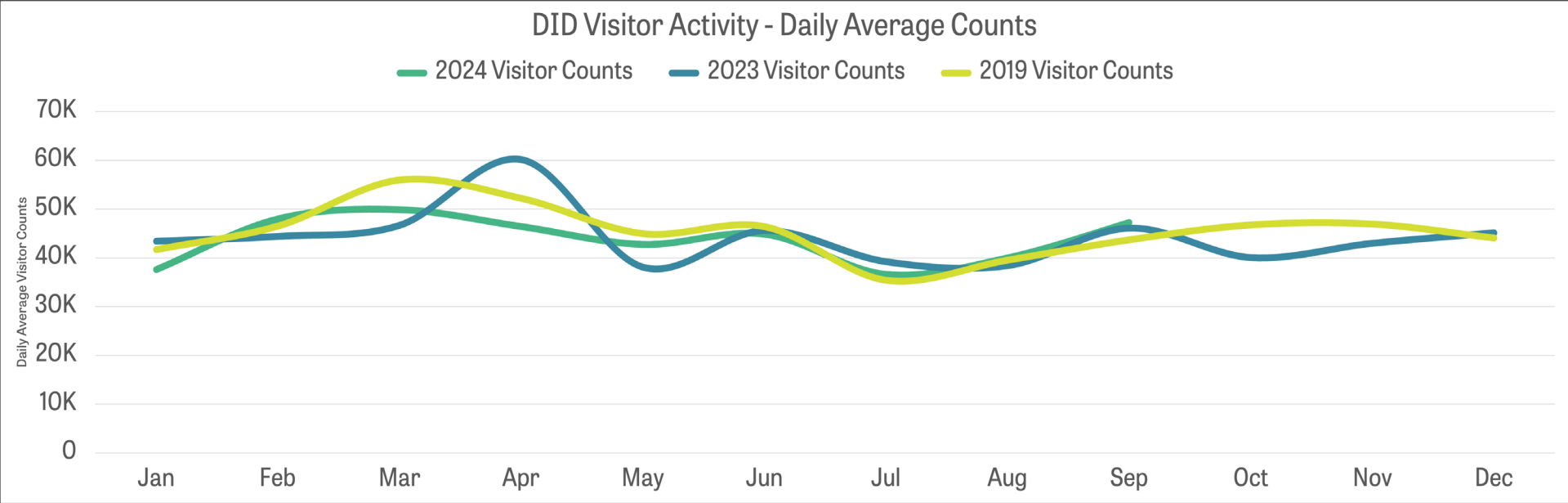
8%
increase
Sep 2024 vs. Sep 2019



Source: Placer.ai



Source: Placer.ai

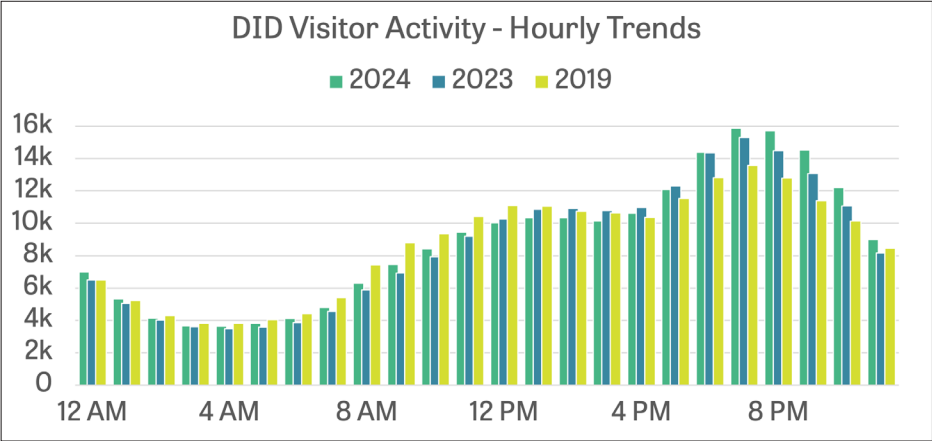


Source: Placer.ai

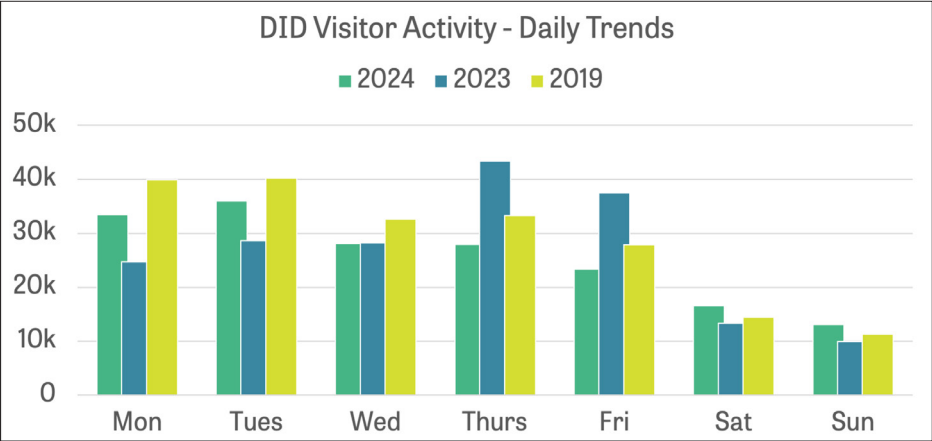
18%
increase
Sep 2024 vs. Aug 2024

2%
increase
Sep 2024 vs. Sep 2023

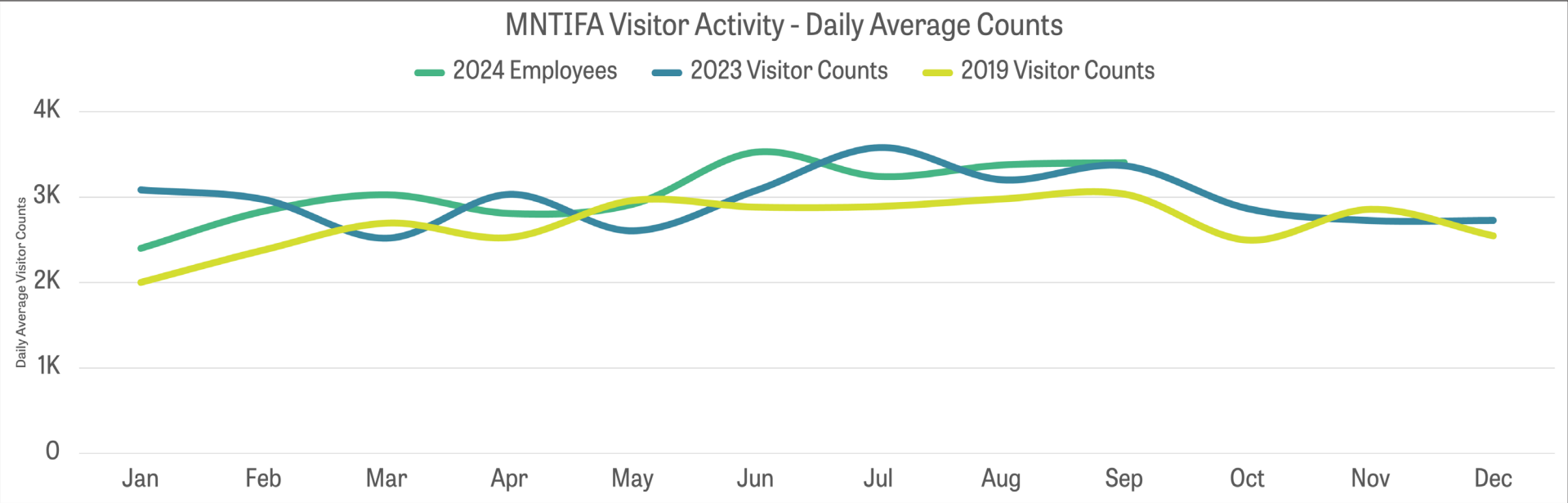
8%
increase
Sep 2024 vs. Sep 2019



Source: Placer.ai



Source: Placer.ai

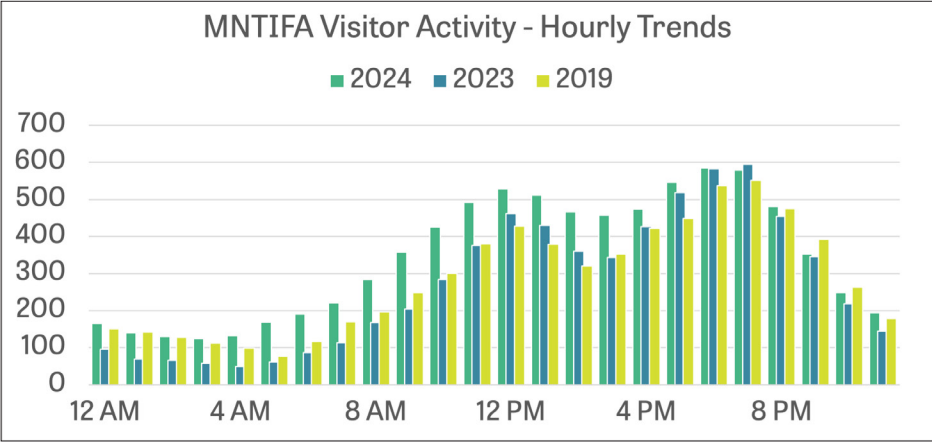


Source: Placer.ai

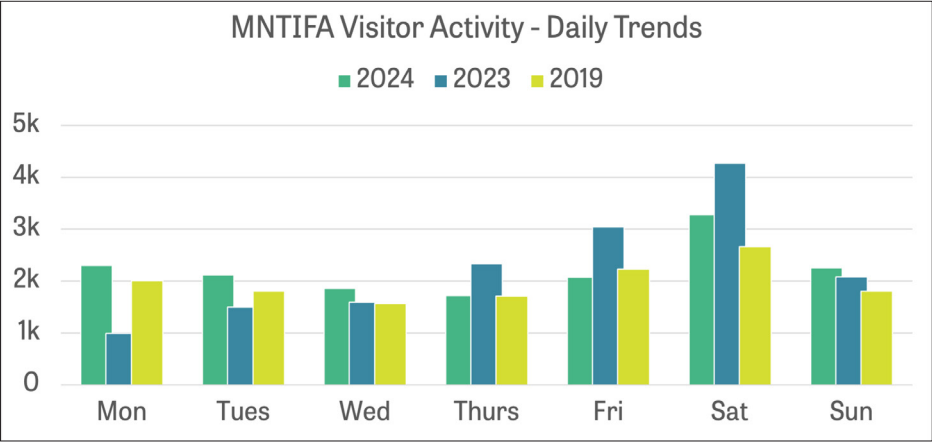
1%
increase
Sep 2024 vs. Aug 2024

1%
increase
Sep 2024 vs. Sep 2023

12%
increase
Sep 2024 vs. Sep 2019



Source: Placer.ai



Source: Placer.ai

Downtown Ambassador Statistics | Updated September 2024

	September 2024	2024 YTD	2023 YTD	2019 YTD
Graffiti Removals	861	5,234	3,833	1,422
Lbs of Trash Removed	41,325	284,925	344,700	361,875
Snow Removals	-	5,569	3,734	8,036
Weeds Abated	24,296	362,560	242,126	123,444
Business Contacts	779	6,605	6,600	1,535
Pedestrian Assists	33,282	277,268	276,138	141,143
Mobility Assists	211	3,067	2,290	1,063
Total Ambassador Banked Hours as of August:				-553.50
Total Resident Ambassador Banked Hours as of August:				83.00

Banked hours reflect underspent ambassador hours. Negative hours reflect overspent ambassador hours. Source: Downtown Grand Rapids Inc.



Current Construction & Development | Updated Sept 2024

1 Corewell Health Ambulatory Building

anticipated completion: Fall 2024

+240,000 square feet of office space
\$20,000,000 investment

2 Wealthy & Sheldon Lofts

anticipated completion: Fall 2024

+58 housing units
+2,400 square feet of commercial space
+30 parking spaces
\$16,500,000 investment

3 Studio Park Residential Tower

anticipated completion: End September 2024

+190 housing units
\$62,000,000 investment

4 Corewell Health Parking Structure

5 Lyon Square Reconstruction

anticipated completion: Q4 2024

\$12,000,000 investment

6 GRPM River's Edge Work

anticipated completion: 2025

\$12,000,000 investment

7 Acrisure Amphitheater

anticipated completion: Spring 2026

+116 parking spaces
+825 jobs
\$184,000,000 investment

8 Joan Secchia Children's Rehabilitation Hospital

anticipated completion: Q4 2026

\$70,000,000 investment

240k

square feet of
office space

2,400+

square feet of
commercial space

248

housing units

825

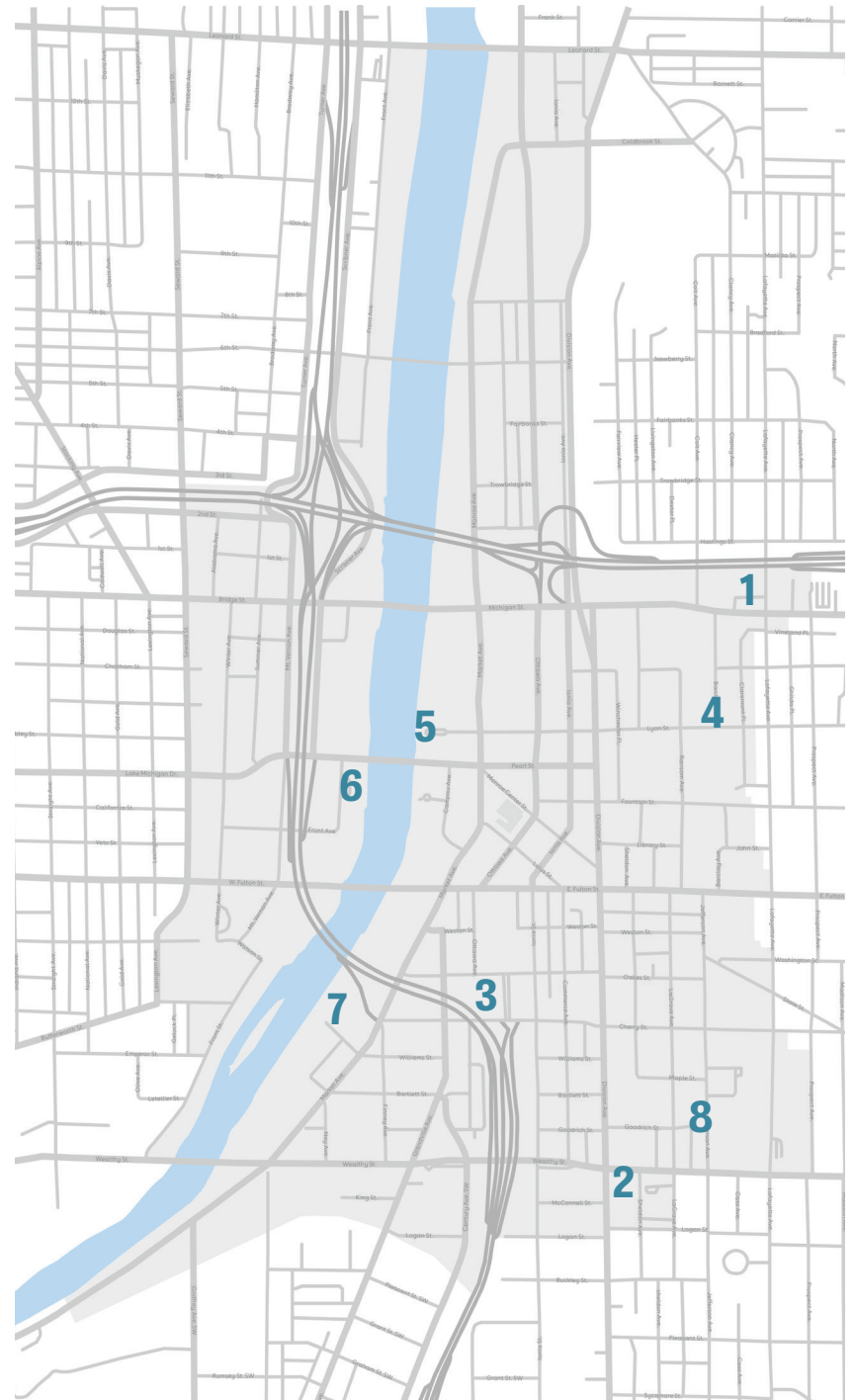
new jobs

146

parking spaces

\$377M

in investment



Source: Downtown Grand Rapids Inc.

Grand River Corridor Revitalization Progress | Updated Sept 2024

48

acres of park improvements

20

miles of trail improvements*

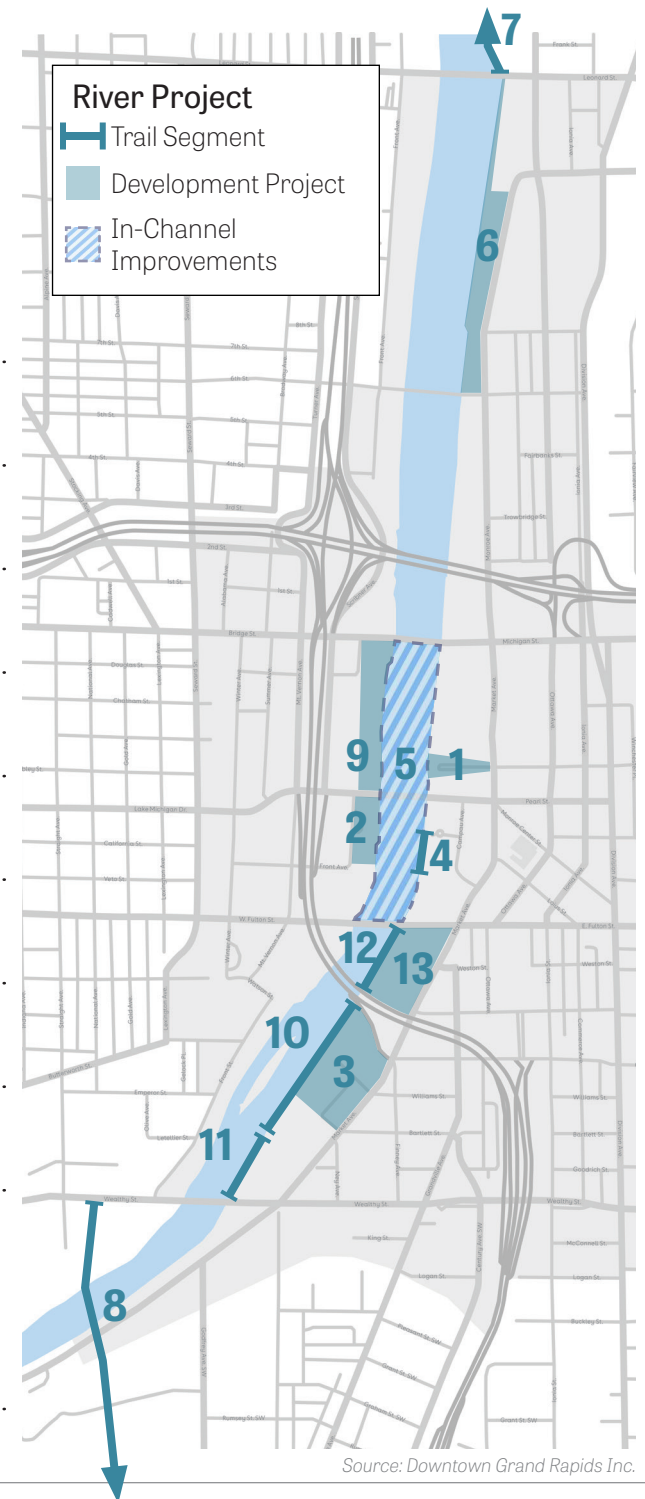
\$62M

total DGRI investment (DDA, MNTIFA, ARPA)

\$1.7B

total private river-adjacent investments

1	Lyon Square	Planning	Design	Permitting	Bidding	Construction	Completion est. Spring 2025
2	GRPM River Edge Improvements	Planning	Design	Permitting	Bidding	Construction	Completion est. Fall 2025
3	Acrisure Amphitheater	Planning	Design	Permitting	Bidding	Construction	Completion est. Spring 2026
4	Edges Trail, Blue Bridge to JW	Planning	Design	Permitting	Bidding	Construction	Completion est. Winter 2024
5	Canal Park	Planning	Design	Permitting	Bidding	Construction	Completion est. Fall 2024
6	Lower Reach In-Channel Improvements	Planning	Design	Permitting	Bidding	Construction	Completion est. Winter 2025
7	Edges Trail, Leonard To Ann	Planning	Design	Permitting	Bidding	Construction	Completion est. Spring 2025
8	Oxford Trail	Planning	Design	Permitting	Bidding	Construction	Completion est. Oct 2025
9	Ah-Nab-Awen Park Phase 1 (Indian Mounds)	Planning	Design	Permitting	Bidding	Construction	Completion est. Spring 2025
	Edges Trail	Planning	Design	Permitting	Bidding	Construction	Completion
10	US-131 to Railroad			Permitting			est. Fall 2024
11	Railroad to Wealthy						est. Winter 2025
12	Fulton to US-131						TBD
13	Fulton & Market	Planning	Design	Permitting	Bidding	Construction	Completion



Source: Downtown Grand Rapids Inc.



DOWNTOWN
GRAND RAPIDS INC.

For more information, visit: <https://grandriver.network/upcoming-projects>

* includes 16 miles of ARPA-funded Kent County greenway trail, White Pine Trail to Ada

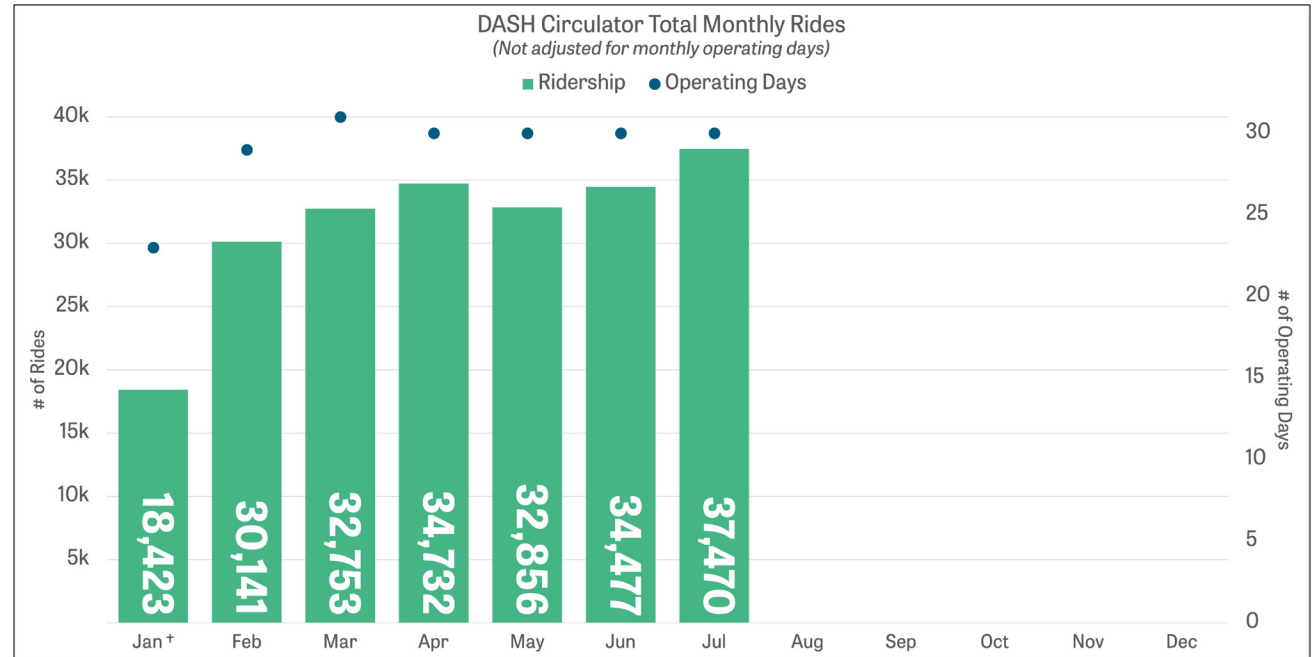
DASH 3.0: Circulator Ridership | Updated July 2024

DASH Circulator operates Monday - Sunday on one route with two directions (Clockwise and Counterclockwise).

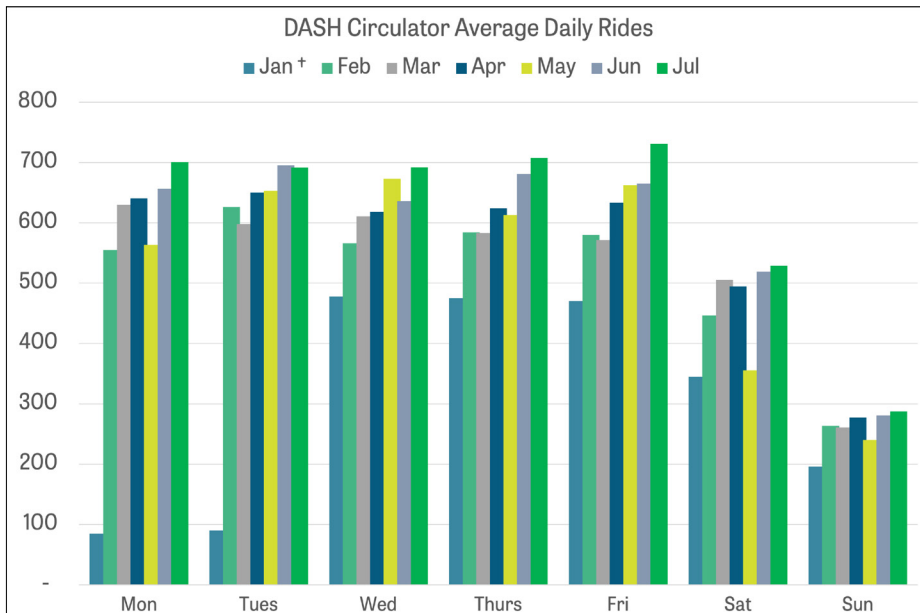
5%
increase in rides
July 2024 vs. June 2024*

52%
increase in rides
July 2024 vs. July 2023*

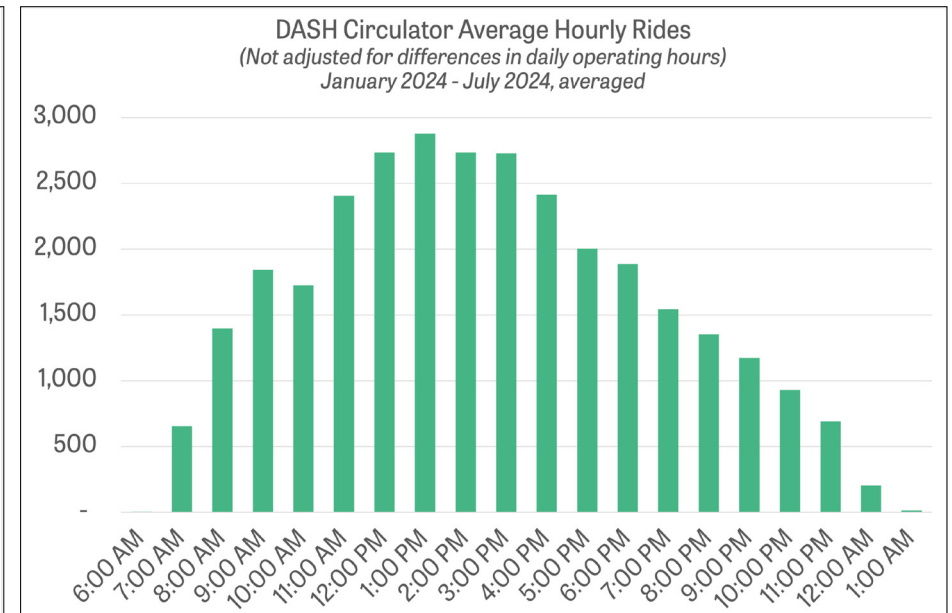
37%
decrease in rides
July 2024 vs. July 2019*



Source: The Rapid



Source: The Rapid



Source: The Rapid



DOWNTOWN
GRAND RAPIDS INC.

*Adjusted for monthly operating days

+ Service expanded on January 29th, 2024 to include Mondays and Tuesdays.

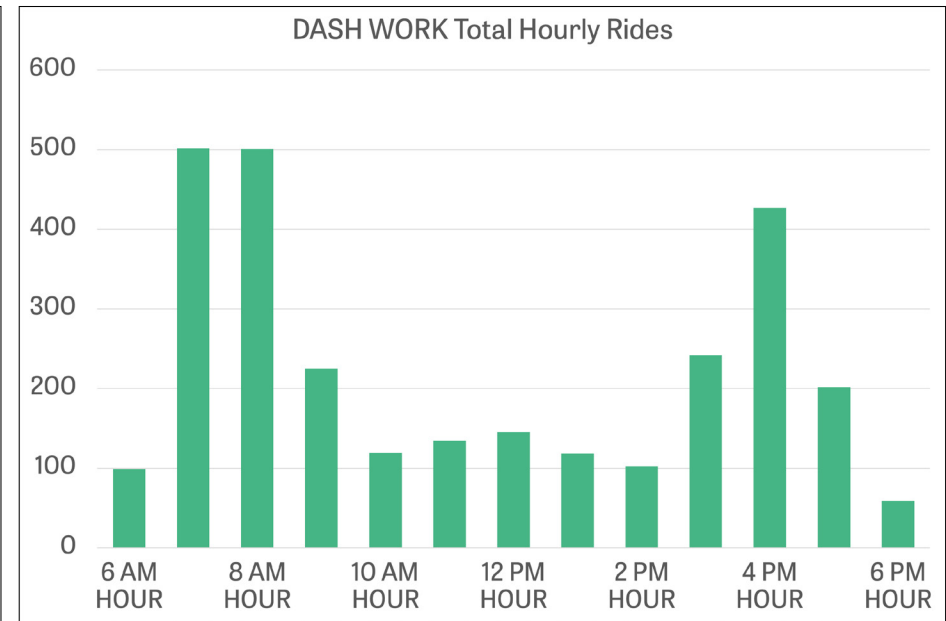
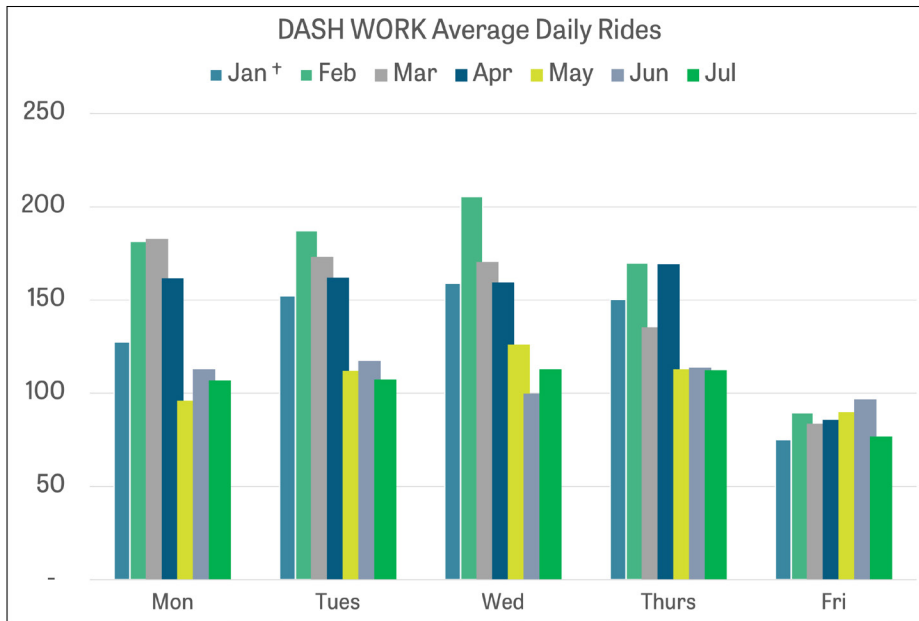
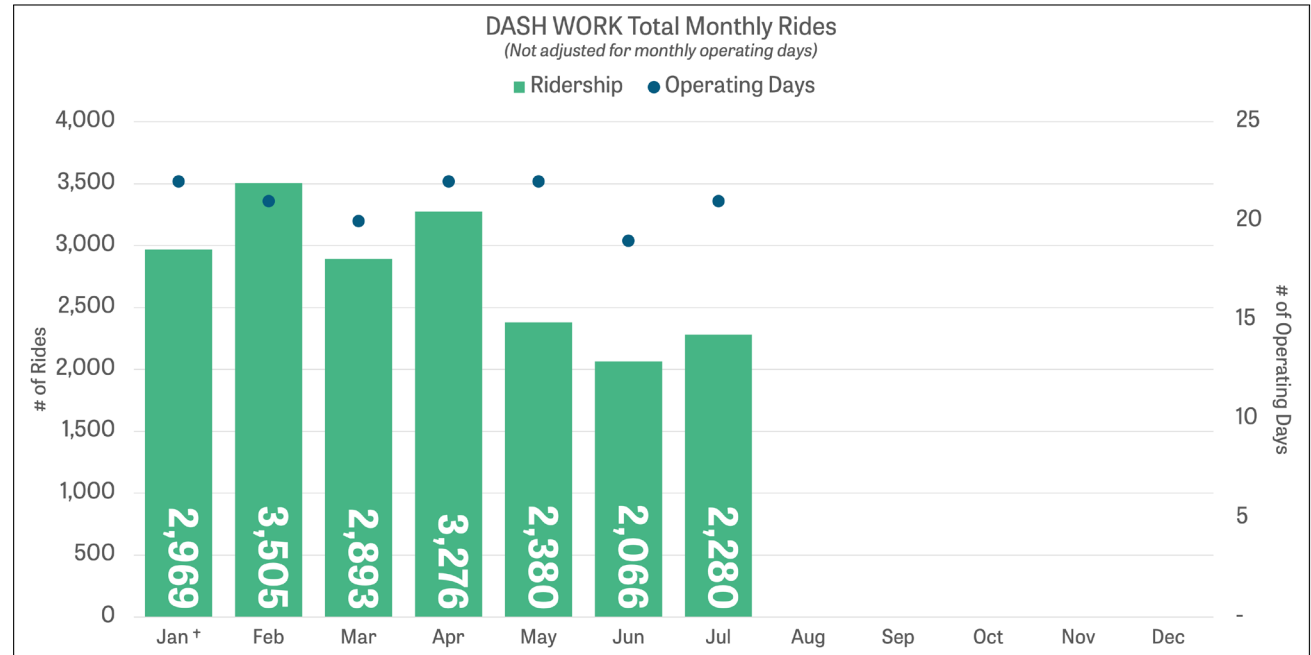
Number of operating days: Jan: 23; Feb: 29; Mar: 31; Apr: 30; May: 30; June: 30; July: 30

DASH 3.0: WORK Ridership | Updated July 2024

DASH WORK operates Monday - Friday, 6:30 AM - 6:30 PM, primarily servicing Downtown employees that park in Areas 7 & 9.

0.1%
decrease in rides
July 2024 vs. June 2024*

55%
of rides in 2024
occur in the AM



Source: The Rapid



DOWNTOWN
GRAND RAPIDS INC.

*Adjusted for monthly operating days
* Service expanded to full-day service on January 29th, 2024.
Previously 6:30 AM - 9:30 AM & 3:30 PM - 6:30 PM.

Number of operating days: Jan: 22; Feb: 21; Mar 20; Apr: 22; May: 22; June: 19; July: 21