

AGENDA

DOWNTOWN IMPROVEMENT DISTRICT



DID

Board Members:

Michael Bishop • Eric DeLong • Mike Ellis • Bob Herr • Kurt Hassberger • Darren McKnight • Ciciley Moore • Tom Rothwell
Carlos Sanchez • Denny Sturtevant • Mary Swanson • Pat Waring • Scott Wierda • Daniel Williams

Tuesday, December 19, 2017
3:00 p.m. Meeting
29 Pearl Street, NW Suite #1

- | | | |
|--|------------|---------|
| 1. Call to order | | |
| 2. Approve Meeting Minutes from May 15, 2017 | Motion | Herr |
| 3. Accept June 30, 2017 Financial Statements | Motion | Wallace |
| 4. Accept Interim Financial Statements as October 31, 2017 | Motion | Wallace |
| 5. Summer/Fall Planting & Clean Team Update | Info Item | Eledge |
| 6. Legislative Update | Info Item | Guy |
| 7. Committee Formation | | |
| • Snowmelt: Monroe Center/Monument Park | Discussion | Kelly |
| • Fund Balance | Discussion | Kelly |
| 8. DGRI President & CEO Report | Info Item | Kelly |
| 9. Public Comment | | |
| 10. Board Member Discussion | | |
| 11. Adjournment | | |

**Meeting Minutes of the
Downtown Improvement District Board
Monday, May 15, 2016
Downtown Grand Rapids Inc.
29 Pearl St. NW**

Attendance: Mike Bishop, Eric DeLong, Mike Ellis, Kurt Hassberger, Bob Herr, Michael Lindley, Darren McKnight, Ciciley Moore, Carlos Sanchez, Denny Sturtevant, Mary Swanson, Pat Waring, Scott Weirda, Daniel Williams

Others Present: Kristopher Larson, Murphy Ackerman, Melvin Eledge, Dick Wendt, Jana Wallace, Tim Kelly, Sara VanderWerff, John Globensky

Absent: Tom Rothwell

Call to Order The meeting was called to order at 3:34pm by Chair Bob Herr

Approve meeting minutes from September 12, 2017

Motion: Pat Waring, supported by Michael Bishop, moved to approve the September 12, 2016 meeting minutes as presented. Motion carried unanimously.

Welcome new DID Board Member: Daniel Williams

Mr. Daniel Williams, Executive Director of WMCAT, took a moment to introduce himself to the DID Board. Mr. Williams thanked the Board for the opportunity to contribute to the work being done by this organization.

Accept March 31, 2017 Financial Statements

Ms. Wallace shared the financials for the previous eight (8) months. Ms. Wallace introduced Mr. Globensky, City Treasurer, and said he is present to answer any assessment questions that herself and Mr. Larson are unable to. Ms. Wallace explained that the most recent assessment invoices have been distributed. Ms. Wallace noted that snowmelt expenditures for the previous winter were higher than expected and said the negative dollar amount in the Monument Park line item is not a cash flow problem, but an appropriation issue. Mr. Sturtevant asked about the delta in the budgeted versus actual assessed value. Mr. Globensky said the original calculations included the voluntary assessments, and not all voluntary payments were collected. Mr. Globensky said there are various voluntary payers that we are still anticipating paying. Mr. Globensky said the DID is on track to collect close to the amount that was estimated. Mr. Sturtevant asked how the total collected is estimated. Ms. Wallace said she works with the treasurer's office to estimate as closely as possible, but with a five (5) year priority plan, further years become less accurate. Mr. Globensky noted that all mandatory payments have been collected. Mr. Hassberger asked if the City is able to put a lien on properties that receive PILOT credits as they are listed as voluntary payments. Ms. Wallace said she is unsure why these are considered voluntary, but would follow up with the City Assessor and City Attorney to gain

clarification. Mr. Herr asked Ms. Wallace and Mr. Larson how the budget is trending. Mr. Larson said the DID is on track to come in under budget. Mr. Sturtevant asked if any outstanding assessed properties have been lienied. Mr. Globensky said yes. Mr. Bishop asked if there was any update on the late submitted Creekside invoices. Mr. Larson said staff asked for final invoices during the clean team vendor transition, but none were submitted. Mr. Larson said, at this time the DID is under no obligation to pay the invoices and are not anticipating them. Ms. Wallace clarified that Creekside was paid for labor but never invoiced the DID for materials. Mr. Larson thanked Mr. Globensky for providing information outside of staff's scope.

Motion: Denny Sturtevant, supported by Michael Bishop, moved to approve Statement C: Schedule of Expenditures: July 1 2016 – March 30, 2017 as recommended. Motion carried unanimously.

Spring Planting & Clean Team Update

Mr. Eledge gave an update on the Ambassador team and highlighted various projects that have been completed this year. Mr. Eledge highlighted the trash cans replaced on Monroe Center, power washing sidewalks and business entrances, and the expansion of the Terracycle program. Mr. Eledge said the team was able to deploy 100 more cigarette butt recycling urns after being awarded a \$10,000 grant from the "Keep America Beautiful" program. Mr. Sturtevant asked how the team decides where to install the urns. Mr. Eledge said many business owners request them, and the ambassadors work to identify high traffic areas. Mr. Eledge said the team recently switched vendors for downtown plantings to Micandy Gardens. Mr. Eledge said he is excited to get the new flowers installed throughout downtown in the coming weeks. Mr. Larson thanked Mr. Eledge for his update and all of the work his team does.

Pedestrian Counter Insights

Mr. Larson said the pedestrian counters provide great insight for high traffic areas that can be crucial in conveying lease-ability in downtown. Mr. Larson gave an overview of the current pedestrian counter locations and explained that the Alliance for Livability worked to select these sites. Mr. Larson shared a week to week look at the data that is available for the counters. Mr. Larson said the DDA is also looking to double the number of counters in the coming months. Mr. Williams asked if the data has been used to track how many visitors are attending events. Mr. Larson said we have that ability, but the counters may not be located in the exact location of certain events. Mr. Larson said the counters will enable us to look at growth over time and identify if there are specific interventions, such as events, that have helped to spur the activity.

Approve and Recommend FY18 DID Budget

Mr. Larson introduced and reviewed the recommended FY18 DID Budget. Mr. Larson said the budget accounts for the expectation of uncollected assessments. Mr. Larson said there have been increases in several expenditures, but also want to prepare for lower collections. Mr. Larson said his intention is to be lean on budgeted items but also not lose any of the services that the DID provides. Mr. Wierda asked if there should be a line item to repair and replace equipment and other items. Mr. Larson said the organization is in a fortunate position that the DDA purchases the items and the DID

pays to maintain them.

Motion: Michael Bishop, supported by Carlos Sanchez, moved to approve the FY18 Downtown Improvement District Budget and recommend it to the Grand Rapids City Commission. Motion carried unanimously.

DGRI President & CEO Report

DDA 5/10/17

- Approved FY18 Budget and Priority Plan
- Approved funds to support intersection improvements at Fulton & Sheldon
- Approved Support for ArtPrize 9, 10 & 11

DID 5/15/17

- Will consider FY18 Budget
- Will receive update on spring plantings

MNTIFA (5/10/17)

- Received audit presentation
- Approved FY18 Budget

DGRI (4/18/17)

- Approved updated inter-organizational term sheet with City
- Receive presentation from VoiceGR Survey
- Reviewed DGRI Performance Indicator Methodology
- Approved Alliance 2.1 model

Alliances:

INVESTMENT (5/9)

- Chair: Nikos Monoyios, Long Range Planner @ The Rapid
- Developing a program concept for patio dining support

VIBRANCY (3/14)

- Chair – Brandy Moeller, City of Grand Rapids
- Planning for Food Truck Rally event in May, 2017

LIVABILITY (4/24)

- Chair: Lynee Wells, Principal @ Williams & Works – Working Group Discussions
- Approved proposed Alliance 2.0 engagement model

DGRI Staff Highlights

Events / Marketing / Communications / Engagement

- Held Women in City Building Event – Mar 30th – packed room - ~600 online streams of video
- Completed first GR Forward update video – 25,886 views March 8 – April 18

- Downtown Residents Network – Mix, Mingle, and Share – April 26th @ EVE at the BOB
- Held second Relax at Rosa May 11, 2017 – 19 to go
- DGRI Hosting Latino Community Coalition May 11, 2017 @ LINC
- MITP 2017 series launch – May 16, 2017
- Rollin'Out Food Truck event May 21, 2017 @ Heartside Park
- SAVE THE DATE: State of the Downtown – July 13th at 5:30 PM!

Planning / Development

- Partnered with GR Chamber and Mobile GR on Parking-Cash out training program for employers – held 4/19 @ 11 AM at Start Garden. 30 businesses in attendance.
- Participating with City of Grand Rapids in 201 Market RFQ reviews
- Partnering with Grand Action to host Detroit River Conservancy presentation Thursday, May 18 @ 1 PM @ DGRI
- Daniel Rose Fellowship:
 - o Hosted Grand Rapids Study Visit Mar 20-23 for Daniel Rose Fellowship.
 - o Project page available on the website. Follow-up engagement opportunity currently underway.
 - o KL attended Anchorage Study Visit Apr 3-7
 - o Fellowship Team presented a mid-year fellowship in Seattle Tuesday, May 2nd
- IDA Value of Downtowns – Planning to incorporate findings in State of Downtown program
- Transformational Brownfield (MIThrive) approved in House – to the Senate this week for concurrence – then to the Governor's office.

Public Comment

None

Board Member Discussion

Mr. Herr noted that this will be Mr. Lindley's last meeting as he is retiring. Mr. Herr thanked Mr. Lindley for his work on this Board. Mr. Lindley thanked the Board for the opportunity to serve and said he is encouraged seeing the momentum of Downtown and the role the DID has played in it.

Adjournment

The meeting adjourned at 4:58 p.m.

Minutes taken by:
Murphy Ackerman
Office Manager
Downtown Grand Rapids Inc.
(616) 719-4610

MEMORANDUM

CITY OF GRAND RAPIDS

**Agenda Item 3.
December 19, 2017
DID Meeting**

DATE: December 1, 2017

TO: Bob Herr, Chair
Downtown Improvement District

FROM: Jana M. Wallace, Treasurer
Downtown Improvement District

**SUBJECT: Grand Rapids Downtown Improvement District
Final Financial Statements as of June 30, 2017**

Attached are the DID's financial statements for the fiscal year ended June 30, 2017. These statements include the following:

Statement A: Balance Sheet
Statement B: Statement of FY2017 Revenues and Expenditures
Statement C: Schedule of Expenditures: April 1 through June 30, 2017

On Statement A, new lines have been created for each assessment district to disclose invoiced Voluntary Service Contributions ("VSC") which remained unpaid after closing the prior fiscal year. The City Treasurer will need to write-off these prior year unpaid VSC since there is no method by which the DID or the City may force the property owners to pay the charges. To more accurately report available Unrestricted Reserves, I also created a new line called, "Reserve for Uncollectible Voluntary Services Contributions," in the Fund Equity section of Statement A. Also on Statement A, I added a column for the prior fiscal year as requested at the prior DID meeting.

On Statement B, the DID exceeded FY2017 budgeted revenues due to \$9,000 in grant funds and a small amount of non-budgeted earnings on investments. FY2017 expenditures were lower than budgeted for each of the DID's four districts due, in part, to a warmer than usual winter season which resulted in lower than budgeted utility expenditures.

With the exception of the Monument Park District, the DID has sufficient cash to pay budgeted expenditures.

Please contact me at 616-456-4514 or via email at jwallace@grcity.us if you have any questions.

Attachments

STATEMENT A

GRAND RAPIDS, MICHIGAN DOWNTOWN IMPROVEMENT DISTRICT

Balance Sheet as of June 30, 2017 Final

	As of <u>June 30, 2016</u>	As of <u>June 30, 2017</u>
ASSETS		
Pooled Cash & Investments - District-Wide	\$ 439,412	\$ 499,733
Pooled Cash & Investments - Campau Promenade	65,421	55,211
Pooled Cash & Investments - Monroe Center	164,965	278,291
Pooled Cash & Investments - Monument Park	(4,092)	(11,332)
Assessments Receivable - District-Wide	181,828 ¹	141,147 ¹
Assessments Receivable - Campau Promenade	8,003 ¹	- ¹
Assessments Receivable - Monroe Center	27,579 ¹	25,404 ¹
Assessments Receivable - Monument Park	7,461 ¹	10,188 ¹
Prior Year Receivables - District-Wide	- ²	5,824 ²
Prior Year Receivables - Campau Promenade	- ²	- ²
Prior Year Receivables - Monroe Center	- ²	- ²
Prior Year Receivables - Monument Park	- ²	7,461 ²
Interest Receivable - All Districts	7,565	3,195
TOTAL ASSETS	\$ 898,142	\$ 1,015,122
LIABILITIES AND FUND EQUITY		
Liabilities		
Accounts Payable - All Districts	\$ 52,393	\$ 7,523
Deferred Receivables Revenue - All Districts	224,871	190,023
TOTAL LIABILITIES	\$ 277,264	\$ 197,546
Reserve for Encumbrances	\$ -	\$ -
Reserve for Uncollectible Voluntary Services Contributions	-	13,285
Unrestricted Reserve - District-Wide	403,694	489,975
Unrestricted Reserve - Campau Promenade	64,476	55,334
Unrestricted Reserve - Monroe Center	156,876	277,853
Unrestricted Reserve - Monument Park	(4,168)	(18,871)
TOTAL FUND EQUITY	\$ 620,878	\$ 817,576
TOTAL LIABILITIES & FUND EQUITY	\$ 898,142	\$ 1,015,122

Note 1: Includes only current year Special Assessments and Voluntary Services Contributions.

Note 2: Includes only unpaid Voluntary Services Contributions. Unpaid Special Assessments are added to the property's July 1 property tax bill in the year following the Special Assessment.

STATEMENT B

GRAND RAPIDS, MICHIGAN DOWNTOWN IMPROVEMENT DISTRICT FY2017 Statement of Revenues and Expenditures July 1, 2016 - June 30, 2017 Final

REVENUES	Adopted Budget	Actual
Assessments - District-Wide	\$ 945,000	\$ 845,085
Assessments - District-Wide - Interest / Penalties	-	250
Assessments - Reserve for Uncollectable All Districts	(98,433)	-
Assessments - Campau Promenade Snowmelt	42,000	42,000
Assessments - Monroe Center Snowmelt	154,500	180,308
Assessments - Monument Park Snowmelt	15,750	5,563
Earnings on Investments - District-Wide Current Year	-	4,352
Earnings on Investments - Prior Year Accrual Reversals	-	(7,574)
Earnings on Investments - Campau Promenade	-	193
Earnings on Investments - Monroe Center	-	211
Grant - Acquisition of Cigarette Butt Recycling Urns	-	9,000
From / (To) Fund Balance	17,000	-
TOTAL REVENUES	\$ 1,075,817	\$ 1,079,388
EXPENDITURES		
DISTRICT-WIDE SERVICES		
Maintenance and Beautification	\$ 515,550	\$ 490,477
Public Safety Improvements - Ambassador Program	100,000	75,000
Marketing and Communications - General & Events	92,657	71,413
Administration - Downtown Improvement District	91,495	87,876
General Fund Services - A-87 Allocation	34,242	34,242
Contingency / Special Projects	12,623	-
DISTRICT-WIDE SERVICES	846,567	759,008
CAMPAU PROMENADE SNOWMELT DISTRICT	59,000	51,335
MONROE CENTER SNOWMELT DISTRICT	154,500	59,543
MONUMENT PARK SNOWMELT DISTRICT	15,750	12,804
TOTAL EXPENDITURES	\$ 1,075,817	\$ 882,690
EXCESS / (DEFICIT)	\$ -	\$ 196,698

Special & Voluntary Assessments as of 06/30/2017	Budget	Invoiced	Received	Receivable
District-Wide	\$ 945,000	\$ 986,232	\$ 845,085	\$ 141,147
Campau Promenade Snowmelt Operations	42,000	42,000	42,000	-
Monroe Center Snowmelt Operations	154,500	205,712	180,308	25,404
Monument Park Snowmelt Operations	15,750	15,751	5,563	10,188
TOTAL	\$ 1,157,250	\$ 1,249,695	\$ 1,072,956	\$ 176,739

STATEMENT C

GRAND RAPIDS, MICHIGAN DOWNTOWN IMPROVEMENT DISTRICT Schedule of Expenditures April 1, 2017 - June 30, 2017 Final

Date	District	Budget Category	Vendor	Description	Amount
5/2/2017	District-Wide	Maint / Beaut	Mydatt Svc Inc dba Block by Block	Clean Team 3/2017	\$ 38,750.00
6/4/2017	District-Wide	Maint / Beaut	Mydatt Svc Inc dba Block by Block	Clean Team 4/2017	38,750.00
6/28/2017	District-Wide	Maint / Beaut	Mydatt Svc Inc dba Block by Block	Clean Team 5/2017	38,750.00
5/2/2017	District-Wide	Maint / Beaut	Mydatt Svc Inc dba Block by Block	Downtown Ambassadors 3/2017	24,510.78
4/30/2017	District-Wide	Mktg/Comm/Events	Quarterly Payroll Re-Allocation	DGRI payroll re-distribution - Qtr #3	16,130.58
6/30/2017	District-Wide	Mktg/Comm/Events	Quarterly Payroll Re-Allocation	DGRI payroll re-distribution - Qtr #4	14,821.40
6/30/2017	District-Wide	Maint / Beaut	Quarterly Payroll Re-Allocation	DGRI payroll re-distribution - Qtr #4	8,025.24
4/30/2017	District-Wide	Maint / Beaut	Quarterly Payroll Re-Allocation	DGRI payroll re-distribution - Qtr #3	6,590.32
6/30/2017	District-Wide	Maint / Beaut	Quarterly Payroll Re-Allocation	DGRI payroll re-distribution - Qtr #4	6,311.21
4/30/2017	District-Wide	Maint / Beaut	Quarterly Payroll Re-Allocation	DGRI payroll re-distribution - Qtr #3	5,702.25
4/5/2017	Monroe Ctr	Monroe Center	Veolia Energy Grand Rapids, LLC	March, 2017 snowmelt steam services	5,675.67
4/5/2017	Campau	Campau Promenade	Veolia Energy Grand Rapids, LLC	March, 2017 snowmelt steam services	5,298.47
5/2/2017	Campau	Campau Promenade	Veolia Energy Grand Rapids, LLC	April, 2017 snowmelt steam services	4,489.86
5/2/2017	Monroe Ctr	Monroe Center	Veolia Energy Grand Rapids, LLC	April, 2017 snowmelt steam services	3,738.52
7/31/2017	District-Wide	Administration	Priority Health	Health Insurance Premium 7-9/2017	3,250.94
4/3/2017	District-Wide	General Fd Svcs	City Treasurer - Budget Office	IET - Operating Transfer A-87 - Pmt 10 of 12	2,854.00
5/11/2017	District-Wide	General Fd Svcs	City Treasurer - Budget Office	IET - Operating Transfer A-87 - Pmt 11 of 12	2,854.00
6/5/2017	District-Wide	General Fd Svcs	City Treasurer - Budget Office	IET - Operating Transfer A-87	2,854.00
5/24/2017	Monroe Ctr	Monroe Center	Geotech Inc	Asset Mgmt Coord: Monroe Ctr Snowmelt 4/2017	1,956.97
6/28/2017	District-Wide	Mktg/Comm/Events	The Crane Wives	Performance: Relax at Rosa 6/1/2017	1,500.00
6/4/2017	District-Wide	Maint / Beaut	Mydatt Svc Inc dba Block by Block	Downtown Ambassadors 4/2017	1,467.66
5/2/2017	District-Wide	Administration	Federal Square Building Co. #1, LLC	Office Lease: 29 Pearl Street 4/2017	1,360.71
5/24/2017	District-Wide	Administration	Federal Square Building Co. #1, LLC	Office Lease: 29 Pearl Street 5/2017	1,360.71
6/21/2017	District-Wide	Administration	Federal Square Building Co. #1, LLC	Office Lease: 29 Pearl Street 6/2017	1,360.71
6/4/2017	District-Wide	Mktg/Comm/Events	Swift Printing & Communications	Event Supplies: Relax at Rosa flyers 4/2017	1,286.75
4/17/2017	Monument Pk	Monument Park	Consumers Energy 1	1000 6880 7039 17/04	1,277.78
5/1/2017	District-Wide	Maint / Beaut	DTE Energy	9100 297 30421 17/04	1,212.13
6/4/2017	District-Wide	Mktg/Comm/Events	The Moxie Strings, LLC.	Performance: Relax at Rosa 5/18/17	1,200.00
4/17/2017	Monroe Ctr	Monroe Center	Consumers Energy 1	1000 1401 9077 17/04	1,150.31
6/22/2017	District-Wide	Mktg/Comm/Events	Fifth Third Bank Procurement Card	05/17: Movies in the Park supplies	1,119.66
6/29/2017	District-Wide	Mktg/Comm/Events	Fifth Third Bank Procurement Card	06/17: Movies in the Park supplies	1,098.45
6/15/2017	Monroe Ctr	Monroe Center	Veolia Energy Grand Rapids, LLC	May, 2017 snowmelt steam services	1,047.41
7/18/2017	Monroe Ctr	Monroe Center	Veolia Energy Grand Rapids, LLC	June, 2017 snowmelt steam services	1,047.41
7/18/2017	District-Wide	Mktg/Comm/Events	Jesse Cahue-Franks	Performance: Relax at Rosa 05/24/2017	1,000.00
4/11/2017	Monroe Ctr	Monroe Center	Geotech Inc	Asset Mgmt Coord: Monroe Ctr Snowmelt 01/2017	1,000.00
6/15/2017	Campau	Campau Promenade	Veolia Energy Grand Rapids, LLC	May, 2017 snowmelt steam services	953.12
6/29/2017	District-Wide	Mktg/Comm/Events	Swift Printing & Communications	Event Supplies: Movies in the Park Handbill 5/2017	923.15
5/16/2017	Monument Pk	Monument Park	Consumers Energy 1	1000 6880 7039 17/04	866.05
6/22/2017	District-Wide	Mktg/Comm/Events	City Treasurer - Parks Dept	Event Services: Movies in the Park 2017	753.10
6/28/2017	District-Wide	Mktg/Comm/Events	kathy lamar	Performance: Relax at Rosa 05/25/2017	700.00
5/2/2017	District-Wide	Administration	HR Collaborative LLC	HR Consultant 3/2017	698.48
5/24/2017	District-Wide	Administration	HR Collaborative LLC	HR Consultant 4/2017	655.43
6/28/2017	District-Wide	Mktg/Comm/Events	Jeffrey Christopher Wilkinson	Photographer: Various Events 5/18-05/25/2017	655.00
4/8/2017	District-Wide	Administration	City Treasurer - Payroll	Staff support for pay-period ending 04/08/2017	562.12
5/23/2017	District-Wide	Administration	The KR Group, Inc.	K.Larson and Project manager laptops	541.33
6/27/2017	District-Wide	Administration	TGG, Inc.	Life Insurance Premium 7-9/2017	538.16
5/16/2017	Monroe Ctr	Monroe Center	Consumers Energy 1	1000 1401 9077 17/04	508.56
6/21/2017	District-Wide	Mktg/Comm/Events	Citizenshirt	Event Supplies: Movies in the Park Tshirts	504.50
5/24/2017	District-Wide	Administration	Internation Dntn Association	Membership Nonprofit rate 01/2017-12/2017	501.00
6/3/2017	District-Wide	Administration	City Treasurer - Payroll	Staff support for pay-period ending 06/03/2017	474.30
5/6/2017	District-Wide	Administration	City Treasurer - Payroll	Staff support for pay-period ending 05/06/2017	456.73
5/20/2017	District-Wide	Administration	City Treasurer - Payroll	Staff support for pay-period ending 05/20/2017	439.20
5/2/2017	Monroe Ctr	Monroe Center	Geotech Inc	Asset Mgmt Coord: Monroe Ctr Snowmelt 3/2017	434.59
4/19/2017	Monroe Ctr	Monroe Center	Geotech Inc	Snowmelt system repairs	414.35
5/9/2017	District-Wide	Maint / Beaut	Godwin Plumbing Inc	Plumbing: Repairs at 351 Winter building	384.17

continued on the next page

STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
April 1 - June 30, 2017 Final

Page 2

Date	District	Budget Category	Vendor	Description	Amount
<i>continued from prior page</i>					
6/29/2017	District-Wide	Mktg/Comm/Events	Swift Printing & Communications	Event Supplies: Stay Fit Downtown flyers 6/2017	\$ 373.12
7/1/2017	District-Wide	Administration	City Treasurer - Payroll	Staff support for pay-period ending 07/01/2017	368.94
7/27/2017	District-Wide	Administration	The KR Group, Inc.	Office Supplies: K.Van Driel laptop	317.10
6/28/2017	District-Wide	Administration	KVO Communications Inc.	IT Services: Mezzanine office IT setup	290.62
6/15/2017	Campau	Campau Promenade	DTE Energy	9100 297 30421 17/05	231.07
6/17/2017	District-Wide	Administration	City Treasurer - Payroll	Staff support for pay-period ending 06/17/2017	228.34
6/29/2017	District-Wide	Mktg/Comm/Events	Aaron Roelofs	Pop up Performer: Guitar on Monroe Center 5/30/20	225.25
6/28/2017	District-Wide	Mktg/Comm/Events	Aaron Roelofs	Pop up Performer: Guitar at Asian Fest 6/2017	225.00
4/19/2017	District-Wide	Administration	Fifth Third Bank Procurement Card	General Liability Insurance	206.27
4/11/2017	District-Wide	Administration	The KR Group, Inc.	IT services 4/17	181.02
4/17/2017	District-Wide	Administration	The KR Group, Inc.	IT services 12/16	181.02
5/24/2017	District-Wide	Administration	The KR Group, Inc.	IT services 5/17	181.02
6/29/2017	District-Wide	Administration	The KR Group, Inc.	IT services 5/17	181.02
6/29/2017	District-Wide	Administration	The KR Group, Inc.	IT services 7/17	181.02
4/22/2017	District-Wide	Administration	City Treasurer - Payroll	Staff support for pay-period ending 04/22/2017	175.67
4/11/2017	District-Wide	Administration	Blue Cross Blue Shield of Michigan	Dental Insurance Premium April - June, 2017	169.53
6/27/2017	District-Wide	Administration	Blue Cross Blue Shield of Michigan	Dental Insurance Premium 7-9/2017	169.53
6/28/2017	District-Wide	Mktg/Comm/Events	Aaron Roelofs	Pop up Performer: Guitar on Monroe Center 6/2017	150.00
5/24/2017	District-Wide	Administration	The KR Group, Inc.	IT Services: New laptop setup	140.66
7/7/2017	District-Wide	Maint / Beaut	Consumers Energy 1	1030 2027 1245 17/06	135.41
6/22/2017	District-Wide	Administration	Fifth Third Bank Procurement Card	05/17: Office Supplies (DID Portion)	133.44
5/24/2017	District-Wide	Administration	The KR Group, Inc.	IT Services: Access point installation	128.09
6/28/2017	District-Wide	Mktg/Comm/Events	sam kenny	Pop up Performer: Busking at 22 Ottawa 6/2/2017	125.00
6/28/2017	District-Wide	Administration	Kevin Patrick Murphy	DGRI Mezzanine office painting	111.55
4/10/2017	District-Wide	Maint / Beaut	City Treasurer - Water Dept	331 Winter NW water/sewer services - 03/2017	104.01
4/17/2017	District-Wide	Administration	Professional Maint of Michigan Inc.	Cleaning Services 3/17	102.74
5/24/2017	District-Wide	Administration	Professional Maint of Michigan Inc.	Cleaning Services 4/17	102.74
6/29/2017	District-Wide	Administration	Professional Maint of Michigan Inc.	Cleaning Services 5/17	102.74
6/28/2017	District-Wide	Mktg/Comm/Events	sam kenny	Pop up Performer: Busking at Rosa Parks Circle 6/2	100.00
4/19/2017	District-Wide	Administration	Fifth Third Bank Procurement Card	03/17: office carpet cleaned; Artprize Venue reg	96.68
6/28/2017	District-Wide	Administration	MVP Sportsplex - GR, LLC	Paid via Payroll Deductions 5/2017	96.09
6/30/2017	District-Wide	Administration	MVP-40596	FY2017 expenditure accrual	96.09
4/19/2017	District-Wide	Administration	Fifth Third Bank Procurement Card	03/17: Office supplies	95.15
4/17/2017	District-Wide	Maint / Beaut	DTE Energy	9100 258 89908 17/04	93.22
6/30/2017	District-Wide	Mktg/Comm/Events	Quarterly Payroll Fees Re-Allocation	DGRI payroll re-distribution - Qtr #4	91.78
6/15/2017	District-Wide	Maint / Beaut	Consumers Energy 1	1030 2027 1245 17/05	91.44
6/28/2017	District-Wide	Administration	GreatAmerica Financial Svcs Corp	Copier Lease 4/2017-5/2017	90.61
7/27/2017	District-Wide	Administration	MVP Sportsplex - GR, LLC	Paid via Payroll Deductions 5/2017	83.95
5/23/2017	District-Wide	Administration	The KR Group, Inc.	Microsoft office licenses	81.78
5/2/2017	District-Wide	Administration	MVP Sportsplex - GR, LLC	Paid via Payroll Deductions 4/2017	80.04
6/15/2017	Monroe Ctr	Monroe Center	Consumers Energy 1	1000 1401 9077 17/05	79.29
7/18/2017	Monroe Ctr	Monroe Center	Consumers Energy 1	1000 1401 9077 17/06	78.10
7/18/2017	Monument Pk	Monument Park	Consumers Energy 1	1000 6880 7039 17/06	77.88
6/15/2017	Monroe Ctr	Monroe Center	Consumers Energy 1	1000 6880 7039 17/05	76.35
6/29/2017	District-Wide	Administration	Fifth Third Bank Procurement Card	06/17: Office Supplies (DID Portion)	75.65
6/29/2017	District-Wide	Mktg/Comm/Events	Ricky Clarkson	Pop up Performer: Dancing at various locales 5/2017	75.00
5/1/2017	District-Wide	Maint / Beaut	Consumers Energy 1	1030 2027 1245 17/04	72.81
3/25/2017	District-Wide	Administration	City Treasurer - Payroll	Staff support for pay-period ending 03/25/2017	70.29
4/30/2017	District-Wide	Mktg/Comm/Events	Quarterly Payroll Fees Re-Allocation	DGRI payroll re-distribution - Qtr #3	69.67
7/7/2017	Campau	Campau Promenade	DTE Energy	9100 297 30421 17/06	69.16
4/11/2017	District-Wide	Administration	Federal Square Building Co. #1, LLC	Utility Service: Electricity 2/2017	63.06
5/26/2017	District-Wide	Maint / Beaut	DTE Energy	9100 258 89908 17/05	60.65
6/29/2017	District-Wide	Administration	Fifth Third Bank Procurement Card	06/17: Liability & small business ins (DID Portion)	59.29
5/2/2017	District-Wide	Administration	Cellco Partnership	Cell Phone Service 3/2017	58.25

continued on the next page

STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
April 1 - June 30, 2017 Final

Page 3

Date	District	Budget Category	Vendor	Description	Amount
					<i>continued from prior page</i>
5/24/2017	District-Wide	Administration	Cellco Partnership	Cell Phone Service 4/2017	\$ 58.25
6/26/2017	District-Wide	Administration	Cellco Partnership	Cell Phone Service 5/2017	58.25
5/2/2017	District-Wide	Administration	TDS Metrocom	Phone Service 3/2017 - 29 Pearl Street NW	57.90
5/24/2017	District-Wide	Administration	TDS Metrocom	Phone Service 4/2017 - 29 Pearl Street NW	57.89
7/18/2017	District-Wide	Administration	TDS Metrocom	Phone Service 06/2017	57.87
5/9/2017	District-Wide	Administration	Federal Square Building Co. #1, LLC	Utility Service: Electricity 3/2017	57.71
6/27/2017	District-Wide	Administration	Federal Square Building Co. #1, LLC	Utility Service: Electricity 5/2017	56.58
5/18/2017	District-Wide	Administration	Fifth Third Bank Procurement Card	04/17: *Office Supplies (DID Portion)	54.38
5/24/2017	District-Wide	Administration	Federal Square Building Co. #1, LLC	Utility Service: Electricity 4/2017	51.67
4/11/2017	District-Wide	Administration	GreatAmerica Financial Svcs Corp	Copier Lease 2/2017	50.39
6/29/2017	District-Wide	Administration	Fifth Third Bank Procurement Card	06/17: DGRI Countertop Removal (DID Portion)	48.92
5/24/2017	District-Wide	Administration	The KR Group, Inc.	IT Services: Wireless AP installation	48.92
5/24/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	47.40
6/22/2017	District-Wide	Administration	Fifth Third Bank Procurement Card	05/17: Liability Insurance (DID Portion)	46.96
6/30/2017	District-Wide	Maint / Beaut	Quarterly Payroll Fees Re-Allocation	DGRI payroll re-distribution - Qtr #4	46.32
5/9/2017	District-Wide	Administration	GreatAmerica Financial Svcs Corp	Copier Lease 3/2017	45.30
5/23/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 3/2017	43.73
5/24/2017	District-Wide	Administration	Applied Imaging	Copier Ls 4/15-7/14/17; Overage 11/15-04/14/17	41.35
4/17/2017	District-Wide	Administration	The KR Group, Inc.	IT security services 11/16	40.00
5/2/2017	District-Wide	Administration	The KR Group, Inc.	IT security services 4/17	40.00
5/24/2017	District-Wide	Administration	The KR Group, Inc.	IT security services 5/17	40.00
6/29/2017	District-Wide	Administration	The KR Group, Inc.	IT security services 6/17	40.00
6/30/2017	District-Wide	Maint / Beaut	Quarterly Payroll Fees Re-Allocation	DGRI payroll re-distribution - Qtr #4	36.73
5/9/2017	District-Wide	Administration	MKR Services, Inc	DGRI Board member farewell plaque 4/17	35.72
5/24/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	34.70
4/11/2017	District-Wide	Administration	Professional Maint of Michigan Inc.	Janitorial Services: Window Cleaning 2/2017	34.25
6/23/2017	District-Wide	Administration	DTE Energy	9100 258 89908 17/06	34.14
6/21/2017	District-Wide	Administration	Comcast	Internet at 29 Pearl St NW 6/07/2017-7/06/2017	31.18
5/23/2017	District-Wide	Administration	Professional Maint of Michigan Inc.	Janitorial Services: Window Cleaning 3/2017	29.35
6/29/2017	District-Wide	Administration	Professional Maint of Michigan Inc.	Janitorial Services: Window Cleaning 5/2017	29.35
5/24/2017	District-Wide	Administration	Comcast	Internet at 29 Pearl St NW 5/07/2017-6/06/2017	29.29
5/2/2017	District-Wide	Administration	Comcast	Internet at 29 Pearl St NW 4/07/2017-5/06/2017	29.23
5/24/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	28.67
5/18/2017	District-Wide	Administration	Fifth Third Bank Procurement Card	04/17: *Office Internet (DID Portion)	27.37
5/23/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 3/2017	27.20
4/30/2017	District-Wide	Maint / Beaut	Quarterly Payroll Fees Re-Allocation	DGRI payroll re-distribution - Qtr #3	27.17
5/24/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	26.53
5/23/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 3/2017	26.33
6/29/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 5/2017	25.13
4/17/2017	District-Wide	Administration	The KR Group, Inc.	IT Services: Docking stations	22.87
4/11/2017	District-Wide	Administration	Madcap Coffee Company	Meeting Supplies 3/2017	22.81
4/30/2017	District-Wide	Maint / Beaut	Quarterly Payroll Fees Re-Allocation	DGRI payroll re-distribution - Qtr #3	22.61
5/9/2017	District-Wide	Administration	Madcap Coffee Company	Meeting Supplies 4/2017	22.31
6/1/2017	District-Wide	Administration	Madcap Coffee Company	Meeting Supplies 5/2017	22.31
5/24/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	20.22
6/29/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 5/2017	18.05
5/2/2017	District-Wide	Administration	Engineered Protections Systems Inc	Office Security System 5/2017-7/2017	17.61
6/30/2017	District-Wide	Administration	CREATIVE STUDIO-#17-2028	FY2017 expenditure accrual	16.44
6/29/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 10/2016	15.36
6/29/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 5/2017	14.81
6/28/2017	District-Wide	Administration	Applied Imaging	Copier Staple Refill	13.39
5/24/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	12.34
5/2/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 3/2017	11.44
5/23/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office/Meeting Supplies 3/2017	11.11
4/11/2017	District-Wide	Administration	Gordon Water Systems	Water Cooler Lease 2/2017-3/2017	10.81

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STATEMENT C

DOWNTOWN IMPROVEMENT DISTRICT

Schedule of Expenditures - continued

April 1 - June 30, 2017 Final

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Date	District	Budget Category	Vendor	Description	Amount
					<i>continued from prior page</i>
5/23/2017	District-Wide	Administration	Gordon Water Systems	Water Cooler Lease 3/2117-4/10/2017	\$ 10.42
5/24/2017	District-Wide	Administration	Gordon Water Systems	Water Cooler Lease 4/18/17-5/10/2017	9.98
6/29/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	9.00
5/2/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 3/2017	8.41
6/1/2017	District-Wide	Administration	Model Coverall Services Inc	Floor Mat Rental 5/2017	8.20
6/30/2017	District-Wide	Administration	MODEL COVERALL 678679	FY2017 expenditure accrual	8.05
5/2/2017	District-Wide	Administration	Model Coverall Services Inc	Office Lease: 29 Pearl Street 4/2017	8.05
5/23/2017	District-Wide	Administration	Model Coverall Services Inc	Floor Mat Rental 4/2017	8.05
6/29/2017	District-Wide	Administration	Model Coverall Services Inc	Floor Mat Rental 11/2016	7.54
5/23/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 3/2017	6.17
5/24/2017	District-Wide	Maint / Beaut	City Treasurer - Water Dept	Water services	5.76
6/29/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 5/2017	4.88
4/11/2017	District-Wide	Administration	Fusion IT LLC	Network Management 3/2017	4.65
5/24/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	3.01
5/23/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 3/2017	2.84
6/19/2017	District-Wide	Maint / Beaut	City Treasurer - Water Dept	Water services	2.49
5/2/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 3/2017	2.46
6/30/2017	District-Wide	Administration	FUSION - IT157800	FY2017 expenditure accrual	2.35
4/11/2017	District-Wide	Administration	Fusion IT LLC	Network Management 4/2017	2.35
5/23/2017	District-Wide	Administration	Fusion IT LLC	Network Management 5/2017	2.35
6/29/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 5/2017	1.85
6/29/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 5/2017	1.72
5/23/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 3/2017	1.66
5/24/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	1.36
5/24/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	1.36
5/23/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 3/2017	1.07
5/24/2017	District-Wide	Administration	Staples Contract & Commercial Inc.	Office Supplies 4/2017	0.69
EXPENDITURES FROM APRIL 1 TO JUNE 30, 2017 FINAL					\$ 272,074.78

MEMORANDUM

CITY OF GRAND RAPIDS

**Agenda Item 4.
December 19, 2017
DID Meeting**

DATE: December 4, 2017

TO: Bob Herr, Chair
Downtown Improvement District

FROM: Jana M. Wallace, Treasurer
Downtown Improvement District

**SUBJECT: Grand Rapids Downtown Improvement District
Interim Financial Statements as of October 31, 2017**

Attached are the DID's interim financial statements for the first four months of the fiscal year ending June 30, 2018. These statements include the following:

Statement A: Balance Sheet

Statement B: Statement of FY2018 Revenues and Expenditures

Statement C: Schedule of Expenditures: July 1 through October 31, 2017

On Statement A, Prior Year Receivables as of October 31, 2017 are \$135,884 higher than the Prior Year Receivables balance as of June 30, 2017. This is because the June 30, 2017 Voluntary Service Contribution ("VSC") receivables become Prior Year Receivables for FY2018.

As I explained in the June 30, 2017 statements cover memo, the City Treasurer will write-off these prior year unpaid VSC since there is no method by which the DID or the City may force the property owners to pay the charges. Note, there are no unpaid Special Assessments ("S/A") receivable carried forward from FY2017 since the City Treasurer adds any unpaid S/A to the property owner's July 1 property tax bill.

The City Treasurer issued all S/A and most VSC invoices on August 1, 2017. At the bottom of Statement B is an analysis of FY2018 S/A and VSC which have been invoiced, payments received, and amounts remaining unpaid and receivable. District-Wide billings are higher than budgeted because the budget is net of \$165,477 of expected uncollectible invoiced VSC which aren't paid by governmental and non-profit property owners.

Year to date FY2018 expenditures are trending below budget for all major categories except District-Wide Administration. With the exception of the Monument Park District, the DID has sufficient cash to pay budgeted expenditures.

Please contact me at 616-456-4514 or via email at jwallace@grcity.us if you have any questions.

Attachments

STATEMENT A

GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT

Balance Sheet as of October 31, 2017

ASSETS	As of 10/31/2016	As of 10/31/2017
Pooled Cash & Investments - District-Wide	\$ 868,706	\$ 1,018,111
Pooled Cash & Investments - Campau Promenade	95,295	85,885
Pooled Cash & Investments - Monroe Center	264,395	392,536
Pooled Cash & Investments - Monument Park	(2,195)	(6,038)
Assessments Receivable - District-Wide	282,259 ¹	163,591 ¹
Assessments Receivable - Campau Promenade	564 ¹	582 ¹
Assessments Receivable - Monroe Center	13,373 ¹	15,418 ¹
Assessments Receivable - Monument Park	21,009 ¹	10,697 ¹
Prior Year Receivables - District-Wide	- ²	131,520 ²
Prior Year Receivables - Campau Promenade	- ²	- ²
Prior Year Receivables - Monroe Center	- ²	- ²
Prior Year Receivables - Monument Park	- ²	17,649 ²
TOTAL ASSETS	\$ 1,543,406	\$ 1,829,951
 LIABILITIES AND FUND EQUITY		
Liabilities		
Accounts Payable - All Districts	\$ -	\$ -
Deferred Receivables Revenue - All Districts	317,205	339,457
TOTAL LIABILITIES	\$ 317,205	\$ 339,457
 Reserve for Encumbrances	 \$ -	 \$ 1,293
Reserve for Uncollectible Voluntary Services Contributions	-	149,169
Unrestricted Reserve - District-Wide	868,706	885,298
Unrestricted Reserve - Campau Promenade	95,295	85,885
Unrestricted Reserve - Monroe Center	264,395	392,536
Unrestricted Reserve - Monument Park	(2,195)	(23,687)
TOTAL FUND EQUITY	\$ 1,226,201	\$ 1,490,494
 TOTAL LIABILITIES & FUND EQUITY	 \$ 1,543,406	 \$ 1,829,951

Note 1: Includes only current year Special Assessments and Voluntary Services Contributions.

Note 2: Includes only unpaid Voluntary Services Contributions. Unpaid Special Assessments are added to the property's July 1 property tax bill in the year following the Special Assessment.

STATEMENT B

GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT

FY2018 Statement of Revenues and Expenditures

July 1, 2017 - October 31, 2017

REVENUES	FY2018	
	Budget	Actual
Assessments - District-Wide	\$ 826,773 ¹	\$ 737,589
Assessments - Campau Promenade Snowmelt	40,000 ¹	34,695
Assessments - Monroe Center Snowmelt	154,500 ¹	114,688
Assessments - Monument Park Snowmelt	15,750 ¹	5,841
Earnings on Investments - District-Wide	-	5,781
Earnings on Investments - Campau Promenade	-	489
Earnings on Investments - Monroe Center	-	1,947
From / (To) Fund Balance	10,000	-
TOTAL REVENUES	\$ 1,047,023	\$ 901,030
EXPENDITURES		
DISTRICT-WIDE SERVICES		
Maintenance and beautification		
Professional Services - Block by Block Clean Team	\$ 365,000	\$ 155,000
Irrigation - Repairs & Water	3,500	3,895
Other Landscaping and Beautification	120,000	21,035
Personnel - Wages and Benefits	30,000	-
Sub-Total	\$ 518,500	\$ 179,930
Marketing and communications		
Advertising and Promotions	7,275	-
Personnel - Wages and Benefits	70,000	-
Supplies, Printing, Postage, Performers, Storage, etc.	6,500	931
Website Services	3,500	-
Sub-Total	\$ 87,275	\$ 931
Administration		
Professional Services - Legal / Human Resources / Tech	7,000	4,341
Overhead - Rent, Insurance, Phones, Cleaning, etc	23,500	12,341
Personnel - Wages and Benefits	40,000	7,064
Supplies, Office Equipment, etc	8,500	2,945
Sub-Total	\$ 79,000	\$ 26,691
Public Safety - Ambassador Program	100,000	-
Contingency / Special Projects	1,476	-
City A-87 Costs	40,522	13,506
TOTAL EXPENDITURES - DISTRICT-WIDE SERVICES	\$ 826,773	\$ 221,058
SNOWMELT SYSTEM OPERATIONS		
CAMPAU PROMENADE DISTRICT	50,000	4,632
MONROE CENTER DISTRICT	154,500	1,952
MONUMENT PARK DISTRICT	15,750	469
TOTAL EXPENDITURES - ALL DISTRICTS	\$ 1,047,023	\$ 228,111
EXCESS / (DEFICIT)	\$ -	\$ 672,919

Special & Voluntary Assessments as of 10/31/2017	Budgeted ¹	Invoiced	Received	Receivable
District-Wide	\$ 826,773	\$ 901,180	\$ 737,589	\$ 163,591
Campau Promenade Snowmelt Operations	40,000	35,277	34,695	582
Monroe Center Snowmelt Operations	154,500	130,106	114,688	15,418
Monument Park Snowmelt Operations	15,750	16,538	5,841	10,697
TOTAL	\$ 1,037,023	\$ 1,083,101	\$ 892,813	\$ 190,288

Note 1: Net of reserves for estimated uncollectible voluntary assessments.

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STATEMENT C

GRAND RAPIDS, MICHIGAN DOWNTOWN IMPROVEMENT DISTRICT Schedule of Expenditures July 1, 2017 - October 31, 2017

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
8/23/2017	Mydatt Svc Inc dba Block by Block	District-Wide - Maint & Beaut	Professional Services	Clean Team 7/2017	\$38,750.00
9/26/2017	Mydatt Svc Inc dba Block by Block	District-Wide - Maint & Beaut	Professional Services	Clean Team 6/2017	38,750.00
10/1/2017	Mydatt Svc Inc dba Block by Block	District-Wide - Maint & Beaut	Professional Services	Clean Team 8/2017	38,750.00
10/23/2017	Mydatt Svc Inc dba Block by Block	District-Wide - Maint & Beaut	Professional Services	Clean Team 9/2017	38,750.00
9/21/2017	Mydatt Svc Inc dba Block by Block	District-Wide - Maint & Beaut	Landscaping & Beaut	Clean Team supplies 7/2017	16,378.98
8/6/2017	Yucko's inc	District-Wide - Maint & Beaut	Landscaping & Beaut	Dog waste receptacles	3,777.65
9/20/2017	Priority Health	District-Wide - Administration	Personnel	Health Insurance Premium 10-12/2017	3,671.26
8/29/2017	City Treasurer - Budget Office	District-Wide - City A-87	General Fund Svcs	IET - Operating Transfer A-87 - Pmt 2 of 12	3,377.00
9/26/2017	City Treasurer - Budget Office	District-Wide - City A-87	General Fund Svcs	IET - Operating Transfer A-87 - Pmt 3 of 12	3,377.00
10/19/2017	City Treasurer - Budget Office	District-Wide - City A-87	General Fund Svcs	IET - Operating Transfer A-87 - Pmt 4 of 12	3,377.00
7/24/2017	City Treasurer - Budget Office	District-Wide - City A-87	General Fund Svcs	IET - Operating Transfer A-87 - Pmt 1 of 12	3,375.00
8/23/2017	Interphase Office Interiors, Inc.	District-Wide - Administration	DGRI Overhead	DGRI office furniture	2,550.64
10/9/2017	Evergreen Undergrd Sprinkling Co	District-Wide - Maint & Beaut	Irrigation	Sprinkler maintenance: Market 09/17	2,507.20
8/6/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Street 7/2017	1,360.71
8/23/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Street 8/2017	1,360.71
10/1/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Street 9/2017	1,360.71
10/24/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Street 10/2017	1,360.71
8/2/2017	Veolia Energy Grand Rapids LLC	Monroe Center District	Snowmelt Operations	Steam services - 3200000000 07/2017	1,047.41
9/23/2017	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 09/23/2017	970.72
7/19/2017	Veolia Energy Grand Rapids LLC	Campau Promenade District	Snowmelt Operations	Steam services - 4200000000 06/2017	953.12
8/2/2017	Veolia Energy Grand Rapids LLC	Campau Promenade District	Snowmelt Operations	Steam services - 4200000000 07/2017	953.12
9/7/2017	Veolia Energy Grand Rapids LLC	Campau Promenade District	Snowmelt Operations	Steam services - 4200000000 08/2017	953.12
9/28/2017	Veolia Energy Grand Rapids LLC	Campau Promenade District	Snowmelt Operations	Steam services - 4200000000 09/2017	953.12
9/20/2017	Evergreen Undergrd Sprinkling Co	District-Wide - Maint & Beaut	Irrigation	Sprinkler maintenance: Grandville/Cherry 08/17	930.25
9/20/2017	HR Collaborative LLC	District-Wide - Administration	Professional Svcs	HR Consultant 5/2017	828.47
8/28/2017	City Treasurer - Water Bills	District-Wide - Administration	DGRI Overhead	Wealthy Street roundabout - irrigation 08/17	824.42
8/8/2017	Philip-Michael Scales	District-Wide - Mktg & Comm	Supplies, etc	Performance: Relax at Rosa 06/15/2017	800.00
8/10/2017	Dickinson Wright PLLC	District-Wide - Administration	Professional Svcs	Legal Services: DID Board meeting	688.00
9/20/2017	HR Collaborative LLC	District-Wide - Administration	Professional Svcs	HR Consultant 6/2017-7/2017	673.04
9/7/2017	Veolia Energy Grand Rapids LLC	Campau Promenade District	Snowmelt Operations	Steam services - 3200000000 08/2017	654.59
9/28/2017	Veolia Energy Grand Rapids LLC	Monroe Center District	Snowmelt Operations	Steam services - 3200000000 09/2017	654.59
9/28/2017	TGG, Inc.	District-Wide - Administration	Personnel	Life Insurance Premium 10-12/2017	620.84
8/23/2017	Grd Rapids Area Chamber of Comm	District-Wide - Administration	DGRI Overhead	Leadership GR Tuition: M. Ackerman 2017	577.31
9/21/2017	DeGraaf Interiors	District-Wide - Administration	Supplies / Equipment	DGRI Mezzanine Office re-carpeting	571.87
10/24/2017	HR Collaborative LLC	District-Wide - Administration	Professional Svcs	HR Consultant 9/2017	519.59
8/23/2017	Mydatt Svc Inc dba Block by Block	District-Wide - Maint & Beaut	Landscaping & Beaut	Clean Team supplies 5/2017	468.95
10/21/2017	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 10/21/2017	467.39
8/10/2017	Applied Imaging	District-Wide - Administration	Supplies / Equipment	Copier Lse 7/15-10/14/17; Overage 4/15-7/14/17	398.63
8/21/2017	Fifth Third Bank P-Card	District-Wide - Administration	Supplies / Equipment	07/17: Office supplies (DID Portion)	353.33
8/8/2017	Fusion IT LLC	District-Wide - Administration	Professional Svcs	Network Management 8/2017	342.77
10/3/2017	HR Collaborative LLC	District-Wide - Administration	Professional Svcs	HR Consultant 7/2017	304.39
8/6/2017	The KR Group, Inc.	District-Wide - Administration	Supplies / Equipment	IT equip: K. Van Driel printer and access point	260.71
8/10/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Mezzanine Office 7/2017	234.84
9/21/2017	LiveSpace, LLC	District-Wide - Administration	Supplies / Equipment	A / V Supplies: DGRI projector bulb	226.57
9/28/2017	The Hartford	District-Wide - Administration	Personnel	Workers Compensation renewal 09/2017	208.22
9/21/2017	LiveSpace, LLC	District-Wide - Administration	Supplies / Equipment	A / V Supplies: DGRI wireless projector box	206.64
9/21/2017	HR Collaborative LLC	District-Wide - Administration	Professional Svcs	HR Consultant 7/2017-8/2017	187.14
9/28/2017	Blue Cross Blue Shields of Mich	District-Wide - Administration	Personnel	Dental Insurance Premium 10-12/2017	186.02
8/16/2017	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT services 8/17	181.02
9/21/2017	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT services 9/17	181.02
8/26/2017	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 08/26/2017	179.79
10/7/2017	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 10/07/2017	179.76
9/28/2017	Consumers Energy 1	Monument Park District	Snowmelt Operations	Electricity - 1030 2027 1245 09/2017	179.36
9/1/2017	Consumers Energy 1	District-Wide - Maint & Beaut	Landscaping & Beaut	Electricity - 1030 2027 1245 08/2017	174.11
9/21/2017	Evergreen Undergrd Sprinkling Co	District-Wide - Maint & Beaut	Irrigation	Sprinkler maintenance: 185 Oakes 08/17	167.75
9/21/2017	Evergreen Undergrd Sprinkling Co	District-Wide - Maint & Beaut	Irrigation	Sprinkler maintenance: Market 08/17	167.75
8/2/2017	Consumers Energy 1	District-Wide - Maint & Beaut	Landscaping & Beaut	Electricity - 1030 2027 1245 07/2017	167.21
9/13/2017	Cellco Partnership dba Verizon	District-Wide - Administration	DGRI Overhead	Cell Phone Service 7/2017	157.95
8/23/2017	Fusion IT LLC	District-Wide - Administration	Supplies / Equipment	S. Wong Adobe Creative Cloud License 07/2017	150.66
8/3/2017	City Treasurer - Water Bills	District-Wide - Administration	DGRI Overhead	221 Grandville SW planters - irrigation 06/2017	141.80
8/23/2017	Swift Printing & Communications	District-Wide - Mktg & Comm	Supplies, etc	Event Supplies: Various event 7/2017	130.65

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STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
July 1 - October 31, 2017

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Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
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8/12/2017	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 08/12/2017	\$ 125.86
7/21/2017	City Treasurer - Water Bills	District-Wide - Maint & Beaut	Irrigation	331 Winter NW - water/sewer 06/2017	122.56
8/3/2017	City Treasurer - Water Bills	District-Wide - Administration	DGRI Overhead	185 Oakes St SW planters - irrigation 06/2017	118.55
8/7/2017	Cellco Partnership dba Verizon	District-Wide - Administration	DGRI Overhead	Cell Phone Service 6/2017	117.66
8/23/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lse: 29 Pearl Mezzanine Office 8/2017	117.42
10/1/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lse: 29 Pearl Mezzanine Office 9/2017	117.42
10/24/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lse: 29 Pearl Mezzanine Office 10/2017	117.42
9/28/2017	Professional Maint of Michigan Inc.	District-Wide - Administration	DGRI Overhead	Cleaning Services 8/17	116.44
10/23/2017	Professional Maint of Michigan Inc.	District-Wide - Administration	DGRI Overhead	Cleaning Services 9/17	116.44
8/23/2017	Professional Maint of Michigan Inc.	District-Wide - Administration	DGRI Overhead	Cleaning Services 7/17	114.49
10/16/2017	Fifth Third Bank P-Card	District-Wide - Administration	Supplies / Equipment	P Card 09/17: Office Supplies (DID Portion)	110.53
8/3/2017	City Treasurer - Water Bills	District-Wide - Administration	DGRI Overhead	3 Market Ave SW planters - irrigation 06/2017	110.43
7/15/2017	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 07/15/2017	108.50
9/7/2017	Consumers Energy 1	Monument Park District	Snowmelt Operations	Electricity - 1000 6880 7039 08/2017	106.78
10/13/2017	Consumers Energy 1	Monument Park District	Snowmelt Operations	Electricity - 1030 2027 1245 10/2017	106.75
8/8/2017	Professional Maint of Michigan Inc.	District-Wide - Administration	DGRI Overhead	Cleaning Services 6/17	102.74
9/21/2017	Dickinson Wright PLLC	District-Wide - Administration	Professional Svcs	Legal Services: 29 Pearl St. lease	96.78
8/6/2017	MVP Sportsplex - GR, LLC	District-Wide - Administration	Personnel	Paid via Payroll Deductions 7/2017	96.09
10/9/2017	Spectrum Health	District-Wide - Administration	Personnel	Paid via Payroll Deductions 10/2017	93.35
9/28/2017	MVP Sportsplex - GR, LLC	District-Wide - Administration	Personnel	Paid via Payroll Deductions 9/2017	92.18
10/13/2017	Consumers Energy 1	Monroe Center District	Snowmelt Operations	Electricity - 1000 1401 9077 09/2017	86.93
9/20/2017	Fifth Third Bank P-Card	District-Wide - Administration	Supplies / Equipment	08/17: Office supplies (DID Portion)	84.80
8/23/2017	The KR Group, Inc.	District-Wide - Administration	Supplies / Equipment	IT equipment: K. Van Driel printer	84.54
9/7/2017	Consumers Energy 1	Monroe Center District	Snowmelt Operations	Electricity - 1000 1401 9077 08/2017	82.59
8/9/2017	Consumers Energy 1	Monroe Center District	Snowmelt Operations	Electricity - 1000 1401 9077 07/2017	80.19
10/9/2017	MVP Sportsplex - GR, LLC	District-Wide - Administration	Personnel	Paid via Payroll Deductions 8/2017	80.04
10/23/2017	MVP Sportsplex - GR, LLC	District-Wide - Administration	Personnel	Paid via Payroll Deductions 9/2017	80.04
8/9/2017	Consumers Energy 1	Monument Park District	Snowmelt Operations	Electricity - 1000 6880 7039 07/2017	76.35
10/3/2017	MKR Services, Inc	District-Wide - Administration	Supplies / Equipment	Supplies: DGRI Bd mbr plaque 9/17	75.71
9/28/2017	Cellco Partnership dba Verizon	District-Wide - Administration	DGRI Overhead	Cell Phone Service 8/2017	75.04
10/23/2017	Cellco Partnership dba Verizon	District-Wide - Administration	DGRI Overhead	Cell Phone Service 9/2017	74.11
9/21/2017	West Michigan Ctr for Arts & Tech	District-Wide - Administration	DGRI Overhead	Design Thinking: Hedrick, Schumacher, Wong	73.39
8/23/2017	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT services: various computer repairs 07/2017	72.66
8/2/2017	DTE Energy	Campau Promenade District	Snowmelt Operations	Natural gas - 9100 297 30421 07/2017	65.84
9/7/2017	DTE Energy	Campau Promenade District	Snowmelt Operations	Natural gas - 9100 297 30421 08/2017	64.54
9/13/2017	GreatAmerica Financial Svcs Corp	District-Wide - Administration	DGRI Overhead	Copier Lease 7/2017-8/2017	64.41
8/7/2017	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT services: Access point installation	61.15
10/23/2017	TDS Metrocom	District-Wide - Administration	DGRI Overhead	Phone Service 10/2017	59.35
9/28/2017	TDS Metrocom	District-Wide - Administration	DGRI Overhead	Phone Service 9/2017	59.22
8/21/2017	Fifth Third Bank P-Card	District-Wide - Administration	DGRI Overhead	07/17: Liability & small business ins (DID Portion)	59.10
8/8/2017	TDS Metrocom	District-Wide - Administration	DGRI Overhead	Phone Service 07/2017	58.86
8/21/2017	Fifth Third Bank P-Card	District-Wide - Administration	DGRI Overhead	07/17: DGRI phone (DID Portion)	58.65
9/13/2017	TDS Metrocom	District-Wide - Administration	DGRI Overhead	Phone Service 8/2016	58.05
8/16/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Utility Service: Electricity 7/2017	55.69
9/21/2017	Dickinson Wright PLLC	District-Wide - Administration	Professional Svcs	Legal: Act 120 Legislative Amendment	54.60
10/3/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Utility Service: Electricity 8/2017	51.85
9/20/2017	Fifth Third Bank P-Card	District-Wide - Administration	DGRI Overhead	08/17: Liability insurance (DID Portion)	49.51
10/16/2017	Fifth Third Bank P-Card	District-Wide - Administration	DGRI Overhead	P Card 09/17: Liability Insurance (DID Portion)	49.51
9/8/2017	City Treasurer - Water Bills	District-Wide - Administration	DGRI Overhead	62 Monroe Ctr NW planters - irrigation 08/2017	47.85
10/3/2017	GreatAmerica Financial Svcs Corp	District-Wide - Administration	DGRI Overhead	Copier Lease 8/2017-9/2017	46.15
9/13/2017	Federal Square Building Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Utility Service: Electricity 8/2017	45.84
9/21/2017	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT services 9/17	43.84
8/16/2017	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT security services 8/17	43.83
8/9/2017	GreatAmerica Financial Svcs Corp	District-Wide - Administration	DGRI Overhead	Copier Lease 6/2017-7/2017	40.21
8/8/2017	Fusion IT LLC	District-Wide - Administration	Supplies / Equipment	Renewal of Software Licenses 06/2017	35.59
9/28/2017	DTE Energy	Campau Promenade District	Snowmelt Operations	Natural gas - 9100 297 30421 09/2017	34.52
8/6/2017	Comcast	District-Wide - Administration	DGRI Overhead	Internet at 29 Pearl NW 7/07/2017-8/06/2017	31.18
8/23/2017	Comcast	District-Wide - Administration	DGRI Overhead	Internet at 29 Pearl NW 8/07/2017-9/06/2017	31.18
9/21/2017	Comcast	District-Wide - Administration	DGRI Overhead	Internet at 29 Pearl NW 9/07/2017-10/06/2017	31.18
10/23/2017	Comcast	District-Wide - Administration	DGRI Overhead	Internet at 29 Pearl NW 10/07/2017-11/06/2017	31.18
9/21/2017	Breck Graphic Inc dba Allega Printing	District-Wide - Administration	Supplies / Equipment	Biz Cards G. Schumacher & M. Catcho 8/2017	30.43
8/22/2017	DTE Energy	District-Wide - Maint & Beaut	Landscaping & Beaut	Natural gas - 9100 258 89908 08/2017	26.24

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STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
July 1 - October 31, 2017

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Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
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7/31/2017	DTE Energy	District-Wide - Maint & Beaut	Landscaping & Beaut	Natural gas - 9100 258 89908 07/2017	\$ 25.75
8/7/2017	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies / Equipment	Office Supplies 6/2017	24.05
8/8/2017	Madcap Coffee Company	District-Wide - Administration	Supplies / Equipment	Meeting Supplies 06/2017	22.86
8/23/2017	Madcap Coffee Company	District-Wide - Administration	Supplies / Equipment	Meeting Supplies 7/2017	22.86
8/3/2017	City Treasurer - Water Bills	District-Wide - Administration	DGRI Overhead	100 S Division planters - irrigation 06/2017	22.33
8/7/2017	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT services: Phone system repair	22.01
8/7/2017	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies / Equipment	Office Supplies 6/2017	21.34
9/20/2017	Madcap Coffee Company	District-Wide - Administration	Supplies / Equipment	Meeting Supplies 8/2017	20.99
10/4/2017	Madcap Coffee Company	District-Wide - Administration	Supplies / Equipment	Meeting Supplies 9/2017	20.99
9/21/2017	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies / Equipment	Office Supplies 8/2017	20.06
9/28/2017	Brandon Alman	District-Wide - Administration	Supplies / Equipment	Painting Installation 09/2017	19.57
8/7/2017	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies / Equipment	Office Supplies 6/2017	19.53
8/8/2017	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT services: Laptop installation	18.35
8/23/2017	The KR Group, Inc.	District-Wide - Administration	Supplies / Equipment	IT equipment: K. Van Driel wifi	18.35
8/6/2017	Engineered Protection Sys Inc	District-Wide - Administration	DGRI Overhead	Office Security System 8/2017-10/2017	17.61
8/7/2017	Breck Graphic Inc dba Allega Printing	District-Wide - Administration	Supplies / Equipment	Biz Cards S. Wong 7/2017	17.61
10/24/2017	Engineered Protection Sys Inc	District-Wide - Administration	DGRI Overhead	Office Security System 11/2017-1/2018	17.61
8/6/2017	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies / Equipment	Office Supplies 6/2017	17.55
9/20/2017	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies / Equipment	Office Supplies 8/2017	17.12
8/23/2017	Godwin Plumbing Inc	District-Wide - Administration	Supplies / Equipment	IT equipment: K. Van Driel wifi	16.83
8/6/2017	Creative Studio Promotions	District-Wide - Administration	Supplies / Equipment	Office supplies: S. Wong employee jacket	16.44
10/9/2017	Swift Printing & Communications	District-Wide - Administration	Supplies / Equipment	Mezzanine office photos 08/2017	16.19
9/21/2017	DTE Energy	District-Wide - Maint & Beaut	Landscaping & Beaut	Natural gas - 9100 258 89908 09/2017	16.16
10/16/2017	Fifth Third Bank P-Card	District-Wide - Administration	Supplies / Equipment	P Card 09/17: Dishwasher repair (DID Portion)	15.65
10/3/2017	Gordon Water Systems	District-Wide - Administration	DGRI Overhead	Water Cooler Lease 8/15/17-9/9/2017	13.35
9/21/2017	Gordon Water Systems	District-Wide - Administration	DGRI Overhead	Water Cooler Lease 7/11/17-8/10/2017	13.11
10/1/2017	Dickinson Wright PLLC	District-Wide - Administration	Professional Svcs	Legal Services: DGRI Bd of Advisors memo	12.91
9/20/2017	Engineered Protection Sys Inc	District-Wide - Administration	DGRI Overhead	Office Security System Access Cards	11.35
9/21/2017	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies / Equipment	Office Supplies 8/2017	10.96
8/8/2017	Gordon Water Systems	District-Wide - Administration	DGRI Overhead	Water Cooler Lease 5/16/17-6/10/2017	9.05
9/20/2017	Swift Printing & Communications	District-Wide - Administration	Supplies / Equipment	DGRI Office photos	8.74
8/6/2017	Model Coverall Service Inc	District-Wide - Administration	Supplies / Equipment	Floor Mat Rental 6/2017	8.05
8/16/2017	Model Coverall Service Inc	District-Wide - Administration	Supplies / Equipment	Floor Mat Rental 7/2017	8.05
10/1/2017	Model Coverall Service Inc	District-Wide - Administration	Supplies / Equipment	Floor Mat Rental 8/2017	7.92
8/16/2017	Gordon Water Systems	District-Wide - Administration	DGRI Overhead	Water Cooler Lease 6/20/17-7/10/2017	6.71
9/21/2017	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies / Equipment	Office Supplies 8/2017	3.33
9/21/2017	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies / Equipment	Office Supplies 8/2017	2.74
8/6/2017	Fusion IT LLC	District-Wide - Administration	Professional Svcs	Network Management 6/2017	2.35
8/8/2017	Fusion IT LLC	District-Wide - Administration	Professional Svcs	Network Management 7/2017	2.35
8/23/2017	Fusion IT LLC	District-Wide - Administration	Professional Svcs	Network Management 6/2017	2.35
9/21/2017	Fusion IT LLC	District-Wide - Administration	Professional Svcs	Network Management 9/2017	2.35
10/9/2017	Fusion IT LLC	District-Wide - Administration	Professional Svcs	Network Management 10/2017	2.35
8/6/2017	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies / Equipment	Office Supplies 6/2017	1.27
7/1/2017	FUSION - IT157800	District-Wide - Administration	Professional Svcs	FY2017 accrual reversal	(2.35)
7/1/2017	MODEL COVERALL 678679	District-Wide - Administration	Supplies / Equipment	FY2017 accrual reversal	(8.05)
7/1/2017	CREATIVE STUDIO-#17-2028	District-Wide - Administration	Supplies / Equipment	FY2017 accrual reversal	(16.44)
7/1/2017	MVP-40596	District-Wide - Administration	Personnel	MVP-40596	(96.09)

July, August, September, and October, 2017 Expenditures **\$228,111.08**