

AGENDA

DOWNTOWN IMPROVEMENT DISTRICT



DID

Board Members:

Michael Bishop • Eric DeLong • Mike Ellis • Jane Gietzen • Kurt Hassberger • Bob Herr • Emily Loeks • Josh Lunger • Andrew Martin • Jessica Slaydon • Carlos Sanchez • Denny Sturtevant • Gina Van Timmeren • Pat Waring • Scott Wierda • Daniel Williams

January 28, 2020

2:00 pm Meeting

29 Pearl Street, NW Suite #1

- | | | |
|---|-----------|---------------|
| 1. Call to order (2:00) | | |
| 2. New Member Introduction (2:01) | Info Item | Herr |
| 3. Approve Meeting Minutes from November 18, 2019 (2:02)
(enclosure) | Motion | Herr |
| 4. Accept December 31, 2019 Financial Statements (2:05)
(enclosure) | Motion | Wallace |
| 5. DID Reauthorization Presentation (2:10) | Info Item | Kelly / Segal |
| 6. Public Inebriate Center Support (2:55)
(enclosure) | Motion | Buller |
| 7. DGRI President & CEO Report (3:10)
(enclosure) | Info Item | Kelly |
| 8. Public Comment (3:15) | | |
| 9. Board Member Discussion (3:20) | | |
| 10. Adjournment (3:25) | | |



MEETING OF THE DOWNTOWN IMPROVEMENT DISTRICT BOARD
November 18, 2019

Attendance: Denny Sturtevant, Bob Herr, Emily Loeks, Daniel Williams, Jessica Slaydon, Andrew Martin, Gina Van Timmeren, Michael Bishop, Pat Waring, and Scott Wierda.

Others Present: Tim Kelly, Jana Wallace, Flor Valera, Jessica Wood, Melvin Eledge, Kim Van Driel, Marion Bonneaux

Absent: Jane Gietzen, Kurt Hassberger, and Carlos Sanchez.

Call to Order The meeting was called to order at 3:00 p.m. by Chair Bob Herr.

Approve Meeting Minutes from September 23, 2019

Motion: Daniel Williams, supported by Emily Loeks moved to approve the September 23, 2019 DID meeting minutes as presented. Motion carried unanimously.

Accept September 30, 2019 Financial Statements

Jana Wallace presented the DID's financial statements for the first quarter of the fiscal year ending June 30, 2020. Ms. Wallace said FY2020 expenditures are off to a slow start but will pick up now that snow season has arrived. Otherwise, there is nothing unusual to report.

Motion: Pat Waring, supported by Michael Bishop, moved to approve Statement C: Schedule of Expenditures: July 1 through September 30, 2019 as recommended. Motion carried unanimously.

Street Assessment Tool Presentation

Mr. Eledge introduced himself as the Operations Manager at Downtown Grand Rapids, Inc. and stated as part of his work he has been developing a mechanism to grade the cleanliness of the sidewalks throughout the Downtown Improvement District. The DID Streetspace Assessment project seeks to measure stakeholder perception of the DID's impact on cleaning, beautification, and right of way maintenance. This data will help us identify where we are performing well, where we need to make improvements, and additional opportunities to enhance the downtown streetscape. Mr. Eledge stated we recruited volunteers (DGRI board members, downtown residents, business and

property owners) to conduct on-site assessments of key corridors. Volunteers were asked to identify the presence of litter, cigarette butts, graffiti, infrastructure/amenities/greenspace and public right of way conditions.

The first corridor assessed was Ionia Ave (from Fulton to Oakes) with an average rating between Good and Moderate conditions. The presence of weeds and cigarette butts were the two most prevalent issues within this (and most every) corridor assessment. He presented photographs of some of the highlights that included dead trees, cracks in the sidewalks, graffiti and overgrown weeds. The assessment results along Monroe Center (from Monroe to Division Ave.) showed a similar rating with bulky items (construction debris) being a noticeable issue. Cigarette butts were visible everywhere (despite the presence of collection urns) but the consensus overall was that the ambassadors were doing a great job taking care of the space. The next corridor assessed was Ottawa Ave (Michigan to Pearl) which noted a lack of amenities and greenspace but kept very clean. There were found to be multiple tripping hazards on the sidewalks due to missing bricks, tree grates, and insufficiently patched cement. On Bridge Street (from Scribner to Seward), volunteers found the area generally clean and well-kept but noted a lack of greenspace. The amenities present are a good start, but more are needed to provide a welcoming feel. The underpass was found to be very unwelcoming and contained a substantial amount of pigeon excrement on the sidewalk. S. Division Ave (from Fulton to Oakes) resulted in the poorest average score, though volunteers noted the overall feel was better than anticipated. The area was abundant in cigarette butts and weeds. Also, many sidewalks and crosswalks were found to be in dire need of repair.

Mr. Eledge presented the overall average scores, noting the total average to be between Good and Moderate. He stated we certainly do need to make improvements, specifically in regard to cigarette collection and weeds. Going forward, Mr. Eledge stated he will share these observations with the Ambassador team which will examine and redefine priorities to better establish targets. All Citizen Goal Alliances have received an overview of this assessment tool. Mr. Eledge stated he is pleased to have this baseline data and will continue assessments quarterly. Mr. Herr asked if the streetscape assessment tool tracks dead trees in the public right of way. Mr. Eledge said no, but that is something we could look at, we do have a robust GIS system through Friends of Grand Rapids Parks (FOGRP) that tracks this information. He also added that the DDA recently authorized funding to support the downtown tree canopy. FOGRP will be planning 100, as well as providing care and maintenance for those trees. Mr. Martin referred to the maintenance responsibility associated with the construction debris left after projects are completed. Mr. Kelly said DGRI and the City are working to develop a Memorandum of Understanding (MOU) to address ongoing maintenance responsibilities. We are scheduled to meet with them next week. He said since we know that not all the issues observed are the duty or responsibility of Block by Block, so DGRI will be providing relevant data to the City to continue to develop this MOU. Mr. Wierda asked is there a number to report construction debris issues to the city. Mr. Kelly said people can call the 311 non-emergency City government service number to make a report. The board thanked Mr. Eledge for providing this information.

Heartside Restroom

Melvin Eledge presented an update regarding the Heartside Public restroom initiative. The DDA recently authorized funding for the purchase of the Portland Loo (a stand-alone restroom facility).

The DDA has budgeted funds to support the Heartside Restroom initiative for several years now, knowing that issues regarding public health (urination and defecation) have been identified in that neighborhood. After extensive community conversations and data collection, DGRI identified the Portland Loo as the recommended solution. Images of the Loo were shown along with a brief overview of the design features. The Portland Loo is a simple, sturdy, flush-toilet kiosk fabricated in Portland, Oregon. Built from heavy gauge stainless steel, the Loo is easy to maintain and can take a lot of abuse. The Loo has a small footprint, allowing it to be located on sidewalks in high-traffic areas. It has been designed specifically to deter vandalism and inappropriate, illegal activity. Louvers on the top and bottom of the Loo allow law enforcement officials to verify if the unit is occupied while still providing privacy for users. The location for the placement of the Loo will be at the intersection of South Division Avenue and Weston (southeast corner). The selected location offers clear sightlines that make the service visible to a wide variety of people utilizing the sidewalk. The Downtown Ambassadors will be responsible for maintaining the restroom facility. There will also be contact information (phone/email/text) to request a cleaning service as needed. Mr. Herr asked if this was an ideal location for the placement of the Loo. Mr. Sturtevant expressed his support for this initiative noting that the site was selected because this area had the most concentrated incidents. Mr. Eledge said the Portland Loo takes 6-9 months to design and fabricate. We hope to have this installed by June or July of 2020. The board thanked Mr. Eledge for the update.

Retail Retention and Support Initiative

Tim Kelly provided an overview of the Retail Retention and Attraction Initiative. Mr. Kelly said DGRI is working in partnership with the City of Grand Rapids and the Grand Rapids Area Chamber of Commerce (GRACC) to develop a more proactive strategy to support existing businesses by providing information and access to resources as well as provide support for the attraction of new retail businesses to Downtown and throughout the City. The initiative involves the hiring of a Retail Recruitment and Retention Specialist, who will be tasked with identifying, attracting, and retaining businesses by leveraging the expertise of various stakeholders and organizations. In addition, the Specialist will help manage, develop and maintain various databases and plans related to the retail market in Downtown and throughout the City. This dedicated person will be staffed at GRACC. Mr. Kelly said partners have created an evaluation matrix to track initiative based on the number of retail business assisted, recruited and by tracking reduction in first floor vacancy rates. The total budget for this work is \$173,846, the DDA recently approved funding in the amount of \$60,000. The City Commission approved their contribution of \$100,000 on October 22, 2019. The Chamber will be providing the remaining \$14,616 as an in-kind contribution of workspace, technology, and other necessary data and support resources to facilitate the Initiative. DID funding in the amount \$20,000 would be provided from the Advertising and Promotion line item. Mr. Kelly stated this is by no means the only work that we expect to be doing—DGRI continues to engage with Monroe Center businesses as we work to create a business association. We also continue to support development projects through our retail and incubation program. DGRI is also working on a marketing campaign to promote holidays events and support downtown retail. Additionally, in 2020 we hope to identify additional opportunities to support more retail initiatives. Furthermore, the DID, DDA and the Alliances along with City' Corridor Improvement Authorities will have roll in developing the Action

Plan and will benefit from the information to be redeveloped in the Market study. Mr. Kelly said the recommendations from the Action Plan will be presented in the first half of 2020, with the outcomes reported after 12 months.

DID Reauthorization Update

Tim Kelly reminded the Board that the DID reauthorization process has kicked-off officially. A reminder that our existing five-year authorization period expires in June 30, 2020. We officially formed a steering committee (board members and property owners) and we hired Progressive Urban Management Associates (P.U.M.A). The consultants were in town two weeks ago to develop the schedule. They met with our subcommittee and provided them with an overview of the process. Mr. Kelly gave a quick rundown of the presentation the consultants gave to the subcommittee. Mr. Kelly said the intent of this presentation is to allow board members the opportunity to provide feedback on the things we will be evaluating as well as keep them updated with the schedule. A reminder that P.U.M.A is a Denver-based real estate economics and planning firm. They helped create/renew 80+ DID's around the states. The team brings a lot of years of experience with downtowns and DID's including Grand Rapids. They served as the lead consultant for the Downtown Framework Plan in 2011 and a subsequent organizational plan for DGRI in 2012. Mr. Kelly provided a brief history of the DID tools. The concept started in Toronto, Canada in 1960 with the original focus on clean and safe services. Today, DID's diversified into other services and are part of sophisticated urban district management organizations. Mr. Kelly provided an overview of the DID's best practices (place enhancement, economic development, public safety, residential amenities, mobility and parking) and added that our arrangement for some of these focuses is a little different. For example; under mobility and parking, the City of Grand Rapids owns and operates most of the parking, the DDA owns and receives parking revenue for specific lots located on the Westside. Mr. Kelly proceeded to highlight the DID renewal timeline. He said we need to deliver a final recommendation to the City's Assessors Office in early-mid April. He said the process would look as follow, in January and February, we will start to send out stakeholder surveys to collect feedback. In March-early April, the Steering Committee will advance the recommendation to the DID Board for approval. The Board will then vote, and the recommendation will proceed to City Commission for a public hearing. Mr. Kelly said some of the discussion topics that our subcommittee will assess further include future boundary options and potential expansion, existing services and potential new services. We will also be discussing the current DID assessment methodology and formula as this has not been changed since it was approved in 2002. Throughout this process, we would like to encourage your participation. We will be scheduling interviews with the consultants and we want your voice to be heard as much as possible. Mr. Sturtevant asked if the Board would receive any updates throughout this process. Mr. Kelly said yes, we are working on scheduling the 2020 DID Board meetings, a doodle poll will be sent out this week to determine your availability. We want to schedule the DID meetings every other month, so you can receive updates in January and March before reviewing and recommending a final recommendation to the city. The Board thanked Mr. Kelly for the update.

Downtown Improvement District

November 18, 2019

Meeting Minutes

Page 5

- Authorized funding for winter light installations
- Approved Retail Innovation Grant request from Mel Styles for 315 S. Division

DID (11/18/19)

- Reauthorization update
- Heartside restroom presentation
- Retail Retention and Attraction initiative presentation
- Presentation of streetspace assessment tool

MNTIFA (9/11/19)

- Approved funding for River Governance consultant

DGRI (11/19/19)

- Approve 2020 Meeting Schedule
- Land Use and Development Overview
- 2019 Work Plan Update and 2020 Outlook

Public Comment

None

Board Member Discussion

None

Adjournment

The meeting adjourned at 3:52 p.m.

MEMORAN

**Agenda Item 3.
January 28, 2020
DID Meeting**

DATE: January 14, 2020

TO: Bob Herr, Chair
Downtown Improvement District

FROM: Jana M. Wallace, Treasurer
Downtown Improvement District

**SUBJECT: Grand Rapids Downtown Improvement District
Interim FY2020 Financial Statements as of December 31, 2019**

Attached are the DID's interim financial statements for the first half of the fiscal year ending June 30, 2020. These statements include the following:

Statement A: Balance Sheet

Statement B: Statement of FY2020 Revenues and Expenditures

Statement C: Schedule of Expenditures: October 1 through December 31, 2019

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

Attachments

did_stmtcover.doc jmw

STATEMENT A

GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT

Balance Sheet as of December 31, 2019

	As of 12/31/2018	As of 12/31/2019
ASSETS		
Pooled Cash & Investments - District-Wide	\$ 969,991	\$ 804,587
Pooled Cash & Investments - Campau Promenade	68,491	54,951
Pooled Cash & Investments - Monroe Center	500,519	574,165
Pooled Cash & Investments - Monument Park	(9,129)	11,434
Assessments Receivable - District-Wide	210,428	204,232
Assessments Receivable - Campau Promenade	-	224
Assessments Receivable - Monroe Center	14,369	-
Assessments Receivable - Monument Park	11,231	11,793
TOTAL ASSETS	\$ 1,765,900	\$ 1,661,386
LIABILITIES AND FUND EQUITY		
Liabilities		
Accounts Payable - All Districts	\$ -	\$ -
Deferred Receivables Revenue - All Districts	236,028	216,249
TOTAL LIABILITIES	\$ 236,028	\$ 216,249
Reserve for Encumbrances	\$ 1,172	\$ 17,324
Reserve for Compensated Absences	1,853	1,515
Unrestricted Reserve - District-Wide	967,304	786,085
Unrestricted Reserve - Campau Promenade	68,491	54,951
Unrestricted Reserve - Monroe Center	500,181	573,828
Unrestricted Reserve - Monument Park	(9,129)	11,434
TOTAL FUND EQUITY	\$ 1,529,872	\$ 1,445,137
TOTAL LIABILITIES & FUND EQUITY	\$ 1,765,900	\$ 1,661,386

STATEMENT B

GRAND RAPIDS DOWNTOWN IMPROVEMENT DISTRICT FY2020 Statement of Revenues and Expenditures July 1, 2019 - December 31, 2019

REVENUES	FY2020	
	Budget	Actual
Assessments - District-Wide	\$ 1,093,956	\$ 795,519
Assessments - Campau Promenade Snowmelt	48,620 ¹	38,669
Assessments - Monroe Center Snowmelt	168,826 ¹	138,719
Assessments - Monument Park Snowmelt	18,233	6,440
Reserve for Uncollectible Accounts - District-Wide	(139,000)	-
Reserve for Uncollectible Accounts - Monument Park	(11,000)	-
Earnings on Investments - District-Wide	16,160	2,331
Earnings on Investments - Campau Promenade	1,234	103
Earnings on Investments - Monroe Center	8,074	2,504
Earnings on Investments - Monument Park	-	87
Transfer - From District-Wide to Monument Park for Shortfall	(25,000)	-
Transfer - To Monument Park from District-Wide for Shortfall	25,000	-
From / (To) Fund Balance	166,146	-
TOTAL REVENUES	\$ 1,371,249	\$ 984,372
EXPENDITURES		
DISTRICT-WIDE SERVICES		
Maintenance and Beautification		
Landscaping and Beautification	\$ 500,000	\$ 253,065
Irrigation - Repairs & Water	6,000	7,088
Personnel - Wages and Benefits	30,000	-
Sub-Total	\$ 536,000	\$ 260,153
Marketing and Communications		
Advertising and Promotions	50,000	-
Personnel - Wages and Benefits	40,000	-
Printing, Postage, Supplies, Performers, Storage, etc.	6,500	711
Website Services	3,500	-
Sub-Total	\$ 100,000	\$ 711
Administration		
DGRI Overhead - Rent, Meetings, Phones, Cleaning, etc	20,000	12,037
Insurance	7,000	-
Personnel - Wages and Benefits	70,467	14,594
Professional Services - Legal / Human Resources / Tech	79,000	8,742
Supplies, Office Equipment, etc	8,500	1,516
Sub-Total	\$ 184,967	\$ 36,889
Public Safety - Ambassador Program	100,000	100,000
Capital and Operating Improvements	150,000	4,434
City A-87 Costs	35,149	17,574
TOTAL EXPENDITURES - DISTRICT-WIDE SERVICES	\$ 1,106,116	\$ 419,761
SNOWMELT SYSTEM OPERATIONS		
CAMPAU PROMENADE DISTRICT	70,000	7,106
MONROE CENTER DISTRICT	176,900	13,969
MONUMENT PARK DISTRICT	18,233	1,389
TOTAL EXPENDITURES - ALL DISTRICTS	\$ 1,371,249	\$ 442,225
EXCESS / (DEFICIT)	\$ -	\$ 542,147

Special & Voluntary Assessments as of 12/31/2019	Budgeted	Invoiced	Received	Receivable
District-Wide	\$ 1,093,956	\$ 999,751	\$ 795,519	\$ 204,232
Campau Promenade Snowmelt Operations	48,620	38,893	38,669	224
Monroe Center Snowmelt Operations	168,826	138,719	138,719	-
Monument Park Snowmelt Operations	18,233	18,233	6,440	11,793
TOTAL	\$ 1,329,635	\$ 1,195,596	\$ 979,347	\$ 216,249

Note 1: Historically this district has collected 100% of invoiced assessments so no reserve has been budgeted.

STATEMENT C

GRAND RAPIDS, MICHIGAN DOWNTOWN IMPROVEMENT DISTRICT Schedule of Expenditures October 1 - December 31, 2019

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
11/20/2019	Mydatt Service Inc dba Block by Block	District-Wide - Maint & Beaut	Landscaping & Beautif	Clean Team 10/2019	\$ 46,488.39
12/19/2019	Mydatt Service Inc dba Block by Block	District-Wide - Maint & Beaut	Landscaping & Beautif	Clean Team 11/2019	46,488.39
10/9/2019	Mydatt Service Inc dba Block by Block	District-Wide - Maint & Beaut	Landscaping & Beautif	Clean Team 09/2019	40,761.78
10/9/2019	Mydatt Service Inc dba Block by Block	District-Wide - Public Safety	Ambassador Program	Downtown Ambassadors 09/2019 - Pmt 2 of 4	26,385.55
11/20/2019	Mydatt Service Inc dba Block by Block	District-Wide - Public Safety	Ambassador Program	Downtown Ambassadors 10/2019 - Pmt 3 of 4	26,356.12
12/19/2019	Mydatt Service Inc dba Block by Block	District-Wide - Public Safety	Ambassador Program	DID portion of Ambassador Team 11/2019	20,872.78
12/19/2019	Geotech Inc	Monroe Center District	Snowmelt Operations	Snowmelt System O&M 11/2019	5,141.75
10/20/2019	Mydatt Service Inc dba Block by Block	District-Wide - Maint & Beaut	Landscaping & Beautif	Planting Supplies 09/2019	4,774.47
10/1/2019	Priority Health	District-Wide - Administration	Personnel	Health Insurance Oct-Nov-Dec 2019	3,935.33
10/2/2019	City Treasurer - Budget Office	District-Wide - City A-87	General Fund Svcs	IET - Operating Transfer A-87	2,929.08
11/1/2019	City Treasurer - Budget Office	District-Wide - City A-87	General Fund Svcs	IET - Operating Transfer A-87	2,929.08
12/2/2019	City Treasurer - Budget Office	District-Wide - City A-87	General Fund Svcs	IET - Operating Transfer A-87	2,929.08
12/6/2019	Veolia Energy Grand Rapids LLC	Monroe Center District	Snowmelt Operations	60 Monroe Ctr snowmelt - 3200000000 19/11	2,314.69
11/20/2019	City Treasurer - Dept of Public Works	District-Wide - Maint & Beaut	Landscaping & Beautif	Weekly trash disposal 07/01-09/30/2019	2,275.00
12/6/2019	Veolia Energy Grand Rapids LLC	Campau Promenade District	Snowmelt Operations	Louis/Monroe snowmelt - 4200000000 19/11	1,566.47
11/25/2019	City Treasurer - Water Bills	District-Wide - Maint & Beaut	Irrigation - Repairs/Water	66 Sheldon Blvd planters - WS2171659 19/10	1,507.79
10/22/2019	Evergreen Undgrd Sprinkling Co	District-Wide - Maint & Beaut	Irrigation - Repairs/Water	Fulton/Market planters: reinstall sprinklers 9/2019	1,473.10
12/10/2019	Federal Square Bldg Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Street 12/2019	1,472.31
11/20/2019	Federal Square Bldg Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Street 11/2019	1,415.68
11/20/2019	Federal Square Bldg Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Street 10/2019	1,415.68
12/19/2019	DTE Energy	Campau Promenade District	Snowmelt Operations	43 Monroe Ave Ramp - 9100 297 30421 19/12	1,247.75
11/18/2019	Veolia Energy Grand Rapids LLC	Monroe Center District	Snowmelt Operations	60 Monroe Ctr snowmelt - 3200000000 19/10	1,210.29
11/20/2019	Evergreen Undgrd Sprinkling Co	District-Wide - Maint & Beaut	Irrigation - Repairs/Water	Sprinkler Service Contract Winter 2019	1,087.00
10/9/2019	Veolia Energy Grand Rapids LLC	Monroe Center District	Snowmelt Operations	60 Monroe Ctr snowmelt - 3200000000 19/09	1,082.71
10/9/2019	Veolia Energy Grand Rapids LLC	Campau Promenade District	Snowmelt Operations	Louis/Monroe snowmelt - 4200000000 19/09	985.88
11/18/2019	Veolia Energy Grand Rapids LLC	Campau Promenade District	Snowmelt Operations	Louis/Monroe snowmelt - 4200000000 19/10	985.88
11/21/2019	Mydatt Service Inc dba Block by Block	District-Wide - Maint & Beaut	Landscaping & Beautif	Planting Supplies 11/2019	925.86
12/6/2019	Consumers Energy 1	Monument Park District	Snowmelt Operations	1 Monroe Ctr NE - 1000 6880 7039 19/11	711.54
12/6/2019	Consumers Energy 1	Monroe Center District	Snowmelt Operations	66 Monroe Ctr NW - 1000 1401 9077 19/11	695.49
11/25/2019	City Treasurer - Water Bills	District-Wide - Maint & Beaut	Irrigation - Repairs/Water	62 Monroe Center planters - WS2063167 19/10	564.37
10/25/2019	City Treasurer - Water Bills	District-Wide - Maint & Beaut	Irrigation - Repairs/Water	221 Grandville SW planters - WS2021262 19/09	533.67
11/30/2019	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 11/30/2019	465.62
11/21/2019	Blue Cross Blue Shield of Mich	District-Wide - Administration	Personnel	Dental Insurance Premium 12/2019-02/2020	452.91
10/1/2019	Blue Cross Blue Shield of Mich	District-Wide - Administration	Personnel	Dental Insurance Premium 10/2019-12/2019	418.62
10/20/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	Server Migration Implementation Services 9/2019	403.63
10/20/2019	Geotech Inc	Monroe Center District	Snowmelt Operations	Snowmelt System O&M 10/2019	311.00
12/11/2019	Dickinson Wright PLLC	District-Wide - Administration	Professional Svcs	DID Legal Matters 09/2019	299.00
12/29/2019	TGG, Inc.	District-Wide - Administration	Personnel	Life & S/T & L/T disability ins - 1/1/20 to 1/31/20	278.86
11/24/2019	Mario A Cascante	District-Wide - Administration	DGRI Overhead	Ambassador Appreciation lunch exp. 10/29/2019	260.00
10/9/2019	HR Collaborative LLC	District-Wide - Administration	Professional Svcs	HR Consultant services 09/2019	238.75
10/22/2019	TGG, Inc.	District-Wide - Administration	Personnel	Life & S/T & L/T disability ins - 11/01/19-11/30/19	233.01
11/21/2019	TGG, Inc.	District-Wide - Administration	Personnel	Life & S/T & L/T disability ins - 12/01/19-12/30/19	233.01
11/18/2019	Consumers Energy 1	Monroe Center District	Snowmelt Operations	66 Monroe Ctr NW - 1000 1401 9077 19/10	224.62
10/1/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT Services 10/2019	217.72
10/6/2019	The Hartford	District-Wide - Administration	Personnel	Workers Compensation renewal 10/2019	213.90
10/9/2019	Swift Printing & Communications	District-Wide - Mktg & Comm	Printing/Postage/etc.	Ambassador Palm Card 09/2019	212.66
11/26/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT Services 12/2019	203.04
10/8/2019	Consumers Energy 1	Monroe Center District	Snowmelt Operations	66 Monroe Ctr NW - 1000 1401 9077 19/09	198.32
10/29/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT Services 10/2019	188.36
10/29/2019	Swift Printing & Communications	District-Wide - Administration	Supplies, Equipment, etc.	Ambassador map board 10/2019	187.30
11/20/2019	HR Collaborative LLC	District-Wide - Administration	Professional Svcs	HR Consultant services 10/2019	180.04
12/9/2019	Fifth Third Bank P-Card 11/2019	District-Wide - Maint & Beaut	Landscaping & Beautif	DID maintenance supplies 11/2019	176.94
11/18/2019	Consumers Energy 1	Monument Park District	Snowmelt Operations	1 Monroe Ctr NE - 1000 6880 7039 19/10	176.22
10/5/2019	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 10/05/2019	167.66
12/14/2019	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 12/14/2019	167.19
10/20/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT System Engineer 08/2019	158.52
12/19/2019	DTE Energy	District-Wide - Maint & Beaut	Landscaping & Beautif	Winter Ave Offices - 9100 258 89908 19/12	158.47
10/1/2019	HR Collaborative LLC	District-Wide - Administration	Professional Svcs	HR Consultant services 07/2019	155.58
12/12/2019	Donna Martinez	District-Wide - Administration	Professional Svcs	Re-auth lunch mtg 11/19 - staff & PUMA consults	153.00
10/11/2019	City Treasurer - Water Bills	District-Wide - Maint & Beaut	Irrigation - Repairs/Water	331 Winter NW - WS2005642 09/19	150.80
11/16/2019	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 11/16/2019	148.82
10/8/2019	Consumers Energy 1	Monument Park District	Snowmelt Operations	1 Monroe Ctr NE - 1000 6880 7039 19/09	148.39
12/19/2019	GR Area Chamber of Commerce	District-Wide - Administration	DGRI Overhead	Membership dues 2020	146.78
10/1/2019	GreatAmerica Financial Svcs Corp	District-Wide - Administration	Supplies, Equipment, etc.	Copier Lease 09/2019	133.16
11/7/2019	Fifth Third Bank P-Card 11/2019	District-Wide - Administration	Supplies, Equipment, etc.	Office Supplies 10/2019	132.17
11/20/2019	City Treasurer - MobileGR	District-Wide - Maint & Beaut	Landscaping & Beautif	Sprinkler winterization meter hooding	130.00

continued on the next page

STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
October 1 - December 31, 2019

Page 2

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
<i>continued from prior page</i>					
12/19/2019	Breck Graphics dba Allegra Printing	District-Wide - Administration	Supplies, Equipment, etc.	Business Cards: R. Krenz & Ambassadors 12/19	\$ 121.46
11/20/2019	DTE Energy	Campau Promenade District	Snowmelt Operations	43 Monroe Ave Ramp - 9100 297 30421 19/11	117.44
11/20/2019	Federal Square Bldg Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Street Mezz Office 11/2019	117.42
11/20/2019	Federal Square Bldg Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Street Mezz Office 10/2019	117.42
12/10/2019	Federal Square Bldg Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Office Lease: 29 Pearl Street Mezz Office 12/2019	117.42
11/26/2019	Geotech Inc	Monroe Center District	Snowmelt Operations	Snowmelt System O&M 11/2019	115.00
11/3/2019	Mario A Cascante	District-Wide - Administration	Professional Svcs	Sidewalk assessmnt volunteer lunches 10/15/2019	112.00
10/9/2019	Professional Maint of Michigan Inc.	District-Wide - Administration	DGRI Overhead	Janitorial services September 2019	111.55
11/20/2019	Professional Maint of Michigan Inc.	District-Wide - Administration	DGRI Overhead	Janitorial services October 2019	111.55
12/5/2019	Professional Maint of Michigan Inc.	District-Wide - Administration	DGRI Overhead	Janitorial services November 2019	111.55
12/10/2019	HR Collaborative LLC	District-Wide - Administration	Professional Svcs	HR Consultant services 11/2019	105.67
10/8/2019	Consumers Energy 1	District-Wide - Maint & Beaut	Landscaping & Beautif	Winter Ave Offices - 1030 2027 1245 19/09	103.21
12/2/2019	Consumers Energy 1	District-Wide - Maint & Beaut	Landscaping & Beautif	Winter Ave Offices - 1030 2027 1245 19/11	101.60
12/11/2019	Dickinson Wright PLLC	District-Wide - Administration	DGRI Overhead	DGRI svc agreement w/Block by Block 09/2019	99.02
10/28/2019	Consumers Energy 1	District-Wide - Maint & Beaut	Landscaping & Beautif	Winter Ave Offices - 1030 2027 1245 19/10	98.14
10/20/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT System Engineer 08/2019	92.47
10/29/2019	GreatAmerica Financial Svcs Corp	District-Wide - Administration	Supplies, Equipment, etc.	Copier Lease 10/2019	90.76
12/3/2019	GreatAmerica Financial Svcs Corp	District-Wide - Administration	Supplies, Equipment, etc.	Copier Lease 11/2019	89.20
10/20/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	Laptop Docking Stations	86.83
10/10/2019	Fifth Third Bank P-Card 10/2019	District-Wide - Maint & Beaut	Landscaping & Beautif	Sidewalk assessment volunteer lunches 09/2019	85.54
12/29/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	Server Migration Implementation Services 11/2019	79.50
11/7/2019	Fifth Third Bank P-Card 11/2019	District-Wide - Administration	Professional Svcs	Sidewalk assessment volunteer lunches 10/2019	74.40
10/1/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT services 09/2019	73.39
11/20/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT Office 365 Software Agreement 10/2019	66.33
10/22/2019	Forty Pearl	District-Wide - Administration	Professional Svcs	Sidewalk assessment volunteer snacks 10/2019	66.00
10/9/2019	Curtis Laundry & Dry Cleaners, Inc.	District-Wide - Administration	DGRI Overhead	DGRI Table Cloth Cleaning services 09/10/2019	65.75
12/10/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT Office 365 Software Agreement 11/2019	64.20
12/19/2019	TDS Metrocom, LLC	District-Wide - Administration	DGRI Overhead	Phone Service 12/2019	61.66
11/21/2019	TDS Metrocom, LLC	District-Wide - Administration	DGRI Overhead	Phone Service 11/2019	61.60
10/20/2019	TDS Metrocom, LLC	District-Wide - Administration	DGRI Overhead	Phone Service 10/2019	61.59
11/20/2019	Federal Square Bldg Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Utility Service: Electricity Oct 2019	61.04
10/9/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT Office 365 Software Agreement 09/2019	60.28
10/25/2019	DTE Energy	Campau Promenade District	Snowmelt Operations	43 Monroe Ave Ramp - 9100 297 30421 19/10	57.04
12/29/2019	Federal Square Bldg Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Utility Service: Electric Nov 2019	56.67
10/22/2019	Federal Square Bldg Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Utility Service: Electricity Sept 2019	50.93
10/11/2019	Federal Square Bldg Co. #1, LLC	District-Wide - Administration	DGRI Overhead	Utility Service: Electricity Aug 2019	49.95
11/20/2019	DTE Energy	District-Wide - Maint & Beaut	Landscaping & Beautif	Winter Ave Offices - 9100 258 89908 19/11	44.61
10/22/2019	Icon Sign Company, LLC	District-Wide - Mktg & Comm	Printing/Postage/etc.	DID Marketing Signage 10/19	44.35
11/20/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT Agreement Managed Network 10/2019	43.96
12/3/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT Services 11/2019	43.95
10/1/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT Services 9/2019	43.63
10/10/2019	Fifth Third Bank P-Card 10/2019	District-Wide - Administration	Supplies, Equipment, etc.	Office Supplies 09/2019	42.04
12/29/2019	Cellco Partnership dba Verizon	District-Wide - Administration	DGRI Overhead	Cell Phone Service 11/2019	40.54
10/25/2019	City Treasurer - Water Bills	District-Wide - Maint & Beaut	Irrigation - Repairs/Water	185 Oakes SW planters - WS2095454 19/09	40.29
11/20/2019	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies, Equipment, etc.	Office supplies 10/28/2019	39.91
10/9/2019	MVP Sportsplex - GR, LLC	District-Wide - Administration	Personnel	Paid via Payroll Deductions 10/2019	39.73
11/20/2019	MVP Sportsplex - GR, LLC	District-Wide - Administration	Personnel	Paid via Payroll Deductions 11/2019	39.73
10/19/2019	City Treasurer - Payroll	District-Wide - Administration	Personnel	Staff support for pay-period ending 10/19/2019	37.26
12/10/2019	Comcast Cable Communications, Inc.	District-Wide - Administration	DGRI Overhead	Internet at 29 Pearl NW 11/07/2019 to 1/05/2020	35.97
10/22/2019	Professional Maint of Michigan Inc.	District-Wide - Administration	DGRI Overhead	Window Cleaning Services 09/2019	34.25
11/21/2019	Selective Ins Company of America	District-Wide - Administration	DGRI Overhead	Liability Insurance Endorsement for DDA 11/2019	33.07
12/19/2019	Selective Ins Company of America	District-Wide - Administration	DGRI Overhead	Liability Insurance Endorsement for DDA 2019	33.07
10/1/2019	The KR Group, Inc.	District-Wide - Administration	Professional Svcs	IT services 09/2019	33.03
10/25/2019	City Treasurer - Water Bills	District-Wide - Maint & Beaut	Irrigation - Repairs/Water	3 Market SW planters - WS2117023 19/09	32.73
10/20/2019	Cellco Partnership dba Verizon	District-Wide - Administration	DGRI Overhead	Cell Phone Service 09/2019	32.72
11/21/2019	Cellco Partnership dba Verizon	District-Wide - Administration	DGRI Overhead	Cell Phone Service 10/2019	32.72
10/25/2019	City Treasurer - Water Bills	District-Wide - Maint & Beaut	Irrigation - Repairs/Water	100 S Division planters - WS2024679 19/09	32.37
10/20/2019	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies, Equipment, etc.	Office supplies 09/2019	30.56
10/6/2019	Cellco Partnership dba Verizon	District-Wide - Administration	DGRI Overhead	Cell Phone Service 08/2019	26.90
11/21/2019	Pure Water Partners LLC	District-Wide - Administration	Supplies, Equipment, etc.	Water Cooler Lease Nov. 2019- Jan. 2020	24.66
10/25/2019	DTE Energy	District-Wide - Maint & Beaut	Landscaping & Beautif	Winter Ave Offices - 9100 258 89908 19/10	24.41
11/20/2019	Fusion IT LLC	District-Wide - Administration	Professional Svcs	Down pmt for Adobe Acrobat License 10/2019	23.47

continued on the next page

STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
October 1 - December 31, 2019

Page 3

Date	Vendor	District Name & Category	Budget Line Item	Description	Amount
<i>continued from prior page</i>					
10/20/2019	Littlefoot Coffee Roasters	District-Wide - Administration	Supplies, Equipment, etc.	Meeting Supplies 10/2019	\$ 22.70
11/20/2019	Creative Studio Promotions	District-Wide - Administration	Supplies, Equipment, etc.	Office supplies: DGRI Jackets 8/2019	22.45
11/21/2019	Madcap Coffee Company	District-Wide - Administration	Supplies, Equipment, etc.	Meeting Supplies 11/2019	22.45
12/19/2019	Littlefoot Coffee Roasters	District-Wide - Administration	Supplies, Equipment, etc.	Meeting Supplies 12/2019	22.31
10/1/2019	Metro FiberNet, LLC	District-Wide - Administration	DGRI Overhead	Internet at 29 Pearl St NW 09/2019	19.56
10/29/2019	Metro FiberNet, LLC	District-Wide - Administration	DGRI Overhead	Internet at 29 Pearl St NW 10/2019	19.56
12/3/2019	Metro FiberNet, LLC	District-Wide - Administration	DGRI Overhead	Internet at 29 Pearl St NW 11/2019	19.56
10/20/2019	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies, Equipment, etc.	Office supplies 09/2019	18.16
10/20/2019	Engineered Protection Sys Inc	District-Wide - Administration	DGRI Overhead	Office Security System 11/1/2019 - 1/31/2020	18.14
10/2/2019	Andy Guy	District-Wide - Administration	Professional Svcs	SB309 parking reimbursement	17.40
10/9/2019	Comcast	District-Wide - Administration	DGRI Overhead	Internet at 29 Pearl NW 10/7/2019 to 11/06/2019	17.00
12/10/2019	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies, Equipment, etc.	Office supplies 11/27/2019	16.02
10/1/2019	Gordon Water Systems	District-Wide - Administration	Supplies, Equipment, etc.	Water Cooler Lease 08/2019	12.23
11/20/2019	Engineered Protection Sys Inc	District-Wide - Administration	DGRI Overhead	Office Security Access Card Keys 9/2019	11.55
10/29/2019	Breck Graphics dba Allegra Printing	District-Wide - Administration	Supplies, Equipment, etc.	Business Cards: K. Kitavi 10/2019	11.05
10/22/2019	Gordon Water Systems	District-Wide - Administration	Supplies, Equipment, etc.	Water Cooler Lease 09/2019	10.39
12/9/2019	Fifth Third Bank P-Card 11/2019	District-Wide - Administration	DGRI Overhead	Admin Postage 11/2019	10.05
11/20/2019	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies, Equipment, etc.	Office supplies 10/07/2019	9.88
10/1/2019	Model Coverall Service Inc	District-Wide - Administration	DGRI Overhead	Floor Mat Rental 09/2019	8.73
10/29/2019	Model Coverall Service Inc	District-Wide - Administration	DGRI Overhead	Floor Mat Rental 10/2019	8.73
10/20/2019	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies, Equipment, etc.	Office supplies 09/2019	8.51
12/3/2019	Curtis Laundry & Dry Cleaners, Inc.	District-Wide - Administration	DGRI Overhead	DGRI Table Cloth Cleaning services 11/18/2019	8.22
11/20/2019	PeopleG2	District-Wide - Administration	Personnel	Criminal Background Check services 10/2019	7.34
11/21/2019	Gordon Water Systems	District-Wide - Administration	Supplies, Equipment, etc.	Water Cooler Lease 10/2019	6.90
12/10/2019	Fusion IT LLC	District-Wide - Administration	Professional Svcs	System & Network IT engineering 11/2019	5.97
10/20/2019	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies, Equipment, etc.	Office supplies 09/2019	5.67
10/20/2019	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies, Equipment, etc.	Office supplies 09/2019	5.02
10/1/2019	Fusion IT LLC	District-Wide - Administration	Professional Svcs	Network Management 10/01/2019	2.35
11/26/2019	Fusion IT LLC	District-Wide - Administration	Professional Svcs	Network Management 12/01/2019	2.35
12/29/2019	Fusion IT LLC	District-Wide - Administration	Professional Svcs	Network Management 1/2020	2.35
11/20/2019	Staples Contract & Commercial Inc.	District-Wide - Administration	Supplies, Equipment, etc.	Office supplies 10/07/2019	1.18
12/9/2019	Fifth Third Bank P-Card 11/2019	District-Wide - Administration	Supplies, Equipment, etc.	Office Supplies 11/2019	0.67
EXPENDITURES FROM OCTOBER 1 THROUGH DECEMBER 31, 2019					\$ 265,606.99

MEMORANDUM

DOWNTOWN
IMPROVEMENT
DISTRICT



DID

DATE: January 24, 2020

TO: Downtown Improvement District

FROM: Annamarie Buller, Manager of Neighbor Experience

SUBJECT: **Public Inebriate Center at Mel Trotter Ministries**

Agenda Item #6
January 28, 2020
DID Meeting

Homelessness and public inebriation are issues every urban community faces. The impacts reach businesses, residents, first responders, emergency room providers as well as judicial and social service providers and of course the health and safety of our most vulnerable population. The Public Inebriate (PI) Center was established in 2002 as an emergency room and jail diversion program. The PI Center serves as a critical community program for getting intoxicated people off the street while not overloading emergency rooms. It has historically been funded by Mercy Health St. Mary's, Spectrum Health Healthier Communities, Metro Health, Network 180 and Mel Trotter Ministries. The PI Steering Committee is led by those founding organizations as well as Grand Rapids Police and Fire Departments.

Grand Rapids Fire Department recently conducted an assessment and study of 'super users.' These 'super users' demand repeated call for service and emergency resources and these numbers have been on the increase. According to GRFD, the Heartside Neighborhood/ LaGrave Fire District makes up only 2% of the Grand Rapids Emergency service territory and has the highest call volume in the city generating 16% of the Fire Department's call volume. They noted the 15 'super-users' were responsible for 305 EMS calls last year, some were seen in excess of 40 times.

In summer of 2018, the PI Steering Committee worked to determine the best approach to meet local needs. As part of the process, a subcommittee of physicians and other medical personnel studied staffing structures and models from other cities. It was agreed that the following key elements were needed to provide more effective service.

- Maintaining 24/7 operations to establish consistency and reliability of service
- Change staffing model to align with critical hours of service delivery and enhance safety
- Increase recovery coaching services to increase long-term success for clients



This new model of service began in July of 2019 with 24/7 services where a Registered Nurse care is provided during peak hours. The remainder of the time uses lower level, medically trained personnel. Dedicated security staffing was increased, and a fulltime Recovery Coach was added. The funding needed for this enhanced operation is \$500,000 annually and current partners in cost sharing include: Mercy Health St. Mary's, Spectrum Health Healthier Communities, Metro Health, City of Grand Rapids and Mel Trotter Ministries.

Mel Trotter Ministries will commit to providing reports to the funding partners that include, but are not limited to, the items below. The report showing the statistics from 2019 is attached to this report.

- 1) Demographic data of persons served
- 2) Number of first-time guests
- 3) Top 25 users
- 4) Source of access
- 5) Hospital referrals
- 6) Number of guests receiving recovery coaching
 - a. Reports will also include a brief narrative highlighting operation, successes and/or challenges, and outcomes for guests.

Representatives from the City of Grand Rapids Fire Department, City of Grand Rapids Community Development, and Mel Trotter Ministries presented to the GR Forward Goal 2 Alliance. The Goal 2 Alliance is recommending support of funding this request as part of the Heartside Quality of Life Implementation Process.

The request to the DID Board is to support the PI in FY20 in an amount not to exceed \$50,000. If approved, funding will be provided via the Capital and Operating Improvements line item, which as of December 31, 2019, has \$145,566 remaining.

Recommendation: Approve the request for funding the Public Inebriate Center at Mel Trotter in the amount not to exceed \$50,000.



To demonstrate the compassion of Jesus Christ, through rescue and restoration for anyone experiencing hunger and homelessness.

Mel Trotter Ministries is a non-profit organization that provides rescue and restoration programs and services to individuals and families who are experiencing homelessness. Within Mel Trotter is our Public Inebriate Center, which has operated for 17 years in the Heartside neighborhood. The Center provides a healthy, safe and dignified place for severely intoxicated homeless individuals in our community. The center acts a diversion from the hospitals, jail and the streets. It provides for follow-up care through collaboration with Community Mental Health and area healthcare organizations while improving stewardship of local healthcare resources.

Mel Trotter Ministries operate the center in collaboration with the Grand Rapids Public Inebriates Task Force. The Task Force is a consortium of interested individuals and agencies including healthcare, commerce, emergency medical services, public health and public safety organizations. Members of the group are passionately concerned that profoundly intoxicated men and women receive dignified care by medically licensed professionals, therefore requiring financial partnerships to help sustain the center's operational expenses.

Historically it has been a challenge to maintain a full time operation due to staffing and funding. However, as of July 2019 we were staffed 24/7 allowing the opportunity to reopen the detox center, as well as help our guests with recovery options and to continue being a deterrent from the emergency departments. While that is a success this year, it is also an ongoing challenge to maintain staffing of licensed medical professionals. Along with that, transportation to the PI Center for public inebriated guests from the street continues to be a barrier for efficient access to the PI Center. PI guests are transported to the ED via AMR instead of AMR transporting guests directly to the PI Center. The majority of the guests that access the center are walk-ins or brought by good Samaritans.

The PI Center continues to focus on a continuum care of recovery, which includes transitioning guests from homelessness into housing. The PI Center continues to focus on the top 25 super utilizers. Through partnerships with housing agencies and case management, the medical staff found over the last calendar year, five of the super-utilizers have obtained housing or have entered into MTM's recovery program. All five of the super-utilizers have decreased their PI center admissions by 85-100%. The medical staff will continue to educate encourage and help navigate recovery resources when guests are ready.

In spring of 2020, in partnership with Network 180 we will have a Recovery Coach onsite that will mentor, encourage and support guests of the PI Center. In years past we had a Recovery Coach but due to staff transition have not had a replacement and so we are very much looking forward to the opportunity that this will bring in helping guests on their recovery journey.

Savings to Community YTD 2019:	\$2,121,000.00
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President & CEO Report DGRI Highlights January 2020

DDA (12/11/19)

- Approved the resolution authorizing the sale of property to the City for the Ottawa Ave extension.
- Approved Retail Innovation Support Grants for:
 - GR Noir Wine and Jazz – 35 S. Division
 - Art Caribbean Fusion and Cuisine – 50 Monroe Center
 - Oh, Hello Co. – 40 Monroe Center
- Authorized funding to complete an Economics of Place Assessment

DID (11/18/19)

- Reauthorization update
- Heartside restroom presentation
- Retail Retention and Attraction initiative presentation
- Presentation of streetspace assessment tool

MNTIFA (9/11/19)

- Approved funding for River Governance consultant

DGRI (11/19/19)

- Approve 2020 Meeting Schedule
- Land Use and Development Overview
- 2019 Work Plan Update and 2020 Outlook

GR Forward Goal 1: Re-establish the Grand River as the draw to the city & region

Lyon Square Opportunity Site

- Lead: Downtown Grand Rapids Inc in partnership with the City of Grand Rapids, Convention/Arena Authority and Amway Grand Plaza Hotel
- Finalizing construction documents
- Coordinating construction timing with Hotel renovations, anticipated completion Spring 2021
- Bids due January 28, 2020.

Restore the Whitewater Rapids in the Grand River

- Lead: Grand Rapids Whitewater in partnership with the City of Grand Rapids

- Environmental Assessment continues generally from I196 to Fulton Street
- Project 80 percent funded
- GRWW continues to organize for permit filing with environmental regulatory authorities

Improve safety at river trail crossings for people walking and bicycling

- Lead: DGRI and City of Grand Rapids
- Construction nearly complete at new river trail crossings across Michigan and Bridge Streets
- Specific improvements include:
 - New median and refuge island to enhance pedestrian safety
 - Removal of the right turn lane to decrease pedestrian crossing distance and slow traffic speeds
 - Marked crosswalks on both sides of the bridge
 - New street trees
 - In-pavement wayfinding

Amenitize existing riverfront parks to make the river a real draw

- Lead: City of Grand Rapids and Downtown Grand Rapids Inc.
- Evaluating opportunities to test new furniture amenities in Canal Park consistent with River for All design guidelines
- Deployment anticipated Q2 2020

Determine long-term governance strategy to develop, manage, activate and sustain the future revitalized

Grand River corridor

- Lead: Downtown Grand Rapids Inc. in partnership with City of Grand Rapids, Kent County and Grand Rapids Whitewater
- Hosted Lunch & Learn with RiverLA to better understand best practice
- Hosted conversation about maximizing the community benefits of river restoration via intentional investment
- Engaged HR&A Advisors as lead professional consultant
- Hosting the High Line Network and Detroit Riverfront Conservancy for Lunch & Learn in November 2019

Evaluate the broader economic and social benefits of restoring and revitalizing the river's edge

- Lead: Downtown Grand Rapids Inc.
- Contracted HR&A Advisors to conduct analysis
- Preliminary findings expected in Q2 2020

GR Forward Goal 2: Develop a true Downtown neighborhood home to a diverse population

Establish a Downtown resident organization

- Lead: Downtown Grand Rapids Inc.
- Downtown Neighbor Network Advisory Committee established Q1 2019
- Launched neighbor-focused newsletter and Facebook group
- Hosted Studio Park sneak peek and 5th Annual Mix, Mingle & Share in Q3 2019. Planning 6th Annual event Spring 2020.
- Deployed e-survey to collect neighbor perspective and insights
- Hosting Civicize.Me for Downtown neighbors in November 2019
- Hosting 2nd Annual Holiday Happy Hour in November 2019

Expand Fresh Food Access Downtown

- Lead: Downtown Grand Rapids Inc. in partnership with City of Grand Rapids, Heartside Gleaning Initiative, YMCA Veggie Van and Harris Building
- Piloted Veggie Van outdoors weekly in Pekich Park in Q2 2019
- Piloting Veggie Van indoors weekly at Harris Building starting in Q4 2019

Grow and secure Downtown's overall supply of "affordable" housing

- Lead: Downtown Grand Rapids Inc., City of Grand Rapids and numerous community partners
- DGRI issued a call for new housing initiatives in Q2 2019
- Goal 2 Alliance evaluated proposals in Q3 2019
- GR Downtown Development Authority will consider funding for two proposals in November 2019:
 - One to support the formation of a community land trust that promotes home ownership
 - One to evaluate the FUSE model as a potential strategy to help stabilize homeless frequent users of criminal justice and health services.

Expand public restroom options to ensure a clean and safe neighborhood

- Lead: Downtown Grand Rapids Inc. in partnership with City of Grand Rapids
- Portland Loo identified as a solution to pilot in Heartside Neighborhood at the corner of Weston/Division
- DGRI hosted Open House in October 2019 to review the concept with stakeholders
- GR DDA approved project funding November 2019
- Restroom to be delivered and installed July 2020.

GR Forward Goal 3: Implement a 21st-century mobility strategy

Pilot Bus Bulb to speed transit service and avoid congestion

- Lead: City of Grand Rapids, the Rapid transit agency and DGRI
- GR DDA approved funding in August 2019
- Procuring bus bulb manufactured by Zicla
- Installation completed November 2019

Deploy transit shelters to enhance the experience for people who ride buses

- Lead: City of Grand Rapids, the Rapid transit agency and DGRI
- DDA approved funding in January 2019
- Initial installations will begin in November 2019 at the following locations:
 - Hyatt Place on Pearl Street
 - Embassy Suites in Monroe North
 - Mercy Health on Jefferson
 - Wealthy & Grandville intersection (NW corner)
 - State & Lafayette intersection (SW corner)

Create a more walkable Division Avenue South

- Lead: City of Grand Rapids with support from DGRI
- Reconstruction **from Wealthy to Cherry streets** anticipated beginning in April 2020
- GR DDA approved funding share in August 2019
- Coordination underway with Heartside Business Association to prepare a mitigation plan for businesses in the construction zone

- Specific improvements include:
 - New median, wider sidewalks
 - More street trees
 - Planters and landscaping
 - Public seating
 - Transit shelters

Establish Sheldon Avenue linear park

- Lead: City of Grand Rapids with support from DGRI
- Phase 1 complete from Fulton to Weston
- Specific improvements include increased sidewalk space, street trees, planters and landscape, public seating and restoration of two-way vehicular traffic
- Phase 2 TBD

Evaluate the potential of converting Ottawa and Ionia to two-way streets

- Lead: City of Grand Rapids
- GR DDA and City approved funding
- Engaged Moore & Bruggink, Toole Design Group to consult on the evaluation
- Study commencing, preliminary findings and recommendations anticipated Q2 2020

Provide new and enhanced mobility options

- Lead: City of Grand Rapids and The Rapid transit agency
- City recently completed and adopted the Bicycle Action Plan
- City aims to start up pilot bike share program in 2020
- Construction of the Rapid's new Laker Line now in full swing Downtown

Provide additional automobile parking supply

- Lead: City of Grand Rapids, various institutions and the private sector
- 900+ spaces came online Q3 2019 at Studio Park in Heartside
- City now seeks partners to develop mixed-use parking ramp facility at the intersection of Fulton and Ottawa
- Downtown Grand Rapids remains in the biggest parking construction boom in its history

GR Forward Goal 4: Grow more & better jobs & ensure the continued vitality of the local economy

Recruit major office anchors to Downtown

- Partners: City of Grand Rapids, The Right Place, Grand Rapids Area Chamber of Commerce, DGRI and key real estate leaders
- Hosted Subject Matter Expert Chris Leinberger to present on *Core Values: Why American Companies are Moving Downtown*
- GR DDA authorized negotiations for major office user on DDA-owned land adjacent to Studio Park
- Acrisure announced move to Studio Park

Foster ground-floor businesses to close retail gaps and diversify the mix of Downtown retail offerings

- Partners: City of Grand Rapids, Downtown Grand Rapids Inc., Grand Rapids Area Chamber of Commerce
- The partners recently announced a pilot program to begin energizing the Downtown retail scene
- The 1st Annual Small Business Expo was a success. Planning now underway for the Year 2 event.
- Approved six new Downtown businesses through the Retail Incubation Grant.

GR Forward Goal 5: Reinvest in public space, culture & inclusive programming

Rehabilitate VandenBerg/Calder Plaza

- Lead: Downtown Grand Rapids Inc. in partnership with City of Grand Rapids and Kent County
- Phase 1 improvements to the southeast corner of the plaza 30 percent designed (schematic design)
- DGRI engaged Pioneer Construction to provide cost estimating and construction management services
- Evaluating project financing/fundraising options

Rehabilitate Ecliptic/Rosa Parks Circle

- Lead: Ecliptic at Ecliptic at Parks Circle Conservancy
- Finalizing design for park renovations
- Evaluating project financing/fundraising options

Enhance Van Andel Arena Plaza

- Lead: Downtown Grand Rapids Inc. and Grand Rapids/Kent County Convention Arena Authority
- Design complete and currently coursing through permit process
- Bid for construction issued and due January 17, 2020
- Improvements include:
 - New public seating amenities
 - Trees and planters to green the plaza
 - Enhanced public safety for event goers and people lingering on the plaza

Expand winter recreational programming in Downtown parks and public spaces

- Lead: Downtown Grand Rapids Inc and City of Grand Rapids
- Winter lighting and holiday décor switches on Dec. 1, 2019
- DGRI currently accepting applications for the Seasonal Activation Event Sponsorship Program
- Organizing World of Winter festival of frozen fun which kicks off January 17, 2020
- Organizing interactive Primatica art installation which opens January 2020

Grow the Downtown tree canopy

- Lead: City of Grand Rapids in partnership with Friends of Grand Rapids Parks and DGRI
- GR DDA renewed planting partnership with FGRP
- Planting of 50 new trees underway in Q4 2019
- Organizing to plant an additional 50 trees in Q2 2020

Continue to ensure the cleanliness of Downtown

- Developed a stakeholder-driven streetscape assessment tool
- DGRI staff-led walking audit utilizing the new tool
- Downtown Improvement District will receive the first report in November 2019

Continue turning up the volume on public art

- Lead: Downtown Grand Rapids Inc. and City of Grand Rapids
- *Celebrating Diversity* alley mural by Erick Picardo completed on City Cherry/Commerce parking garage
- Organizing gateway mural at I196/Ottawa Ave exit. Work could commence in November 2019
- Organizing public mural installation on City Pearl/Ionia parking garage in collaboration with artist Reb Roberts

- Organizing the city's first bike corral street mural in collaboration with Pyramid Scheme. Installation anticipated Q2 2020

Develop streetspace guidelines to upgrade key streets

- Lead: Downtown Grand Rapids Inc.
- Streetspace guidelines recognized with 2019 Urban Design Award for Planning Excellence

Establish new (non-riverfront) public space assets

- Lead: Downtown Grand Rapids Inc.
- Exploring alley activation options in collaboration with Grand Rapids Community Foundation and Latino Community Coalition



Geotech, Inc.
Engineered Systems

Info@geotech-inc.com

616.949.3340

Downtown Grand Rapids Snowmelt System Study

Revised in January, 2020 to reflect current conditions

Prepared for:

DGRI, Inc.
29 Pearl Street, NW, Suite 1
Grand Rapids, MI 49503

Date:

Original document was dated April 24, 2018

This revised document is dated January 27, 2020

Prepared by:

George J. Orphan, P.E.
Geotech, Inc.
4900 Cascade Road, SE
Grand Rapids, MI 49546

Geotech, Inc.

4900 Cascade Road S.E., Grand Rapids, Michigan 49645

We Listen....

....We Understand & Communicate....

....We Deliver

Executive Summary

Because of their intricacies, the Phase 1 and Phase 2 (Monroe Center from Division to Monroe) systems require considerable maintenance. In past years the electric Phase 3 (Monument Park) system required less maintenance; however, during the 2019/2020 season, major electrical faults have caused serious maintenance issues. Further, the cost of electric energy is more than that of the steam, which has caused some of the property owners to express dissatisfaction. The following anticipated maintenance costs are based upon the systems' history, and upon our knowledge of the systems.

Anticipated Ongoing Costs

	FY2021	FY2022	FY2023	FY2024	FY2025
Phase 1	35,100	30,500	40,000	47,101	54,500
Phase 2	28,250	27,050	28,900	28,920	31,101
Phase 3	15,000	5,000	6,200	2,320	2,435
Phase 4	<u>5,000</u>	<u>?</u>	<u>?</u>	<u>?</u>	<u>?</u>
Anticipated Total Maintenance	\$83,350	\$62,550	\$75,100	\$78,341	\$88,036

Refer to the spread sheets in Attachment A for cost details

General Comments

Glycol Antifreeze: Both Phase 1 and Phase 2 systems originally utilized a glycol/water mixture in the main and loop systems. This glycol was replenished each year; however, as more and more leaks occurred, the cost of the glycol became extreme. After studying the possible connection between glycol and pex loop piping failures, the decision was made to delete the glycol from the systems. This decision requires that any alarms/failures be attended to quickly in order to avoid system freezing. A system freeze could render the entire phase useless until the next season.

Distribution System: The loop system was designed and installed in such a manner that detecting a leak in a single loop is extremely difficult.



The loops consist of pex pipe, and are embedded in concrete (below the pavers). These pex pipe loops were placed approximately 6 to 8 inches apart.



Sample repair of pex pipe (red is new)

Today, leaks are generally detected by observing water on the road or sidewalk surface. Sometimes adjacent building management advises us of water intrusion into their buildings. The 3 to 5 year budget does not address correcting this detection method; however, we need to consider a solution in the 5 to 7 year period. Replacing the loop circuit setters and manifolds with ball valves would enhance testing and maintenance.

Notwithstanding improved maintenance capabilities, leaks in the pex pipe will continue to occur. Funds are estimated in this 3 to 5 year study for those occurrences.

Dig-ups are a continuing problem in maintaining the loop system. Through the years, we have encouraged the G.R. Sidewalk Superintendent, contractors, and underground utility companies to advise DGRI and/or Geotech of their work in the Monroe Center area. Some call, some do not; thus, we continue to see construction damage to the water and electrical loop systems. This year it appears that a parking meter post was installed through the electrical heating cable at the Children's Museum.

Environments that affect the entire snowmelt systems: Vaults 1 and 2 experience high humidity. This atmosphere has a negative impact on controls, lights, plumbing, motors, and the steelwork, and will shorten their lives. Short of very expensive HVAC additions, very little can be done to improve this environment.

The roadway and sidewalk piping is impacted by truck vibration, original installation flaws, dig-ups (by other utilities), and normal wear and tear. The maintenance costs in this report are based upon these knowns; however, we also attempted to anticipate unknown conditions as well.

Hydronic System Leaks and Energy Sharing: System loop leaks and failures have occurred in Phases 1 and 2; however, more failures have occurred in Phase 1 than in Phase 2.

Some of the Phase 2 heat is re-claimed from Rosa Parks Circle ice making compressors, and some of the Rosa Parks Circle compressor cooling is re-claimed from the Phase 2 snowmelt system. This water/energy sharing improves the overall efficiency of both systems.

Phase One (1) General Description and Detail Conditions

The Phase One (1) system was installed approximately in 1998. Phase 1 covers Monroe Center from Division Avenue to Ottawa Avenue; sidewalks and street. The heat energy is provided by Veolia Steam via heat exchangers located in the sidewalk vault in front of 60 Monroe Center, N.W. The snowmelt PVC main feeder pipes are located under the curb gutter pan on both sides of the street. These mains feed distribution valve boxes which are located in the planters (one box for the sidewalk loops, and one box for the roadway loops per planter).



Hand digging is required to access the valve boxes.

Peck's corner: This hydronic loop at the northwest corner of Monroe Center and Division has been a problem for many years. We attempted to make the repairs; however, the excavation became very large, and was damaging the roadway. Further, the continual underground water flow required that we close the excavation. The leaking hydronic loops were isolated and turned off without repair.

Police Department hydronic loops: Several sidewalk loops between Division and Ionia on the south side of Monroe Center are slow to melt the snow. We suspect that these loops are air-locked, and need to be purged in the Spring. Also, there are a few slow areas in Monroe Center which will also require air bleeding.

60 Monroe Center: There are two leaking loops in front of this building. They are located near the intersection with Ionia. They were discovered by water penetration into the 60 Monroe Center basement. These loops were dug up, some leaks were found and repaired, but more leaks exist in these loops. Various detection methods were utilized; however, we finally turned these two loops off in order to conserve water, and to eliminate the drainage into the basement. The leak into the basement stopped; however, the loop area now requires manual snow removal and salting.

55 Ionia (Morton House): The Monroe Center north-side parking and sidewalk does not function correctly. This area shows signs of leaking, and is slow in recovery. Two conditions add to the slowness:

1. The road work that was done several years ago did not replace the loop piping in the same manner as was originally designed and installed.
2. When Ionia Avenue is plowed, the plows leave extra snow on Monroe Center at this intersection. Further investigation and repair is needed when weather conditions allow.

77 Monroe Center (old Michigan Bank Building): This area, which is across the street from 55 Ionia, has the same problems as 55 Ionia, i.e. the road contractor dug-up the entire intersection when Ionia Avenue was re-built, and the City allowed the reconnection of the snowmelt loops differently than the original design. This resulted in a very slow recovery after a snow event. This problem cannot be corrected without a complete re-build of the roadway and the snowmelt loops.

Phase 1 Vault: The lighting in this vault is below standard. This situation hampers maintenance, and should be corrected. New LED fixtures are needed.

Butterfly Valves: As a consideration; the four main butterfly valves, which control water to the four mains, are allowing water flow (even when completely shut off). This condition wastes water, and hampers verifiable testing. Replacing these four valves with gate or ball valves would improve trouble-shooting and maintenance.

Structural Steel: The equipment structural steelwork was replaced a few years ago because of extremely high humidity caused by an improper exhaust fan design. This problem was corrected; however, the steelwork needs continual review and painting where necessary.

PEX Loop Piping: The pex loop piping continues to experience small ruptures, i.e. leaks. We have had these ruptures analyzed by scientific laboratories, and the results have always been non-conclusive. Our own analysis identified certain conditions. We found that by far the majority of ruptures occur on the bottom side of the pipe. The rupture is almost always in a longitudinal direction, and is rarely more than 1/16 inch long. Often times the rupture occurs where there is a small void in the concrete encasement.

General Comments: One of the continuing maintenance problems in Phase 1 is the overly sophisticated original circuit-setter valves (two for each loop). These valves, coupled with the extremely small valve boxes, make air-bleeding very difficult and time consuming. When air becomes trapped in the loop system, the water does not flow freely, or may even be blocked completely. Replacing the valve boxes with larger boxes, and replacing the manifolds and valves with a simpler system would allow much easier air bleeding and leak locating.

Phase Two (2) General Description and Detail Conditions

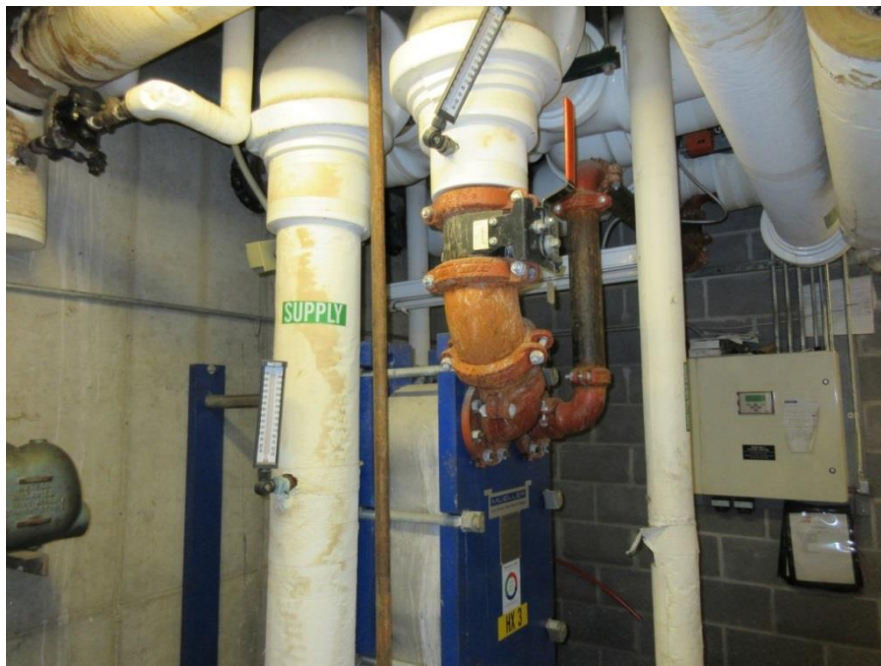
The Phase 2 system was installed two years after Phase 1. Phase 2 covers Monroe Center from Ottawa Avenue to Monroe Avenue, with an extension along Rosa Parks Circle. The heat energy is provided by Veolia Steam via heat exchangers located in the vault under the Zamboni building (with some heat being derived from the ice rink compressors). Typically, this system is the same as Phase 1; however, the valve boxes are located in small handholes in the sidewalks. The pex loop pipes are of a later generation.

Phase 2 Vault

1. Between the Phase 2 vault and Monroe Center, the snowmelt is system does not operate correctly. This area should be investigated to determine the cause, and to estimate the cost of rehabilitation.
2. We recommend revising the Phase 2 vault piping diagram to reflect vault piping changes that have been made over the years.
3. Fordu Valve: It is critical that this valve be equipped with a battery back-up system. In the event of a power outage, the present system could flood the Phase 2 vault. We have asked Van Dyken for a proposal to make this needed addition.
4. There are two (2) main pumps in the vault. Each pump is redundant (i.e., a total of four (4) pumps). The motors and pump assemblies have a long life; however, every so often, there will be a failure. The average price to repair a faulted pump assembly is approximately \$3,500.



The lighting in this vault is failing one fixture at a time. Replacement of the existing fluorescent light fixtures with LED light fixtures is recommended herein.



Fordu Valve

Phase 2 Distribution System

1. The loop system was designed and installed in such a manner that detecting a leak in a single loop is extremely difficult. Today, leaks are generally detected by observing water on the

roadway or sidewalk surface. Sometimes adjacent building management advises us of water intrusion into their buildings. The 3 to 5 year budget does not address correcting this detection method; however, we need to consider a solution in the 5 to 7 year period. Replacing the loop circuit setters and manifolds with ball valves would enhance testing and maintenance. We also use sound amplification (4:00 to 5:00 in the morning) to listen for leaks. This method has had only a 50/50 chance of success.

2. Notwithstanding improved maintenance capabilities, leaks in the pex pipe will continue to occur. Money is estimated in this 3 to 5 year study for those occurrences.
3. Dig-ups are a continuing problem in maintaining the pex loop system. Through the years, we have encouraged the G.R. Sidewalk Superintendent, contractors, and underground utility companies to advise DGRI and/or Geotech of their work in the Monroe Center area. Some call, some do not; thus, we continue to see construction damage to the loop system.
4. In some cases the PVC mains have broken. We do not have scientific proof, but it appears that some of this piping has become brittle. As the system ages, we may see additional breakage.
5. **Loops:** The Phase 2 loops tend to require less maintenance. This may be because of an improved pex pipe. Some of the slow melting areas are caused by air in the pipes. In general, Phase 2 functions better than Phase 1. The valve boxes in this phase are imbedded in the concrete sidewalks, and cannot be easily enlarged to facilitate maintenance. This, however, is not as much of a problem as those found in Phase 1.
6. **Phase 2 Vault:** This vault is located beneath the Zamboni building at Rosa Parks Circle. It shares water heating and cooling with the ice rink compressors (which complicates this vault). Improved lighting would make this vault easier to work in, and is listed as one of our recommendations.
7. The fordu valve, which controls water flow to and from the ice making compressors, is not currently equipped with emergency back-up power. Under certain power outage conditions, the vault can flood. We recommend that this situation be corrected.
8. The sump pump and controls have, throughout the years, required attention and maintenance. This is a continuing condition, and must be monitored on a regular basis.

Phase 3 Electric Snowmelt

In 2013 – 2014, electric snowmelt was installed in the sidewalk along the Monument Park. It should be noted here that the reason the City went with electric snowmelt in this area was the lack of offered space in the adjacent building basements for a boiler system. With a few exceptions, this system had been functioning correctly. During the 2017/2018 season, this system experienced an outage. This outage was caused by an electrical ground fault on the Consumers Energy delta system serving this snowmelt system. The fault was eventually found in a motor in the Civic Theater, and not in the snowmelt system. The heating loops consist of electric cables, and are fed from a cabinet located on Division Avenue at the crosswalk to Monroe Center. The long term vulnerability of this system comes from three sources: concrete expansion and contraction, vandalism, and dig-ups. To date, the maintenance costs have been relatively modest; however, this season's damage due to one dig-up and one unknown condition will cost upwards of \$10,000.

Proposed System Enhancements: While working on the electrical controls of this system, we determined that additional monitoring lights would have made our work easier. This additional system monitoring has been included in the projected system costs.

Children's Museum: The electric loop at Sheldon and Fulton is not operational. Preliminary testing indicates that the fault is located where a parking meter had been installed. This repair is in progress. Special materials and a factory person are needed for this repair (which has been authorized by DGRI). Expected repair is scheduled for early Spring.

A second non-functioning electric loop is located 100 feet west of Sheldon/Fulton. This loop is more problematic in that a specific fault location could not be located. Special materials and a factory person are needed for this repair. Again, this work is scheduled for early Spring.

Phase 4 Hydronic Snowmelt at Campau Promenade; General Discussion & Details

Geotech assisted in the design of this system, but has had little input into its operation. Our recent inspection of this system confirmed (hind sight is clear) that the entire Campau Promenade should have been provided with the snowmelt feature. In order to meet the budget, it is our understanding that certain areas of the sidewalks and stairways were not provided with snowmelt. This “cutback”

has contributed to awkward walking paths. The cost to correct this condition would be very expensive.

Also observed on this site was a failing valve box and cover. Included in this report is the estimated cost to repair this condition.

General: The hydronic snowmelt system in the Promenade is of a later vintage, and therefore, was designed and built with long-term maintenance in mind. The valve boxes are large, and the valving is simple. This system is gas fired with the boilers located in the basement of the Louis Campau parking structure.

Attachment A, Spreadsheets 1, 2, & 3:

**Phase 1 Snowmelt
Ottawa Avenue to Division Avenue**

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
INSIDE PLANT					
Annual start-up and shut down	\$ 4,200	\$ 4,400	\$ 4,600	\$ 4,800	\$ 5,000
Temperature, pressure and water sensors *					
Steam and bypass valve maintenance *					
Pressure tank monitoring *					
Heat exchanger monitoring *					
General electrical systems *					
<i>*Part of Annual start-up and shut-down</i>					
Pump bearings			\$ 2,000		
Pumps	\$ 3,000				
Light fixtures (LED lamps)					
Loop flow and pressure testing	\$ 1,050	\$ 1,100	\$ 1,200	\$ 1,300	\$ 1,400
Repair of leaks found from pressure testing	\$ 3,000	\$ 4,000	\$ 5,000	\$ 6,000	\$ 7,000
Prime and paint steelwork	\$ 5,000				
High Pressure Steam Gate Valve				\$ 1,601	
Maintain sump, sump pumps, and floats	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
Maintain system controls and alarms	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Continuing Property Records	\$ 1,100	\$ 1,200	\$ 1,300	\$ 1,400	\$ 1,500
OUTSIDE PLANT					
Leak isolation and repairs-(antisipated)	\$ 14,000	\$ 18,000	\$ 24,000	\$ 30,000	\$ 37,500
Manifolds and ball valves	\$ 1,050	\$ 1,100	\$ 1,200	\$ 1,300	\$ 1,400
Phase 1 Totals	\$ 33,100	\$ 30,500	\$ 40,000	\$ 47,101	\$ 54,500

**Phase 2 Snowmelt
Monroe Avenue to Ottawa Avenue**

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
INSIDE PLANT					
Annual start-up and shut down	\$ 4,200	\$ 4,400	\$ 4,600	\$ 4,800	\$ 5,000
Temperature, pressure and water sensors *					
Steam and bypass valve maintenance *					
Preassure tank monitoring *					
Heat exchanger monitoring *					
General electrical systems *					
<i>*Part of Annual start-up and shut-down</i>					
Pump Motor		\$ 2,000			
Pump bearings			\$ 2,000		
Loop flow and pressure testing	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Repair of leaks found from pressure testing	\$ 3,000	\$ 4,000	\$ 5,000	\$ 6,000	\$ 7,000
Prime and paint steelwork	\$ 5,000				
Maintain sump, sump pumps, and floats	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
Maintain system controls and alarms	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Continuing Property Records	\$ 1,100	\$ 1,200	\$ 1,300	\$ 1,400	\$ 1,500
OUTSIDE PLANT					
Leak isolation and repairs-antisipated	\$ 11,500	\$ 11,900	\$ 12,400	\$ 13,020	\$ 13,801
Manifolds and ball valves	\$ 1,750	\$ 1,850	\$ 1,900	\$ 2,000	\$ 2,100
Phase 2 Totals	\$ 28,250	\$ 27,050	\$ 28,900	\$ 28,920	\$ 31,101

Phase 3
Division Avenue to Sheldon Avenue

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
INSIDE PLANT					
Annual start-up and shut down	\$ 550	\$ 580	\$ 610	\$ 641	\$ 673
Miscellaneous system measurements and inspections on a seasonal basis	\$ 1,100	\$ 1,160	\$ 1,215	\$ 1,276	\$ 1,340
Inspect cabinets and handholes (includes minor repairs)	\$ 550	\$ 580	\$ 610	\$ 641	\$ 673
Phase 3 Totals	\$ 2,200	\$ 2,320	\$ 2,435	\$ 2,557	\$ 2,685