

AGENDA

DOWNTOWN IMPROVEMENT DISTRICT



DID

Board Members:

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

Monday, September 12, 2016
3:00 p.m. Meeting
29 Pearl Street, NW Suite #1

- | | | |
|--|------------------|----------------|
| 1. Call to order | | |
| 2. Approve Meeting Minutes from June 6, 2016 | <i>Motion</i> | <i>Herr</i> |
| 3. Accept Preliminary June 30, 2016 Financial Statements | <i>Motion</i> | <i>Wallace</i> |
| 4. Q & A with City Attorney and City Assessor | <i>Info Item</i> | <i>Larson</i> |
| 5. Calder Plaza Design Process Update | <i>Info Item</i> | <i>Kelly</i> |
| 6. DGRI Performance Measures and FY 17 Objectives | <i>Info Item</i> | <i>Larson</i> |
| 7. DGRI President & CEO Report | <i>Info Item</i> | <i>Larson</i> |
| 8. Public Comment | | |
| 9. Board Member Discussion | | |
| 10. Adjournment | | |

**Meeting Minutes of the
Downtown Improvement District Board
Monday, June 6, 2016
Downtown Grand Rapids Inc.
29 Pearl St. NW**

Attendance: Mike Bishop, Eric DeLong, Mike Ellis, Kurt Hassberger, Bob Herr, Ciciley Moore, Carlos Sanchez, Denny Sturtevant, Mary Swanson, Pat Waring, Scott Wierda

Others Present: Kristopher Larson, Murphy Ackerman, Melvin Eledge, Dick Wendt, Jana Wallace, Annamarie Buller

Absent: Michael Lindley, Darren McKnight, Tom Rothwell

Call to Order

The meeting was called to order at 3:04 p.m. by Chair Bob Herr

Approve meeting minutes from December 7, 2015

Motion: Pat Waring, supported by Denny Sturtevant, moved to approve the December 7, 2016 meeting minutes as presented. Motion carried unanimously.

Accept April 30, 2016 Financial Statements

Ms. Wallace gave an overview of the DID statements for the first ten (10) months of fiscal year 2016. Ms. Wallace said that voluntary assessments have been distributed. Mr. Larson explained that those who have not paid are shown as an “uncollected assessment” on the financials. Ms. Wallace explained that the DID has currently been operating out of the fund balance as it cannot spend money without City Commission approval. Ms. Wallace said the amended budget is on the City Commission agenda for tomorrow, June 7th and expects that it will be approved. Ms. Wallace assured the Board that there is enough fund balance to operate out of until approval. Mr. Sturtevant asked if the area wide fund balance needs to be kept separate from the general fund balance. Ms. Wallace said yes, and added that the new financial system allows to keep all of the funds separate for the each of the districts.

Motion: Scott Wierda, supported by Michael Bishop, moved to approve Statement C: Schedule of Expenditures: November 1 – April 30, 2016 as recommended. Motion carried unanimously.

Approve and Recommend Revised FY17 DID Budget

Mr. Larson presented the revised FY17 DID budget and reviewed the actuals for FY15 and 16. Mr. Larson explained that all of the figures were a result of the management plan created by a steering committee that was approved by both this Board and City Commission. Mr. Larson said the upcoming fiscal year is more aggressive in the estimated collected assessments and thanked Mr. DeLong for his work to have MSU agree to pay the assessment on their new research center. Mr. Ellis asked if Class 2 properties were mandatory. Mr. Wendt said that they are not mandatory. Mr. Larson said due to a legacy of non-profits choosing to contribute to the DID, there is a high collection rate.

Mr. Sturtevant asked if condominiums are exempt from paying although market rate apartments are required. Mr. Wendt said yes, condominiums are exempt. Mr. Sturtevant asked if the pilot projects residential properties for low income are paying the assessment. Mr. Larson said that staff could look at the assessments and delineate if they are paying. Mr. Wendt said there are two (2) ways to be determined as exempt; either non-profit exempt, or determined by the local government unit, City Commission, that they do not benefit from the services that the DID provides. Mr. Larson reviewed the expenditures listed for fiscal year 2017 including; updates and enhancements to the website, an increase to the administrative overhead, and an expansion in the Downtown Ambassador program hours. Mr. Larson said that there is also an increase in the Maintenance and Beautification line item to help with the purchase and upkeep of new plants. Mr. Wierda asked if the \$110,000 listed was specifically being used for plants and materials. Mr. Larson said, yes. Mr. Herr asked if the expansion in the line item for the Ambassadors included increased police presence. Mr. Larson said, no, but that the DDA does help to fund additional police presence on Ionia Street as well as police services during ticketed events downtown. Mr. Sanchez asked how many Downtown Ambassadors are currently deployed. Mr. Larson said twenty-two (22). Mr. Herr asked why the City's A87 costs are increasing so significantly. Ms. Wallace said that these costs are determined by how much the DID is billed back for the services of the City's CFO, budgeting staff, comptroller, treasurer and assessor. Ms. Wallace said the DID is also billed for every transaction and check cut on their behalf. Mr. Larson said this budgeted line item is based on the actual time for FY15, as the costs lag two (2) years for charges. Mr. Wierda said he would like to see a more significant increase in the Maintenance and Beautification budget for plantings and flowers. Mr. Larson said this budget was developed in concordance with a survey that was given to stakeholders asking their priorities. Mr. Larson said while aesthetic items such as, plants and flowers, were high on the list, Public Safety and other items ranked higher. Mr. Wierda asked who the stakeholders surveyed are. Mr. Larson said they are those that pay assessments. Mr. DeLong noted that while the Maintenance and Beautification line item didn't drastically increase, it is still far and away the highest budgeted line item. Mr. Wierda asked if the storefront activation program should be a function of the DID. Mr. Larson said the program is a priority that emerged from the steering committee. Mr. Wierda said he believes it is a DDA function. Mr. Larson said that he doesn't believe the DDA can fund it in accordance with the statute. Mr. Wendt said that the restricted funds could not fund it and the increment could not justify it. Mr. Wendt said it is a program that the DID can fund. Mr. Larson said it can be used as a marketing tool and would not be designed to make enhancements to the property itself. Mr. DeLong said he would like to see the Board prepare for next year's budget discussion by determining what outcomes should be accomplished and how to achieve them.

Motion: Carlos Sanchez, supported by Mike Bishop, moved to approve the FY17 Downtown Improvement District Budget and recommend it to the Grand Rapids City Commission. Motion carried unanimously.

Spring Planting & Clean Team Update

Mr. Eledge gave an overview of the statistics from the January-May 2016 Ambassador report. Mr. Eledge explained that the combination of the Clean Team and Downtown Ambassadors has allowed

for greater capacity and coverage of the downtown. Mr. Sturtevant asked if the Clean Team removes graffiti from private property. Mr. Eledge said yes, with approval from the property owner. Mr. Eledge introduced the teracycle program and how the cigarette butts are collected and recycled. Mr. DeLong asked what the recycled cigarette butts are used for. Mr. Eledge said they are turned into plastic pellets and used in a variety of ways. Mr. Eledge said this program has been highly successful and utilized and is deploying twelve (12) new urns in the coming weeks. Mr. Sturtevant asked if the DID was responsible for trash pick-up. Mr. Eledge said yes. Mr. Larson said the DDA purchases the infrastructure and the DID is responsible for pick up.

DGRI Performance Measures

Mr. Larson explained that these measures emerged as a way to help demonstrate progress of the organization back to the community. Mr. Larson said he has worked closely with the Executive Committee to produce a set of fifteen (15) measurables that will help to inform annual reporting and benchmarks for the organization as a whole. Mr. Larson took a moment to introduce and explain each of the proposed measures. Mr. Larson said that some of the measures can be completed internally, such as alliance composition and appointments, but other items like pedestrian counts will be completed through surveys and third party organizations. Mr. Larson said that this year will become the benchmark year, and then goals can be set for future years. Mr. Sturtevant asked if some of these measures could be made available to DID stakeholders on a block by block basis. Mr. Larson said absolutely.

DGRI President & CEO Report

DGRI (5/5/16)

- Received alignment updates from Airport and The Rapid
- Approved support for new Food Truck Ordinance

DDA 5/11/16

- Recommended FY 17 budget
- Approved pedestrian counter purchase
- Approved areaway grant
- Approved development support for 250 Monroe

MNTIFA (5/11/16)

- Recommended FY 17 budget

Alliances:

INVESTMENT (5/10)

- Chair: Nikos Monoyios, Long Range Planner @ The Rapid

- Recommended FY17 AFI Budget Priorities

VIBRANCY (4/20)

- Chair – Brandy Moeller, City of Grand Rapids
- Recommended FY17 AFV Budget Priorities

LIVABILITY (4/25)

- Chair: Lynee Wells, Principal @ Williams & Works – Working Group Discussions;
- Participated in discussions on Downtown Census, Food Truck Reform, and Skate Park planning
- Recommended FY17 AFL Budget Priorities

DGRI Staff Highlights

Events / Marketing / Communications

- 1st Residential Stakeholder Event, May 3, 2016- ~150 attendees
- Launched development of 2 video projects
- Designed and produced FY16 Annual Report
- Launched Relax at Rosa – 20 weekly, recurring events starting 5/5
- Released MITP lineup video – 30,000+ views!
- Held first 2016 Movies in the Park – Wizard of Oz, June 3
- State of the Downtown – June 9!!!!

Planning / Development

- Released results of Downtown Census project
- Conducted the Inter-City Trip > Minneapolis – May 19-21
- Collaborating on flood protection improvements for Ah-nab-Awen Park & Indian Mounds Park
- Partnering with Experience GR and Grand Action on Destination Asset Initiative
- Managing Lyon Square Schematic Design
- Preparing for Calder Plaza Design – Public Meeting – 6/23
- Next TIF Plan Committee Meeting - 7/14
- Achieved approval from Rapid Board for free Silverline service north of Wealthy St.
- Hosting Senator Horn and Senate Economic Development Committee June 23-24 on TIF reform
- Giving speech at

- World Towns Leadership Summit June 16 in Edinburgh, Scotland

Public Comment

None

Board Member Discussion

None

Adjournment

The meeting adjourned at 4:31 p.m.

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

MEMORANDUM

CITY OF GRAND RAPIDS

**Agenda Item 3.
September 12, 2016
DID Meeting**

DATE: September 9, 2016

TO: Bob Herr, Chair
Downtown Improvement District

FROM: Jana M. Wallace, Treasurer
Downtown Improvement District

**SUBJECT: Grand Rapids Downtown Improvement District
Preliminary Financial Statements as of June 30, 2016**

Attached are the District's preliminary financial statements for the twelve month fiscal year ended June 30, 2016. These statements include the following:

Statement A: Balance Sheet - Preliminary
Statement B: Statement of FY2016 Revenues and Expenditures - Preliminary
Statement C: Schedule of Expenditures: May 1 through June 30, 2016 - Preliminary

In June, the District invoiced and received \$117,247.48 from voluntary special assessment revenue from various properties owned by the City of Grand Rapids. However, as you can see on Statement A, approximately \$107,288 in Voluntary Assessments remain unpaid.

On Statement B, although two expenditure line items exceeded appropriation authority, overall the District expended less than expected in FY2016. 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

did_stmtcover.doc jmw

STATEMENT A

GRAND RAPIDS, MICHIGAN DOWNTOWN IMPROVEMENT DISTRICT

Balance Sheet as of June 30, 2016 Preliminary

ASSETS

Pooled Cash & Investments - Areawide	\$ 664,283
Pooled Cash & Investments - Campau Promenade	(2,039)
Pooled Cash & Investments - Monroe Center	81,815
Pooled Cash & Investments - Monument Park	(4,092)
Special Assessments Receivable - Areawide	336
Special Assessments Receivable - Campau Prom	-
Special Assessments Receivable - Monroe Center	-
Special Assessments Receivable - Monument Park	-
Voluntary Assessments Receivable - Areawide	99,423
Voluntary Assessments Receivable - Campau Prom	-
Voluntary Assessments Receivable - Monroe Center	404
Voluntary Assessments Receivable - Monument Park	7,461
Interest Receivable - Areawide	2,209
TOTAL ASSETS	\$ 849,800

LIABILITIES AND FUND EQUITY

Liabilities

Accounts Payable	\$ 52,392
Deferred Receivables Revenue - All Districts	107,624
TOTAL LIABILITIES	\$ 160,016

Unrestricted Reserve - Areawide	\$ 623,696
Unrestricted Reserve - Campau Promenade	(2,984)
Unrestricted Reserve - Monroe Center	73,240
Unrestricted Reserve - Monument Park	(4,168)
TOTAL FUND EQUITY	\$ 689,784

TOTAL LIABILITIES & FUND EQUITY	\$ 849,800
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STATEMENT B

GRAND RAPIDS, MICHIGAN DOWNTOWN IMPROVEMENT DISTRICT FY2016 Statement of Revenues and Expenditures July 1 - June 30, 2016 Preliminary

REVENUES	Adopted Budget	Amended Budget	Actual
Assessments - Areawide	\$ -	\$ 879,000	\$ 693,896
Assessments - Reserve for Uncollectable	-	(114,175)	-
Assessments - Campau Promenade Snowmelt	-	40,000	40,000
Assessments - Monroe Center Snowmelt	-	150,000	137,070
Assessments - Monument Park Snowmelt	-	15,000	7,539
Interest on Investments - Areawide Current Year	-	-	6,457
Interest on Investments - Prior Year Accrual Reversal	-	-	(3,611)
Interest on Investments - Monroe Center Current Year	-	-	70
From / (To) Fund Balance	550,000	-	-
TOTAL REVENUES	\$ 550,000	\$ 969,825	\$ 881,421

EXPENDITURES

DISTRICT AREAWIDE SERVICES

Maintenance and Beautification	\$ -	\$ 504,500	\$ 477,867
Marketing and Communications - General & Events	-	89,825	70,696
Ambassador Program	-	75,000	-
Administration - Downtown Improvement District	533,752	73,252	85,226
General Fund Services - A-87 Allocation	16,248	16,248	16,248
Contingency / Special Projects	-	6,000	-
DISTRICT AREAWIDE SERVICES	550,000	764,825	650,037

CAMPAU PROMENADE SNOWMELT DISTRICT	-	40,000	42,984
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MONROE CENTER SNOWMELT DISTRICT	-	150,000	63,901
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MONUMENT PARK SNOWMELT DISTRICT	-	15,000	11,707
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TOTAL EXPENDITURES	\$ 550,000	\$ 969,825	\$ 768,629
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EXCESS / (DEFICIT)	\$ -	\$ -	\$ 112,792
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2016 Special & Voluntary Assessments at 6/30/2016	Budgeted	Invoiced	Received	Receivable
Special Assessments - Areawide	\$ 879,000	\$ 793,654	\$ 693,896	\$ 99,758
Special Assessments - Campau Promenade Snowmelt	40,000	40,000	40,000	-
Special Assessments - Monroe Center Snowmelt	150,000	137,474	137,070	404
Special Assessments - Monument Park Snowmelt	15,000	15,000	7,539	7,461
TOTAL	\$ 1,084,000	\$ 986,129	\$ 878,505	\$ 107,624

STATEMENT C

GRAND RAPIDS, MICHIGAN DOWNTOWN IMPROVEMENT DISTRICT

Schedule of Expenditures May 1, 2016 - June 30, 2016 Preliminary

District	Budget Category	Vendor	Transaction Description	Amount
Areawide	Maint/Beaut	Mydatt Services, dba Block by Block	Clean team services - February 2016	\$ 38,750.00
Areawide	Maint/Beaut	Mydatt Services, dba Block by Block	Clean team services - April 2016	38,750.00
Areawide	Maint/Beaut	Mydatt Services, dba Block by Block	Clean Team services - May 2016	38,750.00
Areawide	Maint/Beaut	Mydatt Services, dba Block by Block	Clean Team services - June 2016	38,750.00
Areawide	Mktg/Events	Re-Allocate Payroll - 12/28/15-6/24/16	DDA payroll re-distribution	26,899.25
Areawide	Maint/Beaut	Re-Allocate Payroll - 12/28/15-6/24/16	DDA payroll re-distribution	18,612.77
Monroe Ctr	Snowmelt	City Treasurer - Traffic Safety	Snowmelt electricity 01-06/2016	10,335.24
Areawide	Admin - Ops	Re-Allocate Payroll - 12/28/15-6/24/16	DDA payroll re-distribution	9,925.54
Campau	Snowmelt	Veolia Energy Grand Rapids LLC	Steam - 03/23/2016-04/21/2016	3,830.77
Monroe Ctr	Snowmelt	Veolia Energy Grand Rapids LLC	Snowmelt steam - 03/23/2016-04/21/2016	3,629.67
Monroe Ctr	Snowmelt	Geotech Inc	Share of snowmelt system repairs	3,629.00
Areawide	Admin - Ops	City Treasurer - Water & Sewer	Water quarterly - 62 Monroe Center	2,301.47
Campau	Snowmelt	DTE Energy	Gas - May 2016	2,195.79
Areawide	Admin - OH	Priority Health	Share of health insurance July - September 2016	1,914.11
Monroe Ctr	Snowmelt	Geotech Inc	Share of snowmelt system repairs Nov-Dec 2015	1,685.50
Monroe Ctr	Snowmelt	Geotech Inc	Share of snowmelt system repairs April 2016	1,685.50
Monroe Ctr	Snowmelt	Geotech Inc	Share of snowmelt system repairs	1,544.00
Monu Park	Snowmelt	Consumers Energy	Snowmelt electricity - 03/25/2016-04/22/2016	1,419.90
Areawide	Admin - OH	City of Grand Rapids	Payroll 06/18/2016	1,261.37
Monroe Ctr	Snowmelt	Veolia Energy Grand Rapids LLC	Snowmelt steam - 04/21/2016-05/23/2016	1,038.49
Monroe Ctr	Snowmelt	Veolia Energy Grand Rapids LLC	Snowmelt steam - 05/23/2016-06/22/2017	1,038.49
Areawide	Maint/Beaut	Mydatt Services, dba Block by Block	Share of cigarette urn recycling	1,027.61
Monroe Ctr	Snowmelt	Geotech Inc	Share of snowmelt system repairs	1,000.00
Areawide	Maint/Beaut	Fifth Third Bank - Procurement Card	Supplies for Clean Team	995.00
Campau	Snowmelt	Veolia Energy Grand Rapids LLC	Steam - 04/21/2016-05/23/2016	945.00
Campau	Snowmelt	Veolia Energy Grand Rapids LLC	Steam - 05/23/2016-06/22/2017	945.00
Monroe Ctr	Snowmelt	Geotech Inc	Share of snowmelt system repairs	935.50
Monroe Ctr	Snowmelt	Consumers Energy	Snowmelt electricity - 03/25/2016-04/22/2016	839.81
Areawide	Admin - OH	City of Grand Rapids	Payroll 05/21/2016	829.41
Areawide	Admin - OH	Federal Square Building Co. #1, LLC	Share of 29 Pearl NW lease - June 2016	800.96
Monroe Ctr	Snowmelt	Geotech Inc	Share of snowmelt system repairs	591.50
Monroe Ctr	Snowmelt	Geotech Inc	Share of snowmelt system repairs	569.00
Areawide	Admin - OH	TGG inc. / The SBAM Plan	Share of life/disability ins - July-Sept 2016	261.82
Areawide	Admin - OH	City of Grand Rapids	Payroll 06/04/2016	259.23
Areawide	Admin - OH	City of Grand Rapids	Payroll 04/23/2016	259.01
Areawide	Admin - OH	Applied Imaging	Share of copier rental and copy fees	239.20
Areawide	Admin - OH	Hub International Midwest LTD	Share of D&O Ins Renewal 11/01/15-11/01/16	200.57
Areawide	Admin - OH	HR Collaborative LLC	Share of human resources consultant - April 2016	187.27
Monroe Ctr	Snowmelt	Geotech Inc	Share of snowmelt system repairs	184.50
Areawide	Maint/Beaut	City Treasurer - Water & Sewer	Water quarterly - 347 Winter Ave	163.36
Areawide	Admin - OH	HR Collaborative LLC	Share of HR consultant services - May 2016	158.48
Areawide	Admin - OH	HR Collaborative LLC	Share of HR consultant services - June 2016	141.00
Areawide	Maint/Beaut	Consumers Energy	Share of electricity - 331 Winter Ave	134.02
Areawide	Mktg/Events	Re-Allocate Payroll Fees - 12/28/15-6/24/16	DDA payroll re-distribution	126.15
Areawide	Maint/Beaut	Consumers Energy	Share of electricity - 331 Winter Ave	114.29
Areawide	Admin - OH	Blue Cross Blue Shield of Michigan	Share of dental insurance July 2016-Sept 2016	90.39
Areawide	Maint/Beaut	Re-Allocate Payroll Fees - 12/28/15-6/24/16	DDA payroll re-distribution	85.06
Areawide	Maint/Beaut	DTE Energy	Share of gas - 331 Winter Ave	83.86
Monroe Ctr	Snowmelt	Consumers Energy	Snowmelt electricity - 05/24/2016-06/23/2016	83.15
Areawide	Maint/Beaut	Consumers Energy	Share of electricity - 331 Winter Ave	82.38
Monroe Ctr	Snowmelt	Consumers Energy	Snowmelt electricyt - 04/23/2016-05/23/2016	79.48
Areawide	Admin - OH	Dickinson Wright PLLC	Share of legal services - misc. matters April 2016	76.98
Monu Park	Snowmelt	Consumers Energy	Snowmelt electricity - 04/23/2016-05/23/2016	76.36
Monu Park	Snowmelt	Consumers Energy	Snowmelt electricity - 05/24/2016-06/23/2016	76.36
Areawide	Admin - OH	Breck Grapics Inc. dba Allegra	Share of DGRI thank you cards	74.56

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STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
May 1 - June 30, 2016 Preliminary

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District	Budget Category	Vendor	Transaction Description	Amount
				<i>continued from prior page</i>
Areawide	Admin - OH	Dickinson Wright PLLC	Share of legal services - misc. matters	\$ 72.71
Areawide	Admin - OH	MVP Sportsplex - GR, LLC	Share of payroll deductn-staff gym mbrshps-05/16	66.15
Areawide	Admin - OH	MVP Sportsplex - GR, LLC	Share of payroll deductn-staff gym mbrshps-06/16	66.15
Areawide	Admin - OH	Professional Maint of Michigan Inc.	Share of cleaning services May 2016	61.69
Areawide	Admin - OH	Professional Maint of Michigan Inc.	Share of cleaning services April 2016	61.69
Areawide	Admin - OH	Dickinson Wright PLLC	Share of legal services - misc. matters April 2016	59.88
Areawide	Admin - OH	Professional Maint of Michigan Inc.	Share of cleaning services June 2016	58.87
Areawide	Admin - OH	Baker Holtz, P.C.	Share of business advising service	58.75
Areawide	Admin - OH	Baker Holtz, P.C.	Share of business advising service	58.75
Areawide	Admin - OH	City of Grand Rapids	Payroll 05/07/2016	51.90
Areawide	Admin - OH	Fifth Third Bank - Procurement Card	Share of DGRI carpet cleaning	46.30
Areawide	Admin - OH	Dickinson Wright PLLC	Share of legal services	44.91
Areawide	Admin - Ops	Re-Allocate Payroll Fees - 12/28/15-6/24/16	DDA payroll re-distribution	43.18
Areawide	Admin - OH	Cellco Partnership dba Verizon	Share of cellphone svc/equip May 2016	37.16
Areawide	Admin - OH	Cellco Partnership dba Verizon	Share of cellphone svc/equip April 2016	36.17
Areawide	Maint/Beaut	DTE Energy	Share of gas - 331 Winter Ave	34.73
Areawide	Admin - OH	TDS Metrocom LLC	Share of 29 Pearl NW phone svcs - April 2016	34.31
Areawide	Admin - OH	TDS Metrocom LLC	Share of 29 Pearl NW phone service - May 2016	34.16
Areawide	Admin - OH	Federal Square Building Co. #1, LLC	Share of electricity - 29 Pearl Street - April 2015	33.15
Areawide	Admin - OH	Fusion IT	Share of IT services - network backup May 2016	29.37
Areawide	Admin - OH	Fusion IT	Share of IT services - network backup June 2016	29.37
Areawide	Admin - OH	GreatAmerica Financial Services Corp	Share of Ricoh copier system lease - May 2016	27.20
Areawide	Admin - OH	GreatAmerica Financial Services Corp	Share of Ricoh copier system lease - June 2016	27.20
Areawide	Admin - OH	GreatAmerica Financial Services Corp	Share of Ricoh copier lease - April 2016	24.15
Areawide	Admin - OH	Dickinson Wright PLLC	Share of legal services	23.52
Areawide	Admin - OH	Comcast	Share of high speed internet - June 2016	17.55
Areawide	Admin - OH	Fusion IT	Share of IT services - managed svcs May 2016	16.75
Areawide	Admin - OH	Comcast	Share of high speed internet - May 2016	16.44
Areawide	Admin - OH	Fusion IT	Share of telephone repair services	15.86
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	14.57
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	14.20
Areawide	Admin - OH	Fusion IT	Share of IT services - managed svcs June 2016	13.07
Areawide	Admin - OH	Fusion IT	Share of IT services - managed svcs June 2016	13.07
Areawide	Admin - OH	Fusion IT	Share of IT services - managed svcs June 2016	11.16
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	10.56
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	9.51
Areawide	Admin - OH	Fifth Third Bank - Procurement Card	Share of B. Hendrick laptop charger	9.35
Areawide	Admin - OH	Breck Grapics Inc. dba Allegra	Share of K. Larson business cards	9.28
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	9.23
Areawide	Admin - OH	Brandon Alman	Share of DGRI office painting installation	8.81
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	8.45
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	7.92
Areawide	Admin - OH	Gordon Water Systems	Share of cooler rental	7.73
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	7.60
Areawide	Admin - OH	Madcap Coffee	Share of coffee for staff and boards	7.53
Areawide	Admin - OH	Madcap Coffee	Share of coffee for staff and boards	7.53
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	7.40
Areawide	Admin - OH	Madcap Coffee	Share of coffee for staff and boards	7.30
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	7.22
Areawide	Admin - OH	Madcap Coffee	Share of coffee for staff and boards	7.17
Areawide	Admin - OH	Madcap Coffee	Share of coffee for staff and boards	7.17
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	7.10
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	7.09
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	6.57
Areawide	Admin - OH	Hub International Midwest LTD	Share of M. Ackerman notary bond	6.46

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STATEMENT C
DOWNTOWN IMPROVEMENT DISTRICT
Schedule of Expenditures - continued
May 1 - June 30, 2016 Preliminary

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District	Budget Category	Vendor	Transaction Description	Amount
				<i>continued from prior page</i>
Areawide	Admin - OH	Dickinson Wright PLLC	Share of legal services	\$ 6.42
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	6.34
Areawide	Admin - OH	Madcap Coffee	Share of coffee for staff and boards	6.30
Areawide	Admin - OH	Madcap Coffee	Share of coffee for staff and boards	6.30
Areawide	Admin - OH	Madcap Coffee	Share of coffee for staff and boards	6.30
Areawide	Admin - Ops	City Treasurer - Water & Sewer	Water quarterly - 199 Wealthy SE	5.43
Areawide	Admin - OH	Gordon Water Systems	Share of cooler rental	5.26
Areawide	Admin - OH	Fifth Third Bank - Procurement Card	Share of insurance payment	4.58
Areawide	Admin - OH	Model Coverall	Share of office mats	4.53
Areawide	Admin - OH	Godwin Plumbing, Inc.	Share of DGRI toilet repair	4.53
Areawide	Admin - OH	Model Coverall	Share of office mats	4.53
Areawide	Admin - OH	Model Coverall	Share of office mats	4.53
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	4.07
Areawide	Admin - OH	Gordon Water Systems	Share of cooler rental	4.02
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	3.04
Areawide	Admin - OH	Fusion IT	Share of IT services - managed svcs April 2016	2.79
Areawide	Admin - OH	Fifth Third Bank - Procurement Card	Share of office Supplies	2.57
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	2.00
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	1.82
Areawide	Admin - OH	Fusion IT	Share of IT services - managed svcs May 2016	1.41
Areawide	Admin - OH	Fusion IT	Share of IT services - managed svcs June 2016	1.41
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	1.33
Areawide	Admin - OH	Staples Contract and Commercial Inc.	Share of office supplies	0.70
TOTAL EXPENDITURES - May 1 through June 30, 2016 Preliminary				\$ 262,174.41