

Virtual Meeting Access

Greetings!

In light of this pandemic, for the safety and wellbeing of our members and employees, we would like to continue to hold meetings in accordance with the Open Meetings Act, PA 267 of 1976, as amended, as well as in accordance with all applicable laws including Executive Orders from the State of Michigan.

We have decided to use Microsoft Teams for video/phone conferencing for all upcoming board and alliance meetings. Teams has many exciting features including screen sharing, recording, live captions, file sharing, and more. Below are instructions on how to access the upcoming virtual meeting.



MICROSOFT TEAMS

1. It is recommended to download the App -
 - a. [Apple Devices](#)
 - b. [Android Devices](#)
 - c. If you would prefer to use the web version, please [click here](#).
2. Once you have downloaded the app, [click here](#) to access the Teams meeting.

** Note: If you do not have a Microsoft account, you can join as a [guest](#).*

Please note that you may provide comments during the meeting using the “chat” feature of Microsoft Teams; however, comments posted in that fashion may not be read or addressed until after the meeting. You may also provide input or ask questions of the Board relating to any items of business that will come before them at the meeting by emailing Tim Kelly at tkelly@downtowngr.org who will forward them to the Board, or by mailing them via regular U.S. Postal service to c/o Tim Kelly, Downtown Grand Rapids Inc., 29 Pearl NW, Suite 1, Grand Rapids, MI 49503, or by calling (616) 719-4610.

Persons with disabilities may attend and participate using any of the above described methods. If you require special accommodations, please email mmcdaniel@downtowngr.org and we will be happy to accommodate you. If you have any questions or need further assistance, please email asloan@downtowngr.org.

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AGENDA

MONROE
NORTH
TIFA



Board Members:

Jim Baldwin • Shaun Biel • Mayor Rosalynn Bliss • Elianna Bootzin • Diedre Deering • Kayem Dunn • Jane Gietzen • Carl Kelly • Mark Roys • Jim Talen • Rick Winn

Wednesday, April 8, 2020
10:00a.m. Meeting
29 Pearl Street, NW Suite #1

- | | | |
|---|-----------|-------|
| 1. Call to order | | |
| 2. Approve Meeting Minutes from March 11, 2020 (10:00)
(enclosure) | Motion | Biel |
| 3. FY2021 Budget Presentation (10:10)
(enclosure) | Motion | Kelly |
| 4. President & CEO Report (10:30) | Info Item | Kelly |
| 5. Public Comment (10:40) | | |
| 6. Board Member Discussion (10:45) | | |
| 7. Adjournment | | |





**Meeting of the City of Grand Rapids Tax Increment Financing Authority
March 11, 2020**

1. Call to Order – The meeting was called to order at 10:13 a.m. by Chair Shaun Biel.

Attendance

Present: Jim Talen, Kayem Dunn, Shaun Biel, Diedre Deering, Jim Baldwin, Mark Roys, Jane Gietzen and Elianna Bootzin

Absent: Carl Kelly and Mayor Rosalynn Bliss

Others Present: Tim Kelly (Executive Director), Amanda Sloan (MNTIFA Recording Secretary), Jana Wallace (MNTIFA Treasurer), Dick Went (Legal Counsel), Melvin Eledge, Marion Bonneaux, Kim Van Driel, Mark Miller (DGRI) and others.

2. Approve Meeting Minutes from September 11, 2019

Ms. Bootzin identified a missing digit toward the end of the first paragraph on page 2. Sentence should read, "Mr. Kelly added that bike loops and bike fixing stations are other public amenities the Board could evaluate to support using the \$200,000 that was budgeted."

Motion: Mr. Baldwin, supported by Mr. Winn, moved approval of the minutes from September 11, 2019 meeting with that edit. Motion carried unanimously.

3. Accept Financials from December 31, 2019

Motion: Mr. Winn, supported by Ms. Deering, moved to accept Statement C Schedule of July 1 through December 31, 2019 Expenditures as presented. Motion carried unanimously.

3. FY 2019 Audit

Ms. Wallace presented the Independent Auditor's Report for year ending June 30, 2019.

Motion: Ms. Gietzen, supported by Ms. Deering, moved to accept the Grand Rapids Tax Increment Financing Authority 2019 Independent Auditor's Report as presented. Motion carried unanimously.

4. Womens Way Alley Improvement and Activation

Ms. Van Driel presented the Women's Way Alley Activation Initiative recognizing local women from history that have made significant contributions to the Grand Rapids community. DGRI is teaming up with the City, Greater Grand Rapids Women's History Council, Lions & Rabbits and local property owners to activate downtown alleyways in a unique way. She requested the MNTIFA Board fund public realm improvements including concrete pavement of the alleyway north of Newberry Street to Mason Street and the commission of a mural of the GR Chicks 1945 All American Baseball Team.

Mr. Talen left the meeting.

Ms. Deering asked if this project was supported by all neighboring businesses. Ms. Van Driel stated yes, and there has been a very positive response from the community. Ms. Gietzen asked who is responsible for the maintenance of these spaces. Ms. Van Driel stated businesses maintain the space.

Motion: Ms. Dunn, supported by Mr. Baldwin, moved to approve expenditures in an amount not to exceed \$80,000 to support the Womens Way project honoring the GR Chicks 1945 All American Baseball Team. Motion carried unanimously.

5. Canal Street Park Improvements

Mr. Miller presented renderings of amenities to update Canal Park, per page 88 of GR Forward, including trash bins, benches, and bike racks. He stated DGRI, partnering with the City of GR Parks Department, hired Viridis Design Group to inventory existing furnishings and recommend new items to make the park more inviting. The new furnishings will fit the River For All Guidelines and include litter receptacles, bike racks, and benches with movable seating (including chase lounges and resin-based rocking chairs in multiple colors).

Ms. Gietzen asked who will maintain this infrastructure. Mr. Miller stated the Parks Department will clean and maintain. Ms. Deering asked for a communication piece to present to MNBA members regarding the project. Mr. Miller agreed.

Motion: Mr. Winn, supported by Ms. Deering, moved to approve funding in an amount not to exceed \$120,000 to complete improvements at Canal Street Park. Motion carried unanimously.

6. President & CEO Report

Mr. Kelly stated next month we will be meeting to vote on a recommendation for the FY21 budget which will go to City Commission on April 28th for approval. The DDA just approved funding for a skate park at 555 Monroe (adjacent to MN) and the banners along North Monroe are looking great.

7. Public Comment

None

8. Board Member Discussion

Ms. Bootzin invited the Board to celebrate Neighbors of Belknap Lookout's 40th Anniversary on March 26th from 12 – 8 pm at 700 Clancy NE.

9. Adjournment

The meeting adjourned at 10:47 a.m.

MEMORANDUM

MONROE
NORTH
TIFA



TIFA

DATE: April 8, 2020

TO: Monroe North TIFA

FROM: Tim Kelly, AICP
DGRI President & CEO

SUBJECT: Proposed FY21 Budget and Priority Plan

Agenda Item #03
April 8, 2020
MNTIFA Meeting

Each year the Monroe North Tax Increment Finance Authority (MNTIFA) recommends and adopts a one-year budget and five-year priority plan to reflect the priorities for investment in the Monroe North neighborhood. With GR Forward now an approved amendment to the City's Master Plan, DGRI has clearly defined objectives and continues to work diligently to ensure its budgets reflect the plan's recommendations.

The FY2021 budget and priority plan consists primarily of carry forward priorities that span multiple fiscal years. Among them is funding to further recommendations from the River Governance planning initiative, mobility infrastructure improvements for the DASH North and for cycling facilities, and further improvements to Canal Street Park to implement the River For All Guidelines. When examined by GR Forward goal the breakdown for FY21 is as follows:

- Goal 1 (Restore the River as the Draw): \$50,000
- Goal 2 (Create a True Downtown Neighborhood Home to a Diverse Population): \$60,000
- Goal 3 (21st Century Mobility Strategy): \$525,000
- Goal 5 (Reinvest in Public Space, Culture and Inclusive Programming): \$300,000

As in previous years, the Downtown Grand Rapids Inc. Alliances played an important role in developing the budget. Beginning in January 2020, staff began soliciting input from the five goal Alliances charged with advising on projects and priorities. This 3-month, iterative process culminated in all five Alliances tendering recommendations to the three fiduciary Boards of DGRI (DDA, DID, and MNTIFA) regarding their ambitions for the coming fiscal year. The attached budget narrative provides additional detail on the various priorities that emerged during that process.

Following a recommendation from the TIFA Board, DGRI staff will present the recommended DDA FY21 budgets to the City Commission on April 28, 2020, requesting bottom-line appropriation. After receiving City Commission appropriation, the Board will adopt their final annual budget and priority plans at the next scheduled meeting.



Recommendation: Recommend the FY2021 Budget Summary to the Grand Rapids City Commission and request fund appropriation.



FY 2021 Recommended Budget

Narrative

The following narrative document outlines priority project areas developed with the five GR Forward Goal Alliances over the past few months. Projects and funding represent commitments to on-going obligations, as well as existing, on-going, and new projects in the next fiscal year.

Goal #1 – Creating a Connected and Equitable River Corridor

- Downtown Plan

Planning initiatives to further the goals of GR Forward. Proposed initiatives in FY2021 include:

- Implementation of the soon to be complete Governance and Management Plan for the Grand River Corridor

Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population

- Downtown Enhancement Grant

Funding for the Downtown Enhancement Grant Program. Funds will be used cover existing obligations, and to continue to assist property and business owners in the rehabilitation of the Downtown public realm. Funds are utilized to reimburse eligible activities, including installation of street furniture, snowmelt, and other public realm improvements.

- Infrastructure Improvements - Miscellaneous

Funding improved public infrastructure in Monroe North, including new tree plantings.

Goal #3: Implement a 21st Century Mobility Strategy

- Accessibility and Streetscape Improvements

Funding for two distinct initiatives in collaboration with Disability Advocates of Kent County and Common Notice to continue the inclusive and equity work initiated last year with the Inclusive Design Charrettes.

- Inclusive Design 2021: Move from prototype to programming for the top two (2) prototypes established during the initial work and continue inclusive design charrettes to bring three (3) additional prototypes to the point of implementation.

- Collective Impact Strategic Plan: Work across five agencies to determine a shared set of values, design principles and strategic objectives that will further the accessibility of Grand Rapids. This plan is proposed to continue with funding in FY22 to measure the social impact and the plan's successes and improvements.
- Bicycle Infrastructure Improvements
Funding to continue the implementation of bike parking and infrastructure in partnership with MobileGR.
- Mason Street / Ottawa Avenue Reconstruction
MNTIFA contribution to the reconstruction of Mason Street and Ottawa Avenue. Anticipated to begin in FY21 with TIFA funding directed to pedestrian enhancements to improve the streetscape and walkability.
- Women's Way Alley Improvements and Activation
FY21 funding to complete previously approved project in association with the Womens Way Alley Improvement and Activation program.
- Transit Improvements in Monroe North District
Funding to help support the continued operation of DASH North, including proposed weekend and evening service. Funds are also provided to complete the installation of new transit shelters.

Goal #5: Reinvest in Public Space, Culture and Inclusive Programming

- Canal Street Park Improvements
Funding to further implement the River for All Design Guidelines and complete upgrades to Canal Street Park. Funding is for the previously approved project(s), as well as Phase II improvements anticipated to initiate in spring 2021.
- Urban Recreation
Funding for continued enhancements to Monroe North Parks, including the implementation of River for All Design Guidelines.

CITY OF GRAND RAPIDS, MICHIGAN
MONROE NORTH TAX INCREMENT FINANCING AUTHORITY
Five Year Priority Plan
Preliminary Plan as of April 2, 2020

FY2020												
FY2019		Actual as of			FY2021	FY2022	FY2023	FY2024	FY2025	FY2021-25		
Final		Budget	12/31/2019	Estimated	Request	Forecast	Forecast	Forecast	Forecast	TOTAL		
TABLE 1 - REVENUES												
Property Tax Increment	\$ 423,823	\$ 422,100	\$ 396,821	\$ 390,000	\$ 393,900	\$ 397,839	\$ 401,817	\$ 405,836	\$ 409,894	\$ 2,009,286	FY2020 Estimate plus 1.0% growth annually Reserves for prior year appeals Assumes 3% annual decreases for depreciation Wall repairs made shortly after the flood FY2020-FY2025 City Treasurer 3/17/20 ests	
Property Tax Increment - Prior Year Appeals	771	(7,500)	-	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(25,000)		
State of Michigan - Personal Property Losses	129,325	120,000	-	131,352	127,411	123,589	119,881	116,285	112,796	599,963		
FEMA Reimbursements - 2013 Flood Damage Repairs	11,059	-	-	-	-	-	-	-	-	-		
Interest on investments	63,454	36,694	6,965	37,518	26,921	17,400	17,400	22,265	27,131	111,117		
Miscellaneous Reimbursements	15	-	-	2,431	-	-	-	-	-	-		
TOTAL ANNUAL REVENUES		\$ 628,447	\$ 571,294	\$ 403,786	\$ 556,301	\$ 543,232	\$ 533,828	\$ 534,099	\$ 539,386	\$ 544,821	\$ 2,695,366	
TABLE 2 - ONGOING AND COMMITTED EXPENDITURES												
Contractual Services - Annual Audit	\$ 5,060	\$ 5,060	\$ 5,060	\$ 5,060	\$ 5,235	\$ 5,392	\$ 5,554	\$ 5,720	\$ 5,892	\$ 27,793	FY2019-21 per contract. Otherwise, staff ests Staff estimate City FY2021-25 Budget Instructions, Exhibit G City FY2021-25 Budget Instructions, Exhibit E Series 2008 - final pmt due 11/01/2020 Series 2008 - final pmt due 11/01/2020 Share of 29 Pearl NW, operations Work performed by DGRI and City staff Supplies purchased solely for Authority work	
Contractual Services - Legal	3,157	5,000	528	1,000	5,000	5,000	5,000	5,000	5,000	25,000		
General Fund Departments Services	22,872	27,567	13,784	27,567	27,192	27,736	28,291	28,857	29,434	141,510		
Insurance - General Liability	802	917	456	917	1,021	1,041	1,062	1,083	1,105	5,312		
KCDC Floodwall Bonds Debt Service - Interest/Trust Fees	4,097	2,330	1,586	2,330	834	-	-	-	-	834		
KCDC Floodwall Bonds Debt Service - Principal	34,200	35,400	35,400	35,400	37,200	-	-	-	-	37,200		
Share of DGRI Administration	3,121	6,500	1,246	6,500	6,695	6,896	7,103	7,316	7,535	35,545		
Staff Support - City (7xxx) and DGRI (7191) Staff	70,489	70,000	2,999	70,000	72,100	74,263	76,491	78,786	81,149	382,789		
Supplies	-	200	-	200	200	200	200	200	200	1,000		
TABLE 2 EXPENDITURES		143,798	152,974	61,059	148,974	155,477	120,528	123,700	126,962	130,316		656,983
TABLE 3 - DEVELOPMENT AND INFRASTRUCTURE PROJECT EXPENDITURES												
Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor												
Asset and Riverwalk Maintenance	-	10,000	-	-	-	-	-	-	-	-	General maintenance / repair of assets River governance support Partial support for river restoration "River for All" implementation	
Downtown Planning - GR Forward/River Governance	-	50,000	-	50,000	50,000	50,000	50,000	50,000	50,000	250,000		
Grand River Restoration	-	-	-	-	-	200,000	200,000	-	-	400,000		
Riverwalk Retrofits	-	50,000	-	-	-	-	-	-	-	-		
Sub-Total Goal #1		-	110,000	-	50,000	50,000	250,000	250,000	50,000	50,000		650,000
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population												
Downtown Census	-	5,000	-	-	-	-	-	-	-	-	Planning and community engagement effort Streetscape Guideline implementation Tree plantings	
District Enhancement Grants	-	50,000	-	-	50,000	50,000	50,000	50,000	50,000	250,000		
Infrastructure Improvements - Miscellaneous	-	10,000	9,500	9,500	10,000	10,000	10,000	10,000	10,000	50,000		
Sub-Total Goal #2		-	65,000	9,500	9,500	60,000	60,000	60,000	60,000	60,000		300,000
Goal #3: Implement a 21st Century Mobility Strategy												
Accessibility and Streetscape Improvement	-	50,000	-	-	50,000	50,000	50,000	50,000	50,000	250,000	Pedestrian priority street design & construction Mobility infrastructure improvements Share of street reconstruction projects Share of streetscape improvements Approved on March 11, 2020 Share of DASH infrastructure	
Bicycle Infrastructure Improvements	-	50,000	-	20,000	50,000	50,000	50,000	50,000	50,000	250,000		
Mason Street / Ottawa Ave Reconstruction	-	170,000	-	-	250,000	-	-	-	-	250,000		
Newberry Street Reconstruction	134,191	50,000	-	-	-	-	-	-	-	-		
Women's Way Alley Improvements & Activation	-	80,000	-	80,000	25,000	-	-	-	-	25,000		
Transit Improvements in Monroe North District	80,004	130,000	51,394	100,000	150,000	150,000	150,000	150,000	150,000	750,000		
Sub-Total Goal #3		214,195	530,000	51,394	200,000	525,000	250,000	250,000	250,000	250,000	1,525,000	
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming												
Canal Street Park Improvements	-	120,000	-	-	250,000	150,000	-	-	-	400,000	Approved on March 11, 2020 Park improvements	
Urban Recreation Plan	23,149	80,000	14,619	25,000	50,000	-	-	-	-	50,000		
Sub-Total Goal #5		23,149	200,000	14,619	25,000	300,000	150,000	-	-	-		450,000
TOTAL GR FORWARD PROJECT EXPENDITURES		\$ 237,344	\$ 905,000	\$ 75,513	\$ 284,500	\$ 935,000	\$ 710,000	\$ 560,000	\$ 360,000	\$ 360,000	\$ 2,925,000	
TOTAL ANNUAL EXPENDITURES		\$ 381,142	\$ 1,057,974	\$ 136,572	\$ 433,474	\$ 1,090,477	\$ 830,528	\$ 683,700	\$ 486,962	\$ 490,316	\$ 3,581,983	
ANNUAL FUND BALANCE SUMMARY												
Beginning Fund Balance	\$ 1,616,373	\$ 1,863,678	\$ 1,863,678	\$ 1,863,678	\$ 1,986,505	\$ 1,439,260	\$ 1,142,561	\$ 992,959	\$ 1,045,383	\$ 1,986,505		
Plus: Annual Revenues	628,447	571,294	403,786	556,301	543,232	533,828	534,099	539,386	544,821	2,695,366		
Less: Annual Expenditures	(381,142)	(1,057,974)	(136,572)	(433,474)	(1,090,477)	(830,528)	(683,700)	(486,962)	(490,316)	(3,581,983)		
Ending Fund Balance		\$ 1,863,678	\$ 1,376,998	\$ 2,130,892	\$ 1,986,505	\$ 1,439,260	\$ 1,142,561	\$ 992,959	\$ 1,045,383	\$ 1,099,889		\$ 1,099,889
Fund Balance Goal - 15% of Annual Expenditures		\$ 57,171	\$ 158,696	\$ 20,486	\$ 65,021	\$ 163,572	\$ 124,579	\$ 102,555	\$ 73,044	\$ 73,547		

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