

Virtual Meeting Access

Greetings!

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 -
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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, June 10, 2020
10:30a.m. Meeting
Microsoft Teams

- | | | |
|--|-----------|---------|
| 1. Call to order | | |
| 2. Approve Meeting Minutes from April 8, 2020 (10:31)
(enclosure) | Motion | Biel |
| 3. Approve March 31, 2020 Financials (10:33)
(enclosure) | Motion | Wallace |
| 4. FY2021 Budget Adoption (10:35)
(enclosure) | Motion | Kelly |
| 5. DASH North MOU (10:40)
(enclosure) | Motion | Kelly |
| 6. Bicycle Infrastructure Improvements (10:45)
(enclosure) | Motion | Miller |
| 7. President & CEO Report (10:50) | Info Item | Kelly |
| 8. Public Comment (10:55) | | |
| 9. Board Member Discussion (10:58) | | |
| 10. Adjournment | | |





**Meeting of the City of Grand Rapids Tax Increment Financing Authority
April 8, 2020**

1. Call to Order – The meeting was called to order at 10:08 a.m. by Chair Shaun Biel.

Attendance

Present: Jim Talen, Mayor Rosalynn Bliss, Kayem Dunn, Shaun Biel, Diedre Deering, Jim Baldwin, Mark Roys, Jane Gietzen, Rick Winn, and Elianna Bootzin.

Absent: Carl Kelly

Others Present: Tim Kelly (Executive Director), Amanda Sloan (MNTIFA Recording Secretary), Jana Wallace (MNTIFA Treasurer), Dick Wendt (Legal Counsel), Andy Guy, Melvin Eledge, Marion Bonneau, Kim Van Driel, Mark Miller, Annamarie Buller, Kyama Kitavi, Megan Catcho, Max Vanderforest, Yiovanny Cornejo, Mandy McDaniel, and Samantha Suarez (DGRI).

2. Approve Meeting Minutes from March 11, 2019
Motion: Ms. Dunn, supported by Mr. Winn, moved approval of the minutes from the March 11, 2020 board meeting as presented. Motion carried unanimously.

3. FY 2021 Budget Presentation
Mr. Kelly stated each year the Monroe North Tax Increment Finance Authority recommends and adopts a one-year budget and five-year priority plan to reflect investment priorities in the Monroe North neighborhood. If recommended by the Board today, this Fiscal Year 2021 Budget and Priority Plan will go to the Grand Rapids City Commission on April 28 for approval; after receiving the bottom-line appropriation from City Commission, the Board will adopt final annual budget and priority plans. Mr. Kelly stated our estimated fund balance going into FY21 will be around \$1.9 million with \$1.4 million remaining after estimated expenditures for the year. He stated considering the current environment, the intent is to build some flexibility into this plan for utilizing our relatively healthy fund balance to support special projects in coordination with other Federal, State, and local partners. It is early yet in this crisis, but we anticipate being highly active in recovery efforts when the time comes.

Jim Baldwin, Deidre Deering, and Jane Gietzen joined the meeting.

As a reminder, our priorities are developed around GR Forward goals. Mr. Kelly presented a brief overview of each of the Alliance priorities which consist primarily of carry forward projects. Goal 1 priorities include the implementation of our Governance and Management Plan for the Grand River Corridor, noting in FY22 and FY23 priority plan, funds will be allocated to support the river restoration project. Goal 2 consists of Downtown Enhancement Grants (to reimburse property owners for public realm improvements) as well as other miscellaneous infrastructure improvements (including tree plantings) in Monroe North. Accessibility and Streetscape Improvements are addressed in Goal 3 priorities. We will continue to partner with Mobile GR for bicycle infrastructure improvements and with Disability Advocates of Kent County to further inclusive design in Grand Rapids. Another line item included in Goal 3 is the support of pedestrian enhancements during City reconstruction projects such as Mason Street/Ottawa Avenue. Womens Way Alley Improvement and Activation program as well as transit improvements (DASH service and transit shelter installations) are also included here. Infrastructure support and improvements in public spaces, particularly to support outdoor recreation and the utilization of public spaces in Monroe North, are found under Goal 5. Previously approved funding for Canal Street Park Improvements will be carried over into FY21 and potentially into FY22.

Motion: Mr. Winn, supported by Ms. Gietzen, moved to recommend the FY2021 Budget Summary to the Grand Rapids City Commission and request fund appropriation. Motion carried unanimously.

6. President & CEO Report

Mr. Kelly made mention of several projects that lie just outside of the MNTIFA boundary but may be of interest to the group as they connect the Monroe North neighborhood to others: the design of Switchback Park (the connection from Belknap Hill to Division Avenue) as well as the possible extension of the Division Avenue bike lane as it receives permanent enhancements. Conversations continue to take place regarding the Coldbrook water pumping station as the site is decommissioned in the next few years. He stated DGRI is currently operating remotely and most of our organizational activities are related to COVID19 relief and recovery strategies. Our ambassadors continue to be deployed with the focus of cleaning and sanitizing the district's infrastructure. Mr. Kelly noted the Division Avenue and Van Andel Arena projects (as well as MSU and GVSU projects) have been classified as critical infrastructure and are moving forward. All other development projects within downtown have been stalled. We continue to partner with economic development organizations identifying opportunities for business support and offer our resources where they can be most useful as we strategize about economic recovery.

7. Public Comment

None.

8. Board Member Discussion

Mr. Winn suggested the Board form a committee to determine a recommendation for a minimum fund balance as opposed to an arbitrary 15% calculation. Mr. Biel agreed and opted to participate. Mr. Winn and Ms. Dunn volunteered to join the committee.

9. Adjournment

The meeting adjourned at 10:47 a.m.

MEMORANDUM

CITY OF GRAND RAPIDS

Agenda Item # 3
_____, 2020
Monroe North TIFA Meeting

DATE: April 24, 2020

TO: Monroe North Tax Increment Financing Authority

FROM: Jana M. Wallace
Treasurer

SUBJECT: FY2020 Interim Financial Statements Through March 31, 2020

Attached are the Monroe North Tax Increment Financing Authority interim financial statements for first nine months of the Authority's fiscal year ending June 30, 2020.

Statement A: Balance Sheet

Statement B: FY2020 Statement of Revenues and Expenditures

Statement C: Schedule of January 1 through March 31, 2020 Expenditures

The City Treasurer has distributed both summer and winter tax increment revenues.

The Authority has sufficient cash to support budgeted expenditures.

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

Attachments

STATEMENT A

**MONROE NORTH
TAX INCREMENT FINANCING AUTHORITY
Balance Sheet
as of March 31, 2020**

ASSETS

Pooled Cash and Investments	\$	2,224,159
Future Tax Increment Revenues Anticipated		37,200
General Fixed Assets		5,307,124
Less: Accumulated Depreciation		(3,757,681)
TOTAL ASSETS	\$	3,810,802

LIABILITIES AND FUND EQUITY

Liabilities

Accounts Payable	\$	12
Contracts Payable		37,200
TOTAL LIABILITIES	\$	37,212

Fund Balance / Equity:

Investments in General Fixed Assets	\$	1,549,443
Reserve for Compensated Absences		910
Reserve for Encumbrances		7
Reserve for Authorized Projects		2,223,230
TOTAL FUND EQUITY	\$	3,773,590

TOTAL LIABILITIES & FUND EQUITY	\$	3,810,802
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STATEMENT B
MONROE NORTH
TAX INCREMENT FINANCING AUTHORITY
FY2020 Statement of Revenues and Expenses
July 1, 2019 - March 31, 2020

REVENUES	FY2020	
	Budget	Actual
Property Tax Increment	\$ 422,100	\$ 396,821
Property Tax Increment - Prior Year Appeals	(7,500)	-
State of Michigan - Personal Property Losses	120,000	131,352 ¹
Investments Earnings	36,694	33,612
Investments Earnings - FY2019 Accrual Reversal	-	(15,494) ²
Miscellaneous Reimbursement	-	2,431
From / (To) Fund Balance	486,680	-
TOTAL REVENUES	\$ 1,057,974	\$ 548,722

EXPENSES

Committed and Ongoing

Contractual Services - Annual Audit	\$ 5,060	\$ 5,060
Contractual Services - Legal	5,000	528
Floodwalls Debt Service - Interest	2,330	1,586
Floodwalls Debt Service - Principal	35,400	35,400
General Fund Departments Services	27,567	20,675
Insurance - General Liability	917	684
Share of DGRI Administration	6,500	2,090
Staff Support / Personnel	70,000	27,427
Supplies	200	-
Sub-Total Committed and Ongoing	\$ 152,974	93,450

GR Forward Projects:

Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor

Asset and Riverwalk Maintenance	\$ 10,000	\$ -
Downtown Planning - GR Forward	50,000	-
Riverwalk Retrofits	50,000	-
Sub-Total GR Forward - Goal #1	\$ 110,000	\$ -

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

Downtown Census	\$ 5,000	-
District Enhancement Grants	50,000	-
Infrastructure Improvements - Miscellaneous	10,000	9,697
Sub-Total GR Forward - Goal #2	\$ 65,000	\$ 9,697

Goal #3: Implement a 21st Century Mobility Strategy

Accessibility and Streetscape Improvement	\$ 50,000	\$ -
Bicycle Infrastructure Improvements	50,000	-
Mason Street / Ottawa Avenue Reconstruction	170,000 ³	-
Newberry Street Reconstruction	50,000	-
Women's Way Alley Improvements & Activation	80,000 ³	-
Transit Improvements in Monroe North District	130,000	71,395
Sub-Total GR Forward - Goal #3	\$ 530,000	\$ 71,395

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

Canal Street Park Improvements	\$ 120,000 ⁴	-
Urban Recreation Plan	80,000 ⁴	14,620
Sub-Total GR Forward - Goal #5	\$ 200,000	\$ 14,620

TOTAL EXPENSES	\$ 1,057,974	\$ 189,162
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EXCESS / (DEFICIT)	\$ -	\$ 359,560
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Note 1: State of Michigan reimbursement for the tax increment revenue losses related to State-mandated industrial and commercial personal property exemptions. For FY2017, \$108,171 was reimbursed. For FY2018, \$122,248 and for FY2019 \$129,325.

Note 2: GASB 31 requires 'mark to market,' entries to reflect current values of investments outstanding at year-end. The mark to market entry as of June 30, 2019 was positive, so the FY2019 Accrual Reversal in FY2020 is a negative number.

Note 3: \$80,000 reduction of "Mason/Ottawa" budget and creation of \$80,000 "Women's Way" budget approved by Authority Board on March 11, 2020.

Note 4: \$120,000 reduction to Urban Recreation Plan budget and creation of \$120,000 Canal Street Park Improvements project budget approved on March 11, 2020.

STATEMENT C

MONROE NORTH TAX INCREMENT FINANCING AUTHORITY

Schedule of Expenditures

January 1 Through March 31, 2020

Date Posted	Vendor	Purpose / Project	Description	Amount
1/9/2020	Downtown Development Authority	Staff Support / Personnel	Allocate DDA payroll to TIFA - 07/01-10/18/19	\$ 21,644.57
1/30/2020	City Treasurer - MobileGR/Parking	Transit Improvements	JAN 2020 TIFA SHARE OF DASH NORTH SVC	6,667.00
3/5/2020	City Treasurer - MobileGR/Parking	Transit Improvements	FEB 2020 TIFA SHARE OF DASH NORTH SVC	6,667.00
4/1/2020	City Treasurer - MobileGR/Parking	Transit Improvements	MAR 2020 TIFA SHARE OF DASH NORTH SVC	6,667.00
1/2/2020	City Treasurer - Budget Office	General Fund Depts Services	IET - Operating Transfer A-87	2,297.25
2/4/2020	City Treasurer - Budget Office	General Fund Depts Services	IET - Operating Transfer A-87	2,297.25
3/4/2020	City Treasurer - Budget Office	General Fund Depts Services	IET - Operating Transfer A-87	2,297.25
1/11/2020	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 01/11/2020	641.35
2/22/2020	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 02/22/2020	586.39
3/21/2020	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 03/21/2020	439.01
1/8/2020	Priority Health	Staff Support / Personnel	Health Insurance Jan Feb Mar 2020	303.16
1/25/2020	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 01/25/2020	274.86
3/3/2020	Priority Health	Staff Support / Personnel	Health Insurance April May June 2020	226.30
2/5/2020	Source One Imaging	Infrastructure Improvs - Misc	Downtown Banners 01/2020	197.10
2/10/2020	Monroe North Business Assoc	Share of DGRI Administration	2020 Membership Dues	150.00
1/9/2020	Downtown Development Authority	Staff Support / Personnel	Allocate DDA payroll to TIFA - 07/01-10/18/19	134.56
1/8/2020	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl Street 01/2020	91.49
2/17/2020	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl Street 2/2020	91.49
3/17/2020	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl Street 3/2020	91.49
1/2/2020	City Treasurer - Risk Mmnt	Insurance - General Liability	Monthly General Insurance Allocation	76.00
2/4/2020	City Treasurer - Risk Mmnt	Insurance - General Liability	Monthly General Insurance Allocation	76.00
3/4/2020	City Treasurer - Risk Mmnt	Insurance - General Liability	Monthly General Insurance Allocation	76.00
2/8/2020	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 02/08/2020	73.30
2/19/2020	Selective Ins Company of America	Share of DGRI Administration	Liability insurance endorsement 2020	45.47
1/8/2020	Encompass, LLC	Share of DGRI Administration	DGRI employee assist prog 11/2019 to 11/2020	34.72
3/25/2020	TGG, Inc.	Staff Support / Personnel	Life & S/T & L/T disability insurance - 4/1/20-4/30/20	33.27
3/2/2020	International Dntn Association	Share of DGRI Administration	Nonprofit membership 01-12/31/2020	31.74
1/14/2020	HR Collaborative LLC	Share of DGRI Administration	HR Consultant services 12/2019	29.24
3/24/2020	Blue Cross Blue Shield	Staff Support / Personnel	Dental Insurance Premium 3/20-5/20	28.22
1/28/2020	TGG, Inc.	Staff Support / Personnel	Life & S/T & L/T disability insurance - 2/1/20-2/29/20	15.49
3/3/2020	TGG, Inc.	Staff Support / Personnel	Life & S/T & L/T disability insurance - 3/1/20-3/31/20	14.68
3/12/2020	The KR Group, Inc.	Share of DGRI Administration	IT Services phone install, new acct 01/2020	14.65
1/8/2020	The KR Group, Inc.	Share of DGRI Administration	IT Services 01/2020	11.94
2/17/2020	The KR Group, Inc.	Share of DGRI Administration	IT Services 02/2020	11.94
3/17/2020	The KR Group, Inc.	Share of DGRI Administration	IT Network Services 03/2020	11.94
3/31/2020	The KR Group, Inc.	Share of DGRI Administration	IT Services 4/20	11.94
2/19/2020	HR Collaborative LLC	Share of DGRI Administration	HR Consultant services 01/2020	11.29
1/29/2020	Dickinson Wright PLLC	Share of DGRI Administration	DGRI Board of Advisors 09/2019	9.82
3/2/2020	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 01/2020	9.55
2/12/2020	Metro FiberNet, LLC	Share of DGRI Administration	Internet/Phone at 29 Pearl St NW 01/2020	8.42
1/8/2020	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl Street Mezz Office 01/2020	7.44
2/17/2020	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl Street Mezz Office 02/2020	7.44
3/12/2020	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl Street Mezz Office 03/2020	7.44
1/8/2020	Professional Maint of Michigan Inc.	Share of DGRI Administration	Janitorial services Dec 2019	7.07
2/4/2020	Professional Maint of Michigan Inc.	Share of DGRI Administration	Janitorial services Jan 2020	7.07
3/2/2020	Professional Maint of Michigan Inc.	Share of DGRI Administration	Janitorial services Feb 2020	7.07
1/14/2020	Dickinson Wright PLLC	Share of DGRI Administration	DGRI Board of Advisors 09/2019	6.82
2/4/2020	GreatAmerica Financial Svcs Corp	Share of DGRI Administration	Copier Lease 01/2020	6.79
3/30/2020	GreatAmerica Financial Svcs Corp	Share of DGRI Administration	Copier Lease 03/2020	6.42
3/12/2020	Metro FiberNet, LLC	Share of DGRI Administration	Internet/Phone at 29 Pearl St NW 02/2020	6.42
3/2/2020	GreatAmerica Financial Svcs Corp	Share of DGRI Administration	Copier Lease 02/2020	6.07
1/8/2020	GreatAmerica Financial Svcs Corp	Share of DGRI Administration	Copier Lease 12/2019	4.96
3/12/2020	Fifth Third Bank P-Card 02/20	Share of DGRI Administration	Admin supplies (MNTIFA)	4.38
1/28/2020	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Utility Service: Electric Dec 2019	4.16
2/4/2020	The KR Group, Inc.	Share of DGRI Administration	Office 365 agreement 12/2019	4.07
2/5/2020	The KR Group, Inc.	Share of DGRI Administration	IT Office 365 Software Agreement 11/2019	4.07
3/19/2020	The KR Group, Inc.	Share of DGRI Administration	Software License MSoffice 12/17/2019 - 01/15/2020	4.07
3/30/2020	The KR Group, Inc.	Share of DGRI Administration	IT Office 365 Software Agreement 11/2019	4.06
3/24/2020	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Utility Service: Electric Feb 2020	3.94
3/2/2020	The KR Group, Inc.	Share of DGRI Administration	Monitors 02/2020	3.92
1/29/2020	TDS Metrocom, LLC	Share of DGRI Administration	Phone Service 1/20	3.90
1/28/2020	Local First West Michigan	Share of DGRI Administration	Membership: share of Local First renewal 2020	3.66
3/2/2020	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Utility Service: Electric Jan 2020	3.49
2/17/2020	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 02/2020	3.37
3/17/2020	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 03/2020	3.37

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STATEMENT C - continued
Monroe North Tax Increment Financing Authority
Schedule of Expenditures
January 1 Through March 31, 2020

Page 2

Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
				<i>continued from prior page</i>
1/14/2020	The Hartford	Staff Support / Personnel	Workers Compensation 10/2019	\$ 3.21
2/17/2020	West Michigan Hispanice Chamber	Share of DGRI Administration	Annual membership dues 2020	3.10
1/30/2020	The KR Group, Inc.	Share of DGRI Administration	IT Services 12/2019	2.78
2/17/2020	The KR Group, Inc.	Share of DGRI Administration	IT Network Services 01/2020	2.77
3/17/2020	The KR Group, Inc.	Share of DGRI Administration	IT Network Services 02/2020	2.77
3/19/2020	PeopleG2	Share of DGRI Administration	Criminal Background Check services 01/2020	2.68
1/8/2020	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 11/2019	2.52
3/30/2020	The KR Group, Inc.	Share of DGRI Administration	IT Services 3/20	2.40
1/14/2020	Dickinson Wright PLLC	Share of DGRI Administration	DGRI Organizational Documents 10/2019	2.18
2/17/2020	Cellco Partnership dba Verizon	Share of DGRI Administration	Cell Phone Service 12/2019	2.07
3/3/2020	Cellco Partnership dba Verizon	Share of DGRI Administration	Cell Phone Service 01/2020	2.07
3/19/2020	Cellco Partnership dba Verizon	Share of DGRI Administration	Cell Phone Service 02/20	2.07
3/2/2020	Breck Graphics Inc dba Allegra	Share of DGRI Administration	Business Cards: Sloan & Bonneaux 2/20	1.63
3/17/2020	Creative Studio Promotions	Share of DGRI Administration	Office supplies: DGRI Jackets 02/20	1.61
1/28/2020	Pure Water Partners LLC	Share of DGRI Administration	Water Cooler Lease 02/2020 to 04/2020	1.56
2/11/2020	Fifth Third Bank P-Card 01/20	Share of DGRI Administration	Admin SBAM membership 2020	1.48
1/14/2020	Littlefoot Coffee Roasters	Share of DGRI Administration	Meeting Supplies 1/2020	1.41
3/3/2020	Littlefoot Coffee Roasters	Share of DGRI Administration	Meeting Supplies 02/2020	1.41
1/13/2020	Fifth Third Bank P-Card 12/19	Share of DGRI Administration	Admin local expenses	1.36
2/4/2020	Madcap Coffee Company	Share of DGRI Administration	Meeting Supplies 1/20	1.36
2/11/2020	Fifth Third Bank P-Card 01/20	Share of DGRI Administration	Admin Supplies	1.34
3/24/2020	Curtis Laundry & Dry Cleaners, Inc.	Share of DGRI Administration	DGRI dry Cleaning services 2/20	1.33
1/8/2020	Metro FiberNet, LLC	Share of DGRI Administration	Internet at 29 Pearl St NW 12/2019	1.24
1/14/2020	Engineered Protection Systems Inc	Share of DGRI Administration	Office Security System 02/01/2020 - 4/30/2020	1.15
1/14/2020	Comcast Cable Comms, Inc.	Share of DGRI Administration	Internet at 29 Pearl St NW 1/07/20 to 2/06/20	1.10
3/12/2020	HR Collaborative LLC	Share of DGRI Administration	HR Consultant services 02/2020	1.03
2/19/2020	The KR Group, Inc.	Share of DGRI Administration	laptop power cord	0.91
1/13/2020	Fifth Third Bank P-Card 12/19	Share of DGRI Administration	Admin supplies	0.80
3/17/2020	Fusin IT LLC	Share of DGRI Administration	IT engineering 02/2020	0.76
3/24/2020	Breck Graphics Inc dba Allegra	Share of DGRI Administration	Business Cards: K. VanDriel 3/20	0.73
3/3/2020	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 01/2020	0.73
1/14/2020	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 12/2019	0.64
2/17/2020	Model Coverall Service Inc	Share of DGRI Administration	Floor Mat Rental 12/19	0.56
2/19/2020	Model Coverall Service Inc	Share of DGRI Administration	Floor Mat Rental 01/20	0.56
1/28/2020	Model Coverall Service Inc	Share of DGRI Administration	Floor Mat Rental 11/19	0.55
3/24/2020	Model Coverall Service Inc	Share of DGRI Administration	Floor Mat Rental 02/20	0.55
3/3/2020	The KR Group, Inc.	Share of DGRI Administration	IT Services 02/2020	0.50
2/19/2020	Breck Graphics Inc dba Allegra	Share of DGRI Administration	Business Cards: McDaniel & Doyle 1/20	0.45
3/19/2020	Selective Ins Company of America	Share of DGRI Administration	Late fee liability ins endorsement 2020	0.35
2/11/2020	Fifth Third Bank P-Card 01/20	Share of DGRI Administration	Admin fees	0.31
3/19/2020	The KR Group, Inc.	Share of DGRI Administration	digital cable 3/20	0.25
2/4/2020	The KR Group, Inc.	Share of DGRI Administration	HDMI cable adapter	0.10
2/19/2020	TDS Metrocom, LLC	Share of DGRI Administration	Phone Service- final bill	0.06
JANUARY 1 THROUGH MARCH 31, 2020 EXPENDITURES				\$ 52,590.05

MEMORANDUM

MONROE
NORTH
TIFA



TIFA

DATE: June 5, 2020

TO: Monroe North TIFA

FROM: Tim Kelly, AICP
DGRI President & CEO

SUBJECT: Proposed FY21 Budget and Priority Plan

Agenda Item #04
June 10, 2020
MNTIFA Meeting

On April 8, 2020, the MNTIFA Board recommended the FY2021 budget to the Grand Rapids City Commission to request fund appropriation for the fiscal year beginning July 1, 2020. That budget was presented and unanimously approved by the City Commission on April 28, 2020 (attached). The final step in the budget process is adoption by the MNTIFA Board. Additional information, including a summary of the budget process and the priorities included in the FY2021 budget is provided below.

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: Adopt the FY2021 MNTIFA Budget.

CITY OF GRAND RAPIDS, MICHIGAN

MONROE NORTH TAX INCREMENT FINANCING AUTHORITY

FY2021 Appropriation Request

Recommended by the Monroe North TIFA Board on April 8, 2020

Approved by City Commission Consideration on April 28, 2020

**Submitting for Adoption by the Monroe North TIFA Board
at Its Next Meeting**

	FY2021 Request
RESOURCES	
Property Tax Increment Revenue	\$ 393,900
Property Tax Increment - Prior Year Adjustments	(5,000)
State of Michigan Reimbursement for Pers Property Exemptions	127,411
Interest on Investments	26,921
From / (To) Fund Balance	547,245
TOTAL RESOURCES	\$ 1,090,477

APPROPRIATIONS

Ongoing and Committed Expenditures

Contractual Services - Annual Audit	\$ 5,235
Contractual Services - Legal	5,000
General Operating Fund Overhead Allocation	27,192
Insurance - General Liability	1,021
KCDC Series 2008 Floodwall Bonds - Interest	834
KCDC Series 2008 Floodwall Bonds - Principal	37,200
Staff Support	72,100
Supplies	200
Share of Downtown Grand Rapids Inc Administration	6,695
TOTAL ONGOING AND COMMITTED	\$ 155,477

GR FORWARD PROJECTS:

Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor	\$ 50,000
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population	60,000
Goal #3: Implement a 21st Century Mobility Strategy	525,000
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming	300,000
TOTAL DEVELOPMENT AND INFRASTRUCTURE	\$ 935,000

TOTAL APPROPRIATIONS **\$ 1,090,477**

EXCESS / (DEFICIT) **\$ -**

MEMORANDUM

MONROE
NORTH
TIFA



TIFA

DATE: June 5, 2020

TO: Monroe North TIFA

FROM: Tim Kelly, AICP
DGRI President & CEO

Agenda Item #05
June 10, 2020
MNTIFA Meeting

SUBJECT: DASH Memorandum of Understanding

Since December 2012, through Memorandums of Understanding (MOU) the MNTIFA has partnered with the City of Grand Rapids and the Downtown Development Authority (collectively “the Parties”) to provide DASH transit services in the Downtown District. The MOUs have outlined the terms and requirements of the Parties for contributing towards the cost of bus infrastructure as well operating costs.

For FY2021, it is proposed that a one-year extension of the MOU be entered into for the period ending June 30, 2021. As outlined in the attached resolution and MOU, the DDA and MNTIFA would contribute at the same level as FY2020, \$270,000 (\$22,500 per month) and \$80,004 (\$6,667 per month), respectively. These amounts are both budgeted in the DDA and TIFA budgets for FY2021. As proposed, the City will contribute no less than \$2,220,082.

The funding from the DDA and TIFA is needed to continue offering the DASH service, including late night and weekend service which was initiated in FY2019. This was an important recommendation from both GR Forward and the Destination Asset Study to provide a true Downtown circulator linking destinations throughout the neighborhood. While service was temporarily suspended as a result of COVID-19, it resumed service on May 26, 2020 with increased cleaning protocols to follow industry best practices and prioritize driver safety. The resumed service is operating Monday – Saturday until 10p at the same frequency as pre-COVID levels. Sunday service and the extended hours on Thursday – Saturday will be re-evaluated and considered at a later date and in coordination among the Parties.

If approved, the Chairperson of the Boards of the DDA and the MNTIFA would be authorized to execute the MOU, which are approved as to content by the DDA Executive Director and as to form by DDA/MNTIFA legal counsel. An updated MOU would then need Board authorization prior to July 1, 2021 and the start of FY2022.

Recommendation: Approve the MOU, approved as to content by the DGRI President & CEO and as to form by DDA/MNTIFA legal counsel, extending contributions to DASH service through June 30, 2021.



**TAX INCREMENT FINANCE AUTHORITY
OF THE CITY OF GRAND RAPIDS**

**RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF A MEMORANDUM OF
UNDERSTANDING BETWEEN THE CITY OF GRAND
RAPIDS, THE CITY OF GRAND RAPIDS DOWNTOWN
DEVELOPMENT AUTHORITY AND THE TAX
INCREMENT FINANCE AUTHORITY OF THE CITY OF
GRAND RAPIDS RELATED TO DASH TRANSIT
SERVICES**

Boardmember _____, supported by Boardmember _____, moved the adoption of the following resolution:

WHEREAS, since 2012 the City of Grand Rapids (the “City”), the City of Grand Rapids Downtown Development Authority (the “DDA”) and Tax Increment Finance Authority of the City of Grand Rapids, a/k/a the Monroe North Tax Increment Finance Authority (the “MNTIFA”) have entered into a series of memorandums of understanding in which the MNTIFA has annually provided funds for the acquisition of public transit vehicles in connection with the City’s fare-free downtown area DASH shuttle transit service between the DDA’s Downtown District and MNTIFA’s Monroe North Development Area (the “DASH North Service”); and

WHEREAS, the existing memorandum of understanding between the City, DDA and MNTIFA related to the DASH North Service expires June 30, 2020; and

WHEREAS, the City, DDA and MNTIFA have determined to extend support of the DASH North Service through June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Memorandum of Understanding (the “MOU”) between the City, DDA and MNTIFA extending the DDA’s participation in providing the DASH North Service through June 30, 2021, with a MNTIFA contribution of \$80,000 in the form presented at this meeting is approved with such modifications not materially MNTIFA to the DDA approved as to content by the staff of MNTIFA and as to form by MNTIFA legal counsel.
2. That the Chairperson of the Board of Directors of the MNTIFA is authorized and directed to execute the MOU for and on behalf of the MNTIFA.
3. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Boardmembers _____

NAYS: Boardmembers _____

ABSTAIN: Boardmembers _____

ABSENT: Boardmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: June 10, 2020

Amanda Sloan
Recording Secretary

CERTIFICATION

I, the undersigned duly qualified and acting Recording Secretary of the Tax Increment Finance Authority of the City of Grand Rapids (the "MNTIFA"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the MNTIFA at a regular meeting held on May 13, 2020, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended, and Executive Order No 2020-75 of the Governor of the State of Michigan.

Dated: June 10, 2020

Amanda Sloan
Recording Secretary

MEMORANDUM

MONROE
NORTH
TIFA



TIFA

DATE: June 8, 2020

TO: Monroe North TIFA

FROM: Mark Miller, Managing Director of Planning + Design

SUBJECT: **Bicycle Infrastructure Improvements/Investments**

Agenda Item #06
June 10, 2020
MNTIFA Meeting

Goal 3 of GR Forward envisions *creating the most bicycle friendly Downtown in the Midwest* (page 212) and recommends *enhancing physical and perceived connections to neighborhoods surrounding Downtown for all modes* (page 212). The Plan further suggests that “*to help more people in Downtown feel safe riding a bike on its streets, additional infrastructure will be necessary to provide greater protection from vehicle travel and parking lanes. The infrastructure can be supported with increased and secure bike parking, better information, and more encouragement and safety programs. This will all create a unique culture in Downtown and help the City attract new businesses, residents, and visitors.*”

GR Forward further proposed that a bike plan be incorporated as part of the City’s Vital Streets Plan. The bike plan is envisioned to provide the road map to implement a network of facilities with an emphasis on developing infrastructure, prioritizing the installation of infrastructure, and making more meaningful connections within the overall city non-motorized network.

Subsequently the City of Grand Rapids developed the Bicycle Action Plan (approved by the City Commission in July 2019) which furthers the goals established in GR Forward by prioritizing connectivity, safety, comfort, equity, and health. The plan maps out infrastructure improvements and investments in the form of building new bicycle routes, filling in gaps in existing bicycle routes, and installing bike racks and repair stations throughout the city.

DGRI and Mobile GR department staffs have collaborated to create a list of strategic bicycle-related investment priorities that implement the goals of GR Forward, the Bicycle Action Plan, and the City of Grand Rapids Strategic Plan. These priorities, in ten strategic areas, include building new bikeways, improving existing bikeways, filling gaps between existing bikeways, installing bike parking and public repair stations, and developing preliminary designs for recommended bikeways. During the last two months these initiatives have been put into a sharper focus due to the changing mobility and safety protocols associated with physical distancing and COVID-19, and as a result we have collectively worked to fine-tune this list in order to develop an investment package of projects and design services that have the highest impact on safety and connectivity while also providing a quick implementation timeline.



The bicycle infrastructure improvement projects included in this proposed package are as follows:

1. Safety / Access Changes to Existing Bicycle Facilities (on-street bicycle lane improvements)
 - a. Monroe Avenue, Newberry/6th Street intersection and northbound approach on Monroe:
 - Add northbound stop bars and green bike box at intersection,
 - Add southbound stop bars and green bike box at intersection,
 - Restriping of northbound left turn lane.
 - b. Monroe Avenue, Ottawa Avenue to Coldbrook Street:
 - Reinstall long line striping and add striping through curve
 - Add green bike box on northbound Monroe at Ottawa/Coldbrook
 - Add green bike box on southbound Monroe at Coldbrook
 - Add updated signage and remove “ends” plaque under bike lane sign at southbound Monroe
2. Bicycle Parking and Repair Stands
 - a. Bike Racks: at least 50 bicycle racks and associated concrete pad work (where required to install racks)
 - b. Public Repair Stands and Pumps: One stand installed in Canal Street Park.

The bicycle facility projects are anticipated to begin next week and be completed by June 30, 2020. The parking and repair stand equipment will be purchased and then deployed sequentially over the summer months.

The project’s estimated costs are:

1. Safety / Access Changes to Existing Bicycle Facilities: \$27,500.
2. Bicycle Parking and Repair Stands: \$22,500.

Total: \$50,000 not to exceed

These specific projects are in the Monroe North TIFA District and represent a portion of the overall investment that the City is making in bicycle infrastructure throughout the entire city. As such DGRI recommends providing investment in this project to support the implementation of GR Forward, the City of Grand Rapids Bike Action Plan, and the City Strategic Plan. This effort also supports mobility options, potential broader access to Monroe North, and increased physical activity options during social distancing and COVID-19 recovery. The MNTIFA FY20 budget included a line item that appropriated \$50,000 for bicycle friendly improvements.

Recommendation: Authorize funding in an amount not to exceed \$50,000 for bicycle infrastructure improvements in MNTIFA.