

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, August 14, 2019
10:00 a.m. Meeting
29 Pearl Street, NW Suite #1

- | | | |
|--|-----------|---------|
| 1. Call to order | | |
| 2. Approve Meeting Minutes from May 8, 2019 (9:45)
(enclosure) | Motion | Biel |
| 3. Accept Preliminary Financial Statements as of June 30, 2019 (9:50)
(enclosure) | Motion | Wallace |
| 4. FY2020 Budget Adoption (9:55)
(enclosure) | Motion | Kelly |
| 5. River Governance Consultant Authorization (10:00)
(enclosure) | Motion | Guy |
| 6. President & CEO Report (10:10) | Info Item | Kelly |
| 7. Public Comment (10:20) | | |
| 8. Board Member Discussion (10:25) | | |
| 9. Adjournment | | |





**Meeting of the City of Grand Rapids Tax Increment Financing Authority
May 8, 2019**

1. Call to Order – The meeting was called to order 9:46 am at by Chair Shaun Biel

2. Attendance

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

Absent: Carl Kelly, Kayem Dunn

Others Present: Tim Kelly (Executive Director), Flor Valera (MNTIFA Recording Secretary), Jana Wallace (MNTIFA Treasurer), and Stephanie Wong (DGRI Staff)

2. Approve Meeting Minutes from February 13, 2019

Motion: Diedre Deering, supported by Mayor Rosalynn Bliss, moved approval of the minutes from February 13, 2019. Motion carried unanimously.

4. Accept Financial Statements from March 31, 2019

Jana Wallace introduced the financial statements for the first nine months of the Authority's fiscal year ending June 30, 2019. Ms. Wallace stated in January, the Authority received a reimbursement of \$12,455 from the Federal Emergency Management "FEMA" for repairs to the floodwall, which were damaged during the 2013 Grand River Flood. Overall, the Authority has sufficient cash to support budgeted expenditures. Ms. Deering referred to Statement C line item "City Treasurer-Budget Office" and asked why the posting of \$15,248 appeared twice in the statement. Ms. Wallace stated this was due to an allocation coding error and its showing twice in the statement because it had to be corrected.

Motion: Jane Gietzen, supported by Rick Winn, moved to approved Statement C: January 1 through March 31, 2019 Expenditures. Motion carried unanimously.

5. DASH Memorandum of Understanding

Tim Kelly stated the MNTIFA, the DDA and Mobile GR previously entered into a Memorandum of Understanding (MOU) dated back to 2012 to financially support the DASH North transit services. For FY2020, it is proposed that an additional one-year MOU be entered into for the period ending June 30, 2020. Mr. Kelly gave an overview of the past contribution amounts. Monthly ridership numbers from FY19 were also included in the agenda packet. He stated the MNTIFA's contribution will remain the same at \$80,000, while the DDA's contribution will increase. He stated the DDA just approved their shared of cost and their increase in funding is needed to continue the expanded service offerings that were initiated in FY2019. Mr. Kelly stated to help offset the additional costs, we will continue to identify additional partners to contribute to the enhanced services. He added that advertising opportunities will also be pursue within the vehicles.

Motion: Jane Gietzen, supported by Diedre Deering, moved to approve the MOU, approved as to content by the DGRI President and CEO and as to form by DDA/MNTIFA legal counsel, extending DASH services through June 30, 2020. Motion carried unanimously.

6. FY2020 Budget

Tim Kelly presented the Board with the proposed MNTIFA FY20 Budget and Priority Plan. The FY2020 plan consists of both new projects and carry forward priorities that span multiple fiscal years. The agenda packet also includes a budget narrative that provides a high-level overview of each of the proposed projects. Mr. Kelly stated because the DDA boundaries have been amended to include the TIFA, there is an opportunity to layer tools and increase the levels of contribution. He directed the Board's attention to the spreadsheet outlining the Five-Year Priority Plan. The Plan outlines all of the anticipated revenue and expenditures of the Authority over the next five years. The priority plan assumes a .5% annual growth in the Authority's property tax increment revenues over the life of the Priority Plan. Mr. Talen reference the new hotel that had just opened in the area and asked if the Authority would receive an additional increase in property tax revenue. Mr. Kelly responded no because the hotel is located outside the TIFA boundary and is built in a Michigan tax-free Renaissance Zone. Ms. Wallace stated the TIFA's property tax increment revenues are currently based on projections and will be adjusted as soon as we receive the final estimates. Mr. Kelly continued by providing a summary of the projects listed under each goal. New projects include planning for the management of the future River Corridor Improvements. Mr. Kelly stated we will be releasing an RFP/RFQ to hire a consultant to assist with the process of developing recommendations to determine what a governance model could look like. A draft of the RFP/FRQ has already been presented and reviewed by both Goal 1 Alliance and the DGRI Board of Advisors. We will continue to keep this board inform of how the process moves along. The MNTIFA will also contribute to the reconstruction of Mason Street and Ottawa Avenue. The project design will begin in FY2020 and will likely include pedestrian enhancements to improve the streetscape and walkability. Carry forward projects include contributions to conclude the reconstruction of Newberry Street from Monroe to Division Avenue. This project is under construction and once complete it will include pedestrian enhancements. We will continue to provide funding to support the operations of the DASH North Shuttle service and support the installation of new transit shelters. To further reinvest in public spaces, we have funds designated to support the enhancements of the Monroe North Parks by following the implementation of the River for All Design Guidelines. To conclude with the overview, Mr. Kelly outlined the next steps of the budget process which include presenting the recommended budget to Grand Rapids City Commission on May 14 to request bottom-line appropriation followed by the final adoption of the budget at the next scheduled MNTIFA Board meeting.

Motion: Rick Winn, supported by Diedre Deering, moved to approve the MNTIFA Priority Plan for FY20 to FY24 and adopt a resolution recommending the City Commission approve the MNTIFA Annual Budget for FY20. Motion carried unanimously.

7. President & CEO Report

DDA (4/10/19)

- Approved Innovation Grant with Ambiance GR
- Consented to a Development Area Liquor License for Studio Park
- Authorized funding for a temporary Downtown Dog Park
- Received overviews on Project One, Rad Women and the FY20 Budget

DID (4/24/19)

- Recommended FY20 Budget to City Commission
- Discussed Downtown Retail
- Received a presentation on the temporary Downtown Dog Park
- Discussed the renewal process to be completed prior to FY21

MNTIFA (2/13/19)

- Elected 2019 Officers
- Received a presentation on FY18 Audit
- Approved extension to the DGRI Service Agreement
- Authorized funding of Downtown transit shelters
- Received a presentation on PA57

DGRI (3/22/19)

- Reviewed River Governance Strategy
- Discussed next steps related to a Downtown Retail Strategy
- Received overview of a proposed approach for a Downtown Corporate Recruitment and Retention Strategy

Goal 1 – Reestablish the Grand River as the draw to the City and Region

- Riverfront Governance Organizing
 - Finalizing dates for GR Forward Thinking Series
 - Reviewing RFQ for lead consultant with project partners with distribution scheduled for April
 - Final recommendations delivered before the end of 2019
 - US Army Corps of Engineers meeting 4/10
 - State Legislators briefing 4/15
- Lyon Square Opportunity Site
 - Bids for Phase 1 (Edge) opening May 13
 - Design underway for Phase 2 (Plaza)
 - MOU drafted and will be distributed to project partners for review and discussion
 - Finalizing funding structure

Goal 2 - Develop a true Downtown neighborhood home to a diverse population

- Downtown Neighbor Network
 - Planning committee finalized mission, vision and goals at June meeting

- Network Board/Committee seated in early 2019 and met April 5
- 5th Annual Mix, Mingle and Share Event April 10 at New Holland
- Downtown Affordable Housing
 - RFP released May 2019
 - Responses to be reviewed with Goal 2 Alliance
 - Recommendation(s) will be brought to DDA Board
- Development News
 - Studio Park
 - Ottawa extension summer 2019
 - Parking ramp September 2019
 - Theater and residential buildings summer/fall 2019
 - Hotel January 2020
 - 150 Ottawa
 - Interior build out underway
 - Warner Building will be complete spring 2019
 - Hyatt Place open summer 2019
 - 37 Ottawa and 50 Monroe
 - AC Hotel Grand Opening June 3
 - 37 Ottawa office space being leased
 - Both buildings to be complete and open spring 2019
 - 449 Bridge Street
 - Utility connection complete last week and will begin “going vertical” by December
 - Target completion September 2019
 - Embassy Suites (Monroe North)
 - Project complete
 - Grand opening occurred April 11 2019
 - 10 Ionia
 - Brownfield approvals received in 2018
 - Groundbreaking in January 2019
 - 18-month construction schedule
 - MSU GR Research Center Phase II
 - Ground lease negotiations underway with development team
 - New building to be constructed on Michigan Street to support MSU research and health care innovation
 - Construction anticipated to begin fall 2019 with substantial completion in late 2021

Goal 3 – Implement a 21st century mobility strategy

- Bus Shelter Enhancements

- Held Meeting with Mobile GR and Rapid staff to outline project funding and schedule
- Installation to begin spring 2019
- Final install complete before end of 2019
- Pedestrian Safety Enhancements
 - Improvements complete on Division Avenue north of Lyon
 - Keeler Building areaway reinforcement complete
 - Michigan Street crossing designs are finalized and the project will be bid spring 2019
- Division Avenue Bike Lane
 - Construction complete
 - Survey distributed and analysis ongoing
 - Extensions being discussed for 2019
- Downtown Streetspace Guidelines
 - DDA/TIFA received presentation December 2018
 - DGRI Board of Advisor adopted February 2019

Goal 4 – Grow more & better jobs & ensure continued vitality of the local economy

- Recruit a major office tenant to Downtown
 - Working with City and Right Place to develop a more concerted and intentional recruitment strategy to attract larger office tenants Downtown
- Foster ground-floor businesses to diversify the mix of Downtown retail offerings
 - Working with Goal 4 and DDA Purchasing and Contracting Committee to provide considerations to the DDA in June 2019
 - Working with Studio C! to support diverse offerings as part of their tenant mix

Goal 5 – Reinvest in public space, culture & inclusive programming

- VandenBerg Plaza/Calder Plaza Improvements
 - Design of Phase 1 improvements ongoing
 - Designs complete spring 2019
 - June 2019 is the 50th anniversary of the plaza's opening and a key organizing point for a celebratory moment
- Public Realm Improvements
 - Tree plantings with FOGRP scheduled
 - Downtown Dog Park construction begins May 13
 - Fitness equipment installation underway in North Monroe. Complete in May.
- Explore opportunities to beautify public plaza at Van Andel Arena
 - Consultant team work commenced in November
 - Exploring partnership/funding opportunities for FY2019
 - Alley activation to begin with former Art Prize installation (Ford Museum crocodiles)
 - Stakeholder and Alliance engagement ongoing
 - Designs complete spring 2019

- Division Avenue Safety and Cleanliness Improvements
 - Lighting
 - DDA authorized additional funding in December 2018
 - Fulton to Cherry construction to begin spring 2019
 - Public Restrooms
 - City and DGRI working with Heartside Quality of Life committee to finalize design and operation of new public facilities for Cherry / Commerce and Weston / Commerce parking ramps
 - City and DGRI partnering to develop a sustainable facility management protocol for the new facilities.
- Public Art
 - Work on 27 Rad Women murals underway. Complete May 2019
 - Collaborating with UICA Exit Space on Richmond Stamp building
 - Future opportunities include Ottawa and Michigan off ramp and riverfront mural down the stairwell near the Grand Rapids Public Museum
- Upcoming Events
 - Movies on Monroe – June 7 (Beetlejuice and Bohemian Rhapsody)
 - Festival of the Arts – June 8 (50 Year Celebration)
 - State of Our Downtown – September 5, 2019

9. Public Comment
None

10. Board Member Discussion
None

11. Adjournment
The meeting adjourned at 10:02 am

MEMORAN

Agenda Item # 3
August 14, 2019
Monroe North TIFA Meeting

DATE: August 9, 2019

TO: Monroe North Tax Increment Financing Authority

FROM: Jana M. Wallace
Debt and Authority Finance Officer

SUBJECT: Preliminary FY2019 Financial Statements Through June 30, 2019

Attached are the Authority's preliminary financial statements for the fiscal year ended June 30, 2019. The statements are marked as "Preliminary," since the Authority's FY2019 financial audit has not been completed. However, unlike the Downtown Development Authority, I expect there is only one small year-end adjustment remaining to be made to the Monroe North TIFA Fund.

Statement A: Balance Sheet - Preliminary

Statement B: FY2019 Statement of Revenues and Expenses - Preliminary

Statement C: Schedule of April through June, 2019 Expenditures - Preliminary

The Authority's balance sheet on Statement A indicates the Authority is in a strong position financially with sufficient Pooled Cash to support development plan expenditures for FY2020 and beyond.

Since FY2019 actual expenditures were lower than budgeted, the Authority increased its fund balance by \$254,811 as of June 30, 2019.

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 June 30, 2019 Preliminary**

ASSETS

Pooled Cash and Investments	\$	1,856,938
GASB 31 Mark to Market Year-End Entry		9,976
Interest Receivable		5,518
Future Tax Increment Revenues Anticipated		72,600
General Fixed Assets		5,307,124
Less: Accumulated Depreciation		(3,610,734)
TOTAL ASSETS	\$	3,641,422

LIABILITIES AND FUND EQUITY

Liabilities

Accounts Payable	\$	136
Contracts Payable		72,600
TOTAL LIABILITIES	\$	72,736

Fund Balance / Equity:

Investments in General Fixed Assets	\$	1,696,390
Reserve for Compensated Absences		1,111
Reserve for Encumbrances		-
Reserve for Authorized Projects		1,871,185
TOTAL FUND EQUITY	\$	3,568,686

TOTAL LIABILITIES & FUND EQUITY	\$	3,641,422
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STATEMENT B
MONROE NORTH
TAX INCREMENT FINANCING AUTHORITY
FY2019 Statement of Revenues and Expenses
July 1, 2018 - June 30, 2019 Preliminary

REVENUES	FY2019	
	Budget	Actual
Property Tax Increment	\$ 417,410	\$ 423,823
Property Tax Increment - Prior Year Appeals	(7,500)	771
State of Michigan - Personal Property Losses	120,000	129,325 ¹
Investments Earnings	17,073	50,999
Investments Earnings - FY2018 Accrual Reversal	-	12,455 ²
FEMA 2013 Grd River Flood Damage Reimbursements	-	11,059
Miscellaneous Reimbursement	-	15
From / (To) Fund Balance	231,028	-
TOTAL REVENUES	\$ 778,011	\$ 628,447
EXPENSES		
Committed and Ongoing		
Contractual Services - Annual Audit	\$ 5,060	\$ 5,060
Contractual Services - Legal	5,000	3,157
Floodwalls Debt Service - Interest	3,677	4,097
Floodwalls Debt Service - Principal	34,200	34,200
General Fund Departments Services	22,872	22,872
Insurance - General Liability	802	802
Share of DGRI Administration	6,200	3,121
Staff Support / Personnel	65,000	70,691
Supplies	200	-
Sub-Total Committed and Ongoing	\$ 143,011	144,000
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	-
Grand River Restoration	50,000	-
Riverwalk Retrofits	50,000	-
Sub-Total GR Forward - Goal #1	\$ 160,000	\$ -
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population		
Development Support - Miscellaneous	\$ 20,000	\$ -
Downtown Census	5,000	-
Downtown Enhancement Grants	25,000	-
Infrastructure Improvements - Miscellaneous	10,000	-
Sub-Total GR Forward - Goal #2	\$ 60,000	\$ -
Goal #3: Implement a 21st Century Mobility Strategy		
Accessibility and Streetscape Improvement	\$ 25,000	\$ -
Bicycle Infrastructure Improvements	50,000	-
Newberry Street Reconstruction	200,000	126,483
Public Realm Improvements	30,000	-
Transit Improvements in Monroe North District	80,000	80,004
Sub-Total GR Forward - Goal #3	\$ 385,000	\$ 206,487
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming		
Street Lighting Banner Brackets	\$ 5,000	\$ -
Urban Recreation Plan	25,000	23,149
Sub-Total GR Forward - Goal #5	\$ 30,000	\$ 23,149
TOTAL EXPENSES	\$ 778,011	\$ 373,636
EXCESS / (DEFICIT)	\$ -	\$ 254,811

Note 1: State of Michigan reimbursement for the MNTIFA's tax increment revenue losses associated with State-mandated industrial and commercial personal property exemptions. For FY2017 \$108,171 was reimbursed. For FY2018, \$122,248.

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, 2018 was negative, so the FY2018 Accrual Reversal is a positive number.

STATEMENT C

MONROE NORTH TAX INCREMENT FINANCING AUTHORITY

Schedule of Expenditures

April 1 Through June 30, 2019 Preliminary

Date Posted	Vendor	Purpose / Project	Description	Amount
6/30/2019	Downtown Development Authority	Staff Support / Personnel	DDA payroll re-allocation - 12/21/18-06/30/2019	\$ 33,107.01
6/26/2019	Wyoming Excavators Inc	Urban Recreation Plan	6th Street Bridge & Canal Park - exercise equipment	13,335.85
5/23/2019	Kamminga & Roodvoets Inc	Newberry Street Reconstruction	16065-Newberry, Monroe-Dvn (#1606512)-MNTIFA	11,642.42
5/15/2019	City Treasurer - MobileGR/Parking	Transit Improvements	May 2019 share of Monroe North DASH svc	6,667.00
6/12/2019	City Treasurer - MobileGR/Parking	Transit Improvements	April 2019 share of Monroe North DASH svc	6,667.00
6/27/2019	City Treasurer - MobileGR/Parking	Transit Improvements	June 2019 share of Monroe North DASH svc	6,667.00
5/29/2019	Kamminga & Roodvoets Inc	Newberry Street Reconstruction	16065-Newberry, Monroe-Dvn (#1606513)-MNTIFA	6,181.83
6/26/2019	Kamminga & Roodvoets Inc	Newberry Street Reconstruction	16065-Newberry, Monroe-Dvn (#1606515)-MNTIFA	3,978.70
5/23/2019	Fishbeck, Thompson, Carr & Huber	Newberry Street Reconstruction	16065-Newberry, Monroe-Dvn (#382891)-MNTIFA	2,483.72
4/19/2019	City Treasurer - Budget Office	General Fund Depts Services	IET - Operating Transfer A-87	1,906.00
5/1/2019	City Treasurer - Budget Office	General Fund Depts Services	IET - Operating Transfer A-87	1,906.00
6/3/2019	City Treasurer - Budget Office	General Fund Depts Services	IET - Operating Transfer A-87	1,906.00
4/19/2019	County of Kent	KCDC Series 2008 Floodwalls Br	Floodwalls debt service - semi-annual interest	1,496.25
4/17/2019	Dickinson Wright PLLC	Contractual Services - Legal	MNTIFA Legal Matters 02/2019	616.00
6/15/2019	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 06/15/2019	596.18
5/9/2019	Priority Health	Staff Support / Personnel	Health Insurance May/June/July, 2019	446.28
6/26/2019	Dickinson Wright PLLC	Contractual Services - Legal	DASH MNTIFA legal 5/2019	385.00
6/26/2019	Dickinson Wright PLLC	Contractual Services - Legal	MNTIFA Legal Matters 05/2019	286.00
5/18/2019	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 05/18/2019	260.83
5/4/2019	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 05/04/2019	223.58
6/1/2019	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 06/01/2019	223.57
6/29/2019	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 06/29/2019	149.04
6/30/2019	Downtown Development Authority	Staff Support / Personnel	DDA payroll fees re-allocation - 12/21-06/30/2019	133.76
4/7/2019	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl Street 04/2019	89.70
5/12/2019	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl Street 05/2019	89.70
6/17/2019	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl Street 06/2019	89.70
5/21/2019	Fusion IT LLC	Share of DGRI Administration	hardware & software engineering services 5/2019	68.43
4/30/2019	City Treasurer - Risk Mnmt	Insurance - General Liability	Monthly General Insurance Allocation	66.00
4/30/2019	City Treasurer - Risk Mnmt	Insurance - General Liability	Monthly General Insurance Allocation	66.00
5/10/2019	City Treasurer - Risk Mnmt	Insurance - General Liability	Monthly General Insurance Allocation	66.00
6/10/2019	City Treasurer - Risk Mnmt	Insurance - General Liability	Monthly General Insurance Allocation	66.00
6/2/2019	Dickinson Wright PLLC	Contractual Services - Legal	MNTIFA Legal Matters 12/2018	66.00
7/15/2019	HR Collaborative LLC	Share of DGRI Administration	Talent Search: Operations Manager 1st installment o	37.20
6/30/2019	THE KR GROUP INC #21621 Accrual	Share of DGRI Administration	Accrue services performed in FY2019	32.33
4/1/2019	Kelly Brewster	Newberry Street Reconstruction	16065 Newberry, Monroe/Dvn (Kellys 867)-MNTIFA	23.74
4/17/2019	HR Collaborative LLC	Share of DGRI Administration	HR Consultant services 03/2019	19.58
4/20/2019	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 04/20/2019	18.63
5/30/2019	Blue Cross Blue Shield of Michigan	Staff Support / Personnel	Dental Insurance Premium May/June/July 2019	16.48
4/24/2019	TGG, Inc.	Staff Support / Personnel	Life & S/T & L/T disability insurance - 05/2019	15.19
4/2/2019	Kelly Brewster	Newberry Street Reconstruction	16065 Newberry, Monroe/Dvn (Kellys 868)-MNTIFA	15.03
5/22/2019	TGG, Inc.	Staff Support / Personnel	Life & S/T & L/T disability insurance - 06/2019	14.59
6/16/2019	TGG, Inc.	Staff Support / Personnel	Life & S/T & L/T disability insurance - 07/2019	14.49
4/17/2019	Dickinson Wright PLLC	Share of DGRI Administration	DGRI Board of Advisors 02/2019	14.46
6/30/2019	THE KR GROUP INC #21581 Accrual	Share of DGRI Administration	Accrue services performed in FY2019	12.86
5/27/2019	The KR Group, Inc.	Share of DGRI Administration	IT services 05/2019	11.94
7/15/2019	The KR Group, Inc.	Share of DGRI Administration	IT services 05/2019	11.94
5/12/2019	The KR Group, Inc.	Share of DGRI Administration	Meraki Firewal 3 yr license 04/2019	10.72
5/12/2019	HR Collaborative LLC	Share of DGRI Administration	HR Consultant services 04/2019	10.56
7/15/2019	HR Collaborative LLC	Share of DGRI Administration	HR Consultant services 06/2019	10.54
6/13/2019	City Treasurer - Risk Mnmt	Insurance - General Liability	Monthly General Insurance Allocation	10.00
5/1/2019	Kelly Brewster	Newberry Street Reconstruction	16065 Newberry, Monroe/Dvn (Kellys 869)-MNTIFA	7.90
4/7/2019	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl St Mezzanine Office 04/2019	7.44
5/12/2019	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl St Mezzanine Office 04/2019	7.44
6/16/2019	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Office Lease: 29 Pearl St Mezzanine Office 06/2019	7.44
4/7/2019	Professional Maint of Michigan Inc.	Share of DGRI Administration	Janitorial services March 2019	7.07
5/12/2019	Professional Maint of Michigan Inc.	Share of DGRI Administration	Janitorial services April 2019	7.07
6/3/2019	Professional Maint of Michigan Inc.	Share of DGRI Administration	Janitorial services May 2019	7.07
7/15/2019	Professional Maint of Michigan Inc.	Share of DGRI Administration	Janitorial services May 2019	7.07
6/27/2019	GreatAmerica Finl Svcs Corp	Share of DGRI Administration	Copier Lease 06/2019	5.72
6/3/2019	GreatAmerica Finl Svcs Corp	Share of DGRI Administration	Copier Lease 05/2019	5.48
4/7/2019	GreatAmerica Finl Svcs Corp	Share of DGRI Administration	Copier Lease 03/2019	5.25
5/12/2019	GreatAmerica Finl Svcs Corp	Share of DGRI Administration	Copier Lease 04/2019	5.00
6/3/2019	The KR Group, Inc.	Share of DGRI Administration	Security Training 2019	4.90
6/16/2019	HR Collaborative LLC	Share of DGRI Administration	HR Consultant services 05/2019	4.22
7/15/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 06/2019	4.08
4/17/2019	TDS Metrocom, LLC	Share of DGRI Administration	Phone Service 04/2019	3.89
5/13/2019	TDS Metrocom, LLC	Share of DGRI Administration	Phone Service 05/2019	3.89
6/16/2019	TDS Metrocom, LLC	Share of DGRI Administration	Phone Service 06/2019	3.89
6/16/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 06/2019	3.66

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STATEMENT C - continued
Monroe North Tax Increment Financing Authority
Schedule of Expenditures
April 1 Through June 30, 2019 Preliminary

Page 2

Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
				<i>continued from prior page</i>
5/21/2019	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Utility Service: Electricity 04/019-05/019	\$ 3.65
4/23/2019	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Utility Service: Electricity 03/2019-04/2019	3.60
6/25/2019	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Utility Service: Electricity 05/2019-06/2019	3.58
7/16/2019	Cellco Partnership dba Verizon	Share of DGRI Administration	Cell Phone Service 06/2019	3.50
4/16/2019	The KR Group, Inc.	Share of DGRI Administration	IT services: 03/2019	3.30
5/12/2019	The KR Group, Inc.	Share of DGRI Administration	IT services: 04/2019	3.28
4/16/2019	West Michigan Hispanic Chamber	Share of DGRI Administration	Annual Membership dues 2019	3.10
4/23/2019	Cellco Partnership dba Verizon	Share of DGRI Administration	Cell Phone Service 03/2019	2.88
5/21/2019	Cellco Partnership dba Verizon	Share of DGRI Administration	Cell Phone Service 04/2019	2.88
6/25/2019	Cellco Partnership dba Verizon	Share of DGRI Administration	Cell Phone Service 05/2019	2.88
4/16/2019	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 03/2019	2.88
5/12/2019	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 04/2019	2.88
5/21/2019	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 01/2019	2.88
6/16/2019	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 06/2019	2.88
7/15/2019	The KR Group, Inc.	Share of DGRI Administration	IT services: 06/2019	2.56
7/18/2019	Fifth Third Bank P-Card 06/2019	Share of DGRI Administration	Software maintenance and Licensing Fees 06/2019	2.54
5/9/2019	Fifth Third Bank P-Card 04/2019	Share of DGRI Administration	Office Supplies 04/2019	2.42
6/3/2019	The KR Group, Inc.	Share of DGRI Administration	IT services: 05/2019	2.41
7/15/2019	The KR Group, Inc.	Share of DGRI Administration	IT services- System Engineer 06/2019	2.09
4/7/2019	Comcast	Share of DGRI Administration	Internet at 29 Pearl St NW 04/07/2019 to 05/06/2019	1.88
5/12/2019	Comcast	Share of DGRI Administration	Internet at 29 Pearl St NW 05/07/2019 to 06/06/2019	1.88
6/16/2019	Comcast	Share of DGRI Administration	Internet at 29 Pearl St NW 06/07/2019 to 07/06/2019	1.88
4/16/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 04/2019	1.57
7/15/2019	Promotional Impact	Share of DGRI Administration	DGRI Staff Name Badges 06/2019	1.51
5/27/2019	Madcap Coffee Company	Share of DGRI Administration	Meeting Supplies 05/19	1.50
5/12/2019	Madcap Coffee Company	Share of DGRI Administration	Meeting Supplies 04/19	1.43
7/15/2019	Madcap Coffee Company	Share of DGRI Administration	Meeting Supplies 06/19	1.42
6/16/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 06/2019	1.38
7/15/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 06/2019	1.38
7/15/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 06/2019	1.32
6/16/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 06/2019	1.31
7/23/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 06/2019	1.30
5/12/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 04/09/2019	1.28
7/18/2019	Fifth Third Bank P-Card 06/2019	Share of DGRI Administration	Admin Supplies 06/2019	1.24
5/12/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 04/16/2019	1.23
5/15/2019	City Treasurer - Petty Cash	Share of DGRI Administration	Office supplies & Decorations 2018	1.21
4/16/2019	Engineered Protection Sys Inc	Share of DGRI Administration	Office Security System 5/1/2019 - 7/31/2019	1.15
4/16/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 04/2019	1.02
5/12/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 04/23/2019	1.02
7/15/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 06/2019	0.99
6/16/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 06/2019	0.97
5/21/2019	Dickinson Wright PLLC	Share of DGRI Administration	Legal Services: DGRI Agreement 03/2019	0.81
5/21/2019	Dickinson Wright PLLC	Share of DGRI Administration	Legal Services: DGRI Misc Matters 03/2019	0.81
4/23/2019	Gordon Water Systems	Share of DGRI Administration	Water Cooler Lease 04-19	0.78
5/27/2019	Gordon Water Systems	Share of DGRI Administration	Water Cooler Lease 05-19	0.71
6/25/2019	Gordon Water Systems	Share of DGRI Administration	Water Cooler Lease 06-19	0.71
4/7/2019	Breck Graphics Inc dba Allegra	Share of DGRI Administration	Business Cards: F. Valera 3/2019	0.70
5/12/2019	Breck Graphics Inc dba Allegra	Share of DGRI Administration	Business Cards: Y. Cornejo 4/2019	0.70
4/16/2019	Model Coverall Svc Inc	Share of DGRI Administration	Floor Mat Rental 04/2019	0.57
6/25/2019	The KR Group, Inc.	Share of DGRI Administration	Miscellaneous IT Services for New Temp. Employee	0.56
5/12/2019	Model Coverall Svc Inc	Share of DGRI Administration	Floor Mat Rental 05/06/2019	0.55
6/16/2019	Model Coverall Svc Inc	Share of DGRI Administration	Floor Mat Rental 06/2019	0.55
7/15/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 06/2019	0.52
4/1/2019	Amanda Sloan	Share of DGRI Administration	Reimbursement for Office Supplies 3/28/2019	0.42
6/12/2019	Fifth Third Bank P-Card 05/2019	Share of DGRI Administration	Office Supplies 05/2019	0.42
4/16/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 04/2019	0.38
4/10/2019	Fifth Third Bank P-Card 03/2019	Share of DGRI Administration	Office Supplies 03/2019	0.35
4/16/2019	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 04/2019	0.32
5/15/2019	City Treasurer - Petty Cash	Share of DGRI Administration	DGRI Postage	0.31
4/7/2019	Fusion IT LLC	Share of DGRI Administration	Network Management 4/2019	0.15
4/23/2019	Fusion IT LLC	Share of DGRI Administration	Network Management 4/2019	0.15
5/12/2019	Fusion IT LLC	Share of DGRI Administration	Network Management 05/01/2019	0.15
6/3/2019	Fusion IT LLC	Share of DGRI Administration	Network Management 06/01/2019	0.15
5/22/2019	Amanda Sloan	Share of DGRI Administration	Office Supplies Reimb. 5/19/2019	0.14
5/15/2019	Amanda Sloan	Share of DGRI Administration	Office Supplies Reimb. 05/2019	0.11

EXPENDITURES FROM APRIL 1 THROUGH JUNE 30, 2019 PRELIMINARY \$ 102,438.39

MEMORANDUM

MONROE
NORTH
TIFA



DATE: May 3, 2019

TO: Monroe North TIFA

FROM: Tim Kelly, AICP
DGRI President & CEO

Agenda Item #4
May 8, 2019
MNTIFA Meeting

SUBJECT: Proposed FY20 Budget and Priority Plan

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 FY2020 MNTIFA budget and priority plan consists of both new projects from GR Forward and carry forward priorities that span multiple fiscal years. New projects include planning for the management of future River Corridor Improvements, and contributions to the reconstruction of Mason Street and Ottawa Avenue. Carry forward projects include contributions to Newberry Street enhancements, improvements to DASH North infrastructure and implementation of the recently approved Streetspace and River for All Guidelines. When examined by GR Forward goal the breakdown for FY19 is as follows:

- Goal 1 (Restore the River as the Draw): \$110,000
- Goal 2 (Create a True Downtown Neighborhood Home to a Diverse Population): \$65,000
- Goal 3 (21st Century Mobility Strategy): \$530,000
- Goal 5 (Reinvest in Public Space, Culture and Inclusive Programming): \$200,000

As in previous years, the Downtown Grand Rapids Inc. Alliances played an important role in developing the budget. Beginning in February 2019, 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 providing 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



budget to the City Commission on May 14, 2019, requesting bottom-line appropriation. After receiving City Commission appropriation, the TIFA Board will be asked to adopt their final annual budget and priority plans at the next scheduled meetings.

Recommendation: Recommend the FY2020 MNTIFA Budget Summary to the Grand Rapids City Commission and request fund appropriation.

CITY OF GRAND RAPIDS, MICHIGAN

MONROE NORTH TAX INCREMENT FINANCING AUTHORITY

FY2020 Appropriation Request

Recommended by the Monroe North TIFA Board on May 8, 2019

Approved by City Commission on May 14, 2019

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

	FY2020 Request
RESOURCES	
Property Tax Increment Revenue	\$ 422,100
Property Tax Increment - Prior Year Adjustments	(7,500)
State of Michigan Reimbursement for Pers Property Exemptions	120,000
Interest on Investments	36,694
From / (To) Fund Balance	486,680
TOTAL RESOURCES	\$ 1,057,974

APPROPRIATIONS

Ongoing and Committed Expenditures

Contractual Services - Annual Audit	\$ 5,060
Contractual Services - Legal	5,000
General Operating Fund Overhead Allocation	27,567
Insurance - General Liability	917
KCDC Series 2008 Floodwall Bonds - Interest	2,330
KCDC Series 2008 Floodwall Bonds - Principal	35,400
Staff Support	70,000
Supplies	200
Share of Downtown Grand Rapids Inc Administration	6,500
TOTAL ONGOING AND COMMITTED	\$ 152,974

GR FORWARD PROJECTS:

Goal #1: Restore the River as the Draw and Create a Connected and Equitable River Corridor	\$ 110,000
Goal #2: Create a True Downtown Neighborhood Which is Home to a Diverse Population	65,000
Goal #3: Implement a 21st Century Mobility Strategy	530,000
Goal #5: Reinvest in Public Space, Culture, and Inclusive Programming	200,000
TOTAL DEVELOPMENT AND INFRASTRUCTURE	\$ 905,000

TOTAL APPROPRIATIONS **\$ 1,057,974**

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

MEMORANDUM

MONROE
NORTH
TIFA



DATE: August 8, 2019

TO: Monroe North TIFA

FROM: Andy Guy, DGRI Chief Outcomes Officer

SUBJECT: **Grand River Governance Consultant Authorization**

Agenda Item #5
August 14, 2019
MNTIFA Meeting

Downtown Grand Rapids, Inc. (DGRI), in close collaboration with the City of Grand Rapids, Kent County, Grand Rapids Whitewater and other community partners, recently initiated a process to evaluate and recommend a long-term governance structure and funding strategy for developing, managing and sustaining the public assets associated with the future revitalized Grand River corridor (or “the Project”).

The full vision for the Project involves restoring the City’s namesake whitewater rapids in the waterway and, along the waterfront, transforming an approximately 9-mile linear area along both sides of the riverbanks into a new east-west multi-purpose trail and network of public amenities extending from Riverside Park to Millennium Park.

Through such community-based planning initiatives as Green Grand Rapids, GR Forward, River for All and the Destination Assets Study, Grand Rapidsians have envisioned and affirmed the Project as a signature public amenity in a class with such ambitious civic projects as The High Line in New York City, Atlanta’s BeltLine and the waterfront revitalization initiatives underway in such cities as Toronto, Chicago and Detroit.

Given the significant potential, importance and complexity of the Project, DGRI and partners in June 2019 issued a call (RFQ) for qualified consultants to support the essential work of evaluating and recommending a governance and funding model to execute on the community’s vision for a restored and revitalized river corridor running through the urban core.

DGRI staff in July 2019 reviewed and evaluated seven RFQ responses with the GR Forward Goal 1 Citizen Alliance guiding DGRI’s work to restore the Grand River as the draw and build a connected and equitable river corridor. Staff then shared the results of the Alliance deliberations and engaged further discussion with the Organizational Leadership Committee recently established to guide the process of evaluating and recommending a long-term governance structure.

A team comprised of HR&A Advisors and Kathy Blaha Consulting emerged from those conversations, and additional staff due diligence, as the strongest team with the expertise and experience required to support this important process.



HR&A is a leading real estate and economic development consultancy and a recognized authority on successful strategies to plan, organize and implement transformative city-building initiatives. They have an accomplished portfolio of urban industrial reuse projects and come recommended by peer organizations/cities. The firm also comes with familiarity of the local context, having supported the development of the City's 2017 Parks and Recreation Master Plan and through their current work on the City's Equitable Economic Development and Mobility Strategic Plan.

Kathy Blaha Consulting has worked with cities and parks partners across the country to design and implement forward-thinking plans for parks governance and management. She recently worked with the Frey Foundation, the City and DGRI to develop the Ecliptic at Rosa Parks Circle Conservancy to enhance the management of that space.

DGRI staff is confident this team will provide valuable services and insights to this governance and funding study. Deliverables will include:

- Memo presenting a thorough analysis of governance options and rationale for a preferred alternative to realize the vision for a restored, revitalized and high-performing Grand River corridor.
- Memo detailing a proposed multi-year capital plan to implement the community's River for All vision.
- Memo detailing a proposed funding plan to build, manage and maintain the new riverfront amenity.
- Memo assessing the estimated economic benefits of building the riverfront amenity.

The RFQ purposefully did not request respondents to submit budget information, opting to deliberate the options based on skills and experience. Given MNTIFA approval, the next step is for DGRI staff to further discuss the process goals, schedule and budget with the preferred consultant team. Both the MNTIFA and GR Downtown Development Authority have budgeted FY20 funds to support this work. Staff aims to return for funding authorization in September 2019.

Recommendation: Accept the consultant recommendation and authorize DGRI staff to negotiate a project budget with the HR&A team.