

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, December 12, 2018
10:00 a.m. Meeting
29 Pearl Street, NW Suite #1

- | | | |
|---|-----------|-----------|
| 1. Call to order | | |
| 2. Approve Meeting Minutes from June 13, 2018 (10:00)
(enclosure) | Motion | Biel |
| 3. Accept Financial Statements from October 31, 2018 (10:05)
(enclosure) | Motion | Wallace |
| 4. Streetspace Guidelines (10:15)
(enclosure) | Info Item | Miller |
| 5. Monroe North Activation Review (10:35) | Info Item | Van Driel |
| 6. President & CEO Report (10:50) | Info Item | Kelly |
| 7. Public Comment (11:00) | | |
| 8. Board Member Discussion (10:45) | | |
| 9. Adjournment | | |



Meeting of the City of Grand Rapids Tax Increment Financing Authority

June 13, 2018

1. Call to Order – The meeting was called to order at am 9:54am

2. Attendance

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

Absent:

Others Present: Tim Kelly (Executive Director), Flor Valera (Administrative Assistant), Dick Went (DGRI Legal Counsel) Jennie Schumacher, Annamarie Buller, Megan Catcho, Kimberly Van Driel (DGRI Staff) and Josh Naramore

3. Approve Meeting Minutes from May 9, 2018

Motion: Carl Kelly supported by Jane Gietzen, moved approval of the minutes from the May 9, 2018 meeting minutes. Motion carried unanimously.

4. FY2019 Budget Adoption

Tim Kelly introduced the FY19 budget for adoption and explained that the budget was already recommended by this Board in May and then approved by City Commission.

Motion: Diedre Deering, supported by Mayor Rosalynn Bliss, moved to adopt the FY19 Budget as authorized by the Grand Rapids City Commission. Motion carried unanimously.

5. DASH Memorandum of Understanding

Tim Kelly gave an overview of the request being presented to the Board and added that the new Memorandum of Understanding (MOU) for the new fiscal year incorporates terms similar to the prior MOU but explained that the contribution paid by the DDA and MNTIFA to cover service infrastructure is being adjusted. Mr. Kelly noted that this item was budgeted in the FY19 budget. In addition, Mr. Kelly said the DASH services will undergo major changes and introduced Josh Naramore from the City's Mobile GR to give a more detailed explanation. Mr. Naramore explained that Mobile GR and Parking Services have been working on rebranding the DASH services in efforts to get more people to ride the buses in downtown. Mr. Naramore said the current logo has been around for 20 years and in September 2016 major changes were made to incorporate GR Forward implementations, which resulted in consolidation of the DASH Service routes. Mr. Naramore said after the completion of the Destination Asset Study, MobileGR was able to learn more on how to better improve visitor perception. He presented the upcoming changes, which include; the extension of hours of service, the rebranding of the bus design and route changes that may impact the North Monroe Neighborhood. Mr. Naramore explained that because the DASH North averages 6,000 riders per month as opposed the DASH West which averages about 30,000 riders per month, Mobile GR has decided to make some adjustments to the routes. Starting August 27th, the DASH West route is going to focus on connecting the near West side parking lots, Bridge Street and over into the Arena South area, allowing

for more connections between employment areas, where parking has been identified as constrain. Mr. Naramore said the biggest change for the Monroe North Business is the DASH North service route, instead of making the circular route up on Michigan Street, it will now continue along Monroe Avenue connecting the riverfront, the businesses in North Monroe, the DeVos Convention Center, Cherry Street all the way to the Downtown Market, making it more convenient for people to be close to all the new amenities being developed. Ms. Gietzen asked if a map is available with all the DASH stops locations. Mr. Naramore said Mobile GR is still working with the Rapid to produce a new map and added that some of the DASH Stops would be consolidated with existing Rapid stops. Mr. Naramore presented the new logo and color design. The teaser bus will first debut on the North Monroe route and the all information will be translated in Spanish to make it more welcoming for visitors.

Motion: Rick Winn, supported by Mayor Rosalynn Bliss, moved to approve the extension of the term of the DASH transit service from and to the Monroe North Development Area and the Downtown District to June 30, 2019, through a memorandum of understanding between the City, DDA and MNTIFA incorporating terms similar to those contained in the prior Memorandums of Understanding provided that MNTIFA contribution for such a period shall be \$80,004. Motion carried unanimously.

6. Movies on Monroe Presentation

Kimberly Van Driel gave a presentation on the outdoor film series, Movies on Monroe, formerly known as Movies in the Park. Ms. Van Driel said this event started as a community idea in 2013 and quickly became a signature event in downtown Grand Rapids. The biggest changes began in 2017; with the introduction of new LED screen that allowed for earlier show times and double film features and floodwall improvements to the Ah-Nab-Awen Park, which also created certain restrictions on how the LED screen had to be set up which limited seating space. Ms. Van Driel explained that DGRI conducts surveys during and after each movie season to collect information from the attendees. The feedback received helped DGRI staff identify setup restrictions such as visibility, accessibility and comfort. Ms. Van Driel said the decision to relocate and activate a new space within the DDA boundaries became the goal. The City of Grand Rapids Parks and Recreational Department reached out to inform DGRI of a new site the City had recently acquired in the Monroe North Neighborhood along the river. Ms. Van Driel explained how the new location offered a greater accessibility to people. The decision to activate this space sparked conversations on social media, but overall 75% percent of the reactions were positive. Ms. Van Driel took a moment to thank all the partners, local volunteers, artists, and the Monroe North Business Association for helping transform the new site. Ms. Van Driel gave an overview of the phase 1 improvements which included power washing, painting the lot, painting murals and building furniture, installing festoon lighting and adding greenery, Ms. Van Driel said the first movie show attracted about 4,000 attendees and noted that for Phase 2 tasks, DGRI will continue to add more improvements. Mr. Talen asked about the diversity of the crowd. Ms. Van Driel said 80% of the attendees are white. Mr. Kelly thanked Ms. Van Driel for her presentation.

7. President & CEO Report

DDA (5/9/18)

- Approved Amendment to Parking Operations and Maintenance Agreement
- Authorized Implementation of Division Avenue Bike Lane
- Authorized FY18 Downtown Tree Plantings
- Approved Downtown Enhancement Grant for 40 Monroe Center
- Authorized Funding for Newberry Street and Sheldon Avenue Reconstruction and Division Avenue Lighting

- Recommended FY19 Budget to the City Commission

DID (5/16/18)

- Approved Financial Statements through 4/30/18
- Received Update on Spring and Summer Plantings and the Clean Team
- Recommended FY19 Budget to the City Commission

MNTIFA (5/9/18)

- Authorized Funding for Newberry Street Reconstruction
- Recommended FY19 Budget to the City Commission

DGRI (4/18/18)

- Received an update on the Chamber of Commerce Strategic Plan
- Received an overview on the progress of GR Forward implementation

Alliances

- Goal 1 (Restore the River): July 18, 2018 - 10:00 AM
- Goal 2 (Downtown Neighborhood): July 17, 2018 - 3:30 PM
- Goal 3 (21st Century Mobility Strategy): July 23, 2018 - 3:30 PM
- Goal 4 (Economic Vitality): July 25, 2018 - 3:30 PM
- Goal 5 (Public Spaces and Programming): July 19, 2018 - 3:30 PM

GR>> Highlights

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

- Riverfront Trail Design Guidelines
 - Draft Guidelines and Asset Management Plan Under Review
 - Finalizing Fish Ladder Design
 - Consultant Return Trip in August
 - Next Steps and Upcoming Outreach:
 - Booth at River Fest (6/23)
 - Neighborhood Leadership Meeting (6/28)
 - City Commission and DDA Presentations in August
- Riverfront Trail Economic Impact Study
 - Contracted Grand Valley State University to conduct analysis
 - Meeting with GVSU project team week of 6/25
 - Preliminary findings anticipated in Summer 2018
- Lyon Square Opportunity Site
 - Construction documents being developed for Phase 1 (Uplands)
 - Coordination ongoing with surrounding stakeholders
 - Budget discussion with City on 6/12
- Ah-Nab-Awen / Indian Mounds Park Enhancements
 - Construction Ongoing

- Changes include flood protection improvements, 15-foot trail section, enhanced public seating and new lighting from Pearl Street to Gillett Bridge
- Estimated Completion in July 2018

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
 - Recommendations will be presented to Committee in July
 - Network Board/Committee seated in the fall
- Development News
 - Celebrated ground breaking of the Canopy Hotel that is part of the Studio Park development
 - 449 Bridge Street received MDEQ Brownfield Grant

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
 - Goal is to deploy new Downtown shelters before next winter
- Pedestrian Safety Enhancements
 - Improvements under construction on Division Avenue
 - Michigan Street crossing designs underway
- Division Avenue Bike Lane
 - Construction underway week of 6/11
 - Estimated completion week of 6/28
- Downtown Streetspace Guidelines
 - GR Forward Goal 3 Alliance reviewed draft in May
 - Meetings with various City departments being scheduled to review recommendations
 - Presentation to the DDA Board planned in July

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
 - Grant recommendation brought to DDA Board for consideration 6/13
 - 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
 - Short-term activation underway for Summer 2018 including food trucks and various entertainment options
 - Additional furniture ordered and delivery/deployment anticipated June
 - Request for Qualifications issued to design the proposed pavilion at SE corner of plaza

- Consultant selection scheduled 7/15
- June 2019 is the 50th anniversary of the plaza's opening in 1968 and a key organizing point for a celebratory moment
- Food Trucks
 - Extension of pilot ordinance approved by City Commission May 2018
 - Final report and recommendations to occur January 2019
- Public Realm Improvements
 - Spring plantings completed
 - Cigarette urns being deployed in four additional locations in June 2018
 - Pilot recycling program being deployed on Monroe Center in June 2018
 - Tree plantings with FOGRP completed
- Explore opportunities to beautify public plaza at Van Andel Arena
 - Developing preliminary conceptual designs
 - Exploring partnership/funding opportunities for FY2019
- Division Avenue Safety and Cleanliness Improvements
 - Lighting
 - DDA authorized funding in May 2018
 - City completing design to bid project summer 2018
 - 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
 - Collaborating with UICA Exit Space to paint riverfront mural down the stairwell near the Grand Rapids Public Museum. Painting anticipated to begin in Spring 2018 as weather permits
 - Exploring mural opportunities on MDOT wall behind MSU Research Center

Goal 6 - Retain & attract families, talent & job providers with high quality public schools

- Grand Rapids Public Museum School (54 Jefferson)
 - Renovation of 54 Jefferson in progress and looking great
 - DDA considering support of pocket park at June 13 meeting
 - The building will reopen as a high school in September 2018

9. Public Comment

None

10. Board Member Discussion

Diedre Deering took a moment to invite the Board members to the Monroe North Business Association Happy Hour Event on June 28th at the new Linear Restaurant. Ms. Deering added that this is a good opportunity to learn more about the Monroe North Business Association and meet the neighbors.

11. Adjournment

The meeting adjourned at 10:30am

MEMORANDUM

CITY OF GRAND RAPIDS

Agenda Item # 3
December 12, 2018
Monroe North TIFA Meeting

DATE: November 14, 2018

TO: Monroe North Tax Increment Financing Authority

FROM: Jana M. Wallace
Treasurer

SUBJECT: FY2019 Interim Financial Statements Through October 31, 2018

Attached are the Monroe North Tax Increment Financing Authority interim financial statements for first four months of the Authority's fiscal year ending June 30, 2019.

Statement A: Balance Sheet

Statement B: FY2019 Statement of Revenues and Expenditures

Statement C: Schedule of July 1 through October 31, 2018 Expenditures

Summer tax increment revenues were distributed by the City Treasurer in September. The amount of tax increment revenues in the "Actual" column on Statement B is lower than budgeted because the Winter tax increment revenues haven't been distributed yet. The large annual personal property tax increment revenue loss reimbursement from the State of Michigan is expected to be received in November. FY2019 will be the third year the Authority receives this reimbursement. A brief explanation of the Personal Property Exemption Losses program follows.

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

DESCRIPTION OF THE PERSONAL PROPERTY EXEMPTION LOSSES REIMBURSEMENT PROGRAM

Beginning with calendar year 2016/FY2017, the Local Community Stabilization Authority (LCSA) Act, 2014 Public Act 86, (MCL 123.1341 to 123.1362) requires personal property tax reimbursement for all operating and debt millages to the extent that Michigan sales and use tax revenues are available.

The LCSA distributes PPEL reimbursements in the following order of priority:

1. 100% reimbursement for:
 - a. Local school district and intermediate school district (ISD) school debt loss in the current year and local school district sinking funding millage and public recreation and playground millage;
 - b. ISD operating millage;
 - c. School operating loss not reimbursed by the school aid fund;
 - d. Millages used to fund essential services (police, fire, ambulance, and jails);
 - e. **Decline in the tax increment finance (TIF) plan captured value of commercial and industrial personal property;** and
 - f. 2017 small taxpayer exemption loss.
2. Reimbursement for other millages are prorated and may be less than or more than 100%, depending on total calculated losses compared to available Local Community Stabilization Share (LCSS) revenue. The LCSS revenue is derived from the State Use Tax.

How to Calculate Local Unit and TIF Personal Property Exemption Losses (PPEL)

The PPEL is calculated by subtracting the current roll year's commercial and industrial personal property taxable value from the 2013 roll year's commercial and industrial personal property taxable value. Calculations include ad valorem property as well as property on the Industrial Facilities Tax (IFT) property roll with new facilities at 50%. For operating millage reimbursement calculations, the Michigan Department of Treasury subtracts any renaissance zone personal property taxable value from the PPEL calculations.

Source: http://www.michigan.gov/taxes/0,4676,7-238-43535_72736_81317---,00.html

STATEMENT A

MONROE NORTH TAX INCREMENT FINANCING AUTHORITY

Balance Sheet as of October 31, 2018

ASSETS

Pooled Cash and Investments	\$	1,911,112
Future Tax Increment Revenues Anticipated		106,800
General Fixed Assets		5,307,124
Less: Accumulated Depreciation		(3,610,734)
TOTAL ASSETS	\$	3,714,302

LIABILITIES AND FUND EQUITY

Liabilities

Accounts Payable	\$	-
Contracts Payable		106,800
TOTAL LIABILITIES	\$	106,800

Fund Balance / Equity:

Investments in General Fixed Assets	\$	1,696,390
Reserve for Compensated Absences		1,111
Reserve for Encumbrances		48,464
Reserve for Authorized Projects		1,861,537
TOTAL FUND EQUITY	\$	3,607,502

TOTAL LIABILITIES & FUND EQUITY	\$	3,714,302
--	-----------	------------------

STATEMENT B
MONROE NORTH
TAX INCREMENT FINANCING AUTHORITY
FY2019 Statement of Revenues and Expenses
July 1, 2018 - October 31, 2018

REVENUES	FY2019	
	Budget	Actual
Property Tax Increment	\$ 417,410	\$ 376,738
Property Tax Increment - Prior Year Appeals	(7,500)	-
State of Michigan - Personal Property Losses	120,000	- ¹
Investments Earnings	17,073	8,108
Investments Earnings - FY2018 Accrual Reversal	-	12,455 ²
From / (To) Fund Balance	231,028	-
TOTAL REVENUES	\$ 778,011	\$ 397,301

EXPENSES

Committed and Ongoing

Contractual Services - Annual Audit	\$ 5,060	\$ -
Contractual Services - Legal	5,000	1,584
Floodwalls Debt Service - Interest	3,677	2,180
Floodwalls Debt Service - Principal	34,200	34,200
General Fund Departments Services	22,872	7,624
Insurance - General Liability	802	264
Share of DGRI Administration	6,200	936
Staff Support / Personnel	65,000	3,333
Supplies	200	-
Sub-Total Committed and Ongoing	\$ 143,011	50,121

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	20,218
Public Realm Improvements	30,000	-
Transit Improvements in Monroe North District	80,000	33,335
Sub-Total GR Forward - Goal #3	\$ 385,000	\$ 53,553

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

Street Lighting Banner Brackets	\$ 5,000	-
Urban Recreation Plan	25,000	-
Sub-Total GR Forward - Goal #5	\$ 30,000	\$ -

TOTAL EXPENSES	\$ 778,011	\$ 103,674
-----------------------	-------------------	-------------------

EXCESS / (DEFICIT)	\$ -	\$ 293,627
---------------------------	-------------	-------------------

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 July 1 Through October 31, 2018

Date Posted	Vendor	Purpose / Project	Description	Amount
10/19/2018	County of Kent	KCDC Series 2008 Floodwalls Bonds	Floodwalls debt service - annual principal paid	\$34,200.00
9/13/2018	Kamminga & Roodvoets Inc	Newberry Street Reconstruction	16065-Newberry-Monroe to Division (# 1606501)	9,753.12
10/18/2018	City Treasurer - MobileGR/Parking	Transit Improvements	August 2018 share of Monroe North DASH svc	6,667.00
10/29/2018	City Treasurer - MobileGR/Parking	Transit Improvements	August 2018 share of Monroe North DASH svc	6,667.00
10/18/2018	City Treasurer - MobileGR/Parking	Transit Improvements	July 2018 share of Monroe North DASH svc	6,667.00
10/11/2018	City Treasurer - MobileGR/Parking	Transit Improvements	October 2018 share of Monroe North DASH svc	6,667.00
10/18/2018	City Treasurer - MobileGR/Parking	Transit Improvements	September 2018 share of Monroe North DASH svc	6,667.00
10/3/2018	Kamminga & Roodvoets Inc	Newberry Street Reconstruction	16065-Newberry-Monroe to Division (#1606502)	6,416.84
9/30/2018	Fishbeck, Thompson, Carr & Huber	Newberry Street Reconstruction	16065-Newberry (FTCH-377230)	4,008.90
10/19/2018	County of Kent	KCDC Series 2008 Floodwalls Bonds	Floodwalls debt service - semi-annual interest	2,180.25
9/18/2018	City Treasurer - Budget Office	General Fund Departments Services	IET - Operating Transfer A-87	1,906.00
10/18/2018	City Treasurer - Budget Office	General Fund Departments Services	IET - Operating Transfer A-87	1,906.00
7/1/2018	City Treasurer - Budget Office	General Fund Departments Services	IET - Operating Transfer A-87	1,906.00
8/1/2018	City Treasurer - Budget Office	General Fund Departments Services	IET - Operating Transfer A-87	1,906.00
10/2/2018	Dickinson Wright PLLC	Contractual Services - Legal	Legal: Misc. Matters 09/2018	1,408.00
8/11/2018	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 08/11/2018	588.03
9/22/2018	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 09/22/2018	534.07
10/20/2018	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 10/20/2018	441.99
10/6/2018	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 10/06/2018	441.98
9/9/2018	Priority Health	Share of DGRI Administration	Health Insurance Premium 10/2018 -12/2018	408.87
9/8/2018	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 09/08/2018	349.90
8/9/2018	Dickinson Wright PLLC	Contractual Services - Legal	Legal: Misc. Matters 05/2018	176.00
7/14/2018	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 07/14/2018	171.47
7/28/2018	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 07/28/2018	165.74
10/16/2018	HR Collaborative LLC	Share of DGRI Administration	HR Consultant 09/2018	148.39
8/25/2018	City of Grand Rapids	Staff Support / Personnel	Payroll period ended 08/25/2018	147.32
9/12/2018	HR Collaborative LLC	Share of DGRI Administration	HR Consultant 08/2018	104.43
7/24/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Lease: 29 Pearl Street 07/2018	87.94
8/14/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Lease: 29 Pearl Street 08/2018	87.94
9/12/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Lease: 29 Pearl Street 09/2018	87.94
10/10/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Lease: 29 Pearl Street 10/2018	87.94
9/17/2018	City Treasurer - Risk Mnmt	Insurance - General Liability	Monthly General Insurance Allocation	66.00
10/18/2018	City Treasurer - Risk Mnmt	Insurance - General Liability	Monthly General Insurance Allocation	66.00
7/1/2018	City Treasurer - Risk Mnmt	Insurance - General Liability	Monthly General Insurance Allocation	66.00
8/1/2018	City Treasurer - Risk Mnmt	Insurance - General Liability	Monthly General Insurance Allocation	66.00
10/2/2018	HR Collaborative LLC	Share of DGRI Administration	HR Consultant 07/2018	58.76
9/30/2018	Kelly Brewster	Newberry Street Reconstruction	16065-Newberry (Kellys-854)-MNTIFA	38.77
7/24/2018	TGG, Inc.	Share of DGRI Administration	Life & S/T & L/T disability insurance - 08/2018	13.58
9/25/2018	The Hartford	Share of DGRI Administration	Workers Compensation renewal 09/2018	12.85
7/24/2018	The KR Group, Inc.	Share of DGRI Administration	IT services 07/2018	12.40
7/24/2018	The KR Group, Inc.	Share of DGRI Administration	IT services 08/2018	12.40
8/30/2018	The KR Group, Inc.	Share of DGRI Administration	IT services 09/2018	12.40
9/25/2018	The KR Group, Inc.	Share of DGRI Administration	IT services 09/2018	12.40
10/30/2018	The KR Group, Inc.	Share of DGRI Administration	IT services 10/2018	12.40
8/23/2018	TGG, Inc.	Share of DGRI Administration	Life & S/T & L/T disability insurance - 09/2018	12.00
10/7/2018	TGG, Inc.	Share of DGRI Administration	Life & S/T & L/T disability insurance - 10/2018	12.00
8/23/2018	Blue Cross Blue Shield of Michigan	Share of DGRI Administration	Dental Insurance Premium 08/2018-10/2018	11.41
10/2/2018	Blue Cross Blue Shield of Michigan	Share of DGRI Administration	Dental Insurance Premium 11/2018-01/2019	10.66
10/22/2018	TGG, Inc.	Share of DGRI Administration	Life & S/T & L/T disability insurance - 11/2018	9.90
8/23/2018	Benjamin Zuniga	Share of DGRI Administration	Painting Services- Lobby Work 08/2018	8.06
10/2/2018	Erika Townsley	Share of DGRI Administration	Photography: DGRI Staff Portraits 09/2018	7.60
7/24/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Lease: 29 Pearl Street Mezzanine Office 07/2018	7.44
8/14/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Lease: 29 Pearl Street Mezzanine Office 08/2018	7.44
9/12/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Lease: 29 Pearl Street Mezzanine Office 09/2018	7.44
10/10/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Lease: 29 Pearl Street Mezzanine Office 10/2018	7.44
8/19/2018	Professional Maint of Michigan Inc.	Share of DGRI Administration	Janitorial services 07/2018	7.38
9/9/2018	Professional Maint of Michigan Inc.	Share of DGRI Administration	Janitorial services 08/2018	7.38
10/10/2018	Professional Maint of Michigan Inc.	Share of DGRI Administration	Janitorial services 09/2018	7.38
10/30/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 09/06/2018	6.80
10/2/2018	GreatAmerica Financial Svcs Corp	Share of DGRI Administration	Copier Lease 09/2018	5.66
8/6/2018	GreatAmerica Financial Svcs Corp	Share of DGRI Administration	Copier Lease 07/2018	5.51
9/5/2018	GreatAmerica Financial Svcs Corp	Share of DGRI Administration	Copier Lease 08/2018	5.37
10/30/2018	The KR Group, Inc.	Share of DGRI Administration	IT services 10/2018	5.02
8/14/2018	Dickinson Wright PLLC	Share of DGRI Administration	Legal Services: DGRI Bd of Advisors 06/2018	4.91
10/30/2018	The KR Group, Inc.	Share of DGRI Administration	IT services 10/2018	4.18
10/16/2018	TDS Metrocom, LLC	Share of DGRI Administration	Phone Service 09/2018	3.89

continued on the next page

STATEMENT C - continued
Monroe North Tax Increment Financing Authority
Schedule of Expenditures
July 1 Through October 31, 2018

Page 2

Date Posted	Vendor	Activity # Purpose / Project	Description	Amount
				<i>continued from prior page</i>
7/24/2018	TDS Metrocom, LLC	Share of DGRI Administration	Phone Service 06/2018	\$ 3.79
8/19/2018	TDS Metrocom, LLC	Share of DGRI Administration	Phone Service 07/2018	3.77
9/25/2018	TDS Metrocom, LLC	Share of DGRI Administration	Phone Service 08/2018	3.77
9/12/2018	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 09/2018	3.64
10/16/2018	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 10/2018	3.64
7/24/2018	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 07/2018	3.29
8/19/2018	MVP Sportsplex - GR, LLC	Staff Support / Personnel	Paid via Payroll Deductions 08/2018	3.29
9/9/2018	Dickinson Wright PLLC	Share of DGRI Administration	Legal Services: General Matters 08/2018	3.28
10/2/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Utility Service: Electricity 08/2018-09/2018	3.25
7/24/2018	The KR Group, Inc.	Share of DGRI Administration	IT services 07/2018	3.22
10/10/2018	The KR Group, Inc.	Share of DGRI Administration	IT services 09/2018	3.22
8/30/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Utility Service: Electricity 07/2018-08/2018	3.14
10/22/2018	Cellco Partnership dba Verizon	Share of DGRI Administration	Cell Phone Service 9/2018	2.98
10/22/2018	Federal Square Bldg Co. #1, LLC	Share of DGRI Administration	Utility Service: Electricity 09/2018-10/2018	2.92
10/30/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 09/25/2018	2.89
8/23/2018	Cellco Partnership dba Verizon	Share of DGRI Administration	Cell Phone Service 7/2018	2.88
9/25/2018	Cellco Partnership dba Verizon	Share of DGRI Administration	Cell Phone Service 8/2018	2.88
9/9/2018	The KR Group, Inc.	Share of DGRI Administration	IT supplies 08/2018	2.80
10/16/2018	The KR Group, Inc.	Share of DGRI Administration	IT services Microsoft Office software dnld 10/2018	2.77
9/9/2018	Local First West Michigan	Share of DGRI Administration	Membership: share of Local First renewal 2019	2.74
9/25/2018	The KR Group, Inc.	Share of DGRI Administration	IT support 09/2018	2.51
10/2/2018	Erika Townsley	Share of DGRI Administration	Photography: DGRI Staff Portraits 09/2018	2.48
9/12/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 08/16/2018	2.33
7/24/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 07/2018	2.22
10/16/2018	Creative Studio Promotions	Share of DGRI Administration	Office supplies: DGRI Jackets 09/2018	2.15
8/23/2018	Creative Studio Promotions	Share of DGRI Administration	Office supplies: business cards 07/2018	2.05
7/24/2018	Comcast	Share of DGRI Administration	Internet at 29 Pearl St NW 07/2018-08/2018	1.98
8/15/2018	Comcast	Share of DGRI Administration	Internet at 29 Pearl St NW 08/2018-09/2018	1.98
9/5/2018	Comcast	Share of DGRI Administration	Internet at 29 Pearl St NW 09/2018-10/2018	1.86
10/11/2018	Comcast	Share of DGRI Administration	Internet at 29 Pearl St NW 10/2018-11/2018	1.86
8/13/2018	Fifth Third Bank P-Card 07/2018	Share of DGRI Administration	Office Supplies 07/2018	1.70
9/4/2018	Madcap Coffee Company	Share of DGRI Administration	Meeting Supplies 08/2018	1.36
10/16/2018	Madcap Coffee Company	Share of DGRI Administration	Meeting Supplies 10/2018	1.36
10/16/2018	Engineered Protection Systems Inc	Share of DGRI Administration	Office Security System 11//2018-01/2019	1.15
7/24/2018	Engineered Protection Systems Inc	Share of DGRI Administration	Office Security System 08/2018-10/2018	1.15
10/30/2018	Gordon Water Systems	Share of DGRI Administration	Water Cooler Lease 09/18-10/18	0.95
10/30/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 10/04/2018	0.89
9/12/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office Supplies 08/24/2018	0.88
7/24/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 07/2018	0.84
9/20/2018	Fifth Third Bank P-Card 08/2018	Share of DGRI Administration	Office supplies 09/2018	0.83
8/30/2018	Gordon Water Systems	Share of DGRI Administration	Water Cooler Lease 07/18-08/18	0.81
8/19/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 08/2018	0.79
8/19/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 08/2018	0.77
10/9/2018	Fifth Third Bank P-Card 09/2018	Share of DGRI Administration	Mich Dept of Licensing Affairs - share of cost	0.75
8/30/2018	Model Coverall Service Inc	Share of DGRI Administration	Floor Mat Rental 09/2018	0.56
8/6/2018	Model Coverall Service Inc	Share of DGRI Administration	Floor Mat Rental 07/2018	0.54
10/2/2018	Gordon Water Systems	Share of DGRI Administration	Water Cooler Lease 08/18-09/18	0.44
7/24/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 07/2018	0.37
10/23/2018	Max VanderForest	Share of DGRI Administration	Paper supplies for DGRI Annual Report 10/18	0.26
9/12/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 08/16/2018	0.26
8/19/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 08/2018	0.20
8/6/2018	Staples Contract & Commercial Inc.	Share of DGRI Administration	Office supplies 07/2018	0.16
7/24/2018	Fusion IT LLC	Share of DGRI Administration	Network Management 07/2018	0.15
8/6/2018	Fusion IT LLC	Share of DGRI Administration	Network Management 08/2018	0.15
8/30/2018	Fusion IT LLC	Share of DGRI Administration	Network Management 09/2018	0.15
10/2/2018	Fusion IT LLC	Share of DGRI Administration	Network Management 10/2018	0.15
10/30/2018	Fusion IT LLC	Share of DGRI Administration	Network Management 10/2018	0.15

TOTAL JULY 1 THROUGH OCTOBER 31, 2018 \$ 103,674.24

MEMORANDUM

MONROE
NORTH
TIFA



DATE: December 7, 2018

TO: Monroe North TIFA

FROM: Mark F. Miller
Managing Director of Planning & Design

SUBJECT: Downtown Grand Rapids Streetspace Guidelines

Agenda Item #4
December 12, 2018
MNTIFA Meeting

In October 2017, the Downtown Development Authority (DDA) authorized a contract with Nederveld and Williams & Works to initiate work on the Downtown Grand Rapids Streetspace Guidelines. The effort was in response to Goal 3 of GR Forward, which recommended updating the existing 2006 Downtown Streetscape Design Guidelines for the purpose of codifying the character of downtown streets.

During the year-long effort to create the guidelines, the consultant team and DGRI staff collaborated with various departments in the City of Grand Rapids. This collaboration included focus groups from planning, engineering, utilities, public works, mobility and traffic safety, along with the city's design team. Additionally, the project team conducted a 3-week immersion with students and teachers from GRPS Innovation Central. This collaboration included an assigned reading list, field analysis and sidewalk observations, and the creation of student-led design solutions to make downtown streetspaces more inviting. Members of the consultant team and DGRI also conducted field surveys from November 2017 to January 2018 to engage streetspace users during the most challenging wintertime months to help inform future design recommendations for the downtown streetspaces.

As a result of this collaboration and engagement, the Streetspace Guidelines provide a much larger and more enhanced framework than was initially envisioned when the project began. This framework provides direction to design a high-quality public realm that optimizes people space by creating outdoor rooms that invite lingering, enhance visual interest, provide equitable access, and build for lasting investment.

The Guidelines are organized around the various zones of this outdoor room and include the flex zone, the pedestrian zone (the sidewalk area), and the frontage zone (building façade facing the sidewalk).



The flex zone represents the portion of the street that is directly adjacent to the curb where rebalancing can occur to convert the streetspace into a more pedestrian-centric place.

Each chapter provides guidance for the design, placement, scale, and materiality of the elements that shape these specific zones as well as why the design and element are important to the overall streetspace experience. Additionally, city requirements, responsibilities, and coordination are also highlighted for each element in order to help potential document users navigate the process of building streetspaces.

To date, draft guidelines have been reviewed by the Goal 3 and Goal 2 alliances, and a final review by the consultant team has been conducted, which will result in additional final edits. After these edits, Goal 3 will be assisting DGRI staff to create project evaluation checklists to help them better use the document. These checklists will be similar to the previously completed checklist for the frontage zone on pages 118-119 of the final draft, dated December 6, 2018.

Finally, the Guidelines will help better inform decision-making related to DDA investments within the downtown streetspaces in order to make them welcoming and safe, and to enhance their spatial quality. Intended users include the city's engineering department, private developers and property owners, design professionals, the RAPID, DGRI's citizen alliances and staff, and downtown residents. As such, the DDA is encouraged to review the submitted draft and to provide any additional comments that are deemed necessary to finalize the document.