

AGENDA

MONROE
NORTH
TIFA



TIFA

TAX INCREMENT
FINANCE
AUTHORITY

Board Members:

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

Wednesday, October 10, 2016
10:00 a.m. Meeting
29 Pearl Street, NW Suite #1

- | | | |
|--|---------------|---------------|
| 1. Call to order | | |
| 2. Approve Meeting Minutes from August 10, 2016 (10:00)
(enclosure) | <i>Motion</i> | <i>Hansen</i> |
| 3. Approve Accessibility Audit (10:02)
(enclosure) | <i>Motion</i> | <i>Kirk</i> |
| 4. DDA TIF and Development Plan Overlay (10:08) | Info Item | Kelly |
| 5. President & CEO Report (10:32) | Info Item | Larson |
| 6. Public Comment (10:40) | | |
| 7. Board Member Discussion (10:43) | | |
| 8. Adjournment | | |

Meeting of the City of Grand Rapids Tax Increment Financing Authority

August 10, 2016

1. Call to Order – The meeting was called to order at 9:21 a.m. by Chair Howard Hansen

2. Attendance

Present: Shaun Biel, Diedre Deering, Kayem Dunn, Jane Gietzen, Howard Hansen, Carl Kelly, Mark Roys, Jim Talen, Rick Winn

Absent: Mayor Rosalynn Bliss

Others Present: Kristopher Larson (Executive Director), Murphy Ackerman (Executive Asst/Office Manager), Bill Kirk, Tim Kelly, Kimberly Van Driel, Andy Guy, Annamarie Buller, LaTarro Traylor (staff) Jana Wallace, Dick Wendt

3. Approve Meeting Minutes from May 11, 2016

Motion: Kayem Dunn, supported by Jane Gietzen, moved approval of the minutes of the May 11, 2016 meeting of the TIFA as submitted. Motion carried unanimously.

4. Accept June 30, 2016 Financial Statements

Ms. Wallace presented the MNTIFA financial statements. Ms. Wallace said Statement C is a list of expenditures from April 1-June 30, 2016. Ms. Gietzen asked if the re-routing of the DASH will affect the support. Mr. Larson said no, the MNTIFA will continue to support the DASH services.

Motion: Shaun Biel, supported by Diedre Deering, moved to approve Statement C- Preliminary Schedule of June 30, 2016 expenditures as recommended. Motion carried unanimously.

5. Authorize Agreement for FY16 MNTIFA Audit

Ms. Wallace explained that the contract with BDO has already been approved by City Commission, but BDO's internal policy requires the individual boards to approve the audit agreement.

Motion: Jane Gietzen, supported by Rick Winn, moved to approve a contract with BDO USA LLP for audit services for fiscal year ended June 30, 2016. Motion carried unanimously.

6. Adopt FY17 Budget

Mr. Larson explained that the budget was already recommended by this Board in May and then approved by City Commission. Mr. Larson said that the budget now needs to be officially adopted by this Board. Mr. Larson said staff has worked with the Alliances to identify areas of opportunity and thanked Ms. Deering and the Monroe North Business Association for also helping to contribute project ideas. Mr. Winn asked why revenues have dropped so significantly. Ms. Wallace said the State of Michigan has enacted a law that makes "Industrial Personal Property" tax exempt. Ms. Wallace said because the district is very industrial heavy, it had a large effect on revenues. Mr. Larson said staff has been working to refine the tools used by the Board to help to meet the community goals in this area.

*Motion: Shaun Biel, supported by Jane Gietzen, moved to adopt the MNTIFA Annual Budget for FY17.
Motion carried unanimously.*

7. Approve Streetscape Support for Garage Bar Parklet

Mr. Kelly introduced the parklet application for the Garage Bar, located at 819 Ottawa Avenue. Mr. Kelly explained that the parklet program was approved in 2013 to bring amenities such as these to the downtown. Mr. Biel asked what percentage of the project this request will fund. Mr. Kelly said it will fund 50% of the project. Mr. Biel asked if this is a similar percentage that is applied to other parklet requests in the downtown. Mr. Kelly said yes. Mr. Hansen said he is thankful for Mr. Farhat for repurposing that bar and working to activate the area with not only the parklet but his regularly scheduled block parties.

Motion: Jim Talen, supported by Carl Kelly, moved to approve the Garage Bar's request for \$18,150 for costs associated with the installation of the parklet at 819 Ionia Ave. Motion carried unanimously.

8. Project Update: Grand River Trail Demonstration Site

Mr. Kelly gave an update on the Coldbrook edge project, also known as the Grand River Trail demonstration site. Mr. Kelly explained that the initial bid for construction was higher than originally anticipated, but the City has been able to identify additional funds and was subsequently approved by City Commission. Mr. Kelly said choices on design materials and amenities have been negotiated to help with the cost estimates. Mr. Kelly said there was a break in construction, but the work has begun again and is estimated to be completed in October. Ms. Dunn said that she is concerned that eliminating certain materials will remove the attractiveness that was presented in the initial drawings put forth by GR Forward. Mr. Kelly said the overall design will look very similar but the actual materials used to achieve that look will be altered. Mr. Larson added that the need to increase flood protection and management has caused some of the design elements to evolve, but it will not detract from the overall look and feel of the site. Mr. Larson said this site and Canal Street Park will be an opportunity to define and set design guidelines for the overall look and feel of the river trail. Mr. Hansen asked if there are plans for an opening ceremony. Mr. Larson said yes, as soon as there is a clear opening date.

9. President & CEO Report

DGRI (8/17/16)

- Will receive updates on FY17 Performance Management Objectives
- Will consider position on Special Millage capture
- Will receive updates on AFI priorities & Food Truck ordinance

DID 9/12/16

- Will receive updates on DID assessment law from City Attorney & Assessor

MNTIFA (8/10/16)

- Will consider adoption of FY17 Budget
- Will consider supporting parklet at Garage Bar

Alliances:

INVESTMENT (8/9)

- Chair: Nikos Monoyios, Long Range Planner @ The Rapid
- Working on Incentive Program modifications

VIBRANCY (7/20)

- Chair – Brandy Moeller, City of Grand Rapids
- Working Groups: Hospitality, Public Space Activation, Community Inclusion

LIVABILITY (7/25)

- Chair: Lynee Wells, Principal @ Williams & Works – Working Group Discussions;
- Participated in working session on Parks Master Planning

DGRI Staff Highlights

Events / Marketing / Communications

- Held weekend of Olympics Opening Ceremony event with WOOD TV8, 8/5 – 8/7
- Held Residential Stakeholder Event, August 2, 2016 @ Secchia Center
- Finalizing State of Downtown video production
- Held first 5 2016 Movies in the Park

Planning / Development

- Scheduled to host Senator Ken Horn & Senate legislative staff on TIF reform – Sep 13/14
- Preparing to release RFP for Bikeshare feasibility Study
- Developed draft food truck ordinance – held Town Hall July 20th @ LINC
- Collaborating on flood protection improvements for Ah-nab-Awen Park & Indian Mounds Park
- Partnering with Experience GR and Grand Action on Destination Asset Initiative
- Managing Lyon Square Schematic Design – City staff review Aug 24
- Next Public Meeting on Calder Plaza Design - 8/30
- Next TIF Plan Committee Meetings- 8/18, 8/19 – Possible Expansion area tours
- Preparing for new circulator service launch Sep 1!

10. Public Comment
None

11. Board Member Discussion
Ms. Deering invited the Board to join the upcoming Monroe North Business Association picnic.

12. Adjournment
The meeting adjourned at 10:16 a.m.

MEMORANDUM

MONROE
NORTH
TIFA



DATE: October 6, 2016
TO: Monroe North TIFA
FROM: Bill Kirk
Mobility Manager

Agenda Item #3
October 12, 2016
MNTIFA Meeting

SUBJECT: Request for Authorization to Enter Into a Contract with the Disability Advocates of Kent County (DAKC) for an Accessibility Audit

In April of 2016, the Alliance for Livability prioritized and recommended funding for an Accessibility Audit to be completed in FY 2017. This audit is intended to build upon and update the Accessibility Audit that was performed and completed for the Downtown Development Authority (DDA) in the summer of 2006. This audit provided recommendations for improvements to public facilities to bring them into compliance with the Americans with Disabilities Act Accessibility Guidelines (ADAAG). Facilities included, but were not limited to, transit stops, sidewalks, curb ramps, loading zones, and alleys. The complete report can be accessed at www.downtowngr.org/our-work/reports-studies.

Since that time, considerable construction and development has occurred Downtown, and guidelines related to accessibility have evolved, including advances in Universal Design concepts and best practices. To ensure that Downtown is accessible for everyone regardless of ability, it is recommended that Downtown Grand Rapids Inc. partner with DAKC to perform a new Accessibility Audit to identify areas of opportunity and deficiency related to accessibility in the public realm.

The original scope of this proposed project was limited to the current DDA boundaries, however, staff recommends expanding this scope to include the proposed new boundaries outlined in the DDA TIF and Development Plan. To account for the expanded geographic area to be audited and the associated cost, staff recommends utilizing \$3,000 worth of funding from the Accessibility and Streetscape Improvement line item in the Infrastructure section of the Monroe North Tax Increment Financing Authority Priority Plan.

Recommendation:

Authorize DGRI CEO to enter into a contract with the Disability Advocates of Kent County to perform an Accessibility Audit for an amount not to exceed \$18,000.



PROPOSAL BETWEEN
DOWNTOWN GRAND RAPIDS, INC.
AND
DISABILITY ADVOCATES OF KENT COUNTY

Downtown Grand Rapids, Inc.
29 Pearl Street NW, Suite 1
Grand Rapids, Michigan 49503
616.719.4610
Main Contact:

Disability Advocates of Kent County
3600 Camelot Drive SE
Grand Rapids, Michigan 49546
616.949.1100
616.949.7865 fax
Main Contact: Jackson Botsford

SCHEDULE: To be completed by June 30, 2017 (weather contingent)

PRICE: Not to exceed \$18,000.00

1.0 Statement of Purpose

Disability Advocates of Kent County is committed to upholding the intent and spirit of the American Disability Act (ADA) and the Michigan Barrier Free Design Rules (as incorporated in the Michigan Construction Code). We believe it is imperative to continue community education and technical assistance to increase the inclusiveness and accessibility of our built environment and create new best practices that incorporate Universal Design (UD) concepts. Our ultimate vision is access for all, regardless of ability.

Downtown Grand Rapids Inc. (DGRI) shares in this vision and seeks to ensure that its area of impact is built in such a manner in order to achieve this vision. In 2006, the Grand Rapids Downtown Development Authority (DDA) contracted with Disability Advocates to complete a thorough assessment of the exterior physical space in its jurisdiction. Since that time, much work has been completed to remove the barriers that were identified in the original report.

DGRI (administrator of the DDA) is seeking an updated exterior assessment in order to guide the next decade of development and growth.

1.1 Statement of Work:

Disability Advocates agrees to undertake, perform, and complete the following services:

Disability Advocates will conduct an on-site accessibility review of the sidewalks, crosswalks, public parking facilities, and on-the street parking in downtown Grand Rapids. We will identify accessibility barriers which prevent or slow pedestrians from reaching their chosen destination. Problem situations will be identified with solutions suggested if available.

We plan to start in November 2016 as weather permits. The survey will continue for four (4) to five (5) weeks. The report will then be compiled and submitted no later than June 30, 2017. This time frame is very broad, as we noted, due to the unpredictability of weather patterns that may impede the exterior measurement work.

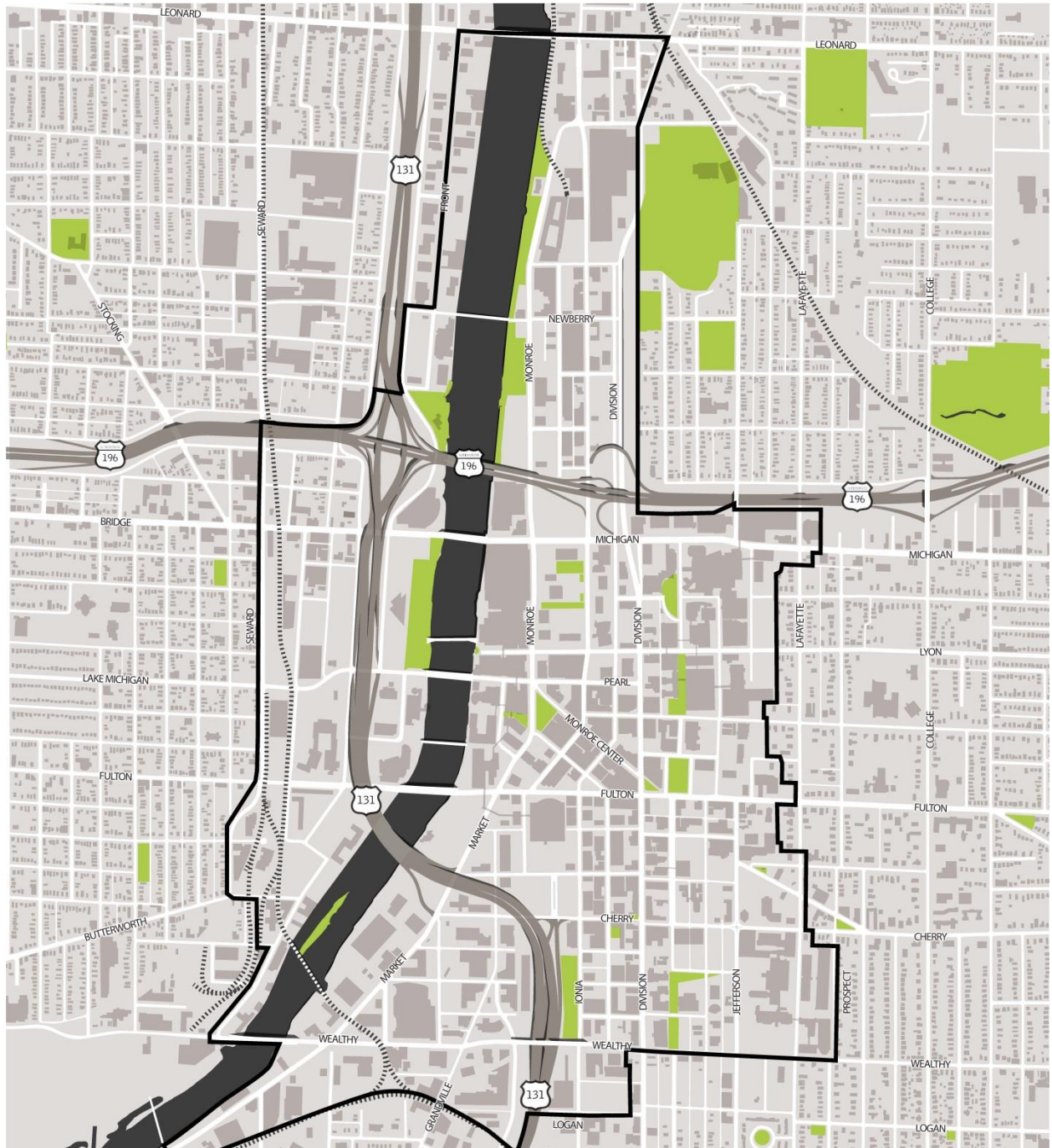
Specifically we will evaluate the following:

- Sidewalks: Surface conditions, slopes (running and cross), protruding objects that interfere with flow of pedestrian traffic, and driveway crossings and loading zones that cross the sidewalk.
- Intersections: Timing of signals, Curb cuts, and Tactile Warning Systems.
- Public Parking – Off Street: Number and location of accessible spaces, and condition of parking spots.
- Public Parking – On Street: Number and location of accessible parking spaces, quality, and reach to parking meters.

We will use the Americans with Disabilities Act Standards, Michigan Barrier Free Guidelines, the City of Grand Rapids Street Guidelines, and the current recommendations relative to Universal Design to determine the components of the assessment tool.

Disability Advocates' staff will conduct this study assisted by teams of trained volunteers many of whom have mobility or visual disabilities.

The boundaries for the scope of work are identified on the following page:



1.2 Costs

Exterior survey & needed follow up =	100 hours X \$50.00/hour = \$ 6,500.00
Data compiling & report writing =	200 hours X \$50.00/hour = <u>\$11,500.00</u>
	\$18,000.00

The costs above include the costs associated with any meetings with DGRI staff and presentations to its board and committees, meetings with downtown stakeholders, volunteer transportation, and all other incidentals.

1.3 Deliverables & Outcomes

Deliverables:

- Interim Reports at 90 day intervals that will include a brief outline of the work accomplished during the reporting period and the work to be completed during the subsequent reporting period. The interval TBD.
 1. Brief description of problems or delays, real or anticipated, which should be brought to the attention of the Administrator.
 2. Statement concerning any significant deviation from previously agreed-upon Statement of Work.
- A detailed Final Report on the current condition of the exterior accessibility of the DDA area and recommendations for barrier removal (2 hard copies in PDF file format).
- An Access database which details the measurements at each intersection and within each parking area

2.0 Signatories

The signatories warrant that they are empowered to enter into this Agreement and agree to be bound by it.

David Bulkowski
Disability Advocates, Executive Director

Date

Kris Larson
Downtown GR Inc., President & CEO

Date