

Downtown Neighbor Network Steering Committee Schedule, Notes & Outreach 2017 - 2018

November 17, 2017

Informal meeting/ data collection/ planning for the process

- Steering Committee informal meeting on November 14, 2017 from 11-12:15pm
 - Meet possible steering committee members – Who else needs to be in the room?
 - 6-8 month commitment, role of the committee member
 - Review resident survey and brainstorm possible questions needed
 - Facilitator selection- 3 considered, group selected Steve Faber
 - Schedule information for monthly meeting

Met with near Neighborhood Associations and organization to let them know about the process

- Near Downtown Neighborhood Associations, CID's, Business Associations invited to Informal meeting on November 7, 2018 from 11-12:15am
 - Downtown Resident Organization Background
 - Overview of GR Forward points of collaboration
 - Current process plan

December 17, 2017

- Resident survey created from feedback
- Confirm committee that is representative of Downtown Residents

January 18, 2018

- Plan process with Facilitator Steve Faber for each monthly meeting- what materials?
- Review Downtown Resident Census survey to inform committee conversations:
 - What are the main questions we want answered by the broader community?
 - Figure out plan for survey distribution and timeline
 - Outreach to building managers about how best to survey residents
- Deploy Downtown Resident Survey- Sent 1/23/2018- close 2/23/2018
 - Email/ survey monkey to resident list of 450
 - Target different stakeholder groups to increase the outreach
 - Attend community meetings and resident meetings- printed copies entered manually
 - Direct contact with major property owners
 - Goal of 400 surveys to help inform the Downtown Resident Steering committee in their decision making for the Downtown Resident Steering planning purposes

February 18, 2018 (Month 1)

- February 1, 2018 11:30-2:30pm – Meeting
 - Orientation on Downtown, organizational structures (neighborhood, business district, CID, DDA, DGRI), demographics, relevant history, GR Forward, needs and gaps
 - Process overview
 - Ground rules/ expectations
 - Scenario Planning:
 - Driving forces & needs
 - Uncertainties
 - Linkages

Downtown Neighbor Network Steering Committee

Schedule, Notes & Outreach

2017 - 2018

Neighborhood Summit March 3, 2018- committee and downtown residents encouraged to attend. No presentation this year.

March 18, 2018 (Month 2)

- March 1, 2018 11:30-2:30pm – Meeting
 - Share Downtown Resident survey results with committee- 300 completed survey
 - Scenario Planning- Three Scenarios with a limited range of futures created from brainstorming exercise from previous meeting
 - What if this scenario is the future?
 - What actions could we take today to prepare?
 - Are there significant different implications in each scenario?
 - Do these differences highlight any strategic choices we need to address?
 - Group Consensus: Is there a need? If so, what structure should this organization take?
 - Nonprofit
 - Joint Venture
 - Loose Network
 - Need to connect with Near Downtown Neighborhood Associations next month to ask about partnerships and collaborations and update on the process.

April 18, 2018 (Month 3)

- April 5, 2018 11:00am- 12:15pm– Meeting with near Neighborhood Associations, CID's and Business Associations and Steering Committee members present to observe and ask questions.
 - Background on Resident Steering process to date
 - In areas of overlap or near Downtown Boundaries what the challenges to serving those areas?
 - Points of collaboration and partnership discussed
 - What could a Downtown Resident organization do to add value to near neighborhood organizations?
- April 5, 2018 12:30-2:30pm – Meeting with Committee Members
 - Near Downtown organization debrief and discussion
 - Review structure question

Downtown Resident Network Event Wednesday, April 25 5-7:30pm at the BOB. Partnership with Downtown Dwellers GR: Mix, Mingle and Share with your Downtown Neighbors. Share Downtown Resident Network history and background, survey results and progress to date.
DGRI budgeting for 2019 begins- identify budget priorities

May 18, 2018 (Month 4)

- May 1 Meeting with Connie Bohatch, City Managing Director of Community Service, about process/progress to date
- May 24, 11:30am-2:30pm – Meeting
 - Review findings from engagement event in April
 - Review process to date
 - Heartside Neighborhood Association update

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June 18, 2018 (Month 5)

- June 7, 2018 11:30am-2:30pm – Meeting
 - Mission, Vision, Values discussion and brainstorming

July 18, 2018 (Month 6) – Comment Phase

- July 12, 2018 11:30-2:30pm – Meeting
 - Heartside Neighborhood Association update- boundary proposal
 - First draft review of Mission, Vision, Values
 - Review process
 - First draft 1-2 page organization recommendation for review
- **Meetings with various stakeholder groups for feedback**
 - Goal 2 Alliance- July 17 3:30-5:00pm
 - Near Neighborhood Associations, CID's, City of GR, Business Association groups
 - Stacy Stout Jordan Eastman and Neighborhood Connectors with the City of Grand Rapids
 - Scheduling in progress includes but not limited to Monroe North Tax Increment Finance Authority, City Commissioners, etc.

August 18, 2018 (Month 7) – Comment Phase

- August 2, 2018 11:30-2:30pm – Meeting
 - Second draft of 1-2 page organization recommendation for review
 - Top priorities for 2019.
 - Committee member description
 - Committee member/ brainstorm/ recruitment
- **Meetings with various stakeholder groups for feedback**
 - Near Neighborhood Business and Neighborhood Association engagement

September 18, 2018 (Month 8)

- September 6, 2018 11:30am-2:30pm – Meeting
 - 3rd draft for organization recommendation
 - Committee structure and recruitment
 - Proposal on website and distributed to all downtown residents in our network
- DGRI Board of Advisors- September 4, 2018
- DDA Board- September 12, 2018

October 18, 2018 (Month 9)

- October 3, 2018 11:30am-2:30pm – Meeting
 - Final draft of the organization recommendations
 - Committee structure and recruitment plan/ event planning for November event
 - Thank you! Final Downtown Resident Steering Committee meeting.
- DID Board- October 4, 2018