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
  o Meet possible steering committee members – Who else needs to be in the room?
  o 6-8 month commitment, role of the committee member
  o Review resident survey and brainstorm possible questions needed
  o Facilitator selection- 3 considered, group selected Steve Faber
  o 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
  o Downtown Resident Organization Background
  o Overview of GR Forward points of collaboration
  o 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:
  o What are the main questions we want answered by the broader community?
  o Figure out plan for survey distribution and timeline
  o Outreach to building managers about how best to survey residents
- Deploy Downtown Resident Survey- Sent 1/23/2018- close 2/23/2018
  o Email/ survey monkey to resident list of 450
  o Target different stakeholder groups to increase the outreach
  o Attend community meetings and resident meetings- printed copies entered manually
  o Direct contact with major property owners
  o 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
  o Orientation on Downtown, organizational structures (neighborhood, business district, CID, DDA, DGRI), demographics, relevant history, GR Forward, needs and gaps
  o Process overview
  o Ground rules/ expectations
  o 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
Downtown Neighbor Network Steering Committee
Schedule, Notes & Outreach
2017 - 2018

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
  o Heartside Neighborhood Association update- boundary proposal
  o First draft review of Mission, Vision, Values
  o Review process
  o First draft 1-2 page organization recommendation for review
• Meetings with various stakeholder groups for feedback
  o Goal 2 Alliance- July 17 3:30-5:00pm
  o Near Neighborhood Associations, CID’s, City of GR, Business Association groups
  o Stacy Stout Jordan Eastman and Neighborhood Connectors with the City of Grand Rapids
  o 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
  o Second draft of 1-2 page organization recommendation for review
  o Top priorities for 2019.
  o Committee member description
  o Committee member/brainstorm/recruitment
• Meetings with various stakeholder groups for feedback
  o Near Neighborhood Business and Neighborhood Association engagement

September 18, 2018 (Month 8)
• September 6, 2018 11:30am-2:30pm – Meeting
  o 3rd draft for organization recommendation
  o Committee structure and recruitment
  o 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
  o Final draft of the organization recommendations
  o Committee structure and recruitment plan/ event planning for November event
  o Thank you! Final Downtown Resident Steering Committee meeting.
• DID Board- October 4, 2018