

**City of Ypsilanti
Downtown Development Authority**

**Board of Directors Meeting
Wednesday, January 20, 2010 - 8:00 a.m.
SPARK East - 215 West Michigan Avenue, Ypsilanti**

Agenda

I. Call to Order

II. Members present:

Robert M. Barnes	Jim Karnopp
John Coleman	Karen Maurer
Scotty James	Peter Rinehart
Darryl Daniels	Dave Wheeler
John Donegan	
Linda French	
Sandee French	
Rene Greff	

Members Absent: Paul Schreiber

Others present: Leonardo Christian, Ypsi News; Jennifer Coe, Interim Director; Jessica de Blacam, DDA intern; Dave Gomez, Ypsilanti Citizen; Tammie Tischler, DDA lawyer; Pete Murdock, City Council; Jim Nelson, John McMillan, Corrine Sikorski, and Rex Richie

III. Approval of Agenda: R. Greff motioned to move the executive committee resolution from old business to the standing committees reports under organization and move grant opportunities presentation to other standing committees reports under organization; D. Daniels supported and the motion passed unanimously.

IV. Approval of Minutes - December 17, 2009 - R. Greff motioned to approve December's minutes and S. French supported with the amendment that it was herself not S. James that presented the signal tower signage and the motion passed unanimously.

V. Audience Participation (3 minutes each)

1. John McMulan stated that he and several Depot Town merchants were supportive of options 2 and 4 for the East Cross Streetscape designs.
2. Rex Richie concurred with John McMillan
3. Corinne Sikorski supported designs 2 and 4, also recommended signage for parking and speed-limit.
4. Jim Nelson appealed to the board that if the board decides to retain RAC parking permit money and cease paying for the parking lot snow removal that the decision be delayed to give the RAC time to react and replace the income stream.

VI. Staff/Financial Report: J. Coe reported that an updated financial report, including all districts, would be sent out by February's board meeting.

VII. Standing Committee Reports

1. Design - S. French reported that the committee is working on prioritizing projects
2. Economic Restructuring - K. Maurer reported that the committee will focus on business retention, a mentoring program and welcome team, and that monthly meetings would be moved to 8:30a.m.
3. Organization-
 - a. Grant Opportunities: R. Greff briefed the board of the Great Lakes Restoration grant opportunity that would help manage parking lot stormwater. T. Gillotti stated that Richard Murphy, City Planner, and the city's engineer will work on the best application and prioritize elements for the project. R. Greff moved to pass the resolution approving the expenditure of \$3,000 for the Great Lakes Restoration Initiative grant application; S. French seconded and the motion passes unanimously.
 - b. Resolution Approving Selection of Contractor for Snow Removal of the RAC Parking Lot: R. Greff stated that a request for closed bids was sought and W.H Canon had submitted the lowest bid. R. Greff moved to pass the resolution approving the selection W.H Canon as the snow removal contractor for the Riverside Arts Center (RAC) parking lot with the amendment: "WHEREAS, the lowest bid was submitted by W.H Cannon;" J. Coleman seconded and the motion passed unanimously.
 - c. Resolution Approving Utilization of RAC Parking Lot Permit Revenues for Snow Removal/Maintenance: The board discussed if the DDA should maintain the lot if parking lot revenue was not keep by the DDA. The board decided to maintain the lot and allow the RAC to keep the permit revenue until the DDA's FY 2010-2011. R. Greff moved to pass the resolution with the amendment to the title: Resolution to retain parking lot permit fees from the Riverside Arts Center (RAC) and to abide by the lease and adding that the resolution will be effective fiscal year 2010 - 2011.
 - d. Resolution Approving Order of Succession: R. Greff introduced a resolution approving the order of succession: Chair, Vice- Chair and then Treasurer; P. Rinehart seconded and the motion passed unanimously.
 - e. Executive Committee - resolution of establishment: R. Greff moved to amend the resolution to include: "WHEREAS, exterminating circumstances may sometimes require that decisions be made or actions be taken between regular board meetings ;" and THEREFORE "The executive committee may bring a resolution to the full board for immediate action" also including a spending policy of less than \$3,500 and/or funding/contributions of less than \$500. D. Daniels seconded and the motion passed unanimously.
4. Promotions - L. French stated that the committee has established an event, positive press, welcoming, and marketing teams and each would be meeting before the February's promotions meeting.

VIII. Ad Hoc Committee Reports

Director Search - R. Greff stated that the committee had narrowed the finalists down to 5 and will be conducting the first round of interviews next week.

IX. Old Business

5. East/West Cross Street- T. Gillotti gave an overview of the project(s)
 - a. Resolution Reaffirming Commitment to Fund West Cross Streetscape Project. S. French moved to pass the resolution; R. Greff seconded and the motion passed ~~unanimously~~. Votes in favor 12, Opposed 0 Absent 1
 - b. Resolution Reaffirming Commitment to Fund East Cross Streetscape Project. P. Rinehart moved to pass the resolution approving designs 2, 3A and 4; L. French seconded and the motion passed ~~unanimously~~. Votes in favor 12, Opposed 0 Absent 1
6. Recommendations from the chair regarding citizen-at-large membership on the advisory committees: It was decided that the chair of each committee will make recommendations to the board chair
7. Summary of City's goal sessions; P. Murdock stated that the City is experiencing a loss of revenue and the budget will be reduced from 14 million down to 10 million.
8. Pub 13 alley lights: It was decided that the design committee will make a recommendation to the full board.

X. New Business

9. Miscellaneous committee assignments: None.

XI. Future Business

10. Prioritization of projects – to be prepared by each committee for February mtg.
11. Annual budget – projected revenues, draft to be presented in February or March

XII. Reports From Other Boards and Commissions: None

XIII. Announcements/Comments: None

IXX. Public Participation: L. Christian stated that an Easter Dinner would be held at Celebrations and asked for donations.

Adjourn: S. James moved to adjourn at 10:05; P. Rinehart seconded and the motion passed unanimously.