

**City of Ypsilanti
Downtown Development Authority**

**Board of Directors Meeting
Thursday, September 15, 2016 – 8:30 a.m.
SPARK East
215 W. Michigan Ave.**

Agenda

The **Mission** of the Ypsilanti Downtown Development Authority (YDDA) is to undertake district-wide improvements that have the greatest impact in strengthening the downtown areas and attracting new business. The primary goal of the YDDA is to implement positive economic, physical, aesthetic, and community changes in each of our four districts.

I. Call to Order

II. Roll Call

Amanda Edmonds	P	A	Russ Olwell	P	A
Jessica French	P	A	Andrew O’Neal	P	A
Adam Gainsley	P	A	Diana Wong	P	A
Martha Cleary	P	A	Mark Teachout (C)	P	A
Ben Harrington	P	A	RayVon Williams	P	A
Jelani McGadney	P	A			

III. Introductions

IV. Approval of Agenda (X)* p. 1-2

V. Approval of August 17, 2016 Minutes (X)* p. 3-7

VI. Audience Participation (3 minutes each)

1. _____
2. _____
3. _____
4. _____
5. _____

VII. Staff Report/Financial Report (X) p. 6-20

VIII. Standing Committee Reports

- Operations and Finance Committee Minutes

IX. Old Business

X. Proposed Business

- University of Michigan/Urban Land Institute Development Opportunity Discussion (X)*
- Regional Transit Authority Resolution of Support (X)*
- Committee Appointments (X)*
- Executive Director Performance Review

XI. Announcements/Comments

XII. Public Participation

XIII. Next Meeting: September 15, 2016, 8:30 a.m., SPARK East, 215 W. Michigan Ave.

Key: (*) = items requiring Board action (X) = documents attached in board packet

**City of Ypsilanti
Downtown Development Authority**

**Board of Directors Meeting
Thursday, August 18, 2016 – 8:30 a.m.
SPARK East
215 W. Michigan Ave.**

Meeting Minutes

I. Call to Order: M. Teachout called the meeting to order at 8:34 am.

II. Roll Call

Amanda Edmonds	P		Russ Olwell	P
Jessica French		A	Andrew O’Neal	P
Adam Gainsley	P		Diana Wong	P
Martha Cleary	P		Mark Teachout(C)	P
Ben Harrington	P		RayVon Williams	P
Jelani McGadney		A		

Others in Attendance:

Joe Licavoli, SPARK East
Beth Ernat, Ypsilanti Economic Dev.
Marisa Kurtzhals, CVB
Joe Meyers, DDA
Rasheed J. Atwater, DDA

III. Introductions

Board members and audience introduced themselves

IV. Approval of Agenda:

Mark motioned to move the maple street parking discussion to the standing committee report after the First Friday Grant Request.

The Board unanimously approved the agenda

V. Approval of May 19, 2016 and June 17, 2016 Minutes:

Adam moved to approve May board minutes. Rayvon Williams supported the motion and it passed unanimously.

Adam moved to approve June minutes. Ben Harrington supported the motion and it passed unanimously.

VI. Audience Participation:

Marisa Kurtzhals from Ypsi First Fridays spoke on the grant request.

VI. Staff Report/Financial Report (X)* p. 6-20: N/A

VII. Standing Committee Reports: N/A

○ **Economic Restructuring & Design (X)* p. 21-23**

- Resolution to approve the award of a YDDA Marketing Grant for First Fridays (X)* p. 21-23

- Adam moved to open the resolution to vote. Andrew O’Neal supported the motion. The resolution passed with a unanimous vote and First Fridays was awarded \$300 for marketing grant
- Maple Street Parking Lot Request* p. 138
 - Joe gave background information about the use of Maple Street Lot and recommended we create a policy for use of the parking lot
 - Amanda Edmonds moved to the audience and left her seat on the board
 - Discussion ensued about who should use parking lot and who turned in request for use of the lot in the past
 - Beth Ernat stated that Heritage Festival needs to be more organized moving forward. In addition, she stated that the DDA needs to create a formal policy for use of parking lots
 - Adam suggested giving the maple street lot to the farmers market on the day of August 27 up to 2pm, then giving the lot to heritage fest from 2pm until its close
 - Adam Gainsley moved his request and Ben Harrington supported the motion. The motion passed unanimously approved with Amanda Edmonds abstaining from the vote.
 - Amanda noted that we must make sure the vendors know that there is no overnight parking.
- Riverside Arts Center Memo and Application (X) p. 27-41
 - Discussion ensued about the Arts center memo and application
- Resolution to approve a YDDA Façade Improvement Grant for 10 N. Washington (X) * p. 41-55
 - Adam motioned to approve the resolution. Ben Harrington supported the motion and it passed unanimously.
- Resolution to approve a YDDA Façade Improvement Grant for 209 Pearl (X)* p. 56-68
 - Andrew O’Neal moved to approve the grant. Martha Cleary supported the motion and the board passed the resolution unanimously
- Resolution to approve YDDA Façade Improvement Grant for 47 N. Huron (X)* p. 69-87
 - Russ moved. Andrew seconded the motion and 47 N. Huron was awarded a \$500 façade grant

- Resolution to approve a YDDA Façade Improvement Grant for 40, 42, 44 E. Cross St (X)* p. 88-103
 - Mark Teachout recused himself from voting
 - Russ moved to approve the Façade grant. Ben Harrington supported the motion and the resolution passed unanimously
- Resolution to approve a YDDA Façade Improvement Grant for 312 N. River (X)* p. 104-133
 - Adam moved to approve the grant. Russ Olwell supported the motion and the resolution passed unanimously.

IX. Old Business: N/A

- Security Camera/ WIFI Discussion Continuation (X)* p. 134
Staff recommended a 1,000 donation to wireless Ypsi to improve equipment to Wireless Ypsi and cancel Comcast agreement
Andrew O’Neal motioned to carry the staff recommendation to vote. Adam Gainsley supported the motion and the board passed the motion unanimously.
- Frog Island Park Grant Request Continuation*
Amanda requested a full proposal and matching funds before consideration for vote

X. Proposed Business: N/A

- Dumpster Enclosure Program Update and Request
Joe Meyers proposed a \$200 monthly bulk rate building fee for buildings looking to enter the dumpster program agreement
Adam suggested setting \$200 a month being the base for business that would pay more than \$200 under current circumstances
Amanda suggested using a written appeal explaining number of units, types of units and how they will recycling for separate fee for use of dumpster enclosure.
Beth suggested that only units with 4 or more units can be considered for dumpster enclosure appeal
\$200 a month while appeal process is ongoing/ Staff will suggest/Executive board will set appeal
Adam motioned to approve the staff recommendation with board input. Russ Olwell supported the motion and a unanimous decision to support the staff dumpster proposal for bulk rate agreement policy was passed

XI. Announcements/Comments:

XII. Public Participation: N/A

Beth Ernat gave an update to the Thompson Block. Ernat noted that 2Mission will take over the project.

Beth also noted that the freight house may open and authorized to host events by the end of the year

XIII. Adjourn: The meeting was adjourned at 10:50 am.

XIV. Next Meeting: September 15, 2016, 8:30 a.m., SPARK East, 215 W. Michigan Ave.

June-August 2016 DDA Check Register

September Expenses						
	AMOUNT	W. CROSS	DEPOT TOWN	Downtown	LINE ITEM	DESCRIPTION
Comcast	\$ 154.15			\$ 154.15	TIF Projects	WIFI
Comcast	\$ 144.65			\$ 144.65	TIF Projects	WIFI
Belleville Lock & Key	\$ 500.00			\$ 500.00	TIF Projects	Waste Management
WH Canon	\$ 3,175.71	\$ 444.60	\$ 539.87	\$ 2,191.24	Streetscape Maintenance	Maintenance July
WH Canon	\$ 250.00			\$ 250.00	Waste Management	Dumpster Cleanup 8/29
WH Canon	\$ 250.00			\$ 250.00	Waste Management	Dumpster Cleanup 7/11
WH Canon	\$ 250.00			\$ 250.00	Waste Management	Dumpster Cleanup 8/5
Congdens Ace Hardware	\$ 3.47			\$ 3.47	Operating Supplies	Dumpsters
Republic Services	\$ 1,978.31			\$ 1,978.31	Waste Management	September Bill
Total	\$6,706.29	\$444.60	\$539.87	\$5,721.82		

YDDA Revenue and Expense Report

May 2016								
								25% of year completed
<u>Revenues</u>		<u>Budgeted</u>		<u>YTD</u>		<u>Budget Remaining</u>		<u>% Collected</u>
TIFA		241,739		6,400		235,339		3%
Operating Millage (1.8282)		52,378		10,009		42,369		19%
<u>Total</u>		294,117		16,409		277,708		6%
<u>Expenses</u>		<u>Budgeted</u>		<u>YTD</u>		<u>Budget Remaining</u>		<u>% Incurred</u>
Operating Costs		40,113		9,676		30,437		24%
TIFA Expenses		234,607		22,953		211,654		10%
<u>Total</u>		274,720		32,629		242,091		12%
<u>Revenues Over (Under) Expenses</u>		19,397						
Fund Balance as of FYE June 2015*		382,534						
Appropriated for FYE June 2016		19,397						
Projected Fund Balance June 2016		401,931						
*both TIF and Operating Reserves								
Unpaid Liabilities		48,500						

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2016

275-DEPOT TOWN DDA

% OF YEAR COMPLETED: 25.00

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
DTDA W CROSS OPERATING						
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REVENUES						
275-4-7270-402-00 CURRENT PROPERTY TAXES	7,075	7,108	0.00	2,625.13	4,482.87	63.07
275-4-7270-402-05 PERSONAL PROP TAX REIMBURSE	122	0	0.00	0.00	0.00	0.00
275-4-7270-420-01 DELINQUENT PROPERTY TAXES	85	20	0.00	10.93	9.07	45.35
275-4-7270-445-02 INTEREST ON CURRENT TAXES	20	20	0.00	0.00	20.00	100.00
275-4-7270-445-05 INTEREST ON DELINQUENT TAXES	1	0	0.00	0.33	(0.33)	0.00
275-4-7270-664-00 INTEREST EARNINGS	583	596	0.00	35.10	560.90	94.11
TOTAL REVENUES	7,886	7,744	0.00	2,671.49	5,072.51	65.50
TOTAL DTDA W CROSS OPERATING						
	7,886	7,744	0.00	2,671.49	5,072.51	65.50
DTDA W CROSS TIF						
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REVENUES						
275-4-7271-410-00 TIFA REIMBURSMNT PA86 SECT 17	0	4,943	0.00	0.00	4,943.00	100.00
275-4-7271-439-02 CURRENT TIFA TAXES-WEST CROSS	6,504	7,227	0.00	0.00	7,227.00	100.00
275-4-7271-439-05 PERSONAL PROP TIF REIMBURSE	2,819	0	0.00	0.00	0.00	0.00
275-4-7271-674-43 WASH CO. BLDG REHAB/FACADE	5,000	5,000	0.00	0.00	5,000.00	100.00
275-4-7271-699-92 APPROPRIATION FUND BALANCE-TIF	28,501	21,562	0.00	0.00	21,562.00	100.00
TOTAL REVENUES	42,824	38,732	0.00	0.00	38,732.00	100.00
TOTAL DTDA W CROSS TIF						
	42,824	38,732	0.00	0.00	38,732.00	100.00
DTDA E CROSS OPERATING						
=====						
REVENUES						
275-4-7290-402-00 CURRENT PROPERTY TAXES	6,128	6,090	0.00	1,202.19	4,887.81	80.26
275-4-7290-402-05 PERSONAL PROP TX REIMBURSE	143	0	0.00	0.00	0.00	0.00
275-4-7290-445-02 INTEREST ON CURRENT TAXES	5	20	0.00	0.00	20.00	100.00
275-4-7290-664-00 INTEREST EARNINGS	500	419	0.00	35.10	383.90	91.62
275-4-7290-699-91 APPROPRIATIONS FUND BALANCE	0	4,282	0.00	0.00	4,282.00	100.00
TOTAL REVENUES	6,776	10,811	0.00	1,237.29	9,573.71	88.56
TOTAL DTDA E CROSS OPERATING						
	6,776	10,811	0.00	1,237.29	9,573.71	88.56

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DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
DTDA W CROSS OPERATING						
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EXPENDITURES						
275-7-7270-728-00 OFFICE SUPPLIES	175	50	0.00	0.00	50.00	100.00
275-7-7270-730-00 POSTAGE	28	10	0.00	0.00	10.00	100.00
275-7-7270-757-00 OPERATING SUPPLIES	67	24	0.00	0.00	24.00	100.00
275-7-7270-807-00 AUDIT FEES	344	114	0.00	0.00	114.00	100.00
275-7-7270-818-00 CONTRACTUAL SERVICES	2,231	933	444.60	444.60	488.40	52.35
275-7-7270-822-10 GENERAL LIABILITY	487	183	0.00	1,372.90	1,189.90	650.22-
275-7-7270-826-10 LEGAL SERVICES	490	193	0.00	0.00	193.00	100.00
275-7-7270-853-00 TELEPHONE	127	56	0.00	3.09	52.91	94.48
275-7-7270-864-01 CONFERENCES AND WORKSHOPS	140	50	0.00	0.00	50.00	100.00
275-7-7270-900-00 PRINTING AND PUBLISHING	350	75	0.00	0.00	75.00	100.00
275-7-7270-940-00 RENT	658	197	0.00	0.00	197.00	100.00
275-7-7270-957-00 BOOKS AND MAGAZINES	21	8	0.00	0.00	8.00	100.00
275-7-7270-958-00 MEMBERSHIPS AND DUES	152	68	0.00	0.00	68.00	100.00
TOTAL EXPENDITURES	5,270	1,961	444.60	1,820.59	140.41	7.16
TOTAL DTDA W CROSS OPERATING	5,270	1,961	444.60	1,820.59	140.41	7.16

DTDA W CROSS TIF

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EXPENDITURES

275-7-7271-706-00 PERMANENT WAGES-SALARIES	7,740	1,798	0.00	0.00	1,798.00	100.00
275-7-7271-706-07 PERMANENT WAGES-POLICE PATROL	5,752	0	0.00	0.00	0.00	0.00
275-7-7271-706-10 PART TIME WAGES	3,312	0	0.00	0.00	0.00	0.00
275-7-7271-707-00 TEMPORARY WAGES	0	60	0.00	0.00	60.00	100.00
275-7-7271-714-02 WORKER'S COMPENSATION	118	29	0.00	0.00	29.00	100.00
275-7-7271-714-05 SOCIAL SECURITY & MEDICARE	899	160	0.00	0.00	160.00	100.00
275-7-7271-714-07 20% HEALTH CARE PREMIUM	(446)	(9)	0.00	0.00	(9.00)	100.00
275-7-7271-714-08 HEALTH CARE COSTS - BLUE CROSS	1,931	1,304	0.00	0.00	1,304.00	100.00
275-7-7271-714-11 VACATION AND SICK LIABILITY	0	176	0.00	0.00	176.00	100.00
275-7-7271-714-12 BASIC FEES	13	5	0.00	0.00	5.00	100.00
275-7-7271-714-13 EHIM WRAP CLAIMS	269	4	0.00	0.00	4.00	100.00
275-7-7271-714-14 EHIM WRAP FEES	32	2	0.00	0.00	2.00	100.00
275-7-7271-714-15 EHIM SCRIPTS	285	31	0.00	0.00	31.00	100.00
275-7-7271-714-16 HEALTH CARE WAIVERS	700	125	0.00	0.00	125.00	100.00
275-7-7271-714-17 DENTAL	424	324	0.00	0.00	324.00	100.00
275-7-7271-714-18 OPTICAL	181	5	0.00	0.00	5.00	100.00
275-7-7271-714-19 LIFE INSURANCE	50	22	0.00	0.00	22.00	100.00
275-7-7271-714-22 LONG TERM DISABILITY	56	16	0.00	0.00	16.00	100.00
275-7-7271-714-24 HEALTH CARE SAVINGS PLAN	252	0	0.00	0.00	0.00	0.00
275-7-7271-818-00 CONTRACTUAL SERVICES	0	10,264	241.66	1,169.58	9,094.42	88.61
275-7-7271-820-00 TIF - WEST CROSS DEV AREA	871	6,908	0.00	0.00	6,908.00	100.00
275-7-7271-820-02 STREETScape MAINTENANCE	3,605	3,605	0.00	0.00	3,605.00	100.00

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AS OF: SEPTEMBER 30TH, 2016

275-DEPOT TOWN DDA

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
275-7-7271-820-04 SEASONAL PLANTING	350	350	0.00	0.00	350.00	100.00
275-7-7271-820-05 PEDESTRIAN TRASH COLLECTION	3,200	1,600	0.00	0.00	1,600.00	100.00
275-7-7271-820-06 HOLIDAY LIGHTING & MAINTENANCE	1,000	250	0.00	0.00	250.00	100.00
275-7-7271-820-08 WAYFINDING CITYWIDE	700	250	0.00	0.00	250.00	100.00
275-7-7271-920-00 UTILITIES-DTE ELECTRICAL BILL	280	0	0.00	0.00	0.00	0.00
275-7-7271-965-05 SPECIAL EVENT CONTRIBUTION	0	400	0.00	0.00	400.00	100.00
275-7-7271-965-06 FACADE PROG. CONT TO BLD-TIF	1,250	0	0.00	0.00	0.00	0.00
275-7-7271-965-10 AA SPARK CONTRIBUTION	0	50	0.00	0.00	50.00	100.00
275-7-7271-971-27 BUILDING REHAB	10,000	11,003	0.00	0.00	11,003.00	100.00
TOTAL EXPENDITURES	42,824	38,732	241.66	1,169.58	37,562.42	96.98

TOTAL DTDA W CROSS TIF 42,824 38,732 241.66 1,169.58 37,562.42 96.98

DTDA E CROSS OPERATING

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EXPENDITURES

275-7-7290-728-00 OFFICE SUPPLIES	200	325	0.00	0.00	325.00	100.00
275-7-7290-730-00 POSTAGE	32	52	0.00	0.00	52.00	100.00
275-7-7290-757-00 OPERATING SUPPLIES	76	124	0.00	0.00	124.00	100.00
275-7-7290-807-00 AUDIT FEES	394	759	0.00	0.00	759.00	100.00
275-7-7290-818-00 CONTRACTUAL SERVICES	2,550	4,854	539.87	539.87	4,314.13	88.88
275-7-7290-822-10 GENERAL LIABILITY	556	953	0.00	383.25	569.75	59.78
275-7-7290-826-10 LEGAL SERVICES	560	1,001	0.00	0.00	1,001.00	100.00
275-7-7290-853-00 TELEPHONE	144	235	0.00	16.06	218.94	93.17
275-7-7290-864-01 CONFERENCES AND WORKSHOPS	160	260	0.00	0.00	260.00	100.00
275-7-7290-900-00 PRINTING AND PUBLISHING	400	650	0.00	0.00	650.00	100.00
275-7-7290-940-00 RENT	752	1,022	0.00	0.00	1,022.00	100.00
275-7-7290-957-00 BOOK MAGAZINES AND PERIODAL	24	39	0.00	0.00	39.00	100.00
275-7-7290-958-00 MEMBERSHIPS AND DUES	174	352	0.00	0.00	352.00	100.00
275-7-7290-962-55 WASHTENAW COUNTY CHARGE BACK	0	185	0.00	0.00	185.00	100.00
TOTAL EXPENDITURES	6,022	10,811	539.87	939.18	9,871.82	91.31

TOTAL DTDA E CROSS OPERATING 6,022 10,811 539.87 939.18 9,871.82 91.31

DTDA E CROSS TIF

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EXPENDITURES

275-7-7291-706-00 PERMANENT WAGES - SALARIES	8,846	9,349	0.00	0.00	9,349.00	100.00
275-7-7291-706-07 PERMANENT WAGES-POLICE PATROL	6,574	0	0.00	0.00	0.00	0.00
275-7-7291-706-10 PART TIME WAGES	3,786	0	0.00	0.00	0.00	0.00
275-7-7291-707-00 TEMPORARY WAGES	0	315	0.00	0.00	315.00	100.00
275-7-7291-714-02 WORKER'S COMPENSATION	134	153	0.00	0.00	153.00	100.00
275-7-7291-714-05 SOCIAL SECURITY & MEDICARE	1,028	1,008	0.00	0.00	1,008.00	100.00
275-7-7291-714-07 20% HEALTH CARE PREMIUM (509) (45)	(509)	(45)	0.00	0.00	(45.00)	100.00
275-7-7291-714-08 HEALTH CARE COSTS - BLUE CROSS	2,206	323	0.00	0.00	323.00	100.00
275-7-7291-714-11 VACATION AND SICK LIABILITY	0	918	0.00	0.00	918.00	100.00

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 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2016

275-DEPOT TOWN DDA

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
275-7-7291-714-12 BASIC FEES	14	17	0.00	0.00	17.00	100.00
275-7-7291-714-13 EHIM WRAP CLAIMS	307	21	0.00	0.00	21.00	100.00
275-7-7291-714-14 EHIM WRAP FEES	37	9	0.00	0.00	9.00	100.00
275-7-7291-714-15 EHIM SCRIPTS	325	159	0.00	0.00	159.00	100.00
275-7-7291-714-16 HEALTH CARE WAIVERS	800	650	0.00	0.00	650.00	100.00
275-7-7291-714-17 DENTAL	485	420	0.00	0.00	420.00	100.00
275-7-7291-714-18 OPTICAL	207	6	0.00	0.00	6.00	100.00
275-7-7291-714-19 LIFE INSURANCE	58	25	0.00	0.00	25.00	100.00
275-7-7291-714-22 LONG TERM DISABILITY	64	66	0.00	0.00	66.00	100.00
275-7-7291-714-24 HEALTH CARE SAVINGS PLAN	288	0	0.00	0.00	0.00	0.00
275-7-7291-818-00 CONTRACTUAL SERVICES	0	21,847	1,256.67	4,309.88	17,537.12	80.27
275-7-7291-820-02 STREETScape MAINTENANCE	4,378	4,378	0.00	0.00	4,378.00	100.00
275-7-7291-820-04 SEASONAL PLANTING	400	425	0.00	0.00	425.00	100.00
275-7-7291-820-05 PEDESTRIAL TRASH COLLECTION	8,400	6,800	0.00	0.00	6,800.00	100.00
275-7-7291-820-06 HOLIDAY LIGHTING & MAINTENANCE	1,250	1,300	0.00	0.00	1,300.00	100.00
275-7-7291-820-08 WAYFINDING CITYWIDE	800	1,300	0.00	0.00	1,300.00	100.00
275-7-7291-940-01 RAIL FENCE LEASE	244	0	0.00	0.00	0.00	0.00
275-7-7291-965-05 SPECIAL EVENT CONTRIBUTION	0	400	0.00	0.00	400.00	100.00
275-7-7291-965-06 FACADE PROG. CONT TO BLD-TIF	1,250	5,000	0.00	0.00	5,000.00	100.00
275-7-7291-965-10 AA SPARK CONTRIBUTION	0	260	0.00	0.00	260.00	100.00
275-7-7291-971-27 BUILDING REHAB	10,000	10,000	0.00	0.00	10,000.00	100.00
275-7-7291-974-01 TIF PROJECTS	996	10,589	0.00	0.00	10,589.00	100.00
275-7-7291-991-00 PRINCIPAL ENDS 12/28/2015	10,080	10,080	0.00	0.00	10,080.00	100.00
275-7-7291-995-00 INTEREST	474	474	0.00	0.00	474.00	100.00
TOTAL EXPENDITURES	62,922	86,247	1,256.67	4,309.88	81,937.12	95.00
TOTAL DTDA E CROSS TIF	62,922	86,247	1,256.67	4,309.88	81,937.12	95.00
TOTAL EXPENDITURES	117,038	137,751	2,482.80	8,239.23	129,511.77	94.02
REVENUES OVER/(UNDER) EXPENDITURES	18,848	5,782 (2,482.80) (4,330.45)	10,112.45	174.90

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2016

413-DOWNTOWN DEV AUTH

% OF YEAR COMPLETED: 25.00

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
DOWNTOWN DA OPERATING						
REVENUES						
413-4-7230-402-00 CURRENT PROPERTY TAXES	25,350	25,065	0.00	6,099.88	18,965.12	75.66
413-4-7230-402-05 PERSONAL PROP TAX REIMBURSE	885	0	0.00	0.00	0.00	0.00
413-4-7230-420-01 DELINQUENT PROPERTY TAXES	1,200	100	0.00	3.76	96.24	96.24
413-4-7230-445-02 INTEREST ON CURRENT TAXES	100	50	0.00	0.00	50.00	100.00
413-4-7230-445-05 INTEREST ON DELINQUENT TAXES	5	5	0.00	0.00	5.00	100.00
413-4-7230-462-01 DOWNTOWN PARKING PERMITS	7,200	7,200	1,500.00	1,600.00	5,600.00	77.78
413-4-7230-664-00 INTEREST EARNINGS	900	1,000	0.00	43.70	956.30	95.63
413-4-7230-694-01 MISCELLANEOUS REVENUE	0	13,950	0.00	100.00	13,850.00	99.28
TOTAL REVENUES	35,640	47,370	1,500.00	7,847.34	39,522.66	83.43

TOTAL DOWNTOWN DA OPERATING 35,640 47,370 1,500.00 7,847.34 39,522.66 83.43

DOWNTOWN DA TIF

REVENUES						
413-4-7231-410-00 TIFA REIMBURSMNT PA86 SECT 17	0	22,405	0.00	0.00	22,405.00	100.00
413-4-7231-439-01 CURRENT TIFA TAXES	178,847	175,247	0.00	0.00	175,247.00	100.00
413-4-7231-439-03 PERSONAL PROP TIF REIMBURSE	16,085	0	0.00	0.00	0.00	0.00
413-4-7231-607-01 DOWNTOWN GARBAGE COLL FEE	0	0	0.00	6,400.00	(6,400.00)	0.00
413-4-7231-699-92 APPROPRIATION FUND BALANCE-TIF	62,779	120,434	0.00	0.00	120,434.00	100.00
TOTAL REVENUES	257,711	318,086	0.00	6,400.00	311,686.00	97.99

TOTAL DOWNTOWN DA TIF 257,711 318,086 0.00 6,400.00 311,686.00 97.99

DOWNTOWN DA OTHER

REVENUES						
413-4-7232-674-43 MSHDA ELG FACADE GRANT	5,000	5,000	0.00	0.00	5,000.00	100.00
TOTAL REVENUES	5,000	5,000	0.00	0.00	5,000.00	100.00

TOTAL DOWNTOWN DA OTHER 5,000 5,000 0.00 0.00 5,000.00 100.00

DOWNTOWN WATER ST

REVENUES						
413-4-7233-674-00 CONTRIBUTION WATER ST DEV'T	0	20,002	0.00	0.00	20,002.00	100.00
TOTAL REVENUES	0	20,002	0.00	0.00	20,002.00	100.00

TOTAL DOWNTOWN WATER ST 0 20,002 0.00 0.00 20,002.00 100.00

CITY OF YPSILANTI
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413-DOWNTOWN DEV AUTH

% OF YEAR COMPLETED: 25.00

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
TOTAL REVENUES	298,351	390,458	1,500.00	14,247.34	376,210.66	96.35

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2016

413-DOWNTOWN DEV AUTH

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
DOWNTOWN DA OPERATING						
=====						
EXPENDITURES						
413-7-7230-728-00 OFFICE SUPPLIES	875	863	0.00	0.00	863.00	100.00
413-7-7230-730-00 POSTAGE	140	138	0.00	0.00	138.00	100.00
413-7-7230-757-00 OPERATING SUPPLIES	332	328	0.00	0.00	328.00	100.00
413-7-7230-807-00 AUDIT FEES	1,722	1,697	0.00	0.00	1,697.00	100.00
413-7-7230-818-00 BOOKKEEPING SERVICE	11,157	12,882	2,691.24	2,694.71	10,187.29	79.08
413-7-7230-822-10 GENERAL LIABILITY	2,623	4,908	0.00	3,908.85	999.15	20.36
413-7-7230-826-10 LEGAL SERVICES	2,800	2,657	0.00	0.00	2,657.00	100.00
413-7-7230-853-00 TELEPHONE	634	624	0.00	42.63	581.37	93.17
413-7-7230-864-01 CONFERENCES AND WORKSHOPS	700	690	0.00	0.00	690.00	100.00
413-7-7230-900-00 PRINTING AND PUBLISHING	1,750	1,725	0.00	0.00	1,725.00	100.00
413-7-7230-940-00 RENT	2,520	2,712	0.00	0.00	2,712.00	100.00
413-7-7230-957-00 BOOKS MAGAZINES AND PERIODICAL	105	104	0.00	0.00	104.00	100.00
413-7-7230-958-00 MEMBERSHIPS AND DUES	762	949	0.00	270.00	679.00	71.55
TOTAL EXPENDITURES	26,120	30,277	2,691.24	6,916.19	23,360.81	77.16
TOTAL DOWNTOWN DA OPERATING						
	26,120	30,277	2,691.24	6,916.19	23,360.81	77.16

DOWNTOWN DA TIF

=====

EXPENDITURES

413-7-7231-706-00 PERMANENT WAGES - SALARIES	38,700	24,812	0.00	0.00	24,812.00	100.00
413-7-7231-706-07 PERMANENT WAGES-POLICE PATROL	28,760	0	0.00	0.00	0.00	0.00
413-7-7231-706-10 PART TIME WAGES	16,562	0	0.00	0.00	0.00	0.00
413-7-7231-707-00 TEMPORARY WAGES	0	835	0.00	0.00	835.00	100.00
413-7-7231-714-01 UNEMPLOYMENT	0	4,996	0.00	0.00	4,996.00	100.00
413-7-7231-714-02 WORKER'S COMPENSATION	588	406	0.00	0.00	406.00	100.00
413-7-7231-714-05 SOCIAL SECURITY & MEDICARE	4,495	2,028	0.00	0.00	2,028.00	100.00
413-7-7231-714-07 20% HEALTH CARE PREMIUM (2,228)	(119)	0.00	0.00 (119.00)	100.00
413-7-7231-714-08 HEALTH CARE COSTS - BLUE CROSS	9,653	856	0.00	0.00	856.00	100.00
413-7-7231-714-11 VACATION AND SICK LIABILITY	0	2,436	0.00	0.00	2,436.00	100.00
413-7-7231-714-12 BASIC FEES	63	49	0.00	0.00	49.00	100.00
413-7-7231-714-13 EHIM WRAP CLAIMS	1,345	54	0.00	0.00	54.00	100.00
413-7-7231-714-14 EHIM WRAP FEES	162	25	0.00	0.00	25.00	100.00
413-7-7231-714-15 EHIM SCRIPTS	1,424	423	0.00	0.00	423.00	100.00
413-7-7231-714-16 HEALTH CARE WAIVERS	3,500	1,725	0.00	0.00	1,725.00	100.00
413-7-7231-714-17 DENTAL	2,121	616	0.00	0.00	616.00	100.00
413-7-7231-714-18 OPTICAL	904	26	0.00	0.00	26.00	100.00
413-7-7231-714-19 LIFE INSURANCE	252	111	0.00	0.00	111.00	100.00
413-7-7231-714-22 LONG TERM DISABILITY	280	184	0.00	0.00	184.00	100.00
413-7-7231-818-00 CONTRACTUAL SERVICES	0	43,410	3,335.00	12,196.24	31,213.76	71.90
413-7-7231-820-00 TIF PROJECTS	4,355	35,000	158.90	1,047.53	33,952.47	97.01
413-7-7231-820-01 IRRIGATION SYSTEM	0	41	0.00	0.00	41.00	100.00

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413-DOWNTOWN DEV AUTH

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAININGG
413-7-7231-820-02 STREETScape MAINTENANCE	17,767	17,768	0.00	0.00	17,768.00	100.00
413-7-7231-820-03 WASTE MANAGEMENT	17,900	27,900	2,472.85	4,195.70	23,704.30	84.96
413-7-7231-820-04 SEASONAL PLANTING	1,750	3,450	0.00	0.00	3,450.00	100.00
413-7-7231-820-05 PEDESTRIAN TRASH COLLECTION	8,400	11,600	0.00	0.00	11,600.00	100.00
413-7-7231-820-06 HOLIDAY LIGHTING & MAINTENANCE	1,750	3,689	0.00	0.00	3,689.00	100.00
413-7-7231-820-08 WAY FINDING CITY WIDE	3,500	3,450	0.00	0.00	3,450.00	100.00
413-7-7231-920-00 DTE ELECTRIC BILL	200	111	0.00	33.66	77.34	69.68
413-7-7231-965-05 SPECIAL EVENTS CONTRIBUTIONS	0	400	0.00	0.00	400.00	100.00
413-7-7231-965-06 FACADE PROG. CONT TO BLD-TIF	2,500	4,993	0.00	0.00	4,993.00	100.00
413-7-7231-965-10 AA SPARK CONTRIBUTION	0	1,750	0.00	0.00	1,750.00	100.00
413-7-7231-971-27 MSHDA ELG FACADE PROG.	10,000	42,000	0.00	0.00	42,000.00	100.00
413-7-7231-997-00 PAYING AGENT FEES	400	400	0.00	0.00	400.00	100.00
413-7-7231-999-20 TRANSFER OUT(473)2004A	82,608	82,661	0.00	0.00	82,661.00	100.00
TOTAL EXPENDITURES	257,711	318,086	5,966.75	17,473.13	300,612.87	94.51
TOTAL DOWNTOWN DA TIF	257,711	318,086	5,966.75	17,473.13	300,612.87	94.51
DOWNTOWN DA OTHER						
=====						
EXPENDITURES						
413-7-7232-971-27 FACADE GRANT PROGRAM	5,000	0	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	5,000	0	0.00	0.00	0.00	0.00
TOTAL DOWNTOWN DA OTHER	5,000	0	0.00	0.00	0.00	0.00
DOWNTOWN WATER ST						
=====						
EXPENDITURES						
413-7-7233-818-00 FEASIBILITY STUDY	0	10,000	0.00	0.00	10,000.00	100.00
TOTAL EXPENDITURES	0	10,000	0.00	0.00	10,000.00	100.00
TOTAL DOWNTOWN WATER ST	0	10,000	0.00	0.00	10,000.00	100.00
TOTAL EXPENDITURES	288,831	358,363	8,657.99	24,389.32	333,973.68	93.19
REVENUES OVER/(UNDER) EXPENDITURES	9,520	32,095 (7,157.99) (10,141.98)	42,236.98	131.60

**Ypsilanti Downtown Development Authority
Operations & Finance Committee Meeting**

Wednesday, September 7, 2016, 8:30 am

SPARK East

215 W. Michigan Ave

Minutes

- I. Call to Order:** B. Harrington called the meeting to order at 8:34 am.
- II. Roll Call:**
- | | | | |
|------------------|---|--------------------|---|
| Adam Gainsley | P | Ben Harrington (C) | P |
| Ruth Ann Jamnick | P | | |
- Others in Attendance:** Joe Meyers, YDDA Director
Rasheed Atwater, YDDA Coordinator
- III. Approval of Agenda:** Adam Gainsley motioned to approve the agenda. Ruth Ann Jamnick supported the motion and it was approved unanimously.
- IV. Approval of May 11, 2016 Minutes:** Adam Gainsley moved to approve the minutes as submitted. Ruth Ann Jamnick supported the motion and it passed unanimously.
- V. Audience Participation:** None.
- VI. Old Business:** None.
- VII. New Business**
Joe discussed future prospects for DDA budget and the possibility of increasing grant funding as well as contract negotiations.

Joe fielded questions pertaining to the budget

Discussion on what to do with planters ensued

The committee requested Joe to look into the planter contract and find the details on budget specifics. The committee also requested an accounting of OPRA's and how that should impact the budget.

Ben- Concerned that there will be more spending downtown than expected
- VIII. Proposed Business:**
Ben asked how the public is made aware of available properties. Joe informed him that it is on the DDA's Website as well as the City's Website.
- IX. Announcements/Comments:** none

X. **Audience Participation:** none

XI. Meeting adjourned at 9:29 am. **Next Meeting: June 8, 2016 at SPARK East.**

DRAFT

CITY OF YPSILANTI DOWNTOWN DEVELOPMENT AUTHORITY

TO: YDDA BOARD
FROM: JOE MEYERS, YPSILANTI DDA
SUBJECT: UNIVERSITY OF MICHIGAN/URBAN LAND INSTITUTE
DEVELOPMENT OPPORTUNITY
DATE: 9/12/2016
CC:

In August, the City of Ypsilanti was selected to pitch a development opportunity in one of the city's DDA Districts. In selecting a site, the city is reaching out to the DDA board to get its opinion on their preferred site. If selected, the site will be one of three sites presented at the University of Michigan/Urban Land Institute's Real Estate Forum. From the top three sites, the "Best Deal" will receive a lot of in-kind work to help package the site for redevelopment.

The two sites we are looking at are the Abe's Block and The Trojan Cleaners Corner.

Further information will be presented at the meeting but please start thinking about other sites in our districts and/or pros and cons of these sites.

RESOLUTION SUPPORTING
Citizens for Connecting our Communities — Vote YES for Regional Transit

At a regular meeting of the [NAME OF ORGANIZATION] held in the [LOCATION], on the [DAY] of [MONTH],

PRESENT:

ABSENT:

The following resolution was offered by [NAME] and seconded by [NAME]:

WHEREAS, Southeast Michigan’s regional public transit system is challenged due to severe underfunding compared to peer regions around the country, leaving us at an economic disadvantage; and

WHEREAS, the Regional Master Transit Plan outlines the connected network that seniors and people with disabilities need to maintain independence and mobility; and

WHEREAS, Southeast Michigan is failing to secure billions in potential economic benefit, that studies show accompany regional transit investments; and

WHEREAS, a large majority of jobs in the region are not readily accessible by existing regional transit; and

WHEREAS, the Regional Master Transit Plan will connect people to jobs; and

WHEREAS, the Regional Master Transit Plan will connect Southeast Michigan’s four counties — Macomb, Oakland, Washtenaw and Wayne — and two major population centers – Detroit and Ann Arbor; and

WHEREAS, the RTA of Southeast Michigan’s Regional Master Transit Plan is the opportunity we need to create a connected regional transit system that supports the needs of our residents; and

WHEREAS, improved regional transit will help Southeast Michigan to compete economically with other major metropolitan areas; and

WHEREAS, connecting Southeast Michigan’s four counties with regional public transit will create new jobs and provide connections to existing jobs; and

WHEREAS, younger generations continue to look outside of Southeast Michigan to relocate to regions with effective, reliable regional transit; and

WHEREAS, regional transit must be strengthened and improved to make Southeast Michigan more competitive, which will help local communities attract more businesses and create local jobs; and

WHEREAS, this is the opportunity to connect Macomb, Oakland, Washtenaw and Wayne counties with the reliable regional transit network we need,

NOW, THEREFORE, BE IT RESOLVED, the [NAME OF ORGANIZATION] hereby expresses its strong support for Citizens for Connecting our Communities (C3) and the need to Vote YES for Regional Transit that connects Southeast Michigan's four counties. We urge our [residents/members] to support C3 and commit to help pass connected regional public transportation in Southeast Michigan in 2016.

[NAME]

[TITLE] [ORGANIZATION]

[DATE]

CITY OF YPSILANTI DOWNTOWN DEVELOPMENT AUTHORITY

TO: YDDA BOARD
FROM: JOE MEYERS, YPSILANTI DDA
SUBJECT: COMMITTEE APPOINTMENTS
DATE: 9/12/2016
CC:

Due to the most recent board appointments and resignations, our committees are in need of some new members. Below is list vacancies that need to be filled:

Riverside Arts Center – Board Member
Operations and Finance Committee – Committee Member (2)
Design and Review Committee – Committee Member