

**City of Ypsilanti**  
**Downtown Development Authority**  
**Operations & Finance Committee Meeting**  
**Wednesday, December 7, 2016 – 8:30 a.m.**  
**SPARK East**  
**215 W. Michigan Ave.**

**I. Call to Order 10:41**

**II. Roll Call**

Adam Gainsley	P	Ruth Ann Jamnick	P	
Ben Harrington (C)	P	Diana Wong		A

**III. Approval of Agenda \*(X)**

- Adam Gainsley motioned to approve the agenda and Ruth Ann Jamnick supported the motion. The board unanimously approved and the motion passed.

**IV. Approval of September 7, 2016 Minutes \*(X)**

- Adam Gainsley moved to approve the minutes and Ruth Ann Jamnick supported the motion. The board unanimously approved and the motion passed.

**V. Audience Participation: N/A**

**VI. Old Business: N/A**

**VII. New Business**

**Streetscape Maintained Services**

Discussion ensued over the proposed downtown streetscape services contract and what was removed from this current RFP.

Joe informed the committee that we had taken out fertilizing, application of pre-emergent herbicide, cleaning of sidewalks, and terracotta pots. We have added a section on adding hanging baskets to replace the terracotta pots downtown if the funds become available to purchase the hardware.

Motion by Ben Harrington, to recommend the board to approve the RFP for street scape maintenance services (attached). Ruth Ann Jamnick supported the motion and it was approved unanimously.

**VIII. Proposed Business: N/A**

**IX. Announcements/Comments: N/A**

**X. Audience Participation: N/A**

**XI. Adjourn** – Meeting adjourned at 9:21am

Next committee meeting will be held Wednesday, February 8, 2017, at SPARK East, 215 W. Michigan Ave.

Key: \* = items requiring Committee action (X) = documents attached in packet