

**City of Ypsilanti  
Downtown Development Authority**

**Operations & Finance Committee Meeting  
Monday April 11, 2018 – 8:30 a.m.  
SPARK East  
215 W. Michigan Avenue**

- I. Call to Order**
  
- II. Roll Call**

Adam Gainsley	P	A	Ruth Ann Jamnick	P	A
Ben Harrington (C)	P	A	Diana Wong	P	A
Steve La Chance	P	A			
  
- III. Approval of Agenda \*(X)**
  
- IV. Approval of March 12, 2018 Minutes \*(X)**
  
- V. Audience Participation**
  
- VI. Old Business**
  
- VII. New Business**
  - 1. Redevelopment Liquor License – Pearl Street Ventures LLC \*(X)
  - 2. Depot Town Funding Discussion
  - 3. Police Officer Discussion
  - 4. YDDA Budget
  
- VIII. Proposed Business**
  
- IX. Announcements/Comments**
  
- X. Audience Participation**
  
- XI. Adjourn** – Wednesday, May 9, 2018, SPARK East, 215 W. Michigan Ave.

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

**City of Ypsilanti**  
**Downtown Development Authority**  
**Operations and Finance Committee Meeting**  
**Monday March 12, 2018 – 8:30 a.m.**  
**Washtenaw County CVB Ypsilanti Office**  
**106 W. Michigan Ave.**

**Agenda**

**I. Call to Order**

**II. Roll Call**

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

**III. Introductions: N/A**

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

- Diana Wong motioned to approve the agenda and Adam Gainsley supported the motion. The committee approved the agenda. Motion Carried.

**V. Approval January 10, 2018 Minutes (X)\***

- Adam Gainsley motioned to approve the January 10, 2018 meeting notes and Diana Wong supported the motion. Motion carried.

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

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

**VIII. New Business**

1. Maple Street Lot Request

Wayne Burling presented the request for the Michigan Vintage VW Club to have a Single Car Slow Slalom in the Maple Street Lot for May 19<sup>th</sup>.

Discussion ensued over the event.

Motion by Adam Gainsley, supported by Diana Wong to recommend the DDA Board approve renting the Maple Street Lot to the Michigan Vintage VW Club on May 19<sup>th</sup>. Motion carried – unanimous.

2. Downtown Building Rehab Grant Increase

Joe presented a request from the Grants Committee to help fully fund the Rehab grant for Tinker Tech. Currently Downtown has \$2,050 left in grant funding. The request for Tinker Tech is \$3,330 and they would like to fully fund the grant.

Discussion ensued over our grant funding and if we should consider a June round of funding for downtown.

Motion by Adam Gainsley supported by Diana Wong to recommend increasing the downtown grant amount by \$1,300 to fully fund the Tinker Tech Grant to be taken out of fund balance.

Motion carried – unanimous.

### 3. Holiday Lighting Discussion

Discussion ensued over holiday lighting in the districts. Ideas that were discussed were to have a theme and work towards having businesses owners collaborate with the DDA. The committee requested that Joe gather data on how much the basic decorations for the districts would be.

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

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

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

**XI. Next Meeting:** April 11, 8:30 am at SPARK East

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

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**CITY OF YPSILANTI DOWNTOWN DEVELOPMENT AUTHORITY**

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**TO:** YDDA OPERATIONS AND FINANCE COMMITTEE  
**FROM:** ELIZE JEKABSON, DDA COORDINATOR  
**SUBJECT:** REDEVELOPMENT LIQUOR LICENSE APPLICATION – 209 PEARL ST./YPSILANTI PROPERTY ALLIANCE  
**DATE:** 4/9/2018  
**CC:**

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Ypsilanti Property Alliance has turned in an application for a Redevelopment Liquor License (RLL) from the State of Michigan.

The review process as approved by the DDA states that when an application for an RLL is turned in to the City Clerk's office, that it be directed to the DDA to review. The DDA will review the application at the appropriate committee level and make a recommendation to the full DDA board.

If the recommendation is to approve/support the application, the YDDA board will review and formally vote on. If this is approved by the full board, it will be directed to the City Clerk and appropriate departments to forward to City Council for their consideration when deliberating a request to the Liquor Control Commission (LCC).

Per the approved DDA policy I have reviewed the submitted materials and created a bullet point list of what was provided. The applicant has responded to staff on all inquiries and provided as much information as they could.

1. Operating Agreement

- The applicant has provided the Operating Agreement for Ypsilanti Property Alliance, LLC

2. Articles of Organization (Domestic L.L.C.)

- The applicant has provided a copy of the Articles of Organization and the Operating Agreement for Pearl Street Ventures LLC.

3. The applicant must meet all the requirement of PA 501 which include that it is engaged in dining, entertainment, or recreation, is open to the general public not less than 10 hours a day, 5 days per week, and has a seating capacity of not less than 25 persons.

- The applicant has indicated that they will provide seating for up to 75 persons with patio seating.

- The applicant has indicated that the restaurant will be open at least six days a week with hours of operation that exceeds 10 hours a day.
4. For a proposed business, the applicant must demonstrate how the issuance of a license would prevent further deterioration in the DDA and promote economic growth.
    - The applicant has provided a Letter of Benefits to our Community that states that they believe in inclusive hiring practices, and focusing on the needs of employees.
    - Will make a sincere effort to operate in a manner that is sustainable and reflects their consideration towards other industries and their environment. Will preserve the culture of Ypsilanti while fostering its economic growth.
  5. The location is in compliance with the Zoning Ordinance.
    - The applicant has provided a letter from the City Planner. The building is zoned Center for which a bar/lounge is a by-right use.
  6. Supply Evidence that all taxes are current.
    - The applicant provided copies of checks indicating the last property tax payment of \$2500 was paid on December 24<sup>th</sup>, 2017. There is an active property tax issue which is being handled by the city and the taxes will be paid once the issue is resolved.
  7. Supply a written statement that the applicant will not violate any laws of the State of Michigan or ordinances of the City of Ypsilanti.
    - This was provided in the application.
  8. Supply a written statement that the applicant understands the City of Ypsilanti ordinance prohibiting public nudity.
    - This was provided in the application.
  9. Supply documentation that there has been an investment of at least \$75,000 for the rehabilitation or restoration of the building. This may include furniture, fixtures, and equipment.
    - The applicant provided proof of \$107,124 of work has been invested in the building, well above the \$75,000 threshold.

#### **Items missing from Application**

1. Supply Certificate of Occupancy.
  - The applicant has not provided a copy of the C of O from the City of Ypsilanti's Building Department because the work is not complete. Once the C of O is issued

the applicant will submit a copy to the DDA.

2. Supply a notarized affidavit that neither an on-premise escrowed license or quota license is readily available under a standard of economic feasibility, as applied to the specific circumstances of the applicant.
  - The applicant has completed this process but has not filed the paperwork yet. Staff should have the document prior to the meeting.