

City of Ypsilanti
Downtown Development Authority

Board of Directors Meeting
Thursday, April 19, 2018 – 8:30 a.m.
SPARK East
215 W. Michigan Ave, Ypsilanti
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	Jelani McGadney	P
Jessica French	P	Andrew O’Neal	P
Adam Gainsley	P	Diana Wong	A
Martha Cleary	P	Mark Teachout (C)	P
Ben Harrington	P	Dieter Otto	P

III. Introductions

Dan and Mark on behalf of Pearl Street Ventures
John Weiss on behalf of Rutherford Pool

IV. Approval of Agenda (X)*

Adam Gainsley motioned to approve the agenda and Martha Cleary supported the motion. The committee approved the agenda.

V. Approval of March 15, 2018 Minutes (X)*

Dieter Otto motioned to approve the March 15th meeting notes and Martha Cleary supported the motion.

VI. Audience Participation (3 minutes each)

n/a

VII. Staff Report/Financial Report (X)

Joe Meyers updated board about the staff report and the financial reports

VIII. Presentations

- Rutherford Pool –
John Weiss requested support for removing the recycling center from Frog Island park area. This helps the Rutherford Pool’s grant efforts.

IX. Standing Committee Reports

- **Operations and Finance Committee (X)***
 - Redevelopment Liquor License – 209 Pearl

- The board yields questions
 - Adam Gainsley moves to pass resolution recommending approval for liquor license at 209 Pearl to council. Ben Harrington supports the motion.
 - Motion passed-- unanimous.
- Budget Amendment (X)*
 - Discussion ensues about buying property from the city outside of the district
 - The board requested additional information on if the could DDA fundraise for properties outside of the district?
 - Mark Teachout speaks about budgeting water tower decoration.
 - Discussion ensued over amending the expenses by district.

RESOLUTION TO RESET THE DIVISION OF UNIVERSAL DDA EXPENSES BASED ON REVENUES

The following preamble and resolution were offered by Member Adam Gainsley, and supported by Member Jessica French.

WHEREAS, one of the Ypsilanti DDA Board’s guiding principles and primary responsibilities is to support the long term financial planning for the YDDA; and

WHEREAS, this includes ensuring that the YDDA submits an annual budget that allows for the DDA to continue its ongoing mission through various programs and projects while also promoting financially sound practices that maintain our financial solvency; and

WHEREAS, at the April 19, 2018 YDDA Board meeting the Board approved a two-year budget for the 2018-19 and 2019-20 fiscal years; and

WHEREAS, the YDDA Board and staff perform an annual budget review of the next fiscal year’s budget and amend as necessary to address expected expenses for projects and programming; and

WHEREAS, since 2017 YDDA’s annual budget set the breakdown of universal DDA expenses, not specific to only one district (staffing, rent, bookkeeping, police support, etc.) at 69% Downtown, 26% Depot Town, and 5% W. Cross for TIF expenses and Operations Expenses are set at 66% Downtown, 16% Depot Town, and 18% W. Cross ; and

WHEREAS, based on the 2018/19 fiscal year budget projections the revenue by districts are now 65% Downtown, 15% Depot Town, and 20% W. Cross for operations expenses and 55% Downtown, 23% Depot Town, and 22% W. Cross for TIF Expenses;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. the YDDA adjust all of the 2018/19 and 2019/20 fiscal year budget line items that are not directed to a specific district be distributed more equitably based on projected revenues of the 2018/19 fiscal year.
2. that these budget line items in 2018/19 and 2019/20 be earmarked by the districts as follows; 55% Downtown, 23% Depot Town, and 22% W. Cross for TIF Expenses (see amended budget)

3. that these budget line items in 2018/19 and 2019/20 be earmarked by the districts as follows; 65% Downtown, 15% Depot Town, and 20% W. Cross for Operating Expenses (see amended budget)
4. that each fiscal year's budget be appropriately adjusted moving forward based on the revenues by district of the most recent closed fiscal year to represent the equitable division of expenses by district.
5. all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same hereby are rescinded.

AYES: Jessica French, Adam Gainsley, Martha Cleary, Ben Harrington, Andrew O'Neal, Mark Teachout, Dieter Otto, Amanda Edmonds, Jelani McGadney

NAYS: None

ABSTAINED: None

YES: 9 NO: ABSENT: 1 VOTE: Passed

Motion by Adam Gainsley, supported by Jessica French, to approve the FY 18/19 and 19/20 Budget as presented. Motion carried – Unanimous.

X. Old Business

XI. New Business

- DDA Board Gathering

Staff spoke on the gathering on April 27 at RAC and encouraged all to attend.

XII. Proposed Business

XIII. Staff Updates

XIV. Announcements/Comments

Andrew O'Neil has a new business in his building – Do Better Here

Discussion about the Summer 18 intern program

Discussion ensued about changing patio application process.

Mark is doing a pop up record store at Cream and Crumb on April 20.

XV. Public Participation

XVI. Next Meeting: The Washtenaw County Convention and Visitors Center 106 W. Michigan Ave on May 17, 2018 at 8:30 am.

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