



MINUTES
 DDA BOARD MEETING
 8:30 AM - Thursday, May 19, 2022
 Back Office Studio - 13 N. Washington St. / Virtual Hybrid

1. CALL TO ORDER (8:32am)

2. ROLL CALL

PATTON DOYLE (C)	A	YLONDIA PORTIS	A
KAYIA HINTON	P	ANDY FRENCH (V)	P
DIETER OTTO	P	JEN EASTRIDGE	P
PAUL AJLOUNY	P	LOIS ALLEN RICHARDSON	P
BRANDON DENT	A	BRYAN FOLEY	P
MALISSA GILLETT	P	JOE RITCHIE	P (Virtual - Non Voting)

3. AGENDA APPROVAL

Dieter Otto motioned to approve the agenda. Bryan Foley supported the motion. Motion passed - unanimous.

4. APPROVAL OF MINUTES

Dieter Otto motioned to approve the April 21, 2022 Board Meeting minutes and Malissa Gillett supported the motion. Motion passed - unanimous.

5. PUBLIC COMMENT (3 MINUTES EACH) -

Emmanuel Jones - Jones Cleaning Group - introduced himself and his service that offers discounted Covid cleaning for businesses.

6. STAFF REPORT/FINANCIAL REPORT

DDA Attorney, Kevin Kilby introduced himself.

The DDA has been paid for the RAC sale.

We are wrapping up the fiscal year.

There is one budget amendment. The Op and Finance committee made a recommendation to increase downtown events sponsorship budget from \$10,000 to \$15,000. This is further on today's agenda.

The DDA provided porta johns and potable water during unexpected water shutoffs Downtown due to construction. The cost was around \$1,000 and was approved by the chair. It was pulled from the community health line item.

7. STANDING COMMITTEE REPORT

7.1. Operations and Finance Committee

Andy French provided updates on the committee. Most to be discussed on this agenda.

7.2. Ad Hoc Committee for Equitable Investment

Staff updated the board about the Ad Hoc meeting. Next steps include a quote for an equity needs assessment.

Andy French stated that if we ask a third party to assess how the DDA spends money, we need to find a group that understands DDAs.

8. NEW BUSINESS

8.1. Juneteenth Special Event Sponsorship Amendment

Juneteenth will no longer be holding their event in Depot Town. This changes the sponsorship breakdown from the DDA.

Dieter Otto motioned to increase the Downtown sponsorship contribution from \$3,500 to \$5,000 and eliminate the Depot Town contribution of \$2,500. Malissa Gillett supported the motion. Motion passed- unanimous.

Dieter Otto motioned to increase the event sponsorship budget Downtown from \$10,000 to \$15,000. The additional funds to be pulled from the Downtown surplus. Lois Allen Richardson supported the motion. Motion passed - unanimous.

8.2. Special Event Sponsorship Application - 4th of July Parade

The Fourth of July parade has run for 93 years, aside from the few pandemic years.

Because of the pandemic organizers have lost their golf cart donation that they relied on in the past.

They are asking for the DDA to cover the cost of the golf cart rentals for 2022.

They are expecting 10,000 attendees.

Paul Ajlouny motioned to approve \$500 from the W. Cross special event budget and \$500 from the Depot Town special event budget to support the 2022 Fourth of July Parade. Supported by Jen Eastridge. Motion passed - unanimous.

8.3. John E Lawrence Afterglow Proposal

The JEL Jazz Fest hopes to bring headlining musicians to DDA locations in an after party series.

They are seeking funding from CTAP. They are asking the DDA to recommend the events to the City Manager for the funds.

Lois Allen Richardson motioned to recommend the John E Lawrence Afterglow Proposal to the City Manager for CTAP funding. Dieter Otto supported the motion. Motion passed - unanimous.

8.4. Ypsi Jazz Fest Event Sponsorship

Seeking \$2000 from the DDA.

They asked for \$1,000 at the op/fin level on Monday, and are now asking for \$2,000 today.

The application states that artists have not been lined up for the event.

Lois Allen Richardson motioned to sponsor the Ypsi Jazz Fest at \$2,000. Dieter Otto supported the motion. Kayia Hinton offered a friendly amendment - before we issue payment, artists need to be lined up. Also, the amount is to be split between Downtown and Depot Town. Lois Allen Richardson and Dieter Otto accepted the friendly amendment. Motion passed - unanimous.

8.5. Emmanuel Jones Cleaning Services Proposal

Emmanuel Jones - Jones Cleaning Group - gave a presentation to the board about his Covid cleaning services.

8.6. Downtown Debt Service Schedule

Paying off the parking lot bond with funds from RAC It would save the DDA \$10,800 in interest.

This is a strategic decision the DDA has the opportunity to make. The DDA should not sit on a large sum of money.

Staff discussed how to use the rest of the money. This could be promenade improvements Downtown or a revolving loan fund.

Lois Allen Richardson reminded the board of how much the DDA board did today for only \$10,000.

Lois Allen Richardson left the meeting at 9:41am.

Dieter Otto motioned to pay off the \$170,000 debt service. Malissa Gillett supported the motion. Motion passed - unanimous.

Andy French would like to see this amount to go to its own line item account. The DDA should have a strategic plan for this lump sum. This can take place in a separate meeting and conversation.

8.7. Depot Town Clock Repairs

Bryan Foley, electrician and contractor to the City explained the process of adjusting the clock time. He has been struggling with it for nine years. The gears went bad on timepeace and repairs happened.

There's a computer inside that keeps the hands synchronized. If there's a power outage it would reset.

That computer doesn't work. The clock needs to be manually reset to the correct time each time.

The quote provided is the only company that does repairs on this clock.

Bryan Foley motioned to fix the Depot Town clock for \$7,000. Dieter Otto supported the motion. Motion passed - unanimous.

Bryan Foley left the meeting at 9:54am.

8.8. Letter of Support for 300 W Michigan Revitalization and Placemaking Grant

Staff described the biotech company planning to move into 300 W. Michigan. It will bring a daytime workforce to Downtown Ypsilanti.

Dieter Otto motioned that the DDA approve the letter of support for 300 W. Michigan. Paul Ajlouny supported the motion. Motion passed - unanimous.

9. PROPOSED BUSINESS

Bonnie Wessler - Parking/Projects Manager was in attendance.

15 minute parking will be getting removed shortly. She is looking to see if businesses want to implement those permanently.

The City has not been towing cars. This will be resuming after memorial day. If anyone has six or more parking tickets in the City, they will be towed.

Andy French asked for a report on a monthly basis of the parking revenue. Does the city have a schedule for repair and maintenance on the parking lots?

Bonnie Wessler informed the board that they are working on quotes for hot patch at Freighthouse lot. Yes she can provide an overall report, but would prefer to bring a lot by lot report quarterly.

Andy French stated that the DDA needs to put a little more pressure on the city to maintain lots..

Bonnie Wessler informed the board that the Maple street lot agreement has completed. Staff will bring it back to the DDA board.

Construction - Downtown to anticipate five more water shutoffs. The city will be leaning on DDA to help with communication to the businesses.

MDOT will be starting work on Monday at the S. Huron bridge. Phase will last through the end of July.

Huron side water work has 1 more month, Hamilton about 3 months.

MDOT will be looking to do night and weekend work. They will be requesting a variance from the city.

Andy French stated that now that water shutoff is expected, the DDA should not be spending money on upcoming water shutoffs. Going forward, YCUA or the city needs to cover these costs.

Staff will meet with YCUA to come up with a plan.

10. AUDIENCE PARTICIPATION -none.

11. ADJOURNMENT

Motion to adjourn at 10:14am by Jen Eastridge. Supported by Kayia Hinton. Motion passed - unanimous.