



AGENDA

Ypsilanti DDA Operations and Finance Committee Meeting

8:30 AM - Wednesday, August 9, 2023
Council Chambers - 1 S. Huron St.

| | Page |
|--|----------|
| 1. CALL TO ORDER | |
| 2. ROLL CALL | |
| PATTON DOYLE | P A |
| ANDY FRENCH (C) | P A |
| PAUL AJLOUNY | P A |
| MALISSA GILLETT | P A |
| BRYAN FOLEY | P A |
| GERRY KREINER | P A |
| 3. AGENDA APPROVAL | |
| 4. APPROVAL OF MINUTES | |
| 4.1. 6-14-23 Op Fin Minutes | 3 - 4 |
| 5. PUBLIC COMMENT (3 MINUTES EACH) | |
| 6. FINANCIAL REPORT | |
| 6.1. R&E Report | 5 - 14 |
| 7. NEW BUSINESS | |
| 7.1. Depot Town Caboose | 15 |
| Estimate - Brush Rite Painting | |
| 7.2. Depot Town Signal Tower | |
| 7.3. ExploreYpsi 2023 | 17 - 18 |
| ExploreYpsi Program | |
| 7.4. Downtown Water Shutoff Relief | 19 - 20 |
| Water Shut Down Summary | |
| 8. PROPOSED BUSINESS | |
| 9. AUDIENCE PARTICIPATION | |
| 10. ADJOURNMENT | |



MINUTES
OPERATIONS AND FINANCE COMMITTEE MEETING
8:30 AM - June 14, 2023
City Council Chambers - 1 S. Huron St.

1. CALL TO ORDER (8:55am)

2. ROLL CALL

| | | | |
|-----------------|---|-----------------|------------|
| PATTON DOYLE | P | ANDY FRENCH (C) | P |
| PAUL AJLOUNY | A | BRYAN FOLEY | P (8:55am) |
| MALISSA GILLETT | P | GERRY KREINER | A |

3. AGENDA APPROVAL

Patton Doyle motioned to approve the agenda. Malissa Gillett supported the motion. Motion Carried - unanimous.

4. APPROVAL OF MINUTES

Patton Doyle motioned to approve the May 10, 2023 meeting minutes and Malissa Gillett supported the motion. Motion carried - unanimous.

5. PUBLIC COMMENT (3 MINUTES EACH) - none.

6. FINANCIAL REPORT

The financial report reflects the actual funds because we are at the turn of our fiscal year. There is a \$10,000 shortfall on the West Cross projected revenue. Staff will dig in to find out the reason.

7. NEW BUSINESS

7.1. DDA Website Proposal

The main idea is to bring the website into ADA compliance, but also add a few features expressed as important in community meetings.

Andy French doesn't think people use the website enough to warrant a larger investment.

Malissa Gillett disagrees and says she uses the site all the time, and refers folks to it.

Bryan Foley believes an update will drive more traffic to the site.

Staff will get an update of the website analytics before tomorrow's meeting.

Staff stressed that the website is a requirement by law and ADA compatibility is also a requirement.

The committee agreed that the threshold of 400 unique visits in a month would be worth an additional upgrade on top of the ADA compliance upgrade and audit.

Patton Doyle motioned to recommend the Board approve a website update proposal. The tier to be decided after more insight on website analytics. Bryan Foley supported the motion. Motion passed - unanimous.

7.2. Yiftee Community Card Marketing and Explore Ypsi

Cost to print is \$600. Includes: 100 window clings, 100 table tents, and 5,000 business card-sized check or bag stuffers. Staff recommends the approach of hiring Yiftee to print all marketing material, mainly due to current staff capacity.

Staff asked for use of marketing of the Community Card, but needs to have consensus on the program being used for ExploreYpsi to move forward with setting it up.

The committee prefers the \$600 marketing package to be used for ExploreYpsi and Patton Doyle does not want the community card marketed to the public.

Patton Doyle motioned to recommend approval of the Yiftee Community Card Marketing Package for \$600 for the ExploreYpsi program. Malissa Gillett supported the motion. Motion passed - unanimous.

7.3. DDA Landscape Photos

Staff went over the RFP.

Andy French suggested working with partners for photos. Destination Ann Arbor has these photos.

Patton Doyle suggested we can put out the RFP while exploring partnerships.

Patton Doyle motioned to recommend approval of the DDA Landscape photos RFP. Malissa Gillett supported the motion. Motion passed - unanimous.

8. PROPOSED BUSINESS

Staff had a brief discussion about Downtown Capital improvements. They are looking for feedback on a focus on sidewalks, traffic lights, light poles, and above ground utilities.

Bryan Foley brought up ATT lines that are abandoned. Cleaning those up will have a visual impact on Downtown.

Traffic lights moved from wires to poles.

Replacing street lights with stock and using old street lights for stock in another district.

Sidewalk expansion on S. Washington and Pearl.

N. Washington lights.

9. AUDIENCE PARTICIPATION -none.

10. ADJOURNMENT

Patton Doyle motioned to adjourn and Malissa Gillett supported the motion. Motion passed - unanimous.

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JULY 31ST, 2023

248-DTDA W CROSS
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 08.33

| REVENUE SUMMARY | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY REVENUE | YEAR-TO-DATE REVENUE | BUDGET REMAINING | BUDGET % REMAINING |
|------------------------------------|--------------------|-------------------|-------------------------|------------------------------|---------------------|-----------------------|
| <u>REVENUE SUMMARY</u> | | | | | | |
| W CROSS OPERATING | 11,658 | 11,658 | 297.20 | 297.20 | 11,360.80 | 97.45 |
| W CROSS TIF | <u>130,830</u> | <u>130,830</u> | <u>0.00</u> | <u>0.00</u> | <u>130,830.00</u> | <u>100.00</u> |
| TOTAL REVENUES | 142,488 | 142,488 | 297.20 | 297.20 | 142,190.80 | 99.79 |
| ===== | | | | | | |
| EXPENDITURE SUMMARY | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXPENDITURES | BUDGET REMAINING | BUDGET % REMAINING |
| W CROSS OPERATING | 7,148 | 7,148 | 328.44 | 328.44 | 6,819.56 | 95.41 |
| W CROSS TIF | <u>80,205</u> | <u>80,205</u> | <u>10,062.50</u> | <u>10,062.50</u> | <u>70,142.50</u> | <u>87.45</u> |
| TOTAL EXPENDITURES | 87,353 | 87,353 | 10,390.94 | 10,390.94 | 76,962.06 | 88.10 |
| ===== | | | | | | |
| REVENUES OVER/(UNDER) EXPENDITURES | 55,135 | 55,135 | (10,093.74) | (10,093.74) | 65,228.74 | 118.31 |
| ===== | | | | | | |

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JULY 31ST, 2023

248-DTDA W CROSS

% OF YEAR COMPLETED: 08.33

| REVENUES | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY REVENUE | YEAR-TO-DATE REVENUE | BUDGET REMAINING | BUDGET % REMAINING |
|--|-----------------|----------------|-----------------|----------------------|------------------|--------------------|
| W CROSS OPERATING | | | | | | |
| ===== | | | | | | |
| <u>REVENUES</u> | | | | | | |
| 248-4-7270-402-00 CURRENT PROPERTY TAXES | 11,433 | 11,433 | 280.64 | 280.64 | 11,152.36 | 97.55 |
| 248-4-7270-402-05 PERSONAL PROP TAX REIMBURSE | 20 | 20 | 0.00 | 0.00 | 20.00 | 100.00 |
| 248-4-7270-420-01 DELINQUENT PROPERTY TAXES | 20 | 20 | 0.00 | 0.00 | 20.00 | 100.00 |
| 248-4-7270-664-00 INTEREST EARNINGS | <u>185</u> | <u>185</u> | <u>16.56</u> | <u>16.56</u> | <u>168.44</u> | <u>91.05</u> |
| TOTAL REVENUES | 11,658 | 11,658 | 297.20 | 297.20 | 11,360.80 | 97.45 |
| <hr/> | | | | | | |
| TOTAL W CROSS OPERATING | 11,658 | 11,658 | 297.20 | 297.20 | 11,360.80 | 97.45 |
| W CROSS TIF | | | | | | |
| ===== | | | | | | |
| <u>REVENUES</u> | | | | | | |
| 248-4-7271-410-00 TIFA REIMBURSEMENT PA86 SECT17 | 4,500 | 4,500 | 0.00 | 0.00 | 4,500.00 | 100.00 |
| 248-4-7271-439-02 CURRENT TIFA TAXES-WEST CROSS | 120,080 | 120,080 | 0.00 | 0.00 | 120,080.00 | 100.00 |
| 248-4-7271-699-01 TRANSFER FROM GEN.FUND | <u>6,250</u> | <u>6,250</u> | <u>0.00</u> | <u>0.00</u> | <u>6,250.00</u> | <u>100.00</u> |
| TOTAL REVENUES | 130,830 | 130,830 | 0.00 | 0.00 | 130,830.00 | 100.00 |
| <hr/> | | | | | | |
| TOTAL W CROSS TIF | 130,830 | 130,830 | 0.00 | 0.00 | 130,830.00 | 100.00 |
| <hr/> | | | | | | |
| TOTAL REVENUES | 142,488 | 142,488 | 297.20 | 297.20 | 142,190.80 | 99.79 |
| ===== | | | | | | |

CITY OF YPSILANTI
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

248-DTDA W CROSS

% OF YEAR COMPLETED: 08.33

| DEPARTMENTAL EXPENDITURES | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXPENDITURES | BUDGET REMAINING | BUDGET % REMAININGG |
|--|-----------------|----------------|----------------------|---------------------------|------------------|---------------------|
| W CROSS OPERATING | | | | | | |
| ===== | | | | | | |
| <u>EXPENDITURES</u> | | | | | | |
| 248-7-7270-728-00 OFFICE SUPPLIES | 210 | 210 | 0.00 | 0.00 | 210.00 | 100.00 |
| 248-7-7270-730-00 POSTAGE | 105 | 105 | 0.00 | 0.00 | 105.00 | 100.00 |
| 248-7-7270-757-00 OPERATING SUPPLIES | 105 | 105 | 0.00 | 0.00 | 105.00 | 100.00 |
| 248-7-7270-807-00 AUDIT FEES | 155 | 155 | 0.00 | 0.00 | 155.00 | 100.00 |
| 248-7-7270-818-00 CONTRACTUAL SERVICES | 3,792 | 3,792 | 0.00 | 0.00 | 3,792.00 | 100.00 |
| 248-7-7270-822-10 GENERAL LIABILITY | 891 | 891 | 328.44 | 328.44 | 562.56 | 63.14 |
| 248-7-7270-826-10 LEGAL SERVICES | 630 | 630 | 0.00 | 0.00 | 630.00 | 100.00 |
| 248-7-7270-853-00 TELEPHONE & INTERNET | 105 | 105 | 0.00 | 0.00 | 105.00 | 100.00 |
| 248-7-7270-864-01 CONFERENCE AND WORKSHOPS | 210 | 210 | 0.00 | 0.00 | 210.00 | 100.00 |
| 248-7-7270-900-00 PRINTING AND PUBLISHING | 840 | 840 | 0.00 | 0.00 | 840.00 | 100.00 |
| 248-7-7270-958-00 MEMBERSHIPS AND DUES | 105 | 105 | 0.00 | 0.00 | 105.00 | 100.00 |
| TOTAL EXPENDITURES | 7,148 | 7,148 | 328.44 | 328.44 | 6,819.56 | 95.41 |
| <hr/> | | | | | | |
| TOTAL W CROSS OPERATING | 7,148 | 7,148 | 328.44 | 328.44 | 6,819.56 | 95.41 |
| W CROSS TIF | | | | | | |
| ===== | | | | | | |
| <u>EXPENDITURES</u> | | | | | | |
| 248-7-7271-818-01 CONTRACT WITH CITY 35% | 24,016 | 24,016 | 0.00 | 0.00 | 24,016.00 | 100.00 |
| 248-7-7271-818-02 ADMIN CONTRACT-CITY | 14,500 | 14,500 | 0.00 | 0.00 | 14,500.00 | 100.00 |
| 248-7-7271-820-00 TIF-WEST CROSS DEV AREA | 15,000 | 15,000 | 7,062.50 | 7,062.50 | 7,937.50 | 52.92 |
| 248-7-7271-820-02 STREETSCAPE MAINTENANCE | 6,689 | 6,689 | 0.00 | 0.00 | 6,689.00 | 100.00 |
| 248-7-7271-820-06 HOLIDAY LIGHTING & MAINTENANCE | 5,000 | 5,000 | 0.00 | 0.00 | 5,000.00 | 100.00 |
| 248-7-7271-965-05 SPECIAL EVENT CONTRIBUTION | 5,000 | 5,000 | 3,000.00 | 3,000.00 | 2,000.00 | 40.00 |
| 248-7-7271-965-06 FACADE PROG.CONT TO BLD-TIF | 5,000 | 5,000 | 0.00 | 0.00 | 5,000.00 | 100.00 |
| 248-7-7271-971-27 BUILDING REHAB | 5,000 | 5,000 | 0.00 | 0.00 | 5,000.00 | 100.00 |
| TOTAL EXPENDITURES | 80,205 | 80,205 | 10,062.50 | 10,062.50 | 70,142.50 | 87.45 |
| <hr/> | | | | | | |
| TOTAL W CROSS TIF | 80,205 | 80,205 | 10,062.50 | 10,062.50 | 70,142.50 | 87.45 |
| <hr/> | | | | | | |
| TOTAL EXPENDITURES | 87,353 | 87,353 | 10,390.94 | 10,390.94 | 76,962.06 | 88.10 |
| <hr/> | | | | | | |
| REVENUES OVER/(UNDER) EXPENDITURES | 55,135 | 55,135 | (10,093.74) | (10,093.74) | 65,228.74 | 118.31 |

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JULY 31ST, 2023

275-DEPOT TOWN DDA
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 08.33

| REVENUE SUMMARY | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY REVENUE | YEAR-TO-DATE REVENUE | BUDGET REMAINING | BUDGET % REMAINING |
|------------------------------------|-----------------|----------------|----------------------|---------------------------|-------------------|--------------------|
| <u>REVENUE SUMMARY</u> | | | | | | |
| DTDA W CROSS OPER - 18% | 19 | 19 | 0.00 | 0.00 | 19.00 | 100.00 |
| DTDA E CROSS OPER. - 16% | 7,922 | 7,922 | 26.36 | 26.36 | 7,895.64 | 99.67 |
| DTDA E CROSS TIF - 26% | <u>119,984</u> | <u>119,984</u> | <u>0.00</u> | <u>0.00</u> | <u>119,984.00</u> | <u>100.00</u> |
| TOTAL REVENUES | 127,925 | 127,925 | 26.36 | 26.36 | 127,898.64 | 99.98 |
| ===== | | | | | | |
| EXPENDITURE SUMMARY | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXPENDITURES | BUDGET REMAINING | BUDGET % REMAINING |
| DTDA W CROSS OPER - 18% | 0 | 0 | 5.18 | 5.18 (| 5.18) | 0.00 |
| DTDA E CROSS OPER. - 16% | 9,529 | 9,529 | 563.65 | 563.65 | 8,965.35 | 94.08 |
| DTDA E CROSS TIF - 26% | <u>78,639</u> | <u>78,639</u> | <u>12,780.56</u> | <u>12,780.56</u> | <u>65,858.24</u> | <u>83.75</u> |
| TOTAL EXPENDITURES | 88,168 | 88,168 | 13,349.39 | 13,349.39 | 74,818.41 | 84.86 |
| ===== | | | | | | |
| REVENUES OVER/(UNDER) EXPENDITURES | 39,757 | 39,757 (| 13,323.03) | (13,323.03) | 53,080.23 | 133.51 |
| ===== | | | | | | |

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JULY 31ST, 2023

275-DEPOT TOWN DDA

% OF YEAR COMPLETED: 08.33

| REVENUES | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY REVENUE | YEAR-TO-DATE REVENUE | BUDGET REMAINING | BUDGET % REMAINING |
|--|-----------------|----------------|-----------------|----------------------|------------------|--------------------|
| FINANCE | | | | | | |
| ===== | | | | | | |
| REVENUES | | | | | | |
| ----- | | | | | | |
| DTDA W CROSS OPER - 18% | | | | | | |
| ===== | | | | | | |
| REVENUES | | | | | | |
| 275-4-7270-664-00 INTEREST EARNINGS | 19 | 19 | 0.00 | 0.00 | 19.00 | 100.00 |
| TOTAL REVENUES | 19 | 19 | 0.00 | 0.00 | 19.00 | 100.00 |
| ----- | | | | | | |
| TOTAL DTDA W CROSS OPER - 18% | 19 | 19 | 0.00 | 0.00 | 19.00 | 100.00 |
| DTDA W CROSS TIF - 5% | | | | | | |
| ===== | | | | | | |
| REVENUES | | | | | | |
| ----- | | | | | | |
| DTDA E CROSS OPER. - 16% | | | | | | |
| ===== | | | | | | |
| REVENUES | | | | | | |
| 275-4-7290-402-00 CURRENT PROPERTY TAXES | 7,720 | 7,720 | 3.89 | 3.89 | 7,716.11 | 99.95 |
| 275-4-7290-664-00 INTEREST EARNINGS | 202 | 202 | 22.47 | 22.47 | 179.53 | 88.88 |
| TOTAL REVENUES | 7,922 | 7,922 | 26.36 | 26.36 | 7,895.64 | 99.67 |
| ----- | | | | | | |
| TOTAL DTDA E CROSS OPER. - 16% | 7,922 | 7,922 | 26.36 | 26.36 | 7,895.64 | 99.67 |
| DTDA E CROSS TIF - 26% | | | | | | |
| ===== | | | | | | |
| REVENUES | | | | | | |
| 275-4-7291-439-01 CURRENT TIFA TAXES | 113,984 | 113,984 | 0.00 | 0.00 | 113,984.00 | 100.00 |
| 275-4-7291-699-01 TRANSFER FROM GEN FUND | 6,000 | 6,000 | 0.00 | 0.00 | 6,000.00 | 100.00 |
| TOTAL REVENUES | 119,984 | 119,984 | 0.00 | 0.00 | 119,984.00 | 100.00 |
| ----- | | | | | | |
| TOTAL DTDA E CROSS TIF - 26% | 119,984 | 119,984 | 0.00 | 0.00 | 119,984.00 | 100.00 |
| ----- | | | | | | |
| TOTAL REVENUES | 127,925 | 127,925 | 26.36 | 26.36 | 127,898.64 | 99.98 |
| ===== | | | | | | |

275-DEPOT TOWN DDA

% OF YEAR COMPLETED: 08.33

| DEPARTMENTAL EXPENDITURES | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXPENDITURES | BUDGET REMAINING | BUDGET % REMAINING |
|--|-----------------|----------------|----------------------|---------------------------|------------------|--------------------|
| DTDA W CROSS OPER - 18% | | | | | | |
| ===== | | | | | | |
| <u>EXPENDITURES</u> | | | | | | |
| 275-7-7270-853-00 TELEPHONE & INTERNET | 0 | 0 | 5.18 | 5.18 (| 5.18) | 0.00 |
| TOTAL EXPENDITURES | 0 | 0 | 5.18 | 5.18 (| 5.18) | 0.00 |
| ----- | | | | | | |
| TOTAL DTDA W CROSS OPER - 18% | 0 | 0 | 5.18 | 5.18 (| 5.18) | 0.00 |
| DTDA W CROSS TIF - 5% | | | | | | |
| ===== | | | | | | |
| <u>EXPENDITURES</u> | | | | | | |
| ----- | | | | | | |
| DTDA E CROSS OPER. - 16% | | | | | | |
| ===== | | | | | | |
| <u>EXPENDITURES</u> | | | | | | |
| 275-7-7290-728-00 OFFICE SUPPLIES | 280 | 280 | 0.00 | 0.00 | 280.00 | 100.00 |
| 275-7-7290-730-00 POSTAGE | 140 | 140 | 0.00 | 0.00 | 140.00 | 100.00 |
| 275-7-7290-757-00 OPERATING SUPPLIES | 140 | 140 | 99.00 | 99.00 | 41.00 | 29.29 |
| 275-7-7290-807-00 AUDIT FEES | 207 | 207 | 0.00 | 0.00 | 207.00 | 100.00 |
| 275-7-7290-818-00 CONTRACTUAL SERVICES | 5,055 | 5,055 | 0.00 | 0.00 | 5,055.00 | 100.00 |
| 275-7-7290-822-10 GENERAL LIABILITY | 1,187 | 1,187 | 437.92 | 437.92 | 749.08 | 63.11 |
| 275-7-7290-826-10 LEGAL SERVICES | 840 | 840 | 0.00 | 0.00 | 840.00 | 100.00 |
| 275-7-7290-853-00 TELEPHONE & INTERNET | 140 | 140 | 26.73 | 26.73 | 113.27 | 80.91 |
| 275-7-7290-864-01 CONFERENCES AND WORKSHOPS | 280 | 280 | 0.00 | 0.00 | 280.00 | 100.00 |
| 275-7-7290-900-00 PRINTING AND PUBLISHING | 1,120 | 1,120 | 0.00 | 0.00 | 1,120.00 | 100.00 |
| 275-7-7290-958-00 MEMBERSHIPS AND DUES | 140 | 140 | 0.00 | 0.00 | 140.00 | 100.00 |
| TOTAL EXPENDITURES | 9,529 | 9,529 | 563.65 | 563.65 | 8,965.35 | 94.08 |
| ----- | | | | | | |
| TOTAL DTDA E CROSS OPER. - 16% | 9,529 | 9,529 | 563.65 | 563.65 | 8,965.35 | 94.08 |
| DTDA E CROSS TIF - 26% | | | | | | |
| ===== | | | | | | |
| <u>EXPENDITURES</u> | | | | | | |
| 275-7-7291-707-00 TEMPORARY WAGES | 4,000 | 4,000 | 0.00 | 0.00 | 4,000.00 | 100.00 |
| 275-7-7291-818-01 CONTRACT WITH CITY 35% | 22,797 | 22,797 | 0.00 | 0.00 | 22,796.80 | 100.00 |
| 275-7-7291-818-02 ADMIN CONTRACT-CITY | 13,920 | 13,920 | 0.00 | 0.00 | 13,920.00 | 100.00 |
| 275-7-7291-820-02 STREETSCAPE MAINTENANCE | 6,422 | 6,422 | 0.00 | 0.00 | 6,422.00 | 100.00 |
| 275-7-7291-820-06 HOLIDAY LIGHTING & MAINTENANCE | 3,000 | 3,000 | 0.00 | 0.00 | 3,000.00 | 100.00 |
| 275-7-7291-820-07 PUBLIC RELATIONS CAMPAIGN | 7,500 | 7,500 | 0.00 | 0.00 | 7,500.00 | 100.00 |
| 275-7-7291-955-00 MISCELLANEOUS EXPENSE | 6,000 | 6,000 | 0.00 | 0.00 | 6,000.00 | 100.00 |
| 275-7-7291-965-05 SPECIAL EVENT CONTRIBUTION | 0 | 0 | 5,500.00 | 5,500.00 (| 5,500.00) | 0.00 |

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JULY 31ST, 2023

275-DEPOT TOWN DDA

% OF YEAR COMPLETED: 08.33

| DEPARTMENTAL EXPENDITURES | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXPENDITURES | BUDGET REMAINING | BUDGET % REMAININGG |
|------------------------------------|-----------------|----------------|----------------------|---------------------------|------------------|---------------------|
| 275-7-7291-974-01 TIF PROJECTS | 15,000 | 15,000 | 7,280.56 | 7,280.56 | 7,719.44 | 51.46 |
| TOTAL EXPENDITURES | 78,639 | 78,639 | 12,780.56 | 12,780.56 | 65,858.24 | 83.75 |
| TOTAL DTD E CROSS TIF - 26% | 78,639 | 78,639 | 12,780.56 | 12,780.56 | 65,858.24 | 83.75 |
| TOTAL EXPENDITURES | 88,168 | 88,168 | 13,349.39 | 13,349.39 | 74,818.41 | 84.86 |
| REVENUES OVER/(UNDER) EXPENDITURES | 39,757 | 39,757 | (13,323.03) | (13,323.03) | 53,080.23 | 133.51 |

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JULY 31ST, 2023

413-DOWNTOWN DEV AUTH
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 08.33

| REVENUE SUMMARY | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY REVENUE | YEAR-TO-DATE REVENUE | BUDGET REMAINING | BUDGET % REMAINING |
|------------------------------------|--------------------|-------------------|-------------------------|------------------------------|---------------------|-----------------------|
| <u>REVENUE SUMMARY</u> | | | | | | |
| DOWNTOWN DDA OPER. 66% | 45,443 | 45,443 | 3,635.89 | 3,635.89 | 41,807.11 | 92.00 |
| DOWNTOWN DA TIF 69% | <u>366,548</u> | <u>366,548</u> | <u>14,575.82</u> | <u>14,575.82</u> | <u>351,972.18</u> | <u>96.02</u> |
| TOTAL REVENUES | 411,991 | 411,991 | 18,211.71 | 18,211.71 | 393,779.29 | 95.58 |
| ===== | | | | | | |
| EXPENDITURE SUMMARY | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXPENDITURES | BUDGET REMAINING | BUDGET % REMAINING |
| DOWNTOWN DDA OPER. 66% | 17,355 | 17,355 | 868.49 | 868.49 | 16,486.51 | 95.00 |
| DOWNTOWN DA TIF 69% | <u>294,272</u> | <u>294,272</u> | <u>37,130.09</u> | <u>37,130.09</u> | <u>257,142.31</u> | <u>87.38</u> |
| TOTAL EXPENDITURES | 311,627 | 311,627 | 37,998.58 | 37,998.58 | 273,628.82 | 87.81 |
| ===== | | | | | | |
| REVENUES OVER/(UNDER) EXPENDITURES | 100,364 | 100,364 | (19,786.87) | (19,786.87) | 120,150.47 | 119.72 |
| ===== | | | | | | |

413-DOWNTOWN DEV AUTH

% OF YEAR COMPLETED: 08.33

| REVENUES | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY REVENUE | YEAR-TO-DATE REVENUE | BUDGET REMAINING | BUDGET % REMAINING |
|--|-----------------|----------------|-----------------|----------------------|------------------|--------------------|
| FINANCE | | | | | | |
| ===== | | | | | | |
| REVENUES | | | | | | |
| ----- | | | | | | |
| DOWNTOWN DDA OPER. 66% | | | | | | |
| ===== | | | | | | |
| REVENUES | | | | | | |
| 413-4-7230-402-00 CURRENT PROPERTY TAXES | 43,089 | 43,089 | 3,611.33 | 3,611.33 | 39,477.67 | 91.62 |
| 413-4-7230-420-01 DELINQUENT PROPERTY TAXES | 238 | 238 | 0.00 | 0.00 | 238.00 | 100.00 |
| 413-4-7230-445-02 INTEREST ON CURRENT TAXES | 50 | 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 |
| 413-4-7230-664-00 INTEREST EARNINGS | 61 | 61 | 24.56 | 24.56 | 36.44 | 59.74 |
| 413-4-7230-694-01 MISCELLANEOUS REVENUE | 2,000 | 2,000 | 0.00 | 0.00 | 2,000.00 | 100.00 |
| TOTAL REVENUES | 45,443 | 45,443 | 3,635.89 | 3,635.89 | 41,807.11 | 92.00 |
| ----- | | | | | | |
| TOTAL DOWNTOWN DDA OPER. 66% | 45,443 | 45,443 | 3,635.89 | 3,635.89 | 41,807.11 | 92.00 |
| DOWNTOWN DA TIF 69% | | | | | | |
| ===== | | | | | | |
| REVENUES | | | | | | |
| 413-4-7231-410-00 TIFA REIMBURSMNT PA86 SECT 17 | 14,486 | 14,486 | 0.00 | 0.00 | 14,486.00 | 100.00 |
| 413-4-7231-439-01 CURRENT TIFA TAXES | 314,812 | 314,812 | 0.00 | 0.00 | 314,812.00 | 100.00 |
| 413-4-7231-607-01 DOWNTOWN GARBAGE COLL FEE | 24,000 | 24,000 | 4,575.82 | 4,575.82 | 19,424.18 | 80.93 |
| 413-4-7231-694-01 MISCELLANEOUS REVENUE | 500 | 500 | 10,000.00 | 10,000.00 (| 9,500.00) | 1,900.00- |
| 413-4-7231-699-92 APPROPRIATION FUND BALANCE-TIF | 12,750 | 12,750 | 0.00 | 0.00 | 12,750.00 | 100.00 |
| TOTAL REVENUES | 366,548 | 366,548 | 14,575.82 | 14,575.82 | 351,972.18 | 96.02 |
| ----- | | | | | | |
| TOTAL DOWNTOWN DA TIF 69% | 366,548 | 366,548 | 14,575.82 | 14,575.82 | 351,972.18 | 96.02 |
| FEASIBILITY | | | | | | |
| ===== | | | | | | |
| REVENUES | | | | | | |
| ----- | | | | | | |
| TOTAL REVENUES | 411,991 | 411,991 | 18,211.71 | 18,211.71 | 393,779.29 | 95.58 |
| ===== | | | | | | |

413-DOWNTOWN DEV AUTH

% OF YEAR COMPLETED: 08.33

| DEPARTMENTAL EXPENDITURES | ORIGINAL BUDGET | AMENDED BUDGET | MONTHLY EXPENDITURES | YEAR-TO-DATE EXPENDITURES | BUDGET REMAINING | BUDGET % REMAINING |
|--|-----------------|----------------|----------------------|---------------------------|------------------|--------------------|
| DOWNTOWN DDA OPER. 66% | | | | | | |
| ===== | | | | | | |
| <u>EXPENDITURES</u> | | | | | | |
| 413-7-7230-728-00 OFFICE SUPPLIES | 510 | 510 | 0.00 | 0.00 | 510.00 | 100.00 |
| 413-7-7230-730-00 POSTAGE | 255 | 255 | 0.00 | 0.00 | 255.00 | 100.00 |
| 413-7-7230-757-00 OPERATING SUPPLIES | 255 | 255 | 0.00 | 0.00 | 255.00 | 100.00 |
| 413-7-7230-807-00 AUDIT FEES | 375 | 375 | 0.00 | 0.00 | 375.00 | 100.00 |
| 413-7-7230-818-00 CONTRACTURAL SERVICES | 9,208 | 9,208 | 0.00 | 0.00 | 9,208.00 | 100.00 |
| 413-7-7230-822-10 GENERAL LIABILITY | 2,162 | 2,162 | 797.64 | 797.64 | 1,364.36 | 63.11 |
| 413-7-7230-826-10 LEGAL SERVICES | 1,530 | 1,530 | 0.00 | 0.00 | 1,530.00 | 100.00 |
| 413-7-7230-853-00 TELEPHONE & INTERNET | 255 | 255 | 70.85 | 70.85 | 184.15 | 72.22 |
| 413-7-7230-864-01 CONFERENCES AND WORKSHOPS | 510 | 510 | 0.00 | 0.00 | 510.00 | 100.00 |
| 413-7-7230-900-00 PRINTING AND PUBLISHING | 2,040 | 2,040 | 0.00 | 0.00 | 2,040.00 | 100.00 |
| 413-7-7230-958-00 MEMBERSHIPS AND DUES | 255 | 255 | 0.00 | 0.00 | 255.00 | 100.00 |
| TOTAL EXPENDITURES | 17,355 | 17,355 | 868.49 | 868.49 | 16,486.51 | 95.00 |
| ===== | | | | | | |
| TOTAL DOWNTOWN DDA OPER. 66% | 17,355 | 17,355 | 868.49 | 868.49 | 16,486.51 | 95.00 |
| DOWNTOWN DA TIF 69% | | | | | | |
| ===== | | | | | | |
| <u>EXPENDITURES</u> | | | | | | |
| 413-7-7231-707-00 TEMPORARY WAGES | 8,000 | 8,000 | 0.00 | 0.00 | 8,000.00 | 100.00 |
| 413-7-7231-818-01 CONTRACT WITH CITY 35% | 62,962 | 62,962 | 0.00 | 0.00 | 62,962.40 | 100.00 |
| 413-7-7231-818-02 ADMIN CONTRACT-CITY | 29,580 | 29,580 | 0.00 | 0.00 | 29,580.00 | 100.00 |
| 413-7-7231-820-00 TIF PROJECTS | 24,000 | 24,000 | 16,995.31 | 16,995.31 | 7,004.69 | 29.19 |
| 413-7-7231-820-01 IRRIGATION SYSTEM | 120 | 120 | 21.28 | 21.28 | 98.72 | 82.27 |
| 413-7-7231-820-02 STREETScape MAINTENANCE | 15,000 | 15,000 | 0.00 | 0.00 | 15,000.00 | 100.00 |
| 413-7-7231-820-03 WASTE MANAGEMENT | 22,000 | 22,000 | 7,663.50 | 7,663.50 | 14,336.50 | 65.17 |
| 413-7-7231-820-06 HOLIDAY LIGHTING & MAINTENANCE | 5,000 | 5,000 | 0.00 | 0.00 | 5,000.00 | 100.00 |
| 413-7-7231-820-07 COMMUNITY HEALTH INITIATIVE | 12,750 | 12,750 | 0.00 | 0.00 | 12,750.00 | 100.00 |
| 413-7-7231-965-05 SPECIAL EVENTS CONTRIBUTIONS | 7,500 | 7,500 | 12,450.00 | 12,450.00 (| 4,950.00) | 66.00- |
| 413-7-7231-965-06 FACADE PROG. CONT TO BLD-TIF | 10,000 | 10,000 | 0.00 | 0.00 | 10,000.00 | 100.00 |
| 413-7-7231-971-27 MSHDA ELG FACADE PROG. | 10,000 | 10,000 | 0.00 | 0.00 | 10,000.00 | 100.00 |
| 413-7-7231-999-20 TRANSFER OUT (473)2004A | 87,360 | 87,360 | 0.00 | 0.00 | 87,360.00 | 100.00 |
| TOTAL EXPENDITURES | 294,272 | 294,272 | 37,130.09 | 37,130.09 | 257,142.31 | 87.38 |
| ===== | | | | | | |
| TOTAL DOWNTOWN DA TIF 69% | 294,272 | 294,272 | 37,130.09 | 37,130.09 | 257,142.31 | 87.38 |
| FEASIBILITY | | | | | | |
| ===== | | | | | | |
| <u>EXPENDITURES</u> | | | | | | |
| ===== | | | | | | |
| TOTAL EXPENDITURES | 311,627 | 311,627 | 37,998.58 | 37,998.58 | 273,628.82 | 87.81 |
| ===== | | | | | | |
| REVENUES OVER/(UNDER) EXPENDITURES | 100,364 | 100,364 (| 19,786.87) (| 19,786.87) | 120,150.47 | 119.72 |

----- Estimate -----

3940 Trade Center Dr
Ann Arbor, MI 48108 US
+1 7343683592
brushritepainting.com

Estimate #: 2162
Date: 08/02/2023
Exp. Date: 09/02/2023
\$13,175.00

Address:

Andy French

| Date | Activity | Description | Qty | Rate | Amount |
|------------|----------|-----------------------|-----|-----------|------------|
| 08/02/2023 | Painting | Depot town Caboose | 1 | 13,175.00 | 13,175.00T |

- Power wash exterior of caboose.
- Scrape any peeling paint not removed by power washing.
- Disassembling and rebuilding 6 lower window sashes and installing new exterior casings and sills (reuse glass if possible)
- Disassembling and rebuilding 6 upper cupola window sashes and installing new exterior casings and sills (reuse glass if possible)
- Replace water damaged siding and trims on cupola
- Selectively replace water damaged ceiling pieces on the north end.
- Replace the tongue and groove flooring on the north and south ends
- Caulk and prime as necessary
- Paint exterior of caboose to match existing coloring.

*If glass cannot be reused, the cost of the will be added to the price.

| | |
|-----------|-------------|
| SubTotal: | \$13,175.00 |
| Tax: | \$0.00 |
| ----- | |
| Total: | \$13,175.00 |

Price includes labor and materials.

A 25% deposit is due 1 week prior to start date. Final 75% is due on day of completion. There will be a 1.5% late fee added for each day payment is late.

If you would like to pay by credit card there is a 3% surcharge added to the total.



August 7, 2023

RE: ExploreYpsi Program

Proposal from GameAbove:

- GameAbove will contribute up to \$10,000 to fund gift cards for up to 2,000 incoming freshmen through Engage@EMU.
- The Downtown Development Authority (DDA) will match GameAbove's contribution 50/50, so final cost will depend on number of gift cards redeemed.
- The gift cards will be called (tentatively) "GameAbove Bucks" and feature logos for GameAbove, DDA, and Engage@EMU.
- GameAbove's logo will be included on all marketing materials distributed to local businesses (table tents, door stickers, website, etc.).
- Gift cards can be redeemed at downtown/cross st/depot town businesses, excluding liquor/cannabis stores.
- Deliverables will include gift card redemption data and impact report, a joint press release, and email contact info for participating students.

Incoming Student Information:

(As of 7/16/2023) from the IRIM department

- 1660 Registered FTIACs (First Time in Any college) students
- 454 Registered transfer students
- 361 Registered Grad students

From the admissions department:

- They anticipate 1,950-2,000 incoming first-year students

Yiftee Bulk Gift Card Purchasing Options:

Legacy Purchasing: Fees are discounted from \$1+5% to \$.50+3% of the gift card value. You'll have the option to set expiration dates to recoup unused funds (minus a 10% restocking fee.)

For 2,000 ten dollar gift cards, this initial fee would be \$1,600.

New Purchasing option - No fees attached. 12 month expiration date on all cards, no recoup of unused funds.

Proposed Action:

The cards must be preloaded.

Approval of \$20,000 for student gift cards, and \$1,600 in legacy purchasing processing fees out of the TIF Projects line item. \$5,250 W Cross, \$5,040 E Cross, and \$10,710 Downtown.

The DDA will recoup any unused gift cards minus a 10% restocking fee.

GameAbove will reimburse the DDA for 50% of the used gift cards.

Funds will be redistributed into the appropriate district based on usage.

Considerations:

Does the DDA want to be responsible for all processing and recoup fees?

| Business | Weekday Business Hours | Shutdown Time | Business hours impacted | Food Prep (est 2hrs per full shutoff day) | Is water crucial for business | Total Hours |
|-------------------------------------|------------------------------|-------------------------------|-------------------------|---|-------------------------------|-------------|
| Ann Arbor Professional Pharm | M-F 8:30am-5pm | Thursday 6/1 9am-5pm | 32 | no | no | 32 |
| | | Wed 5/31 9am-5pm | | | | |
| | | Wed 5/17 9am-5pm | | | | |
| Art of Africa Hair Braiding | M-Sa 9am-7pm | Monday 5/15 9am-5pm | | | | 31 |
| | | Monday 6/26 9am-5pm | 31 | no | yes | |
| | | Thursday 6/15 9am-5pm | | | | |
| | | Tuesday 6/13 4 hour emergency | | | | |
| Back Office Studio | M-F 8:30am-5pm | Monday 6/5 9am-5pm | | | | 8 |
| | | Wed 5/24 3 hour emergency | | | | |
| Bank of Ann Arbor | M-F 9am-5pm | Thursday 6/22 9am-5pm | 8 | no | yes | 8 |
| | | Thursday 6/1 9am-5pm | 32 | no | no | |
| | | Wed 5/31 9am-5pm | | | | |
| Beal Offices | M-F 9-5:30pm | Wed 5/17 9am-5pm | | | | 8 |
| | | Monday 5/15 9am-5pm | | | | |
| | | Thursday 6/22 9am-5pm | 8 | no | no | |
| Betty Green Salon | M-Sa 9-5pm | Thursday 6/22 9am-5pm | 8 | no | yes | 8 |
| Bobcat Bonnies | Weekdays 11-10pm | Thursday 6/22 9am-5pm | 7 | yes | yes | 9 |
| Bowerbird Mongo | Select Fridays once a month | Thursday 6/22 9am-5pm | 0 | no | no | 0 |
| Bridge Community Cafe | Daily 8:30am-3:30pm | Thursday 7/6 9am-5pm | 35 | no | Yes | 35 |
| | | Monday 6/26 9am-5pm | | | | |
| | | Thursday 6/15 9am-5pm | | | | |
| | | Tuesday 6/13 4 hour emergency | | | | |
| | | Monday 6/5 9am-5pm | | | | |
| C King Co | M-Th 4-10pm | Wed 5/24 3 hour emergency | | | | 6 |
| | | Thursday 6/1 9am-5pm | 3 | yes | yes | |
| | | Wed 5/31 9am-5pm | | | | |
| Decode Ypsilanti | by appointment | Monday 5/15 9am-5pm | | | | 0 |
| | | Thursday 6/22 9am-5pm | 0 | no | no | |
| Dreamland Theater | special event only | Thursday 6/22 9am-5pm | 0 | no | no | 0 |
| Dos Hermanos Restaurant | Daily 9am-9pm | Thursday 5/18 9am-5pm | 8 | no | yes | 8 |
| Encuentro Latino Restaurant | M, W, Th 11am-8pm, T 11am-3p | Thursday 7/6 9am-5pm | 37 | | 10 Yes | 47 |
| | | Monday 6/26 9am-5pm | | | | |
| | | Wed 6/21 9am-5pm | | | | |
| | | Thursday 6/15 9am-5pm | | | | |
| | | Tuesday 6/13 4 hour emergency | | | | |
| | | Monday 6/5 9am-5pm | | | | |
| Familys Fried Chicken | M-Sa 5-9pm | Wed 5/24 3 hour emergency | | | | 5 |
| | | Monday 6/5 9am-5pm | 3 | yes | yes | |
| Franks Drugs | 9:30am-4:30am | Thursday 6/22 9am-5pm | 7 | no | no | 7 |
| Liquid Swordz | 12-7pm T-Sa | Thursday 6/22 9am-5pm | 5 | no | yes/no | 5 |
| Ma Lous Chicken | 11am-9pm T-Sa | Thursday 6/1 9am-5pm | 24 | yes | yes | 32 |
| | | Wed 5/31 9am-5pm | | | | |

| Business | Weekday Business Hours | Shutdown Time | Business hours impacted | Food Prep (est 2hrs per full shutoff day) | Is water crucial for business | Total Hours |
|--------------------------------|------------------------|-------------------------------|-------------------------|---|-------------------------------|-------------|
| | | Wed 5/17 9am-5pm | | | | |
| | | Monday 5/15 9am-5pm | | | | |
| Mamas Pizza | 11:30-9pm M, W-F | Thursday 5/18 9am-5pm | 5.5 | yes | yes | 7.5 |
| Puffer Reds | 10am-8pm M-Sa | Monday, 7/10 9am - 5pm | 7 | no | No | 7 |
| Red Rock (Bitter Truth) | CLOSED | Thursday 7/6 9am-5pm | 0 | | 0 Yes | 0 |
| | | Monday 6/26 9am-5pm | | | | |
| | | Thursday 6/15 9am-5pm | | | | |
| | | Tuesday 6/13 4 hour emergency | | | | |
| | | Monday 6/5 9am-5pm | | | | |
| | | Wed 5/24 3 hour emergency | | | | |
| Spark East | 5:30am - 5pm M-F | Thursday 7/6 9am-5pm | 39 | no | No | 39 |
| | | Monday 6/26 9am-5pm | | | | |
| | | Thursday 6/15 9am-5pm | | | | |
| | | Tuesday 6/13 4 hour emergency | | | | |
| | | Monday 6/5 9am-5pm | | | | |
| | | Wed 5/24 3 hour emergency | | | | |
| Star Studio by Angel | T,W, F 10am - 6pm | Monday 6/26 9am-5pm | 7 | | 0 yes | 7 |
| | | Thursday 6/15 9am-5pm | | | | |
| | | Tuesday 6/13 4 hour emergency | | | | |
| | | Monday 6/5 9am-5pm | | | | |
| | | Wed 5/24 3 hour emergency | | | | |
| Terry Bakery | 7am - 12pm T-Sa | Monday 7/10 9am- 5pm | 0 | no | Yes | 0 |
| Trojan Laundry | M-F 7:30am-6pm | Thursday 7/6 9am-5pm | 27 | | 0 yes | 27 |
| | | Monday 6/26 9am-5pm | | | | |
| | | Thursday 6/15 9am-5pm | | | | |
| | | Tuesday 6/13 4 hour emergency | | | | |
| | | Monday 6/5 9am-5pm | | | | |
| | | Wed 5/24 3 hour emergency | | | | |
| Ziggys | 6-11pm T-Th | Thursday 6/22 9am-5pm | 0 | | 0 yes | 0 |