



AGENDA

Ypsilanti DDA Operations and Finance Committee Meeting

8:30 AM - Tuesday, September 19, 2023
Council Chambers - 1 S. Huron St.

	Page
1. CALL TO ORDER	
2. ROLL CALL	
VALORY BROWN P A	
YLONDIA PORTIS (C) P A	
SIERRA LAMBERT P A	
BRYAN FOLEY P A	
3. AGENDA APPROVAL	
4. APPROVAL OF MINUTES	
4.1. 8-25-23 Ad Hoc Minutes	3 - 4
5. PUBLIC COMMENT (3 MINUTES EACH)	
6. NEW BUSINESS	
6.1. Downtown Water Shut-off and Construction Relief Fund DT Relief Application Spreadsheet for Review	5 - 7
7. PROPOSED BUSINESS	
8. AUDIENCE PARTICIPATION	
9. ADJOURNMENT	



MINUTES
AD HOC COMMITTEE FOR EQUITABLE INVESTMENT SPECIAL MEETING
3:00 PM - Friday, August 25, 2023
City Council Chambers - 1 S. Huron St.

1. CALL TO ORDER

2. ROLL CALL

YLONDIA PORTIS (C)	P
BRYAN FOLEY	P
VALORY BROWN	P
SIERRA LAMBERT	P

3. AGENDA APPROVAL

Bryan Foley motioned to approve the agenda. Valory Brown supported the motion. Motion Carried - unanimous.

4. Approval of the minutes:

Bryan Foley motioned to approve the June 14, 2023 minutes. Sierra Lambert supported the motion. Motion Carried - unanimous.

5. PUBLIC COMMENT (3 MINUTES EACH) -none

6. NEW BUSINESS

6.1. 2023 Downtown Relief Fund

Staff brought the committee up to speed on the discussion at the Operations and Finance Committee and at the full board meeting.

The data points in the packet are not as accurate as we would like them to be to base the entire funding structure around.

Washtenaw County will be contributing an additional \$20,000 to this fund. They want the DDA to execute the disbursement of funds.

The committee brainstormed various application questions and criteria.

They decided to keep the shutoff and construction relief separate, and not to include damages that are covered by MDOT, YCUA or insurance. The committee is not comfortable allocating certain dollars to a certain pot without knowing who/how many will apply.

Base off of need and weigh them.

App to be ready by September 1st, and open until September 15th.

The Equity committee will review the apps on September 19th. Based on the City financial calendar, the payout date should be October 5th.

Staff should ask for payout information on the front end to expedite payout, but leave it open as an option.

Application:

Business information, damages attributed to shut off, and damages attributed to by construction, Type of business, but/for question, How long are you able to sustain your business before funds are distributed?

App to be weighed on:

Type of business, Location, supporting documents showing a loss in revenue, Correlating data from YCUA/verification.

Grant may be impacted by dumpster program payment. This should be a back end conversation between the applicant and the staff.

Business occupancy licenses shouldn't render a business ineligible, however if an applicant is not in good standing with the building department, this should be an opportunity to inform and educate the business for future participation with the DDA.

DDA website to have landing page for the app and include other resources/FAQ

Staff is to make an application based off of this conversation and send it to executive committee for review. Staff will also have this committee individually take a look at the application as well.

7. PROPOSED BUSINESS - next meeting to be dedicated to the relief fund applications.

8. AUDIENCE PARTICIPATION - none.

9. ADJOURNMENT

Motion to adjourn at 4:27pm by Bryan Foley and supported by Sierra Lambert. Motion passed - unanimous.

Address	Business	Water Shut-off impact (water turned off to parcel)	Construction?	Property Damage? (not in scope of grant)	Do documents reflect application?	Revenue Lost	Documents Provided	Staff Recommendation
122 W. Michigan Ave.	The Rocket	Low Impact - staff couldn't use restrooms	High Impact	None	Yes	\$77,813.26	Sales 2022 vs 2023 May - August	tier 1, move forward with funding
230 W. Michigan Ave.	Love at First Try	Low Impact - customers couldn't use restrooms	high impact	Pipes installed incorrectly, causing sewage and rodent issue.	Yes	90% Lost = loss of approximately \$68,320.60	Sales 2022 vs 2023 May - August, prop damage images	tier 1, move forward with funding
228 W. Michigan Ave.	Encuentro	High impact - Forced closure est. rev. loss \$5,555	High Impact	Flooding causing full floor replacement	Yes	est. \$8,989 - we calculated \$10,699	Bank Statements 2022 vs 2023 May - August, prop damage photos	tier 1, move forward with funding
10 N. Washington St.	Go Ice Cream	Negligible	High Impact	None	Yes	loss of -\$99,802 projected revenue	Projected vs Actual revenue Jan - Aug 2023	tier 1, need verified statements
101 W. Michigan Ave	C King Cafe	Negligible	High Impact	Basement flooded 24 times, pounding made bottles break off shelves, foundation damage, fire alarm set off by construction - emergency services had to break down the door.	not clear	est 50,000 Rev loss	Sales summary reports - 3 months	tier 1, need more information to show 50k loss only see revenue loss of approx \$12647.14, but still can recommend tier 1 move forward
120 Pearl St.	Michaels Gold & Diamond	Low Impact- deterrence for employees	High Impact	None	No documents other than business card	Self reported narrative down 70%	Business Card	Need verified financial information to show loss
209 Pearl St.	Bellflower	No Impact	High Impact	None	Self Report	\$3,677.16	self report spreadsheet	tier 1, need verified information - they only if we have \$\$ to give
36 N Huron St.	Evenstars Chalice	No Impact	High Impact	None	The narrative shows a loss	\$11,467	sales reports	tier 1, move forward with funding
5 North Hamilton St.	Mama Pizza	No Impact	High Impact	None	No - it wasn't open last year. It is unclear what the number is based on	\$5,000 a month (\$5,000X4 months = \$20,000)	Spreadsheet	tier 2, need verified information
115 W. Michigan Ave	Salt City Antiques	Negligible	High Impact	None	Yes - I think (I am still waiting on the attachment but the narrative shows a loss	May-August loss of \$58,736 = 50% loss	Spreadsheet	tier 1, need verified information

217 W. Michigan Ave	Bridge Community Cafe	High impact - 35 hours - boil days as well as shut off days	High Impact	Yes, a water line was damaged	The documents show a decrease in sales. I do not know how much sales are, only that there was a decrease	30% decrease in sales	Incomplete Sales Reports	tier 1, need verified information
200 W. Michigan Ave.	Bobcat Bonnie's	Medium Impact approx \$500	High Impact	Yes, clean up expenditures shop vac and squeegee	Sales Reports	\$82,100 revenue loss	Sales Reports	tier 1, move forward with funding
11 S. Washington	Common Source	Medium Impact - \$500	High Impact	None	Both narratives were self reports.	\$7,500	Word Doc	tier 2 but need the verified documents
15 W. Michigan Ave	Ma Lous	High Impact- 4 day closure	High Impact	None	Unclear - self report, random dates	self report \$20,000	self report, reports proving closed \$0 revenue days, grubhub reports, sales reports for July 19th and 20th.	tier 1, but need docs from 2022 to show a loss
33 S. Huron St.	H&B Bookkeeping	Low Impact	High Impact	Extensive Damage	Yes	payroll - \$2143, revenue - \$529.57	photos, receipts, profit & loss docs, payroll docs,	tier 2, move forward with funding
226 W. Michigan	Conjure Goddess	Low Impact	High Impact	Flooding causing closures for entire week	Yes	up to 49.46% loss in gross revenue	Sales reports 2022 vs 2023 May- August	tier 1, move forward with funding
130 W. Michigan	Mix on Michigan	Negligible	High Impact	None	Yes	Sales down 51% 555 sales 2023, 332 sales 2022	Transaction Report May - Aug 2022 and 2023	tier 1, but need to see revenue not just transaction report because we dont know amount
13 N. Washington	Back Office Studio	Medium Impact - 3 days shut off - canceled meetings with refunds	Medium Impact	Broken waterflow switch, alarm set - had to pay for reset, plumbing total \$3458	Yes	no revenue loss reported \$800 admin loss	reciepts, invoices, photos	tier 3, \$100 or need info on admin loss
128 W Michigan	A2 Vintage	Negligible	High Impact	None	Yes, self report	Sales down from march 50% or more lost revenue approximately \$2200-\$2800	Self Reported Spreadsheet	tier 2, need verified information
208 W Michigan Ave	Bloodroot Herb Shop	Pushed the Grand Opening Date by weeks	Negligible	Yes	Pictures of flood damage	None shown other than a description of pushing off their grand opening	Pictures	multiple weeks - recoup first month of revenue?
224 W. Michigan Ave	Star Studio	High Impact - several forced shut offs - canceled wedding hair appointment - \$1800 loss	High Impact	None	Not clear	est. loss \$14,400	unofficial spreadsheet	tier 1, need verified information

47 N. Huron St.	Comer Health Center	High Impact -but not reported	High Impact	Personnel Injury	Self reported docs reflect the loss described	23 fewer visits per month year over year approx \$50,000 loss in revenue	Self reported Spreadsheet	tier 1, non-profit, need verified financial information
								Totals:
								15 tier 1 - 6 to fund today
						Staff Recommends prescribing grant amounts based on tier level. Committee to decide tier amounts, staff recommends applicants without verified application get an additional month to provide verified documents showing \$ revenue loss.		4 tier 2 -1 to fund today
								1 tier 3 - none to fund today
								2 unknown
								tier 1 = >10k loss
								tier 2 = >1k loss
								tier 3 = <1k loss