



**CITY OF YPSILANTI
REGULAR COUNCIL MEETING
Tuesday, November 7, 2023 @ 8:30 AM
Council Chambers
One South Huron, Ypsilanti, MI 48197
[Launch Meeting - Zoom](#)**

1. CALL TO ORDER

2. ROLL CALL

A.	ANDY FRENCH (C)	PATTON DOYLE
	PAUL AJLOUNY	BRYAN FOLEY
	MALISSA GILLETT	GERRY KREINER
	EMMY MAURER	

3. AGENDA APPROVAL

4. APPROVAL OF MINUTES

A. Approval of minutes

5. PUBLIC COMMENT (3 MINUTES)

6. FINANCIAL REPORT

A. Rev & Expense Report

7. NEW BUSINESS

- A. Holiday Lighting
- B. Strategic Planning - TIF Plan Review
- C. Downtown Management Training Series

8. PROPOSED BUSINESS

9. PUBLIC COMMENT (3 MINUTES)

10. ADJOURNMENT



MINUTES
 OPERATIONS AND FINANCE COMMITTEE MEETING
 8:30 AM - October 12, 2023
 City Council Chambers - 1 S. Huron St.

1. CALL TO ORDER

2. ROLL CALL

PATTON DOYLE	P	ANDY FRENCH (C)	P
PAUL AJLOUNY	P	BRYAN FOLEY	A
MALISSA GILLETT	A	GERRY KREINER	P
EMMY MAURER	P		

3. AGENDA APPROVAL

Patton Doyle motioned to approve the agenda. Paul Ajlouny supported the motion. Motion Carried - unanimous.

4. APPROVAL OF MINUTES

Patton Doyle motioned to approve the September 13, 2023 meeting minutes and Gerry Kreiner supported the motion. Motion carried - unanimous.

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

6. FINANCIAL REPORT

Staff provided the raw report generated through the city's software. Has noticed many discrepancies on what the DDA budgeted and what was actually changed in the system. It will take time to sort this out and get accurate numbers to present to the committee and board.

Andy French reiterated his discontent of the financial software and agreement with the city. He wants to find the DDA better financial tools so that this committee can do its job.

NEW BUSINESS

A. Freighthouse Warming Center Support

The Freighthouse warming center is looking for DDA support. The DDA had budgeted for this in February. Supporting this also ensures capital improvements the city is planning for the space (refinished floors). Andy French stated that this is the last year he can support this warming shelter, as it is not, and is not supposed to be a long term solution for the city. He wants to focus on the role of the DDA. Strategic planning needs to be done with DDA consultants through MDA, MEDC, MML or SBDC.

Patton Doyle motioned to recommend approval of \$6,000 from Depot Towns Community Mental Health Line Item to support the Freighthouse Daytime warming shelter. Paul Ajlouny supported the motion. Motion passed - unanimous.

B. Dumpster Enclosure Cleaning Contract Renewal

6 month renewal 750 per month from the Waste Management revenues.

Patton Doyle motioned to recommend approval of the contract renewal with Zoelife Inc. Paul Ajlouny supported the motion. Motion passed - unanimous.

C. Depot Town Signal Tower Repair

Andy French updated the committee of the repairs needed on the signal tower.

Patton Doyle motioned to recommend approval of the Depot Town Signal Tower Repair with contractor, Total Home Construction Inc for \$10,340. Emmy Maurer supported the motion. Motion passed - unanimous.

D. Holiday Lighting 2023

Staff hasnt received a quote yet, but updated the committee of the lighting that DPS will be providing. Depot Town hopes to have lighting down the street trees from River to Huron and to repair the lights on the Depot Town Christmas tree.

Staff is looking for ideas for Downtown.

Patton Doyle asked about reaching out to brush monkeys and offering free window painting. This might not work with the annual Holiday Storefront Competition.

Gerry Kreiner suggested that we find a way to do both.

Staff suggested that we offer the window painting to businesses that do not want to compete, and that will help fill out the holiday look of the district as a whole.

Patton Doyle suggested looking at making holiday banners, and using the billboard to promote the storefront competition.

Andy French said it should promote shopping as a whole downtown.

Staff reminded the committee that the billboard serves folks who have already entered the district. The messaging could be half for the holidays. Spend local - shop ypsi.

E. Depot Town Tree Lighting Ceremony - Event Sponsorship

Andy French claims that this event brings the most people to Depot Town compared to other events. The committee had a bit of pause regarding the process. The event would not be receiving as much funding had it been applied for with all the other events.

Last year, this funding came out of the Depot Town Holiday lighting budget.

Gerry Kreiner suggested that if this event is that important to Depot Town, maybe it should be budgeted in a different way next year.

This should be funded the same way, and if Depot Town needs more holiday lighting budget, we will consider that when appropriate.

Patton Doyle motioned to recommend approval of the sponsorship with \$500 from the remaining special events budget, and \$2,000 to be pulled from the Holiday Light budget. Emmy Maurer supported the motion. Motion passed - unanimous.

F. Depot Town Plaza Discussion

Andy French has solicited quotes for the Depot Town Plaza. The scope of work requires an RFP process. The City union has preference over the work, so the DDA cannot contract most of the work. City Manager Andrew Hellenga will work with the union to prioritize trimming the E. Cross St. trees. Elize, Andrew and Bonnie at the City will work together on an RFP for overall plaza upgrades.

8. PROPOSED BUSINESS

Ballard Parking Lot

Street lights - Patton Doyle checking that they are all operating.

Landscaping contract - Staff had found that a large portion had not been completed, and there were communication gaps with staff turnover. Elize will be meeting with the contractor later today.

Andy French asked about a resolution for free parking. Other committee members did not agree with moving forward with a resolution

9. PUBLIC COMMENT (3 MINUTES) -none.

10. ADJOURNMENT

Motion to adjourn at 10:23am by Paul Ajlouny, supported by Patton Doyle. Motion passed - unanimous.

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2023

248-DTDA W CROSS
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 25.00

REVENUE SUMMARY	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
<hr/>						
<u>REVENUE SUMMARY</u>						
W CROSS OPERATING	13,639	13,639	7,697.76	11,966.24	1,672.26	12.26
W CROSS TIF	<u>134,682</u>	<u>134,682</u>	<u>0.00</u>	<u>0.00</u>	<u>134,682.00</u>	<u>100.00</u>
TOTAL REVENUES	148,321	148,321	7,697.76	11,966.24	136,354.26	91.93
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EXPENDITURE SUMMARY	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
W CROSS OPERATING	7,128	7,128	6.79	421.67	6,706.33	94.08
W CROSS TIF	<u>79,925</u>	<u>129,925</u>	<u>142.50</u>	<u>15,605.00</u>	<u>114,320.00</u>	<u>87.99</u>
TOTAL EXPENDITURES	87,053	137,053	149.29	16,026.67	121,026.33	88.31
	=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	61,268	11,268	7,548.47 (4,060.43)	15,327.93	136.04
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CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2023

248-DTDA W CROSS

% OF YEAR COMPLETED: 25.00

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
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W CROSS OPERATING
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REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
248-4-7270-402-00 CURRENT PROPERTY TAXES	11,776	11,776	7,481.18	10,936.78	839.22	7.13
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
248-4-7270-445-02 INTEREST ON CURRNET TAXES	0	0	1.87	1.87 (1.87)	0.00
248-4-7270-664-00 INTEREST EARNINGS	1,823	1,823	203.03	789.89	1,032.61	56.66
248-4-7270-669-10 UNREALIZED GAIN/LOSS	<u>0</u>	<u>0</u>	<u>11.68</u>	<u>237.70</u> (<u>237.70)</u>	<u>0.00</u>
TOTAL REVENUES	13,639	13,639	7,697.76	11,966.24	1,672.26	12.26

TOTAL W CROSS OPERATING	13,639	13,639	7,697.76	11,966.24	1,672.26	12.26
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W CROSS TIF
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REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
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	123,682	123,682	0.00	0.00	123,682.00	100.00
248-4-7271-699-01 TRANSFER FROM GEN.FUND	<u>6,500</u>	<u>6,500</u>	<u>0.00</u>	<u>0.00</u>	<u>6,500.00</u>	<u>100.00</u>
TOTAL REVENUES	134,682	134,682	0.00	0.00	134,682.00	100.00

TOTAL W CROSS TIF	134,682	134,682	0.00	0.00	134,682.00	100.00
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TOTAL REVENUES	148,321	148,321	7,697.76	11,966.24	136,354.26	91.93
	=====	=====	=====	=====	=====	=====

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2023

248-DTDA W CROSS

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
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W CROSS OPERATING
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EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
248-7-7270-728-00 OFFICE SUPPLIES	210	210	9.20	27.60	182.40	86.86
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	48.30	56.70	54.00
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	871	871 (19.74)	328.44	542.56	62.29
248-7-7270-826-10 LEGAL SERVICES	630	630	17.33	17.33	612.67	97.25
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	<u>105</u>	<u>105</u>	<u>0.00</u>	<u>0.00</u>	<u>105.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	7,128	7,128	6.79	421.67	6,706.33	94.08

TOTAL W CROSS OPERATING	7,128	7,128	6.79	421.67	6,706.33	94.08
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W CROSS TIF
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EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
248-7-7271-818-01 CONTRACT WITH CITY 35%	24,736	24,736	0.00	0.00	24,736.00	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	142.50	12,605.00	2,395.00	15.97
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	0.00	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	4,000	4,000	0.00	0.00	4,000.00	100.00
248-7-7271-971-28 INFRASTRUCTURE CAPITAL IMP	<u>0</u>	<u>50,000</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	79,925	129,925	142.50	15,605.00	114,320.00	87.99

TOTAL W CROSS TIF	79,925	129,925	142.50	15,605.00	114,320.00	87.99
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TOTAL EXPENDITURES	<u>87,053</u>	<u>137,053</u>	<u>149.29</u>	<u>16,026.67</u>	<u>121,026.33</u>	<u>88.31</u>
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REVENUES OVER/(UNDER) EXPENDITURES	61,268	11,268	7,548.47 (4,060.43)	15,327.93	136.04
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CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2023

275-DEPOT TOWN DDA
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 25.00

REVENUE SUMMARY	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
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<u>REVENUE SUMMARY</u>						
DTDA W CROSS OPER - 18%	0	0	0.00	6.25 (6.25)	0.00
DTDA E CROSS OPER. - 16%	9,775	9,775	4,133.79	7,260.51	2,513.99	25.72
DTDA E CROSS TIF - 26%	<u>123,403</u>	<u>123,403</u>	<u>0.00</u>	<u>0.00</u>	<u>123,403.00</u>	<u>100.00</u>
TOTAL REVENUES	133,178	133,178	4,133.79	7,266.76	125,910.74	94.54
	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
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DTDA W CROSS OPER - 18%	0	0	0.00	10.36 (10.36)	0.00
DTDA E CROSS OPER. - 16%	9,529	9,529	5.58	704.28	8,824.72	92.61
DTDA E CROSS TIF - 26%	<u>79,323</u>	<u>179,323</u>	<u>19,639.96</u>	<u>37,614.92</u>	<u>141,708.08</u>	<u>79.02</u>
TOTAL EXPENDITURES	88,852	188,852	19,645.54	38,329.56	150,522.44	79.70
	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	44,326	(55,675)	(15,511.75)	(31,062.80)	(24,611.70)	44.21
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CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2023

275-DEPOT TOWN DDA

% OF YEAR COMPLETED: 25.00

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
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FINANCE						
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<u>REVENUES</u>						
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DTDA W CROSS OPER - 18%						
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<u>REVENUES</u>						
275-4-7270-420-01 DELINQUENT PROPERTY TAXES	0	0	0.00	5.34 (5.34)	0.00
275-4-7270-445-05 INTEREST ON DELINQUENT TAXES	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.91</u> (<u>0.91)</u>	<u>0.00</u>
TOTAL REVENUES	0	0	0.00	6.25 (6.25)	0.00
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TOTAL DTDA W CROSS OPER - 18%	0	0	0.00	6.25 (6.25)	0.00
DTDA W CROSS TIF - 5%						
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<u>REVENUES</u>						
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DTDA E CROSS OPER. - 16%						
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<u>REVENUES</u>						
275-4-7290-402-00 CURRENT PROPERTY TAXES	7,952	7,952	3,881.94	6,174.63	1,777.37	22.35
275-4-7290-664-00 INTEREST EARNINGS	1,823	1,823	240.17	848.18	974.32	53.46
275-4-7290-669-10 UNREALIZED GAIL/LOSS	<u>0</u>	<u>0</u>	<u>11.68</u>	<u>237.70</u> (<u>237.70)</u>	<u>0.00</u>
TOTAL REVENUES	9,775	9,775	4,133.79	7,260.51	2,513.99	25.72
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TOTAL DTDA E CROSS OPER. - 16%	9,775	9,775	4,133.79	7,260.51	2,513.99	25.72
DTDA E CROSS TIF - 26%						
=====						
<u>REVENUES</u>						
275-4-7291-439-01 CURRENT TIFA TAXES	117,403	117,403	0.00	0.00	117,403.00	100.00
275-4-7291-699-01 TRANSFER FROM GEN FUND	<u>6,000</u>	<u>6,000</u>	<u>0.00</u>	<u>0.00</u>	<u>6,000.00</u>	<u>100.00</u>
TOTAL REVENUES	123,403	123,403	0.00	0.00	123,403.00	100.00
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TOTAL DTDA E CROSS TIF - 26%	123,403	123,403	0.00	0.00	123,403.00	100.00
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TOTAL REVENUES	133,178	133,178	4,133.79	7,266.76	125,910.74	94.54
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CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2023

275-DEPOT TOWN DDA

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
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DTDA W CROSS OPER - 18%

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EXPENDITURES

275-7-7270-853-00 TELEPHONE & INTERNET	0	0	0.00	10.36 (10.36)	0.00
TOTAL EXPENDITURES	0	0	0.00	10.36 (10.36)	0.00

TOTAL DTDA W CROSS OPER - 18% 0 0 0.00 10.36 (10.36) 0.00

DTDA W CROSS TIF - 5%

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EXPENDITURES

DTDA E CROSS OPER. - 16%

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EXPENDITURES

275-7-7290-728-00 OFFICE SUPPLIES	280	280	8.80	26.40	253.60	90.57
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	0.00	163.40 (23.40)	16.71-
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 (26.32)	437.92	749.08	63.11
275-7-7290-826-10 LEGAL SERVICES	840	840	23.10	23.10	816.90	97.25
275-7-7290-853-00 TELEPHONE & INTERNET	140	140	0.00	53.46	86.54	61.81
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	5.58	704.28	8,824.72	92.61

TOTAL DTDA E CROSS OPER. - 16% 9,529 9,529 5.58 704.28 8,824.72 92.61

DTDA E CROSS TIF - 26%

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EXPENDITURES

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%	23,481	23,481	0.00	0.00	23,481.00	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
275-7-7291-955-00 MISCELLANEOUS EXPENSE	6,000	6,000	0.00	0.00	6,000.00	100.00
275-7-7291-965-05 SPECIAL EVENT CONTRIBUTION	7,500	7,500	500.00	6,000.00	1,500.00	20.00
275-7-7291-974-01 TIF PROJECTS	15,000	15,000	17,639.96	30,114.92 (15,114.92)	100.77-

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2023

275-DEPOT TOWN DDA

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
275-7-7291-974-02 INFRASTRUCTURE CAPITAL PROJECT	0	100,000	1,500.00	1,500.00	98,500.00	98.50
TOTAL EXPENDITURES	79,323	179,323	19,639.96	37,614.92	141,708.08	79.02
TOTAL DTDA E CROSS TIF - 26%	79,323	179,323	19,639.96	37,614.92	141,708.08	79.02
TOTAL EXPENDITURES	88,852	188,852	19,645.54	38,329.56	150,522.44	79.70
REVENUES OVER/(UNDER) EXPENDITURES	44,326	(55,675)	(15,511.75)	(31,062.80)	(24,611.70)	44.21

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2023

413-DOWNTOWN DEV AUTH
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 25.00

REVENUE SUMMARY	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
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<u>REVENUE SUMMARY</u>						
DOWNTOWN DDA OPER. 66%	49,602	49,602	17,339.60	33,816.43	15,785.07	31.82
DOWNTOWN DA TIF 69%	371,506	371,506	387.80	16,242.72	355,263.28	95.63
FEASIBILITY	<u>0</u>	<u>20,000</u>	<u>20,000.00</u>	<u>20,000.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	421,108	441,108	37,727.40	70,059.15	371,048.35	84.12
	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
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DOWNTOWN DDA OPER. 66%	17,356	17,356	16.13	1,164.71	16,191.29	93.29
DOWNTOWN DA TIF 69%	208,951	208,951	12,232.95	65,688.76	143,262.24	68.56
FEASIBILITY	<u>0</u>	<u>70,000</u>	<u>4,639.98</u>	<u>4,639.98</u>	<u>65,360.02</u>	<u>93.37</u>
TOTAL EXPENDITURES	226,307	296,307	16,889.06	71,493.45	224,813.55	75.87
	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	194,801	144,801	20,838.34	(1,434.30)	146,234.80	100.99
	=====	=====	=====	=====	=====	=====

CITY OF YPSILANTI
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2023

413-DOWNTOWN DEV AUTH

% OF YEAR COMPLETED: 25.00

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BUDGET % REMAINING
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FINANCE

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REVENUES

DOWNTOWN DDA OPER. 66%

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REVENUES

413-4-7230-402-00 CURRENT PROPERTY TAXES	44,382	44,382	16,301.26	29,788.40	14,593.60	32.88
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	1.31	1.31	48.69	97.38
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	2,927	2,927	977.47	3,121.07 (194.57)	6.65-
413-4-7230-669-10 UNREALIZED GAIN/LOSS	0	0	59.56	905.65 (905.65)	0.00
413-4-7230-694-01 MISCELLANEOUS REVENUE	<u>2,000</u>	<u>2,000</u>	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>100.00</u>
TOTAL REVENUES	49,602	49,602	17,339.60	33,816.43	15,785.07	31.82

TOTAL DOWNTOWN DDA OPER. 66%	49,602	49,602	17,339.60	33,816.43	15,785.07	31.82
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DOWNTOWN DA TIF 69%

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REVENUES

413-4-7231-410-00 TIFA REIMBURSMNT PA86 SECT 17	10,000	10,000	0.00	0.00	10,000.00	100.00
413-4-7231-439-01 CURRENT TIFA TAXES	324,256	324,256	0.00	0.00	324,256.00	100.00
413-4-7231-607-01 DOWNTOWN GARBAGE COLL FEE	24,000	24,000	387.80	6,242.72	17,757.28	73.99
413-4-7231-694-01 MISCELLANEOUS REVENUE	500	500	0.00	10,000.00 (9,500.00)	1,900.00-
413-4-7231-699-01 TRANSFER FROM GEN FUND	<u>12,750</u>	<u>12,750</u>	<u>0.00</u>	<u>0.00</u>	<u>12,750.00</u>	<u>100.00</u>
TOTAL REVENUES	371,506	371,506	387.80	16,242.72	355,263.28	95.63

TOTAL DOWNTOWN DA TIF 69%	371,506	371,506	387.80	16,242.72	355,263.28	95.63
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FEASIBILITY

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REVENUES

413-4-7233-539-00 COUNTY GRANT	<u>0</u>	<u>20,000</u>	<u>20,000.00</u>	<u>20,000.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	0	20,000	20,000.00	20,000.00	0.00	0.00

TOTAL FEASIBILITY	0	20,000	20,000.00	20,000.00	0.00	0.00
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TOTAL REVENUES	421,108	441,108	37,727.40	70,059.15	371,048.35	84.12
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CITY OF YPSILANTI
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 AS OF: SEPTEMBER 30TH, 2023

413-DOWNTOWN DEV AUTH

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
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DOWNTOWN DDA OPER. 66%
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EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
413-7-7230-728-00 OFFICE SUPPLIES	510	510	22.00	66.00	444.00	87.06
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	117.30	137.70	54.00
413-7-7230-807-00 AUDIT FEES	376	376	0.00	0.00	376.00	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 (47.94)	797.64	1,364.36	63.11
413-7-7230-826-10 LEGAL SERVICES	1,530	1,530	42.07	42.07	1,487.93	97.25
413-7-7230-853-00 TELEPHONE & INTERNET	255	255	0.00	141.70	113.30	44.43
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	<u>255</u>	<u>255</u>	<u>0.00</u>	<u>0.00</u>	<u>255.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	17,356	17,356	16.13	1,164.71	16,191.29	93.29

TOTAL DOWNTOWN DDA OPER. 66%	17,356	17,356	16.13	1,164.71	16,191.29	93.29
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DOWNTOWN DA TIF 69%
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EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAINING
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%	64,851	64,851	0.00	0.00	64,851.00	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	385.55	30,886.85 (6,886.85)	28.70-
413-7-7231-820-01 IRRIGATION SYSTEM	120	120	0.00	21.28	98.72	82.27
413-7-7231-820-02 STREETScape MAINTENANCE	15,000	15,000	27.71	27.71	14,972.29	99.82
413-7-7231-820-03 WASTE MANAGEMENT	22,000	22,000	0.00	9,468.00	12,532.00	56.96
413-7-7231-820-05 PEDESTRIAN TRASH COLLECTION	0	0	0.00	1,000.00 (1,000.00)	0.00
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
413-7-7231-920-00 DTE ELECTRIC BILL	150	150	15.19	30.42	119.58	79.72
413-7-7231-965-05 SPECIAL EVENTS CONTRIBUTIONS	7,500	7,500	1,804.50	14,254.50 (6,754.50)	90.06-
413-7-7231-965-06 FACADE PROG. CONT TO BLD-TIF	10,000	10,000	10,000.00	10,000.00	0.00	0.00
413-7-7231-971-27 MSHDA ELG FACADE PROG.	<u>10,000</u>	<u>10,000</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	208,951	208,951	12,232.95	65,688.76	143,262.24	68.56

TOTAL DOWNTOWN DA TIF 69%	208,951	208,951	12,232.95	65,688.76	143,262.24	68.56
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 AS OF: SEPTEMBER 30TH, 2023

413-DOWNTOWN DEV AUTH

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BUDGET % REMAININGG
<u>FEASIBILITY</u>						
<u>EXPENDITURES</u>						
413-7-7233-818-00 BUSINESS RELIEF FUND	<u>0</u>	<u>70,000</u>	<u>4,639.98</u>	<u>4,639.98</u>	<u>65,360.02</u>	<u>93.37</u>
TOTAL EXPENDITURES	0	70,000	4,639.98	4,639.98	65,360.02	93.37
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TOTAL FEASIBILITY	0	70,000	4,639.98	4,639.98	65,360.02	93.37
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TOTAL EXPENDITURES	226,307	296,307	16,889.06	71,493.45	224,813.55	75.87
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REVENUES OVER/(UNDER) EXPENDITURES	194,801	144,801	20,838.34 (1,434.30)	146,234.80	100.99

Holiday Light Expresss

7548 Garrison Rd.
Durand, MI 48429
(248) 756-8915

To:
City of Ypsilanti
1 S Huron St
Ypsilanti, MI 48197

Invoice # 1284
Invoice Date 10/31/2023
Payment Term Net 30

Amount Due	\$14,275.00
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Item	Quantity	Price	Tax1	Tax2	Line Total
Maintenance multi color tree depot town	1.0	\$575.00			\$575.00
decorate trees in depot town	1.0	\$6,000.00 / per string			\$6,000.00
wrapping hand rail on tridge	1.0	\$5,300.00			\$5,300.00
Lamp poles	40.0	\$60.00			\$2,400.00

Subtotal:	\$14,275.00
Tax:	\$0.00
Past Due Amount:	\$0.00
Amount Due:	\$14,275.00

Notes

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Downtown Management Training Series

Resources to Strengthen Downtowns, Boards of Directors, & Managers

Member Cost: \$45 for members | \$65 for non-members

www.michigandowntowns.com

Planning

Planning for the built environment, and implementation of the Downtown Master Plan, provide the foundation for the downtown management organization's role in creating "place" in its district. The Michigan Planning Association shows the way by describing what constitutes a plan, who are the plan stakeholders, and which current trends are relevant to the discussion.

MiPDM eligible program.

Leah DuMouchel, AICP, Director of Programs and Communications, Michigan Association of Planning

Zoning

Together with the Master Plan, creation of a zoning code enables the ability of the local governmental unit to regulate the development process in its downtown. From the ABC's of zoning to site plan reviews and current issues, this webinar brings clarity to the purpose and processes associated with the zoning function. This webinar was created in partnership with MSU - Extension.

MiPDM eligible program.

Harmony Gmazel, AICP, Michigan State Extension

Assessing

An understanding of the basic operation of a local governmental unit's assessor's office is beneficial, especially when it impacts the DDA's opportunity to implement tax increment financing. In this session, learn about statutory authority, definitions, property records, real and personal property, and more. Developed with support from the Michigan Assessors Association.

MiPDM eligible program.

Amy L DeHaan, MMAQ(4) - Assessor, Garfield Charter Township, Grand Traverse County

Meeting Management

In this webinar, learn how to manage and participate in an effective and efficient organizational meeting. Our two experts in the field of municipal law and parliamentary procedure will discuss the importance of understanding Robert's Rules of Order, Parliamentary Law, and the Freedom of Information Act. Ethics, basics rules of public comment and debate, and closed meetings are also discussed.

MiPDM eligible program.

*Chris Johnson, General Counsel, Michigan Municipal League
Eleanor (Coco) Siewert, Professional Registered Parliamentarian, Trainer, Michigan Municipal League*

Downtown Management Basics

In this webinar, learn the overall responsibilities inherent in downtown revitalization. A Downtown Development Authority is just one of many avenues available to enable your efforts. Become familiar with all the organizational tools in the toolbox as well as legal considerations and reporting requirements.

MiPDM eligible program.

Joe Frost, Community Assistance Team Specialist, Michigan Economic Development Corporation

A webinar series dedicated to educating downtown managers and downtown management boards of directors.

Please visit the Event page on our website, www.michigandowntowns.com, for more information. Each webinar is available 'on demand' upon payment.

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DDA Reporting Requirements

Public Act 57 of 2018 introduced new reporting requirements ALL Downtown Development Authorities must adhere to in order to remain compliant. In this webinar, members of the MDA Legislative and Advocacy Committee are joined by a representative from the Michigan State Treasury Department to provide step by step directions on how to accurately complete all reporting requirements found in Public Act 57. Examples of how compliant downtown organizations are managing and implementing the three reporting components, website content, informational meetings, and annual reporting, will be presented and explained.

James Alt, Director, Lapeer Downtown Development Authority
Travis Bukovcik, Michigan Department of Treasury
Molly LaLone, Director, Lake Orion Downtown Development Authority
Nate Mack, Director, South Lyon Downtown Development Authority
Dana Walker, Director, Michigan Downtown Association

Updating A TIF Plan

A Downtown Development Authority is governed by its Tax Increment Financing (TIF) plan. Arguably, it's the most important document for a downtown organization to maintain and implement. But what is the difference between a development plan and a TIF plan? When should a TIF plan be updated and what is the process? How can updating a TIF plan encourage support from community members and taxing jurisdictions? In this webinar, learn the process of updating a TIF plan, how to right-size your district, and gain a general knowledge of Tax Increment Financing.

Jill Bahm, AICP, Partner, Giffels Webster
Annette Knowles, Downtown/Economic Development Coordinator, City of Monroe

Demystifying DDAs

Just what is a DDA and what is it supposed to do? We have heard those questions countless times. Cristina and Bob take the mystery out of DDA law and explain the answers to the most commonly asked questions about Downtown Development Authorities. Learn why Act 197 of 1975 was originally passed and how it has evolved in the last 40+ years. Common questions regarding DDA spending, purpose, and 'rules' will also be addressed.

Robert Donohue, Coach, Community Heart & Soul
Cristina Sheppard-Decius, Owner, POW! Strategies

How To Be an Effective Board Member

You have been asked to become a member of a downtown management board of directors. Now what? In this webinar, learn what will be expected from you while being an active and effective board member. Discover what you can bring to the table, and the organization, to help your community become stronger. Conversely, downtown managers will gain knowledge regarding board member training, expectations, best practices, and succession.

John Bry, Program Coordinator, Main Street Oakland County
Annaka Norris, Senior Planner, Planning & Local Business Development, Oakland County, Michigan

Downtown Social Districts

In 2020, Social Districts were introduced to Michigan communities to help spur economic activity. In this webinar, you will learn what role a downtown management organization has in the creation of a Social District and the process for creating it. Also hear the pros, and cons, of having a designated Social District within downtown and the best practices for keeping it successful.

Kelly Allen, Partner, Adkison, Need, Allen & Rentrop, P.L.L.C.
Dave Alexander, Business Development Manager, City of Muskegon DDA

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