



MINUTES
DDA SPECIAL BOARD MEETING
8:30 AM - Thursday, July 18, 2024
Back Office Studio - 13 N. Washington

1. CALL TO ORDER (8:34am)

2. ROLL CALL

PATTON DOYLE	P	KAYIA HINTON	P
YLONDIA PORTIS (C)	P	ANDY FRENCH	P
DIETER OTTO	P	PAUL AJLOUNY (V)	P
MALISSA GILLETT	A	VALORY BROWN (8:38am)	P
NICOLE BROWN (8:36am)	P	BRIAN JONES-CHANCE	P
BRYAN FOLEY	A	GERRY KREINER	P
EMMY MAURER	P		

Staff Present: DDA: Elize Jekabson, City: Katie Jones

3. AGENDA APPROVAL

Brian Jones-Chance motioned to approve the agenda. Dieter Otto supported the motion. Motion passed - unanimous.

4. APPROVAL OF MINUTES

Patton Doyle motioned to approve the June 27, 2024 Board Meeting minutes and Brian Jones-Chance supported the motion. Motion passed - unanimous.

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

6. FINANCIAL / STAFF REPORT

A. Financial Report and Staff Report

Financial year has ended, so we are closing out the last of our invoices where we can.

July tends to be invoice heavy with all the special event payments at the turn of the fiscal year.

Staff provided a general update.

We have no meetings in August. The Director will be on a two week vacation.

Elize thanked Katie Jones for helping the DDA over the last eight months and during the transition period. We will likely have a new employee in place by Septembers meeting.

Staff provided an update on projects and businesses opening/closing.

7. COMMITTEE REPORTS

A. Operations and Finance Committee

Emmy Maurer provided a committee report.

Staff walked Cross Street Water Tower to River Street with the landscapers and pointed out low hanging fruit for beautification throughout West Cross and Depot Town.

21 North Huron lease for billboard was discussed, and is continuing for another year.

B. Committee for Equitable Inclusion

There was no quorum. They plan on meeting next week for a special meeting.

8. NEW BUSINESS

A. Depot Town Plaza Preliminary Concept Design with Fishbeck

Mark Vysoki of Fishbeck presented two preliminary designs for the Freighthouse Plaza.

Andy French showed concern with the caboos moving and also with the parking limitations on A.

Concept B is highly reliant on a private building owner.

Removable bollards - could freighthouse managers have access to storing and setting them up.

String lighting would be included on concept A.

The Board agreed that they were all leaning towards concept A, with issues addressed in the next phase of designs.

B. 2024 IGA Update and Discussion

The city has agreed to cost out all expenses. This was recommended by our attorney. However, now the city is only interested in starting the new pay structure in July 2025.

There are concerns over a few IGA provisions that will remain in place, now that the IGA is on hold.

Staff believes that there would be a low impact of these provisions. Anything Depot Town currently wants to spend over \$25,000 for needs to be reviewed by council already. The Freighthouse plaza project will need council approval because it is City property.

Brian Jones-Chance reiterated that it would be good to review the agreement annually. Dieter Otto agreed that we should review it at least internally.

The board asked staff to get clarification of the timeline and a few items on the attachment on the last page.

C. Maple Street Parking Lot Kiosk

The City is no longer interested in maintaining the Maple Street Lot. The lot has only generated just over \$13,000 since 2021, which is not enough to maintain the lot and save for long-term maintenance. Depot Town business owners would like to see a free lot.

The lot is only enforced during the day, and no one parks there during the day, because much of the rest of the parking is free in Depot Town.

Brian Jones-Chance mentioned leaving it to collect revenue. Dieter Otto pointed out that the kiosk is not free to leave. There are regular fees associated with the kiosk. At EMU, a kiosk costs up to \$400 a month to maintain. .

The board talked about the future of the lot. This could be a great location for an electric vehicle charging station.

Ylondia Portis does not agree that guests do not expect parking fees when they visit a city, but if the costs outweigh revenue just to leave the kiosk, it is not worth it.

Operations and Finance recommended that \$15,000 be allocated from the TIF account to a maintenance fund for the lot.

Resolution to Remove Parking Meters from the Maple Street Parking Lot

Whereas, the Ypsilanti Downtown Development Authority and the City of Ypsilanti entered into an Intergovernmental Agreement for Services in April 2020.

Whereas, both entities had been vitally interested in monetizing public parking assets to help pay for maintenance, repairs and enforcement of the lot.

Whereas, after three years, the Maple Street Lot has only generated net \$13,694.67 in revenue.

Whereas, removing parking meters aligns with Depot Town's goal to enhance the overall user experience and satisfaction of its customers, businesses, and employees.

Be it resolved, the YDDA shall opt out of the Intergovernmental Agreement for Services for the Maple Street Lot with the City of Ypsilanti with a 60 day notice as of July 18, 2024.

Be it further resolved, that the YDDA shall contract services for winter maintenance and summer landscaping.

Be it further resolved, that the YDDA shall set aside \$249.90/space/year (\$15,000) from Depot Town's TIF Projects account for parking lot repairs and resurfacing.

Be it further resolved, that this resolution shall be communicated to all stakeholders and users of the parking lot through appropriate channels, including signage, website announcements, and direct communication where feasible.

Be it resolved, that all kiosks and related signage currently installed in the Maple Street parking lot shall be removed.

Be it further resolved, that the YDDA request that the City of Ypsilanti cover any costs associated with the removal of all parking meters, kiosks and related signage from the Maple Street Lot

Be it finally resolved, that this resolution shall take effect immediately upon adoption.

Brian Jones-Chance motioned to move forward the draft resolution and read it into the record, with a date change to today's date. Andy French Supported the motion. Motion passed - Yes (10) , Abstained (1- N. Brown)

Nicole Brown abstained as this is an agreement with the City, and it may be coming to council.

Brian Jones-Chance commented whether the DDA would want to create a system for charging on special event days. Yes, something for a discussion moving forward.

D. 2024 ExploreYpsi with Engage@EMU and GameAbove

Staff is requesting to carryover funds from last years program, which is about \$8,000. \$8,000 match has been committed by GameAbove. No impact to fund balance. Program will launch on 8/25 and run through 12/25.

Patton Doyled motioned to continue the ExploreYpsi program with an \$8,000 commitment. Brian Jones-Chance supported the motion. Motion passed - Yes (10), Absent (1 - Hinton)

9. PROPOSED BUSINESS

No DDA meetings next month.

10. PUBLIC COMMENT (3 MINUTES)

Freda Klaasen - Depot Town Building/Business owner - Asked about the projected timelines for plaza and the Maple Street lot. Is the confusion of parking in Depot Town worth the revenue for the city? Is it a deterrent to shoppers? Her group plans to survey customers about parking.

Linda French - Depot Town Building/Business owner - Believes charging for parking is bad for business.

Jessica French - Depot Town Building/Business owner - Questions the loss of parking revenue. If the City is not making the revenue needed, what is the net benefit of having paid parking in Depot Town?

11. ADJOURNMENT - 10:37am