CITY OF YPSILANTI
YPSILANTI DDA OPERATIONS AND FINANCE COMMITTEE
Wednesday, September 9, 2026 @ 8:30 AM
City Hall Council Chambers
1 S. Huron St., Ypsilanti, MI 48197
Launch Meeting - Zoom

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1. CALL TO ORDER

A. DDA Mission and Vision

2. ROLL CALL

A.

Andy French	Paul Ajlouny
Bryan Foley	Emmy Maurer (C)
Shawn Cool	Sarah Miller

3. AGENDA APPROVAL

4. APPROVAL OF MINUTES

A. 7-8-26 Minutes

5. PUBLIC COMMENT (3 MINUTES)

6. FINANCIAL REPORT

A. Financial Report and Check Registry

7. NEW BUSINESS

A. Holiday Lighting Plan 2026

B. DDA Bylaw Update

C. DDA Market Analysis Draft Presentation

D. Maple Lot Parking Lot - Proposed Hours

E. Drinking Fountain License Agreement with Growing Hope

8. PROPOSED BUSINESS

9. PUBLIC COMMENT (3 MINUTES)

10. ADJOURNMENT

YPSILANTI DDA
Downtown Development Authority

Vision:

Everyone's Downtown -An enjoyable, dynamic, historic and desirable destination filled with a diverse mix of vibrant and locally-minded businesses, residents and consumers that value heritage, community gathering activities and sustainably maintained, clean, safe and accessible public spaces where everyone is welcome to live, work, and play.

Mission:

Ypsilanti Downtown Development Authority fuels development and growth for a vibrant DDA that benefits businesses and residents.

CORE VALUES

- **Safe / clean / cared for**
- **Community engagement / participation / ownership**
- **Historic Preservation**
- **Heritage (priority and access)**
- **Diverse (inclusive of all businesses, stakeholders and population)**
- **Accessible (multi-modal, business entries, and DDA resources)**
- **Unique / eclectic / locally owned (operated and locally-minded)**
- **Positive (messaging, communication, approach)**
- **Sustainability & Vitality**
- **Integrated / partnership / collaborative**
-

**Use these core values to evaluate future needs, goals, deliverables and decision-making.*

DDA Role:

- Improve the quality of life
- Create a sense of place
- Attract and retain residents, businesses and talent
- Spur private reinvestment
- Increase property value in and around the area

MINUTES
OPERATIONS AND FINANCE COMMITTEE MEETING
8:30 AM - Wednesday, June 10, 2026
City Council Chambers - 1 S. Huron St.

1. CALL TO ORDER (8:31 am)
2. ROLL CALL

ANDY FRENCH (P)
BRYAN FOLEY (A)
SARAH MILLER (P)
EMMY MAURER (P) (CHAIR)
PAUL AJLOUNY (P)
SHAWN COOL (P)

3. AGENDA APPROVAL

Andy French motioned to approve the agenda, Paul Ajlouny supported the motion. Motion passed - unanimous.

4. APPROVAL OF MINUTES

A. 6-10-26 Minutes

Andy French motioned to approve the 6-10-2026 minutes, Shawn Cool supported the motion. Motion passed - unanimous.

5. PUBLIC COMMENT (3 MINUTES) - No public comment

6. FINANCIAL REPORT

A. Financial Report

Elize went over the financial report. As they were going over reports yesterday, the TIF funds came in. There were a few sales of buildings. On our adopted budget we estimated $125,000 for TIF Revenue and we have $166,000. Depot Town TIF Revenue was expected at $115,000 and we ended with $124,000. Downtown TIF Revenue was estimated at $324,000 and it came out to $500,000. There could be an additional $30,000. Expenditures for the end of fiscal year are also in the report. We're now in the new fiscal year.

7. NEW BUSINESS

A. Capital Improvement Plans

We have the N. Huron lot project that will cost north of $400,000. Discussion over if this project has a "wow" factor for the community. We have two years left on the TIF downtown, and we want to make

sure that the community sees the value in the DDA. Elize talked about the medians on Michigan Ave which is also in need of repair. Sarah Miller talked about putting out the types of projects on the website and social media for the community to vote on. Elize offered giving the arts commission funding with specific projects in mind to create a plan and execute. Elize gave prices for some projects in the packet like the planters. Paul brought up the idea of increasing lighting on West Cross. Sarah Miller brought up plaques that say "this project was done by using TIF dollars in the DDA" to spread community awareness. Elize brought up their visit to Grand Rapids and noticed how they struggle with our same issues downtown, but it was clean and well managed. Grand Rapids has a team similar to the SHINE team, but they manage visitor information, knowledge of some ordinances, landscaping, and safety.

List of possible projects:
Downtown speakers
Irrigation for hanging baskets
Planters
Median Repairs
Hamilton and Michigan Ave corridor
N. Huron Lot
Dog stations for poop removal
Asphalt art
Local art

Andy French motioned to prioritize moving forward with the N. Huron parking lot, planters, and painting the electrical boxes

Discussion followed:

Sarah Miller is hesitant on the median planters because of the cost to upkeep them. Sarah Miller would like to see something there that would be less expensive, like art. Elize would like to have a discussion with MDOT on what we can and can't do there. Sarah Miller also recommended doing permanent landscaping. It would cost more initially, but lower cost overall for less maintenance.

Andy French motioned, N. Huron Parking lot, painting electrical boxes, and exploring the landscaping options for the Michigan Ave medians. Sarah Miller supported the motion. Motion passes unanimously

Paul Ajlouny mentioned increasing safety for the West Cross area with the additional TIF funding. Elize talked about incentives for helping businesses come into spaces that are vacant like a business recruitment grant. Elize also mentioned getting a dumpster program in West Cross. Elize brought up Penny Roll Sushi and the value it has brought to Downtown, and finding businesses with similar business plans to bring into West Cross. Andy suggested looking into some lighting grants.

8. PROPOSED BUSINESS

Elize gave an update on the social district in Depot Town and we are working on signage so that it can hopefully be ready in time for Ypsi Pride.

9. PUBLIC COMMENT (3 MINUTES) - none.

10. ADJOURNMENT (9:39 am)

WEST CROSS	ACTUAL 2024-25	ADOPTED BUDGET 2025-26	YEAR TO DATE 2025-26
Revenues			
Operating	$18,117	$16,515	$1,777
TIF	$177,338	$140,330	$1,050
Revenue Subtotal	**$195,454**	**$156,845**	**$2,827**
Expenditures			
Operating	$6,039	$10,200	$1,836
TIF	$145,163	$141,887	$13,364
Expenditure Subtotal	**$151,202**	**$152,087**	**$15,199**
Surplus/(Loss)	**$44,253**	**$4,758**	**($12,373)**
Memo: General Fund Balances			
Starting Fund Balance	**$262,884**	**$307,136**	**$307,136**
Current Year Surplus/(Loss)	$44,253	$4,758	($12,373)
Ending Fund Balance	**$307,136**	**$311,894**	**$294,763**
Ending Fund Balance Restricted	$0	$162,000	$162,000
Unrestricted Fund Balance	**$307,136**	**$149,894**	**$132,763**

Anticipated Expenses

Ballard Lot	$162,000.00
Total	$162,000.00

WEST CROSS REVENUE		ACTUAL 2025-26	ADOPTED BUDGET 2026-27	YEAR TO DATE 2026-27
TOTAL REVENUE		**$ 195,454**	**$ 156,845**	**$ 2,827**
OPERATING REVENUE (1.8282 mils)				
CURRENT PROPERTY TAXES	248-4-7270-402-00	12,963	13,000	747
DELINQUENT PROPERTY TAXES	248-4-7270-420-01		5	
INTEREST ON CURRENT TAXES	248-4-7270-445-02	24	9	
INTEREST ON DELINQUENT TAXES	248-4-7270-445-05		1	
INTEREST EARNINGS	248-4-7270-664-00	5,130	3,500	1,029
MISCELLANEOUS REVENUE	248-4-7270-694-01		-	
		$ 18,117	**$ 16,515**	**$ 1,777**
TIF REVENUE				
LOCAL COMMUNITY STABILIZATION FUND	248-4-7271-410-00	5963	6,000	
MISCELLANEOUS REVENUE	248-4-7271-694-01	5,250	-	1,050
CURRENT TIFA TAXES	248-4-7271-439-02	166,125	134,330	
		$ 177,338	**$ 140,330**	**$ 1,050**

West Cross		ACTUAL 2025-26	ADOPTED BUDGET 2026-27	YEAR TO DATE 2026-27	
TOTAL EXPENDITURES		**$ 151,201.80**	**$ 152,086.73**	**$ 15,199.48**	
OPERATING EXPENDITURES					
OFFICE SUPPLIES	248-7-7270-728-00	112	500	9	
OPERATING SUPPLIES	248-7-7270-757-00	657	1,750	38	
AUDIT FEES	248-7-7270-807-00	209	250		
GENERAL LIABILITY	248-7-7270-822-10	297	200	231	
LEGAL SERVICES	248-7-7270-826-10	3,056	5,000	945	
TELEPHONE	248-7-7270-853-00	-	150		
CONFERENCES AND WORKSHOPS	248-7-7270-864-01	734	1,000	612	City accounting issue
PRINTING AND PUBLISHING	248-7-7270-900-00	805	1,000		
RENT	248-7-7270-940-00	81	200		
MEMBERSHIPS AND DUES	248-7-7270-958-00	88	150		
		$ 6,039	**$ 10,200**	**$ 1,836**	
TIF EXPENDITURES					
SALARIES	248-7-7271-706-00	21,157	22,000	4075	
WORKERS COMP	248-7-7271-714-02	425	900	82	
SSI AND MEDICARE	248-7-7271-714-05	1,261	405	224	
HEALTH CARE PREMIUM COSTS	248-7-7271-714-08	3,570	3,253	687	
DENTAL PLAN	248-7-7271-714-17	98	320	2	
OPTICAL	248-7-7271-714-18	5	10	0	
LIFE INSURANCE	248-7-7271-714-19	20	38	3	
TELEPHONE REIMBURSEMENT	248-7-7271-714-23	110	86	18	
HCSP	248-7-7271-714-24	565	690	79	
HSA CONT	248-7271-7714-30	1,518	1,386		
MERS CONTRIBUTION 401A 7%	248-7-7271-714-31	1,482	1,635	285	
ACCIDENT INSURANCE	248-7-7271-714-33	41	1	5	
IGA 20%	248-7-7271-818-01	22,642	26,043		
ADMIN CONTRACT	248-7-7271-818-02	8,928	7,000		
TIF/CAPITAL IMPROV	275-7-7271-820-00	3,085	35,000	91	
STREETSCAPE MAINTENANCE	248-7-7271-820-02	48,586	20,000	5,812	
HOLIDAY LIGHTING & MAINTENANCE	248-7-7271-820-06	4,670	5,000		
SPECIAL EVENT CONTRIBUTION	248-7-7271-965-05	2,000	5,000	2,000	
FAÇADE/REHAB GRANT	275-7-7271-965-06	25,000	10,000		
INFRASTRUCTURE CAPITAL IMP	248-7-7271-971-28	-			
MARKETING		n/a	3,120		
		$ 145,163	**$ 141,887**	**$ 13,364**	

DEPOT TOWN

	ACTUAL 2024-25	ADOPTED BUDGET 2025-26	YEAR TO DATE 2025-26
Revenues			
Operating	$12,776	$11,507	$3,158
TIF	$130,573	$116,451	$5,800
Revenue Subtotal	**$143,349**	**$127,958**	**$8,958**
Expenditures			
Operating	$2,883	$5,790	$1,091
TIF	$118,102	$120,756	$16,165
Expenditure Subtotal	**$120,986**	**$126,546**	**$17,255**
Surplus/(Loss)	**$22,363**	**$1,412**	**-$8,298**
Memo: General Fund Balances			
Starting Fund Balance	**$266,143**	**$288,506**	**$288,506**
Current Year Surplus/(Loss)	$22,363	$1,412	-$8,298
Ending Fund Balance	**$288,506**	**$289,918**	**$280,209**
Ending Restricted Fund Balance	$0	$204,425	$204,425
Unrestricted Fund Balance	**$288,506**	**$85,493**	**$75,784**

Restricted Funds

Maple Street Parking Lot Fund 24/25		Moved to FH lot
Maple Street Parking Lot Fund 25/26		Moved to FH lot

Anticipated Expenses

FH Lot	204,425
Total	$204,425.00

DEPOT TOWN REVENUE		ACTUAL 2025-26	ADOPTED BUDGET 2026-27	YEAR TO DATE 2026-27
TOTAL REVENUE		**$ 143,349**	**$ 127,958**	**$ 8,958**
OPERATING REVENUE (1.8282 mils)				
CURRENT PROPERTY TAXES	275-4-7290-402-00	$7,604	$6,500	$2,204
DELINQUENT PROPERTY TAX			$7	
INTEREST ON DELINQUENT TAXES				
INTEREST ON CURRENT TAXES	275-4-7290-445-02			
INTEREST EARNINGS	275-4-7290-664-00	$5,172	$5,000	$954
MISCELLANEOUS REVENUE	275-4-7290-694-01	-	-	
		$12,776	**$11,507**	**$3,158**
TIF REVENUE				
MISCELLANEOUS REVENUE	275-4-7291-694-01	$6,000	-	$5,800
CURRENT TIFA TAXES	275-4-7291-410-00	$124,573	$116,451	
		$130,573	**$116,451**	**$5,800**

DEPOT TOWN EXPENDITURES		ACTUAL 2025-26	ADOPTED BUDGET 2026-27	YEAR TO DATE 2026-27
TOTAL EXPENDITURES		**$ 120,985.64**	**$ 126,546.35**	**$ 17,255.23**
OPERATING EXPENDITURES				
OFFICE SUPPLIES	275-7-7290-728-00	376	300	9
OPERATING SUPPLIES	275-7-7290-757-00	292	750	15
AUDIT FEES	275-7-7290-807-00	280	260	
GENERAL LIABILITY	275-7-7290-822-10	104	220	92
LEGAL SERVICES	275-7-7290-826-10	1,198	2,000	378
TELEPHONE/Internet	275-7-7290-853-00	380	350	59
CONFERENCES AND WORKSHOPS	275-7-7290-864-01	134	1,400	
PRINTING AND PUBLISHING	275-7-7290-900-00	53	250	537
RENT	275-7-7290-940-00	33	210	
MEMBERSHIPS AND DUES	275-7-7290-958-00	35	50	
		2,883	**5,790**	**$ 1,091**
TIF EXPENDITURES				
SALARIES	275-7-7291-706-00	19,317	18,900	3721
WORKERS COMP	275-7-7291-714-02	388	284	75
SSI AND MEDICARE	275-7-7291-714-05	1,151	1,446	223
HEALTH CARE PREMIUM COSTS	275-7-7291-714-08	2,029	4,072	251
DENTAL PLAN	275-7-7291-714-17	431	420	1
OPTICAL	275-7-7291-714-18	3	10	0
LIFE INSURANCE	275-7-7291-714-19	104	38	13
TELEPHONE REIMBURESMENT	275-7271-7714-23	101	10	17
HPSC	275-7-7291-714-24	516	300	72
HSA CONT	275-7291-7714-30	1,386	1,056	
MERS CONTRIBUTION 401A 7%	275-7-7291-714-31	1,353	1,232	260
ACCIDENT INSURANCE	275-7-7291-714-33	56	50	2
IGA 20%	275-7-7291-818-01	17,250.82	28,209	
ADMIN CONTRACT	275-7-7291-818-02	6,803	6,400	
STREETSCAPE MAINTENANCE	275-7-7291-820-02	43,226	35,000	4849
HOLIDAY LIGHTING & MAINTENANCE	275-7-7291-820-06	5,906	6,500	
MARKETING		n/a	2,830	
UTILITIES	275-7-7291-920-00	1,336	1,000	38
SPECIAL EVENT CONTRIBUTION	275-7-7291-965-05	5,000	3,000	1500
MAPLE STREET LOT REPAIRS	275-7291-7965-12		5,000	
TIF/CAPITAL IMPROV	275-7-7291-974-01	11,320	5,000	5142
INFRASTRUCTURE CAPITAL PROJECT	275-7-7291-974-02	425	-	
		$ 118,102.25	**$ 120,756**	**$ 16,164.60**

DOWNTOWN

	ACTUAL 2024-25	ADOPTED BUDGET 2024-25	YEAR TO DATE 2025-26
Revenues			
Operating	$65,570	$57,339	$12,254
TIF	$557,080	$389,838	$12,203
Revenue Subtotal	**$622,649**	**$447,177**	**$24,457**
Expenditures			
Operating	$17,141	$27,200	$0
TIF	$376,918	$712,416	$0
Expenditure Subtotal	**$394,059**	**$739,616**	**$0**
Surplus/(Loss)	**$228,590**	**($292,439)**	**$24,457**
Memo: General Fund Balances			
Starting Fund Balance	**$408,338**	**$636,928**	**$636,928**
Current Year Surplus/(Loss)	$228,590	($292,439)	$24,457
Ending Fund Balance	**$636,928**	**$344,490**	**$661,385**
Ending Restricted Fund Balance	$40,000	$40,000	$40,000
Unrestricted Fund Balance	**$596,928**	**$304,490**	**$621,385**

Anticipated Expenses

Restricted Funds

FY 25/26 Facade and Rehab Grant - 126	40,000
Total	$40,000.00

DOWNTOWN REVENUE		ACTUAL 2025-26	ADOPTED BUDGET 2026-27	YEAR TO DATE 2026-27
TOTAL REVENUE		**$ 622,649**	**$ 447,177**	**$ 24,457**
OPERATING REVENUE (1.8282 mils)				
CURRENT PROPERTY TAXES	413-4-7230-402-00	40,408	42,465	$9,983
PERSONAL PROP TAX REIMBURSE	413-7230-4401-05			
DELINQUENT PROPERTY	413-4-7230-420-01	-	10	
INTEREST ON CURRENT TAXES	413-4-7230-445-02	4	20	
INTEREST ON DELINQUENT TAXES	413-4-7230-445-05	-	1	
INTEREST EARNINGS	413-4-7230-664-00	15,159	14,843	$2,271
MICELLLANEOUS REVENUE	413-4-7230-694.01	$10,000		
		$65,570	**$57,339**	**$12,254**
TIF REVENUE				
LOCAL COMMUNITY STABILIZATION FUND		9,486	10,290	
CURRENT TIFA TAXES	413-4-7231-439-01	503,225	354,548	
DOWNTOWN GARBAGE COLLECTION	413-4-7231-607-01	28,619	25,000	9,053
MICELLLANEOUS REVENUE	413-4-7231-694-01	15,750	-	3,150
		$557,080	**$389,838**	**$12,203**

Passthrough Grants: 25,000

DOWNTOWN EXPENDITURES		ACTUAL 2025-26	ADOPTED BUDGET 2026-27	YEAR TO DATE 2026-27
TOTAL EXPENDITURES		**$ 394,059**	**$ 739,616**	**$ -**
OPERATING EXPENDITURES				
OFFICE SUPPLIES	413-7-7230-728-00	267	1,000	
OPERATING SUPPLIES	413-7-7230-757-00	1,684	5,250	
AUDIT FEES	413-7-7230-807-00	508	600	
GENERAL LIABILITY	413-7-7230-822-10	557	550	
LEGAL SERVICES	413-7-7230-826-10	8,337	10,000	
TELEPHONE/INTERNET	413-7-7230-853-00	844	1,000	
CONFERENCES AND WORKSHOPS	413-7-7230-864-01	2,414	3,000	
PRINTING AND PUBLISHING	413-7-7230-900-00	2,092	5,000	
RENT		211	500	
MEMBERSHIPS AND DUES	413-7-7230-958-00	228	300	
		$ 17,141	**$ 27,200**	**$ -**
TIF EXPENDITURES				
CONTRIBUTION TO ANOTHER ORG	413-7231-7695-00	25,000		
SALARIES	413-7-7231-706-00	51,512	55,000	
WORKERS COMP	413-7-7231-714-02	1,036	1,141	
SSI AND MEDICARE	413-7-7231-714-05	3,070	4,365	
HEALTH CARE COSTS - BLUE CROSS	413-7-7231-714-08	10,620	10,200	
DENTAL PLAN	413-7-7231-714-17	1,169	2,300	
OPTICAL	413-7-7231-714-18	14	14	
LIFE INSURANCE	413-7-7231-714-19	276	430	
TELEPHONE REIMBURSEMENT	413-7-7231-714-23	269	150	
HCSP	413-7-7231-714-24	1,376	1,680	
HSA CONT	413-7231-7714-30	3,696	4,158	
MERS CONTRIBUTION 401A 7%	413-7-7231-714-31	3,608	4,532	
ACCIDENT INSURANCE	413-7-7231-714-33	200	84	
IGA 20%	413-7-7231-818-01	67,935	63,502	
ADMIN CONTRACT	413-7-7231-818-02	26,785	17,800	
TIF CAPITAL IMPROVEMENTS	413-7-7231-820-00	22,042	65,000	
IRRIGATION SYSTEM	413-7-7231-820-01	774	200	
STREETSCAPE MAINTENANCE	413-7-7231-820-02	95,415	50,000	
WASTE MANAGEMENT	413-7-7231-820-03	39,299	41,000	
HOLIDAY LIGHTING & MAINTENANCE	413-7-7231-820-06	23,374	25,000	
DTE	413-7-7231-920-00	-	1000	
SPECIAL EVENT CONTRIBUTION	413-7-7231-965-05	19,500	15,000	
FAÇADE/REHAB GRANT	413-7-7231-965-06	-	40,000	
MARKETING			9,860	
STREETSCAPE CAPITAL IMPROVEMENTS	413-7-7233-818-01	4950	300,000	
		$ 376,918	**$ 712,416**	**$ -**

July/August 2026 Expenses

FY 25/26

	AMOUNT	W. CROSS	DEPOT TOWN	DOWNTOWN	LINE ITEM	DESCRIPTION
McGraw Morris Masud	$ 2,780.00	$ 695.00	$ 278.00	$ 1,807.00	**Legal Fees**	Bylaw, Board, Fountain
DJ's	$ 648.81			$ 648.81	**Streetscape Maintenance**	Site Cleanup - RAC Plaza
Growing Hope	$ 3,000.00			$ 3,000.00	**Special Event Sponsorhip**	2025 Farmers Market
Employee Reimbursement	$ 350.00	$ 73.50	$ 56.00	$ 220.50	**TIF**	Sammie Slam Gift Cards
Vincent Ankawi	$ 25,000.00	$ 25,000.00			**Façade and Rehab Grant**	705 W. Cross Façade Grant
City of Ypsilanti	$ 107,817.62	$ 22,641.70	$ 17,250.82	$ 67,925.10	**Intergovernmental Agreement**	Intergovernmental Agreement 2025/26
City of Ypsilanti	$ 42,516.43	$ 8,928.45	$ 6,802.63	$ 26,785.35	**Admin Contract**	Coordinator PT Contract to City
Total	$ 182,112.86	$ 57,338.65	$ 24,387.45	$ 100,386.76		

FY 26/27

Murdock Super Secure	$ 9,215.11			$ 9,215.11	**Streetscape Capital Improvement**	Drinking Fountain
Westfield Insurance	$ 924.00	$ 231.00	$ 92.40	$ 600.60	**Liability Insurance**	Insurance FY 26/27
DJ's	$ 757.48			$ 757.48	**Streetscape Maintenance**	RAC Plaza - July
Stevens Disposal	$ 2,350.80			$ 2,350.80	**Waste Management**	July Dumpster Service
Ypsilanti District Library	$ 2,300.00			$ 2,300.00	**Special Event Sponsorship**	Halloween, Tree Lighting, Noise Permit
DJ's	$ 989.32		$ 989.32		**Streetscape Maintenance**	Maple Lot Maintenance - July
DJ's	$ 1,792.92	$ 1,792.92			**Streetscape Maintenance**	Landscaping - July
DJ's	$ 1,655.65		$ 1,655.65		**Streetscape Maintenance**	Landscaping - June
DJ's	$ 7,320.69			$ 7,320.69	**Streetscape Maintenance**	Landscaping - July
Employee Reimbursement	$ 31.99	$ 8.00	$ 3.20	$ 20.79	**Operating Supplies**	Web forwarding for domain name 2 years
Washtenaw Optimal Wellness	$ 500.00			$ 500.00	**Special Event Sponsorship**	Walk with Friends
Standard Printing	$ 537.00		$ 537.00		**Printing**	Social District Welcome Packs
Growing Hope	$ 2,500.00			$ 2,500.00	**Special Event Sponsorship**	Ypsi Food Fest
Survivors Speak	$ 4,500.00			$ 4,500.00	**Special Event Sponsorship**	Juneteenth 2026
American Legion Post 282	$ 2,000.00	$ 2,000.00			**Special Event Sponsorship**	4th of July Parade 2026
YCUA	$ 11.86			$ 11.86	**Utilities**	224 W. Mich meter
Stevens Disposal	$ 2,600.80			$ 2,600.80	**Waste Management**	August Dumpster Service + bulk pickup
Depot Town Foundation	$ 300.00		$ 300.00		**Special Event Sponsorship**	Cruise Nights 2026
Riverside Arts Center	$ 2,500.00			$ 2,500.00	**Special Event Sponsorship**	Holiday Art Fair 2026
Yours Truly Event Venue	$ 1,000.00			$ 1,000.00	**Special Event Sponsorship**	School Supply Stroll 2026
McGraw Morris	$ 4,220.00	$ 945.00	$ 378.00	$ 2,897.00	**Legal Fees**	Bylaw Drafting
Zplumberz	$ 564.89			$ 564.89	**Irrigation**	Water Meter Shutoff
DJ's	$ 989.32		$ 989.32		**Streetscape Maintenance**	Maple Lot Maintenance - August
DJ's	$ 1,655.65		$ 1,655.65		**Streetscape Maintenance**	August Landscaping
DJ's	$ 1,792.92	$ 1,792.92			**Streetscape Maintenance**	August Landscaping
DJs	$ 7,320.69			$ 7,320.69	**Streetscape Maintenance**	August Landscaping
DJs	$ 757.48			$ 757.48	**Streetscape Maintenance**	RAC Plaza - August
DJs	$ 904.08			$ 904.08	**Streetscape Maintenance**	Site Cleanup - RAC
Invisible Engines	$ 120.00	$ 30.00	$ 12.00	$ 78.00	**Operating Supplies**	Website Storage Troubleshooting
Stevens Disposal	$ 2,605.80			$ 2,605.80	**Waste Management**	September + Bulk Pickup
YCUA	$ 11.86		$ 11.86		**Utilities**	Depot Town Fountain billing cycle
Putt-R-Round	$ 850.00			$ 850.00	**Special Event Sponsorship**	Downtown Trick or Treat
Frames	$ 75.00			$ 75.00	**Waste Management**	Pest Control - S. Huron Lot
LAITR	$ 6,966.90	$ 2,225.34	$ 1,214.24	$ 3,527.32	**Streetscape Maintenance**	July SHINE Team
LAITR	$ 750.00			$ 750.00	**Waste Management**	July Dumpster Service
Benchmark Design Studio	$ 4,920.00		$ 4,920.00		**TIF**	Social District Signage
DJ's	$ 407.62			$ 407.62	**Streetscape Maintenance**	RAC Plaza Landscaping - MAY
Total	$ 78,699.83	$ 9,025.18	$ 12,758.64	$ 56,916.01		

Begonia Brothers
Landscape Services
www.BegoniaBrothers.com
888-889-8282

7/27/2026 - Estimate valid for 30 days
Ypsilanti Downtown Development Authority
1 S. Huron St.
Ypsilanti, MI 48197



Hi Elize,

Please find the estimate for the upcoming Holiday season from Begonia Brothers Outdoor Services below. Each year our holiday lighting installation program books up and we are forced to turn down customers. As an existing holiday lighting customer, we want to give you first chance at getting onto our schedule! **To secure your spot on our installation schedule, please approve the attached estimate as soon as possible. If we receive your approval by October 25th we will guarantee a spot on our installation schedule.**

Please scroll to the bottom of this document and click the blue box to sign your estimate and accept your proposal. By doing this your document will be sent back to us. This gives us an automated "accepted date" and puts your job on the schedule.

We cannot start processing your order without a documented approval.

Estimate Description	Quantity	Rate	Amount
Downtown Street trees - Branch wrap with warm white LED light strings (NOTE: In 2025 Begonia Brothers branch wrapped these trees rather than canopy wrap to provide a more elegant look will do the same in 2026) No additional charge for branch wrapping	1	10336.00	10336.00
Depot Town Street Trees - Replace non working sets on Canopy wrapped trees that have been installed year round on Depot Town Street Trees with warm white LED light strings	1	679.00	679.00
Depot Town Tree - Refurbish/maintain/replace Multicolor LED sets on Depot Town Tree	1	1600.00	1600.00
Depot Town Clock Tower - Installation of Artificial 36" Douglas Fir wreath (double green tips) with warm white LED lights and red bow. Installation of Artificial garland wrapped in warm white LED sets.	1	998.00	998.00
		Sales Tax	$0.00
		Total	$13,613.00

Thank you for your business!

21141 Brickscape Drive
Northville, MI 48167-2527

888-889-8282 Services@BegoniaBrothers.com



Lease

LeClerc Display Co. Inc.
Established 1964

Holiday Lights and Decorations
for Cities and Shopping Centers

Date: 7/10/2026
INVOICE # 2623

ELIZE JEKABSON

Ypsilanti DDA
City of Ypsilanti
1 South Huron St
Ypsilanti, MI 48197

NON-DPW LABOR POLES

elize@ypsilantidda.org

Line #	Quantity	Description	Unit Price	Line Total
		Washington Street		
1	4	3' Snowflake LED C7 lighted (warm-white)	120.00	960.00
2	4	20' red garland pole wraps	20.00	80.00
3	4	20' Lighted branched pine garland 12" commercial-grade (warm-white)	72.00	288.00
		Optional: Add the other 4 electrified poles on Washington (see map)		
		Huron Street		
4	17	3' garland wrapped snowflakes white/silver - 2 designs, forked and flower	120.00	2,040.00
5	17	20' red garland pole wraps	20.00	340.00
		Optional: Add lighted snow sprites to the 4 electrified pole at the Michigan Ave., Huron Street intersection. 2/pole.		
		West Cross Street		
6	18	3' garland wrapped snowflakes white/silver - 2 designs, forked and flower	120.00	2,160.00
7	18	20' red garland pole wraps	20.00	360.00
8	43	Labor @ $50/pole	50.00	2,150.00
		Rental, Installation, Maintenance and Removal		
			Subtotal	8,378.00
			Sales Tax	0.00
			Total	$8,378.00

Upon acceptance of this lease by LeClerc Display Co. Inc. (Lessor), the undersigned (Lessee) leases the above described property from lessee upon the following terms: One season lease.

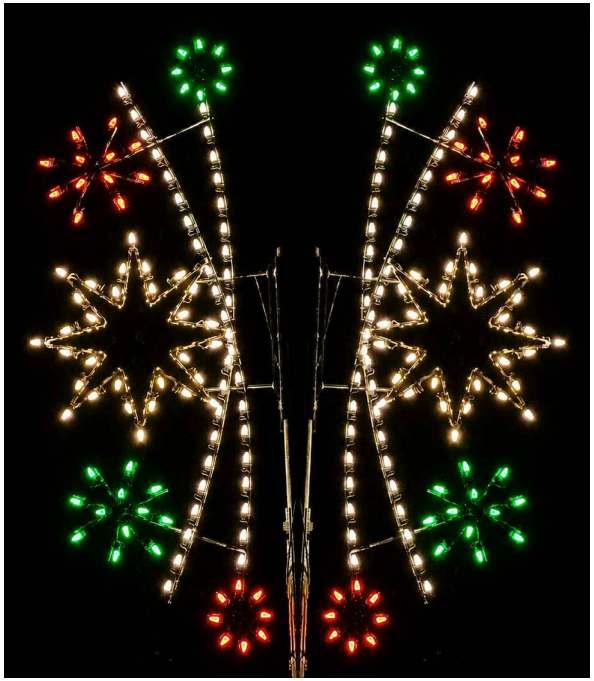
Signed by: Shawn Bailey _____Lessor LeClerc Display Co. Inc.

Signed by: _____Lessee

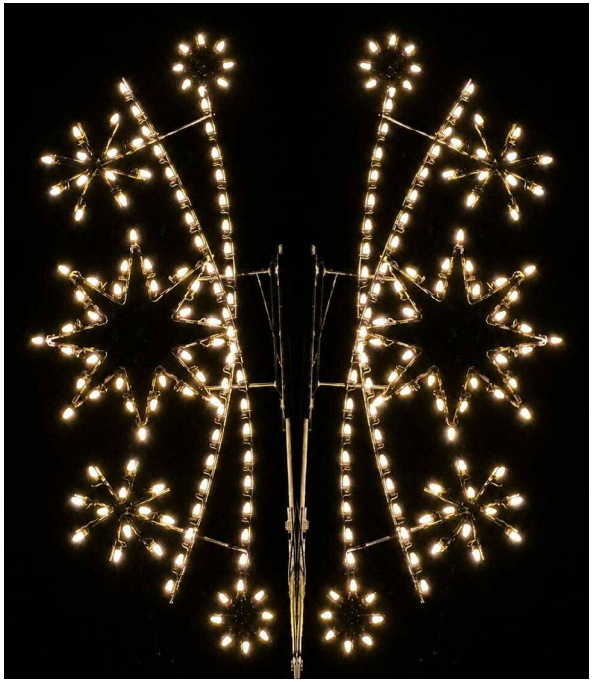
Print Name and Title: _____

Accepted this _____day of _____, _____

Thank you for your business!







Lease

LeClerc Display Co. Inc.
Established 1964

Holiday Lights and Decorations
for Cities and Shopping Centers

Date: 7/10/2026
INVOICE # 2624

ELIZE JEKABSON

Ypsilanti DDA
City of Ypsilanti
1 South Huron St
Ypsilanti, MI 48197

DPW SAME AS 2025

elize@ypsilantidda.org

Line #	Quantity	Description	Unit Price	Line Total
		Downtown Poles		
1	20	Blvd. Poles - 5' Snow Sprite, LED C7 lighted, 2/pole (warm-white)	150.00	3000.00
2	10	Blvd. Poles - 20' red garland pole wrap	20.00	200.00
3	19	3' Snowflake LED C7 lighted (warm-white)	120.00	2,280.00
4	19	20' red garland pole wraps	20.00	380.00
5	20	20' Lighted branched pine garland 12" commercial-grade (warm-white)	72.00	1,440.00
		Depot Town Poles		
5	8	3' Snowflake LED C7 lighted (warm-white)	120.00	960.00
6	8	20' red garland pole wraps	20.00	160.00
7	8	20' Lighted branched pine garland 12" commercial-grade (warm-white)	72.00	576.00
		Rental Only - (Delivered 10/31, pick-up TBD)		
			Subtotal	8,996.00
			Sales Tax	0.00
			Total	$8,996.00

Upon acceptance of this lease by LeClerc Display Co. Inc. (Lessor), the undersigned (Lessee) leases the above described property from lesser upon the following terms: One season lease.

Signed by: _____Lessor LeClerc Display Co. Inc.

Signed by: _____Lessee

Print Name and Title: _____

Accepted this _____day of _____, _____

Thank you for your business!

LeClerc Display Co. Inc. 7181 Earhart Rd, Ann Arbor, MI 48105 Phone 248-496-2845

LeClerc Display Co. Inc.

Established 1964

Holiday Lights and Decorations
for Cities and Shopping Centers

Lease

Date: 7/10/2026
INVOICE # 2625

ELIZE JEKABSON

Ypsilanti DDA
City of Ypsilanti
1 South Huron St
Ypsilanti, MI 48197

DPW WITH COMBINATION BURST

elize@ypsilantidda.org

Line #	Quantity	Description	Unit Price	Line Total
		Downtown Poles		
1	20	Blvd. Poles - 8' Combination Burst, LED C7, 2/pole (warm-white)	210.00	4,200.00
2	19	3' Snowflake LED C7 lighted (warm-white)	120.00	2,280.00
3	19	20' red garland pole wraps	20.00	380.00
4	20	20' Lighted branched pine garland 12" commercial-grade (warm-white)	72.00	1,440.00
		Depot Town Poles		
5	8	3' Snowflake LED C7 lighted (warm-white)	120.00	960.00
6	8	20' red garland pole wraps	20.00	160.00
7	8	20' Lighted branched pine garland 12" commercial-grade (warm-white)	72.00	576.00
		Rental Only - (Delivered 10/31, pick-up TBD)		

Subtotal	9,996.00
Sales Tax	0.00
Total	$9,996.00

Upon acceptance of this lease by LeClerc Display Co. Inc. (Lessor), the undersigned (Lessee) leases the above described property from lesser upon the following terms: One season lease.

Signed by: _____Lessor LeClerc Display Co. Inc.

Signed by: _____Lessee

Print Name and Title: _____

Accepted this _____day of _____, _____

Thank you for your business!

Lease

LeClerc Display Co. Inc.
Established 1964

Holiday Lights and Decorations
for Cities and Shopping Centers

Date: 7/10/2026
INVOICE # 2626

ELIZE JEKABSON

Ypsilanti DDA
City of Ypsilanti
1 South Huron St
Ypsilanti, MI 48197

NON-DPW LABOR POLES

elize@ypsilantidda.org

Line #	Quantity	Description	Unit Price	Line Total
		Parking Lot - 29 N Huron St.		
1	7	3' garland wrapped snowflakes white/silver - 2 designs, forked and flower	120.00	840.00
2	4	5' garland wrapped snowflakes white/silver on tall center poles, 2/pole	140.00	560.00
3	9	20' red garland pole wraps	20.00	180.00
4	9	Labor @ $50/pole	50.00	450.00
		Rental, Installation, Maintenance and Removal		

Subtotal	2,030.00
Sales Tax	0.00
Total	$2,030.00

Upon acceptance of this lease by LeClerc Display Co. Inc. (Lessor), the undersigned (Lessee) leases the above described property from lesser upon the following terms: One season lease.

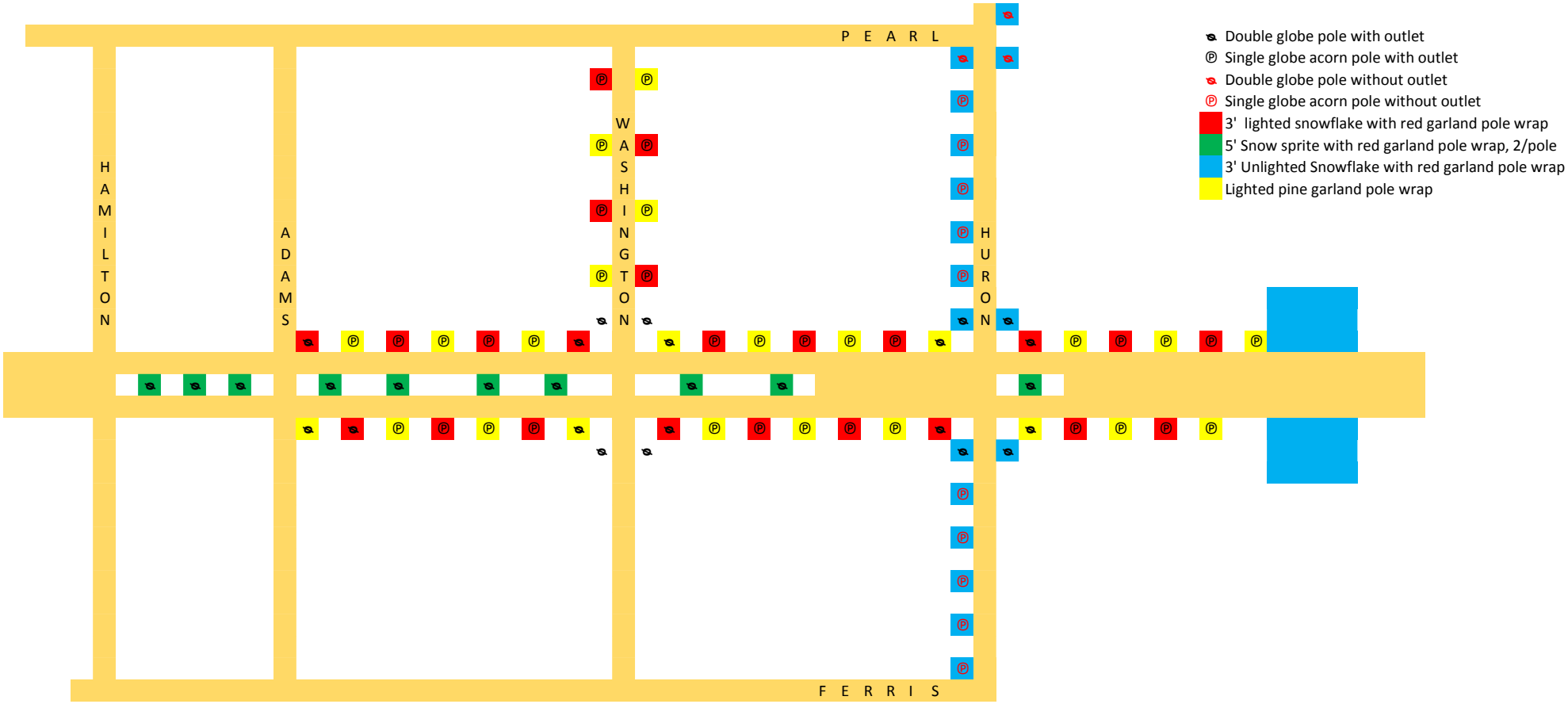
Signed by: _____Lessor LeClerc Display Co. Inc.

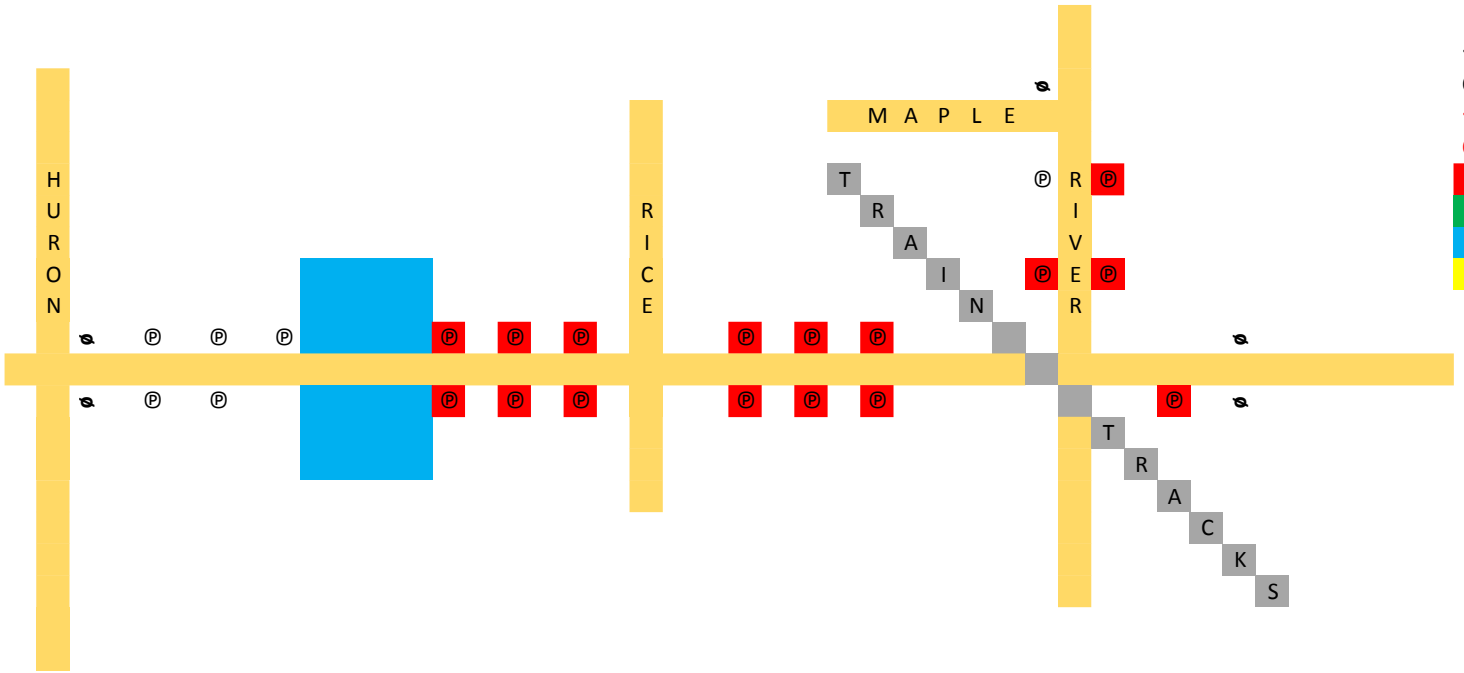
Signed by: _____Lessee

Print Name and Title: _____

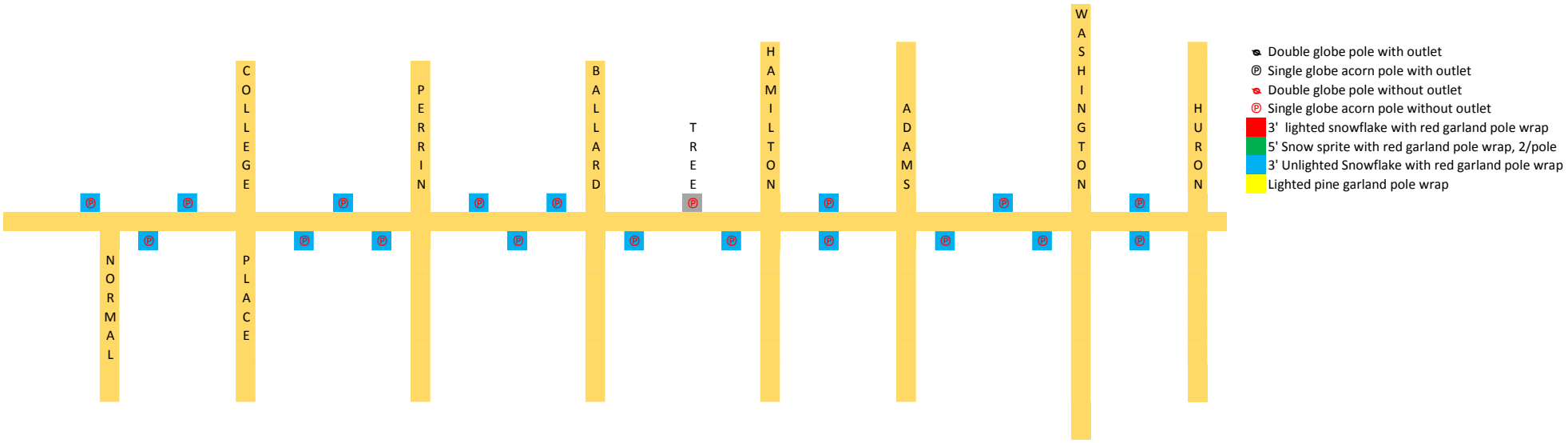
Accepted this _____day of _____, _____

Thank you for your business!


PEARL
HAMILTON
ADAMS
WASHINGTON
HURON
FERRIS
Double globe pole with outlet
Single globe acorn pole with outlet
Double globe pole without outlet
Single globe acorn pole without outlet
3' lighted snowflake with red garland pole wrap
5' Snow sprite with red garland pole wrap, 2/pole
3' Unlighted Snowflake with red garland pole wrap
Lighted pine garland pole wrap



- Double globe pole with outlet
- Single globe acorn pole with outlet
- Double globe pole without outlet
- Single globe acorn pole without outlet
- 3' lighted snowflake with red garland pole wrap
- 5' Snow sprite with red garland pole wrap, 2/pole
- 3' Unlighted Snowflake with red garland pole wrap
- Lighted pine garland pole wrap


NORMAL
COLLEGE PLACE
PERRIN
BALLARD
TREE
HAMILTON
ADAMS
WASHINGTON
HURON
Double globe pole with outlet
Single globe acorn pole with outlet
Double globe pole without outlet
Single globe acorn pole without outlet
3' lighted snowflake with red garland pole wrap
5' Snow sprite with red garland pole wrap, 2/pole
3' Unlighted Snowflake with red garland pole wrap
Lighted pine garland pole wrap

Downtown				Budgeted	25,000
	N. Huron Lot	$2,030		Cost	$24,624
	Michigan Ave Street Lights	$7,300	Option 2 - 8,300	Remaining	**376**
	Street Trees	$10,336			
	Huron St. Lights	$3,230	Optional: Add 4 poles at Huron/MI intersection		
	Washington St. Lights	$1,728	Optional : Add 4 other poles on Washington		
	Total:	$24,624			
Depot Town				Budgeted	6500
Base Bid	Street Lights	$1,696		Cost	$4,973
	Street Trees	$679		Remaining	$1,527
	Depot Town Tree	$1,600			
	Clock Tower	$998			
	Total:	$4,973			
West Cross				Budgeted	5000
Base Bid				Cost	$3,420
	W. Cross St. Lights	$3,420		Remaining	$1,580
	Total	$3,420			

THE CITY OF YPSILANTI
DOWNTOWN DEVELOPMENT AUTHORITY BY-LAWS

APPROVED BY CITY COUNCIL On _____, 2026:

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ARTICLE I. DEFINITIONS

The following words shall herein be defined as follows, unless their context requires a different meaning:

1. "Act 2" shall mean the uniform budgeting and account act, 1968 PA 2, as amended.
2. "Act 43" shall mean the budget hearings of local governments, 1963 PA 43 (2nd Ex. Sess.), as amended.
3. "Act 57" shall mean the Recodified Tax Increment Financing Act, 2018 PA 57, as amended.
4. "Act 247" shall mean the publication of notices in newspapers, 1963 PA 247, as amended.
5. "Act 267" shall mean the Open Meetings Act, 1976 PA 267, as amended.
6. "Const. of 1963" shall means the Michigan Constitution of 1963, as amended.
7. "DDA" shall mean the City of Ypsilanti Downtown Development Authority.
8. "DDA Act" shall mean 2018 PA 57, including all amendments to those public acts.
9. "DDA Board" shall mean the governing body of the DDA.
10. "DDA District" shall mean the area designated by ordinance of the City that sets forth the boundaries of the DDA.
11. "City" shall mean the City of Ypsilanti, Washtenaw County, Michigan.
12. "City Council" shall mean the City of Ypsilanti, Washtenaw County, Michigan governing body.

ARTICLE II. ORGANIZATION AND PRINCIPAL PLACE OF BUSINESS

Section 2.1. **Name.** The name of the organization shall be "City of Ypsilanti Downtown Development Authority".

Section 2.2. **Enabling Legislation.** The DDA was created by the City as a public body corporate pursuant to the DDA Act.

Section 2.3. **Principal Place of Business.** The principal place of business of the DDA shall be 1 S. Huron St. Ypsilanti, MI 48197.

ARTICLE III. DDA BOARD PURPOSE AND DUTIES

Section 3.1. **Purpose of DDA Board.** The DDA shall strive to promote economic growth, halt property value deterioration, eliminate the causes of that deterioration, and properly and reasonably use any of the powers conferred to the DDA pursuant the DDA Act.

Section 3.2. **Analyze DDA District.** The DDA shall analyze the impact of economic changes and growth in the DDA District and develop plans in coordination with the City's Planning Commission, to promote orderly economic growth in the DDA District.

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Section 3.3. **Implementation of Plan.** With the advice and consent of the City Council, the DDA Board shall implement a development plan in the DDA District as necessary to achieve the purposes of the DDA Act, all in accordance with the powers granted by the DDA Act.

Section 3.4. **Other Duties and Powers.** The DDA shall have all other duties and powers that have been granted to it, either expressed or implied, by Const. 1963, any public act, rule, regulation, ordinance, or other official document.

ARTICLE IV. DDA BOARD

Section 4.1. **Number of DDA Board Members.** The DDA Board shall consist of not less than 9 members nor more than 13 members including the Mayor or his/her designee. All DDA Board members will be appointed by the Mayor, subject to the approval of the City Council, with the exception of the Mayor that serves by right pursuant to Section 204 of the DDA Act.

Section 4.2. **DDA Board Membership.** At least a majority of the DDA Board members shall be persons having an interest in property within the DDA District.

Section 4.3. **Volunteer Advisors.** The DDA Board may appoint volunteer advisor(s) ("Advisor"). An Advisor to the DDA Board is an individual that has served on the DDA, is a valuable source of wisdom and institutional memory and volunteers at the sole discretion of the DDA Board. An Advisor serves solely as in an advisory role and does not vote, is not paid, does not have fiduciary responsibilities, is not obligated to attend meetings, does not count towards a quorum, and may be included in or excluded from an executive session by a majority vote of the DDA Board.

Section 4.4. **DDA Board Appointments.** Of the 8 to 12 DDA Board members appointed by the Mayor and approved by the City Council, each DDA Board member shall serve a term of four (4) years, at which time a successor shall be appointed. Each DDA Board member shall hold office until a successor is appointed. The terms of office of the DDA Board members shall commence in the month of July. No individual appointed to the DDA Board shall serve on the DDA Board without first qualifying by taking and subscribing to the constitutional oath of office. A DDA Board member may be removed for cause by the City Council after notice and an opportunity to be heard, which is subject to review by the circuit court.

Section 4.5. **Attendance at DDA Board meetings.** Appointment to the DDA Board confers a requirement that the DDA Board member attend DDA Board meetings. Attendance at DDA Board meetings is a privilege conferred upon a DDA Board member. It carries with it the responsibility to participate in DDA Board activities and represent the business owners, property owners, residents, and visitors of the DDA District. Attendance at DDA Board meetings is critical to fulfilling this responsibility.

Section 4.6. **DDA Board members may be excused from DDA Board Meetings.** The DDA Board may excuse a DDA Board member from any regular or special meeting of the DDA Board if the DDA Board member has provided the DDA Board with prior notice that he or she is unable

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to attend. An excused absences shall not be treated as an unexcused absence, which is set forth in Section 4.7 herein.

Section 4.7. **DDA Board members unexcused absences from DDA Board Meetings.** In the event that a DDA Board member has more than three unexcused absences from the DDA Board meetings, the DDA Chairperson (defined below in Article V), the DDA Director (defined below in Article XI), or both shall contact the absent DDA Board member for a determination as to whether the individual will be able to commit to future DDA Board meetings. In the event that the individual cannot commit to attend future DDA meetings, the individual shall submit his or her resignation in writing to the DDA Board who shall thereafter submit it to the City Council. In the event that the DDA Board member's unexcused absences continue for more than three additional regular or special meetings of the DDA Board during the DDA Board members current term of appointment, the DDA Board may request the City Council to remove the DDA Board member for cause.

Section 4.8. **DDA Board Vacancies.** The Mayor, shall appoint individuals to the DDA Board to fill unexpired terms and terms of those who may resign or who fail to qualify for any reason.

Section 4.9. **DDA Board Member Compensation.** Members of the DDA shall serve without compensation, but shall be reimbursed for actual and necessary expenses.

ARTICLE V. DDA BOARD OFFICERS

Section 5.1. **Chairperson and Vice-Chairperson.** The DDA Board shall elect a chairperson and a vice- chairperson for a term of office determined by the DDA Board.

Section 5.2. **Duties of Chairperson.** The chairperson shall preside at all DDA meetings, shall bring matters of immediate attention to the DDA Board, shall announce any special meetings to the DDA Board membership, and perform all other duties as set forth in Act 57 or as assigned by the DDA Board. Unless delegated to the DDA Director, the chairperson shall maintain direct communication with the City Council and the City Planning Commission.

Section 5.3. **Duties of Vice-Chairperson.** The vice-chairperson, in the absence of the chairperson, shall assume the duties of the chairperson. Should the chairperson position become vacant by death or resignation, or should the chairperson become otherwise unable to discharge the duties of the office, the vice-chairperson shall become the chairperson for the unexpired term and shall assume all powers and responsibilities of the office of chairperson. In the event the vice-chairperson assumes the duties of the chairperson, a new vice-chairperson shall be elected by the DDA Board at the next regularly scheduled DDA Board meeting.

Section 5.4. **Secretary and Treasurer.** The DDA Board may elect, appoint, or hire a secretary and a treasurer, who may be a member of the DDA Board, an individual, or an entity. The term of office of the secretary and treasurer shall be for a term determined by the DDA Board.

Section 5.5. **Duties of the Secretary.** The secretary shall attend all meetings of the DDA, unless otherwise excused, and shall see that the books, reports, statements and all other documents and

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records not required to be maintained by the treasurer are properly kept and filed. The secretary or DDA Director or other designated person, shall sign and keep minutes of the meetings, and maintain these records; shall provide the City Council and City Clerk with a copy of the DDA minutes; shall maintain the by-laws, as amended, or otherwise altered to date; and perform such other duties delegated by the DDA Board.

Section 5.6. **Duties of the Treasurer.** The treasurer shall be responsible for the safe keeping of the financial records of the DDA and who, together with the DDA Director, if one is appointed, shall approve all vouchers for the expenditure of funds of the DDA. The treasurer shall perform such other duties as may be delegated to him, her, or it by the DDA Board.

ARTICLE VI. COMMITTEES

Section 6.1. **Conformance with Act 267.** Any committee that recommends to the DDA Board a motion, proposal, recommendation, resolution, order, ordinance, bill, or measure is required to conform to Act 267.

Section 6.2. **Standing Committees.** Standing committees may be formed and disbanded at the discretion of the DDA.

Section 6.3. **Ad Hoc Committee.** The DDA may invite persons to act as committee members to help guide and supply information to assist in decision making. DDA members may recruit potential committee members and the appointment shall be affirmed by a majority vote of the DDA Board at a regular or special meeting of the DDA.

Article VII. DDA MEETINGS.

Section 7.1. **Conformance with Act 267.** Meetings of the DDA shall be open to the public and a record shall be maintained of all proceedings. All business which the DDA Board may perform shall be conducted in compliance with Act 267.

Section 7.2. **Regular and Special Meetings.** The DDA Board shall determine the date and time of its regular meetings and post a notice of the meetings as required by Section 5 of Act 267. Special meetings may be called by the DDA Chairperson or any three (3) DDA Board members by filing a written request with either the DDA Chairperson or DDA Director. Public notice of the time, date and place of all meetings shall be given in the manner required by Act 267. Regular and special meetings shall be held at the City of Ypsilanti City Hall unless the meetings are cancelled by the DDA Chairperson due to lack of business or quorum or an alternative location is approved by the DDA Board.

Section 7.3 **Closed Meetings/Sessions.** Closed meetings/sessions shall occur consistent with the notice, purpose, and requirements provision of the Open Meetings Act.

Section 7.3. **Quorum.** A simple majority of the DDA Board members appointed shall constitute a quorum for the transaction of business.

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Article VIII. AGENDA CONTENTS AND NOTICE

Section 8.1. **Agenda.** An agenda shall be prepared for each meeting of the DDA Board.

Section 8.2. **Agenda Preparation.** The agenda for each meeting of the DDA Board shall be prepared by the DDA Director, subject to approval of the DDA Chairperson. If the DDA Board has not appointed an individual to the position of DDA Director or the position of DDA Director is vacant, the agenda shall then be prepared by the DDA Chairperson.

Section 8.3. **Deadline for Agenda Items.** Information received after the Friday before the board meeting at 4 pm by the DDA Director for the preparation of the agenda shall not be included on the agenda unless approved by the DDA Chairperson.

Section 8.4. **Meeting Material Delivered via Email.** Any DDA Board member that has provided an e-mail address to the DDA Director consents to receiving notice of all meetings and meeting materials via e-mail.

Section 8.5. **Modification of Agenda.** Any DDA Board member shall have the right to add items to the agenda upon concurrence from the DDA Board prior to the approval of the agenda.

ARTICLE IX. RULES OF PROCEDURE

Section 9.1. **Rules of Procedure.** The DDA Board follows Roberts Rules of Order. The DDA Board reserves the right to deviate from Robert's Rules of Order by the DDA Chairperson ruling on any question of procedure. Decisions of the DDA Chairperson are final on questions of procedure, except that any ruling may be appealed to a vote of the DDA Board.

Section 9.2. **Public Comment.** Public comment shall be limited to three (3) minutes for each speaker. Everyone shall have the opportunity to speak one (1) time.

Article X. VOTING

Section 10.1. **Voice Voting.** All votes, with the exception of a vote authorizing the spending of money, shall be cast as voice votes. If the voice vote is not unanimous, a roll call vote shall then be taken. For a roll call vote the names of the DDA Board members shall be called in alphabetical order with the exception that the DDA Chairperson votes last.

Section 10.2. **Obligation to Vote.** Election to a deliberative body carries with it the obligation to vote.

Section 10.3. **Requirement to Vote.** DDA Board members present at a DDA Board meeting shall vote on every matter before the body, unless otherwise excused or prohibited from voting by law.

Section 10.4. **Passing Vote.** A vote of a majority of a quorum of the DDA Board present and voting shall be required for passage of any action.

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Section 10.5. **Conflict of Interest.** Conflict of interest, as defined by law, shall be the sole reason for a DDA Board member to abstain from voting.

Section 10.6. **Conflict Determination.** The DDA Board shall determine if a DDA Board member has a conflict. In the event that the DDA Board cannot make a determination, it shall consult with its legal counsel on the issue. The opinion of the attorney of the DDA shall be binding on the DDA Board with respect to the existence of a conflict of interest.

Section 10.7. **Tabling a Vote for Conflict Determination.** A vote on an issue may be tabled, if necessary, to obtain the opinion of the attorney of the DDA as to whether a conflict of interest exists.

Section 10.8. **No Secret Ballots.** All votes must be held and determined in public in strict adherence to the standards of Act 267.

Section 10.9. **Declaration of Vote.** In all cases, the DDA Chairperson shall declare the result of all votes of the DDA Board.

Section 10.10. **Motion for Reconsideration.** It shall be in order for any DDA Board member voting in the majority to move for a reconsideration of the vote on any question at that meeting or at the next succeeding meeting of the DDA Board. A DDA Board member who is not present at a meeting when a vote was taken, shall be considered as voting in the majority for the sole purpose of a motion for reconsideration. When a motion to reconsider fails, it cannot be renewed.

ARTICLE XI. DDA DIRECTOR AND OTHER PERSONNEL

Section 11.1. **Appointment of DDA Director.** The DDA Board, with the approval of the City Council, may hire a DDA Director to execute the duties set forth in Act 57, as amended, and any other duties as determined by the DDA Board. The DDA Director shall serve at the pleasure of the DDA Board. A DDA Board member is not eligible to hold the position of DDA Director. No individual appointed as the DDA Director shall serve in that capacity without first qualifying by taking and subscribing to the constitutional oath of office, and furnish a bond, by posting a bond in the penal sum determined in the ordinance establishing the DDA payable to the DDA for use and benefit of the DDA, approved by the DDA Board, and filed with the City Clerk. The premium on the bond shall be deemed an operating expense of the DDA and shall be payable from funds available to the DDA for expenses of its operations.

Section 11.2. **DDA Director Duties.** The DDA Director shall prepare a proposed budget for consideration by the DDA Board and City Council; supervise and be responsible for, the preparation of plans and the performance of the functions of the DDA in the manner authorized by the DDA Act; attend all meetings of the DDA Board, unless excused; provide the City Council a regular report covering the activities and financial condition of the DDA; any other duty required to be performed as set forth in Act 57; and perform any such other duties as may be delegated to him or her by the DDA Board.

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Section 11.3. **DDA Director Absence or Disability.** If the DDA Director is absent or disabled, the DDA Board may designate a qualified person as acting director to perform the duties of the office.

Section 11.4. **Personnel and Legal Counsel.** The DDA Board may employ other personnel deemed necessary by the DDA Board and retain legal counsel to advise the DDA Board and DDA Director in the proper performance of their duties.

ARTICLE XII. FISCAL YEAR, BUDGET, REPORTS, AUDITS

Section 12.1. **Fiscal Year.** The fiscal year of the DDA shall be consistent with the fiscal year of the City Council, which is currently from July 1 to June 30.

Section 12.2. **Budget.** The DDA Director with the assistance of the DDA Treasurer or other DDA or City staff shall prepare an annual budget, which shall be prepared in the manner and contain the information required of municipal departments. The budget shall be submitted by the DDA Director to the DDA Board for contingent approval by the DDA Board pending final approval by the City Council and the DDA Board shall thereafter submit it to the of Mayor for submission to the City Treasurer for inclusion in the City budget, which shall conform to Act 2. The DDA budget shall be approved by the City Council pursuant to Act 43.

Section 12.3. **Annual Audit.** The DDA shall be audited annually by the CPA firm with experience in governmental audits and preferably the same firm that audits the City. Copies of the DDA audit shall be filed with the City Council and the State of Michigan.

Section 12.4. **Financial Reports.** All expense items of the DDA shall be available at the DDA meeting and the financial records shall be open to the public. As used in this Section, publicized means published to the DDA's webpage, posted at its principal place of business; or published in a newspaper of general circulation as defined in Act 247.

ARTICLE XIII. CONTRACTS, LIABILITY

No member of the DDA is authorized to make a decision unless so authorized by the DDA Board, these Bylaws, the Const. of 1963, or other law, rule, or procedure. Additionally, no member of the DDA may bind the DDA to any contract or render it pecuniarily liable for any purpose without the express authorization of DDA Board. Neither the DDA Board nor any member of the DDA is authorized to pledge the full faith and credit or guarantee any vote or authorization by the DDA Board or the City Council.

ARTICLE XIV. BY-LAW AMENDMENTS

These by-laws may be amended by a vote of the DDA Board at any regular or special meeting called for that purpose upon prior notice of the proposed action.

ARTICLE XV. REPEAL

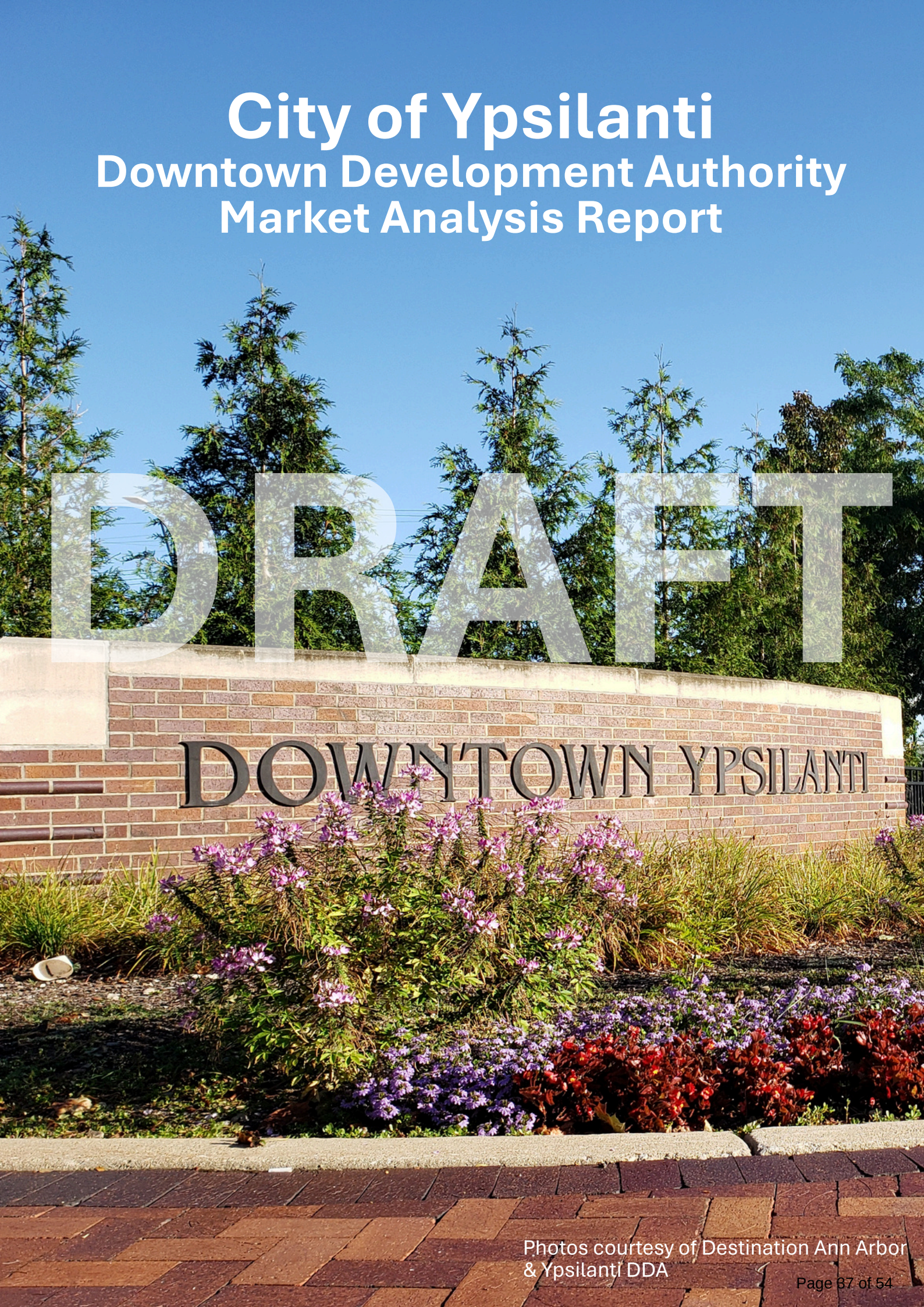
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All previous by-laws of the DDA are hereby repealed in their entirety.

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City of Ypsilanti
Downtown Development Authority
Market Analysis Report



Photos courtesy of Destination Ann Arbor & Ypsilanti DDA

2026 City of Ypsilanti Downtown Development Authority Market Analysis

This plan was prepared by the Ypsilanti Downtown Development Authority (YDDA) District Vitality Committee with support from the City of Ypsilanti Community Services Department.

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YDDA Staff: Elize Jekabson, Danya Youssef-Agha
City of Ypsilanti Staff: Katie Jones, Joe Meyers, Jeremiah Brown

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YPSILANTI DDA Downtown Development Authority

City of Ypsilanti — Pride. Diversity. Heritage.

Ypsilanti Downtown Development Authority (YDDA) Market Analysis Overview

Downtown Ypsilanti is a walkable urban commercial district comprising three unique DDA districts: the City of Ypsilanti's Downtown, West Cross Street, and Historic Depot Town. Based on an existing inventory of occupied storefronts, the downtown core supports 209 active businesses across 19 categories of use. The data demonstrates a lively, service-oriented district with a strong food and beverage culture, a growing arts and cultural scene, and deep roots in health and personal care. It also highlights significant gaps that, if targeted strategically, could boost daytime economic activity, retail identity, and overall market position. This plan is a vision for the future of the DDA districts and future business corridors. The recommendations may require changes to zoning and other city regulations.







This report provides an analysis of parcels, storefront occupancy, vacancy conditions, second-floor utilization, and business mix within the three DDA Districts: Downtown, Depot Town, and West Cross.

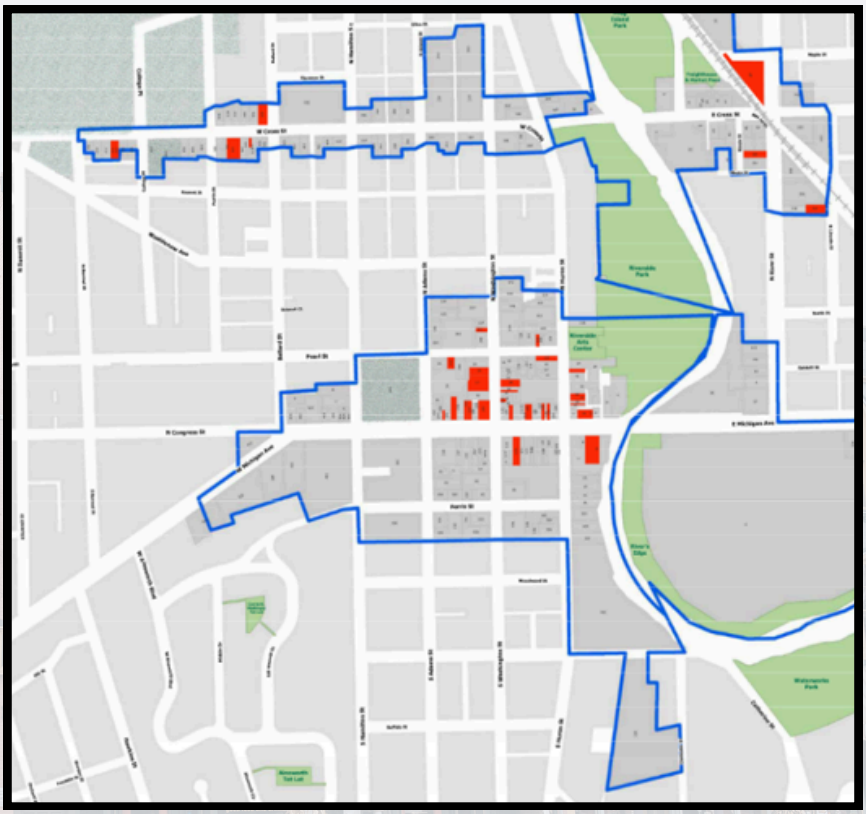
Ypsilanti's downtown districts are strong in restaurants, salons, and niche retail, but weak in daily-life infrastructure and high-frequency uses. It functions well as a destination, but not yet as a complete neighborhood.

Total Parcels: 291

Total Storefronts: 209

Vacant Storefronts: 36

A mapped inventory of vacant storefront locations is available to support spatial analysis and redevelopment planning.



Storefront Vacancy Analysis

Vacancy Rate: 17.2%

A healthy downtown business vacancy rate is between 5% and 10%. The City of Ypsilanti's vacancy rate is approximately 17.2%. The vacant storefronts vary significantly in readiness for occupancy. 22 are ready to lease. Four need some work, depending on their use for occupation. Eleven properties need extensive work for redevelopment. Finally, we have one property that is in unknown condition. Given that this is our first concerted effort to comprehensively track vitality, we will continue to monitor the properties to see what they become or whether they remain vacant in the coming years.

Vacancy Marketing

A majority of vacant spaces are not being actively marketed as available for occupancy:

- Listed Online (Sale/Lease): 6 (16.6%)
- Listed with Phone Number On-Site: 2 (5.6%)
- Recently Obtained (Ownership Transition): 4 (11.1%)
- Not Listed for Sale or Lease: 24 (66.7%)

Second-Floor Utilization

Second-floor space represents a significant opportunity to increase density and economic activity across all three of our DDA Districts. There are 170 second-floor spaces, and 75 buildings have no second floor.

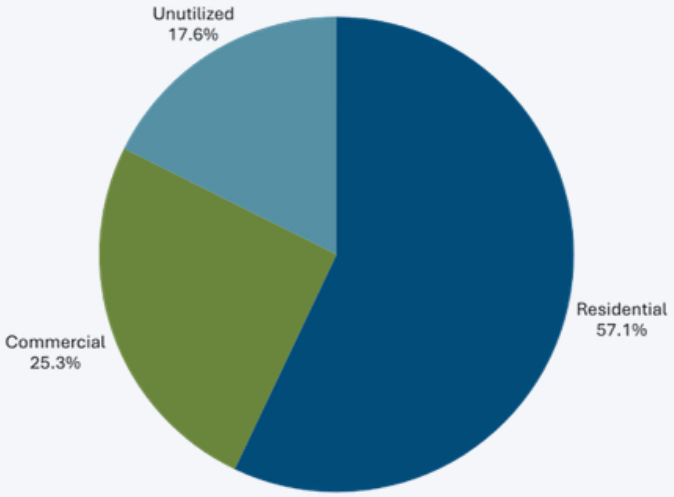
Total Second-Floor Spaces: 170

Usage Breakdown

Residential: 97 (57.1%)

Commercial: 43 (25.3%)

Unutilized: 30 (17.6%)



Key Insights

- Vacancy Rate (17.2%) indicates moderate opportunity for business and housing development
- High Share of Unlisted Vacancies (68.6%) suggests limited market transparency and potential barriers to entry for new businesses and residents, and the need for the promotion of reactivating unused space
- Strong Food & Beverage and Retail Presence support an active downtown environment
- Second-Floor Underutilization (17.6%) presents a clear opportunity for residential or commercial expansion
- The DDA districts contain a diverse makeup of businesses but may benefit from targeted recruitment

Opportunities & Recommendations

- **Activate Vacant Storefronts:** Encourage property owners to list spaces and improve visibility through centralized listings or DDA-supported platforms
- **Second-Floor & Storefront Development Incentives:** Promote residential and commercial buildouts to increase density and foot traffic
- **Targeted Recruitment:** Focus on underrepresented categories or complementary uses to strengthen district cohesion
- **Vacancy Condition Improvements:** Prioritize the rehabilitation of problem spaces to expedite activation
- **Data Enhancement:** Continue tracking vacant properties, including previous tenants, to inform recruitment strategies

DDA Business Make-up

The City of Ypsilanti has a solid and diverse mix of businesses with a few notable gaps and underrepresented categories.



An opportunity exists to utilize upper-floor units for various purposes, such as pop-ups/temporary retail, artist residencies, small-business incubators, or live-work units. A continued effort to encourage the redevelopment of upper-story units is needed.

The Ypsilanti downtown corridors have businesses but lack the right mix to fill time-of-day gaps.



Here is a detailed breakdown of what we have in our three downtown districts:

Food & Beverage - 44 Businesses

Food and Beverage is the largest sector, followed by retail, then health, beauty, and wellness. Together, these three categories account for 67% of all occupied ground-floor commercial space in the downtown. Food and beverage is the backbone of the downtown's evening and weekend economy. The district has genuine dining density. The restaurant roster is notably diverse. The coffee shop cluster provides daytime traffic anchors. Many bars and venues add an evening and local music draw. The food ecosystem is mature and locally owned, a genuine market differentiator relative to surrounding suburban corridors. A strength in the food and beverage mix is its multicultural and independent nature. This is a strong competitive advantage and a core part of downtown Ypsilanti's identity. Ypsilanti is still missing a few formats and portions of the day, including the already-mentioned breakfast/brunch-focused restaurants, Fast-casual lunch spots, Late-night food (non-bar), and a Food Hall. Cuisines that are not currently represented are Japanese, Mediterranean, & a Deli or sandwich shop.



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Retail - 39 Businesses

Retail is the district's second-largest sector but also its most fragmented. Antique and vintage stores lead all retail subtypes, reflecting Ypsilanti's strong vintage identity. Bookstores, gift shops, and thrift stores round out the discovery retail environment and fill some stated gaps. Specialty retail includes novelty, clothing, and shoe stores, as well as a fishing supply store — signaling a downtown that skews toward the niche and independent. Some areas that are lacking are electronics or technology stores, home goods or furniture, kitchen supply or cooking stores, and kids and baby retail. People still must leave the districts for basic shopping needs.

Fitness, Beauty & Wellness - 30 Businesses



Hair salons and barbershops together account for over half of this category. This is the most concentrated sector in downtown by individual business type. Tattoo shops, pharmacies, and specialty health services round out the sector. The sector generates consistent daytime foot traffic but is dominated by appointment-based services with limited spillover retail effect. A single boutique gym and a few medical facilities suggest limited primary care or fitness infrastructure for the downtown's residential and working population. However, the recent opening of the Ypsilanti Health Center by Michigan Medicine at MIHQ has filled much of the need for primary care. A gym with extended hours is a complete gap. There are no physical therapy, rehabilitation, or nutrition services. This misses out on high-frequency repeat visits from residents and visitors alike.

Everyday Convenience & Daily Needs

These are critical for making downtown a live-work-play community, not just a place people visit occasionally. Without these conveniences, residents will still need to leave downtown for basic needs. There are two grocery stores and a pet supply store. This is a notable area for growth.

Art, Culture, & Entertainment — 20 Businesses

Ypsilanti's arts sector punches above its weight for a city of its size. The district has galleries, artist studios, museums, dance studios, interactive entertainment venues, a library, and a nonprofit community art center. The interactive entertainment cluster draws regional visitors and adds a participatory dimension to the evening economy.

A small music venue anchors the live performance segment. Its limited capacity relative to the district's creative identity and its proximity to the campuses of the University of Michigan and Eastern Michigan University leaves room for growth.

An expansion opportunity is experiential and entertainment destinations such as a movie theater, bowling alley, arcade/barcade, live performance theater, comedy club, and indoor recreation (climbing gym, pickleball, etc.) This is limiting Ypsilanti’s evening and regional draw, aside from its vibrant bar scene.



Family & Youth

The mix of businesses in the districts is heavily adult-oriented. An increase in family & youth-oriented uses, such as an indoor play space, a family entertainment center, additional youth programming, and museums or learning spaces, would make our downtown spaces more attractive to families during the daytime and on weekends. Families are key to the stability of a thriving downtown and can increase both daytime and weekend traffic.

Professional & Business Services — 20 Businesses

The professional services sector is functional but modest. Printing services, financial services, and real estate agencies are the leading subtypes. Two co-working spaces (BOS and SPARK) provide early-stage support infrastructure for remote workers and small businesses, and now, with a third at the MIHQ innovation campus, the expansion is attracting life sciences and technology startups. One bank and one credit union provide basic access to financial services.

The overall concentration of professional services is limited, suggesting that daytime office worker density, which typically increases lunch, coffee, and errand traffic. Ypsilanti has few foot-traffic generators. There are also not many major employers in the DDA districts of the City. Additional employment anchors, such as Michigan Medicine and Eastern Michigan University, generate consistent weekday foot traffic. Attracting mid-size office tenants, tech/startup offices, and corporate or institutional satellite offices could improve this.

Housing-Supporting Services



There is a strong residential presence in and around downtown. There is a great opportunity to rehabilitate underutilized and deteriorating upper-story units for both residential and business uses. Given there are 30 unutilized units and 97 residential units, people working to update and rehabilitate these units could take advantage of the opportunity to support downtown housing by providing services such as furniture, electronics, and home improvements.

Clear gaps are shipping/mailing center, expanded home improvement options, an appliance or electronics store/repair, and interior design services.

Transportation & Mobility Support

The City has a downtown bus station but limited additional transportation options for mobility. There is no bike shop/repair, no car share and no other parking-related services.



Market Gap Analysis

The following gaps are identified based on the inventory, concentrations, and standard market demand benchmarks for a walkable urban downtown of Ypsilanti's scale and demographics. Priority ratings reflect both market feasibility and the degree to which filling the gap would strengthen the district's economy.

Retail Gaps

Gap / Need	Priority	Rationale
Clothing / Apparel	HIGH	Only two clothing stores and two custom apparel shops are in the inventory. This category is most associated with increased dwell time and repeat visits.
Sporting Goods / Outdoor	HIGH	Given proximity to the Huron River, trail systems, and student/young adult population, this is a notable void.
Home Goods / Décor	HIGH	No home goods, furniture, or décor retail despite a strong antique and vintage presence. A modern home goods concept would attract a complementary customer demographic.
Grocery / Fresh Food	MED	A Mexican market and a food co-op exist, but daily access to groceries remains limited. A mid-size grocery or specialty food market would support downtown residential growth and increase the frequency of daily visits.
Children's/Baby Retail	MED	Limited children's retail exists. As the downtown residential population grows and the city's investment in Rx Kids, family-oriented retail becomes increasingly viable and supports longer shopping trips.
Electronics/Tech Repair	LOW	No electronics retail or repair services. A phone and device repair shop meets demonstrated urban demand at a low startup cost and generates consistent walk-in traffic.

Food & Beverage Gaps

Gap / Need	Priority	Rationale
Breakfast / Brunch Anchor	HIGH	No dedicated breakfast or brunch concept despite four coffee shops. A full-service morning restaurant would extend the daytime economy and capture weekend brunch traffic currently leaving downtown.
Fast Casual / Quick Lunch	HIGH	Lunch options are limited for people who need a healthy, quick meal between 11 am and 2 pm. A fast-casual salad, bowl, or sandwich concept would address this gap and drive foot traffic.
Wine Bar / Bottle Shop	MED	No wine-focused concept in a district with multiple bars and a distillery. A wine bar or bottle shop would attract a new demographic.
Juice / Smoothie Bar	MED	Daytime wellness-oriented beverage concepts perform well in college-adjacent urban markets.
Food Hall / Vendor Market	LOW	No shared retail food market concept. A small food hall or rotating vendor market would support emerging food entrepreneurs and generate consistent destination traffic.

Entertainment & Nighlife Gaps

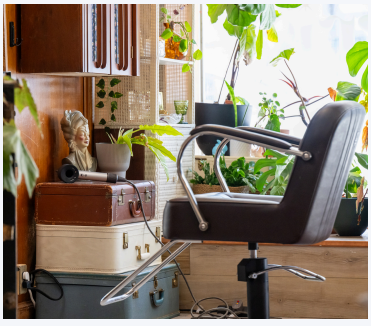
Gap / Need	Priority	Rationale
Dedicated Live Music Venue	HIGH	Only Ziggy's functions as a dedicated bar/music venue. A city with Ypsilanti's music heritage and two major universities nearby should support at least one dedicated multi-genre live music venue in the 300–600 capacity range.
Movie Theater / Screening Room	HIGH	No cinema or screening concept of any kind. A boutique theater or cinema bar would generate significant destination traffic and extend the evening economy into an underserved format.
Interactive Gaming Venue	MED	Limited interactive entertainment exists. A tabletop gaming bar or bowling alley perform strongly in college-adjacent markets and drives group visits and repeat traffic.
Comedy/Performance Venue	LOW	No dedicated comedy club or performance space beyond event-venue rentals. A comedy residency or cabaret-style concept would add nighttime vibrancy and attract a new customer segment.

Service & Amenity Gaps

Gap / Need	Priority	Rationale
Fitness / Yoga Studio	HIGH	Only one fitness studio exists in the entire downtown area. A full-service gym with extended hours would serve the growing, health-conscious residential and daytime populations and generate consistent morning traffic.
Childcare / Drop-In Care	HIGH	No childcare services in or near the downtown. As residential density increases, proximity to childcare becomes a critical amenity for downtown households and a factor in workforce retention for downtown employers.
Hotel / Hospitality	MED	No hotel, inn, or short-stay accommodation in any DDA district. Visitors to events, EMU, and downtown businesses must currently leave the district to find lodging, resulting in lost economic activity.
Pet-Friendly Services	MED	No grooming, daycare, or pet-focused services beyond one pet supply store. Dense urban areas with young adult residents typically support multiple pet service businesses with strong repeat visit frequency.
Packing/Shipping Services	MED	These services support small retail and manufacturers maintaining online sales. Residents benefit from neighborhood drop off and pick up points, with additional digital services.

Concerns

The business inventory has several concentration patterns that present risks to the district's long-term health and sustainability.



Hair Salon Saturation

With 17 total personal hair care businesses, the downtown districts are at market saturation. Without growth in other corresponding sectors the risk is that such concentration reduces the viability of any individual business viability and crowds out higher traffic uses from prime storefronts.

Food & Beverage Dependency

At 26% of all occupied businesses, food and beverages are a strong economic driver but could also lead to a vulnerability. The district's evening and weekend economy is disproportionately reliant on this sector’s performance. A sustained downturn in dining demand, rising food costs, or a high-profile closure would have outsized ripple effects on the district.

Daytime Economy Weakness

The downtown skews heavily toward evening and weekend uses with relatively thin daytime anchors. Professional services are modest, there is no major employer in the district, and co-working infrastructure is limited. Building daytime foot traffic through office tenants, fitness, breakfast concepts, and additional services to what already exists would stabilize weekday performance and improve the viability of all existing businesses.



Goals

Immediate Priority

+

- Breakfast/brunch restaurant (independent, locally owned preferred)
- Dedicated live music venue (300–600 capacity)
- Full-service gym
- Clothing/lifestyle apparel retailer
- Fast casual lunch concept targeting daytime worker traffic

Short-Term

- Wine bar or bottle shop
- Movie theater or cinema bar (micro-format viable)
- Home goods or décor retail
- Additional co-working and private office space



Longer Term

- Boutique hotel or bed and breakfast
- Childcare or drop-in family services
- Specialty grocery or prepared food market
- Gaming venue
- Pet grooming or daycare services

Conclusion

Downtown Ypsilanti's commercial inventory reflects a diverse district, with 170 occupied businesses across 11 categories. Ypsilanti has locally owned food, a distinctive arts and culture scene, and strong personal services offerings, all of which are great assets. The district has energy, identity, and available space to grow.

The gaps identified in this analysis are opportunities, not deficits. A focused recruitment effort targeting breakfast and brunch, fitness, live music, apparel, and daytime services would shift the district's economic profile by extending active hours, broadening the customer base, and reducing overreliance on food-and-beverage performance in the evenings and on weekends.

The DDA is well-positioned to act on these priorities through targeted business recruitment, small business development support, programming, and placemaking investments that lower barriers to entry for the business types the district most needs.



Blueprint

Step 1: Reframe the vacancies by economic role
Based on inventory, 37 vacant storefronts break into functional types:

- 22 buildings are immediately leasable
- 4 buildings need a small amount of work to be operable

Total, this means there are 26 spaces that could be activated in 12–24 months. That is enough to fix the daytime gap if filled with the appropriate needs and gaps within the DDA corridors.

Step 2: Cluster the vacancies

Even without your map, Ypsi's structure is predictable:

1. Michigan Ave Core (high impact zone)
   - Highest foot traffic potential
   - Most visible vacancies
   - Where failure is most noticeable

2. Depot Town
   - Strong identity, destination retail
   - Lower weekday daytime demand

3. Cross Street (EMU-facing)
   - Your biggest unrealized daytime opportunity

4. Huron / Washington / edge blocks
   - Vacancies compound perception

Step 3: Assign Exact Tenant Types by Cluster

Depot Town (5–7 vacancies)
Goal: Strengthen destination

1. Home goods/décor anchor (1–2)
Modern + vintage-adjacent

2. Children /retail (1–2)
Toys, clothes, books, and necessities

3. Wine bar/bottle shop (1–2)
Different demographic than current bars

4. Boutique specialty retail (1–2)
Outdoor / trail gear (Fits location and fills a gap)

Michigan Ave Core (Approximately 10 vacancies)

Goal: Fix lunch + daytime immediately

1. Fast-casual lunch anchors (2–3 spaces)
· Bowls/salads
· Sandwich + soup concept

2. Breakfast/brunch anchor (1–2 spaces)
· sit-down concept (not coffee)
· 7 am–2 pm hours

3. Apparel + lifestyle retail (2–3 spaces)
· Fashion / student-oriented clothing
· vintage-adjacent but modern

Cross Street EMU Zone (6–10 vacancies)

Goal: Capture students during the daytime

1. Student-targeted fast (2–3)
· Cheap, repeat
· Rice bowls, wraps, late afternoon

2. Hybrid study/café spaces (1–2)
· Coffee + seating + long dwell time
· Library alternative

3. Fitness/wellness cluster (2–3)
· Yoga / Pilates / small gym
· 24-hour access
· Activate morning hours and generate foot traffic

4. Entertainment-lite (1–2)
· Tabletop gaming café
· Small gaming/e-sports
· Keeps students in the district longer

Edge Blocks (6–8 vacancies)

Goal: Stabilization. These are problematic when filled incorrectly and should avoid salons or appointment only uses.

1. Nonprofit/community (2–3)
2. Childcare/daycare (1–2)
4. Maker/Light Manufacturing spaces (1–2)

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Addendum 1: Vacant Property List - July 2026

Address	Condition	Previous use(s)	Recommended Uses
10 N. Washington St. Ste 101-102	Good	Embroidery Shop, Hair Salon	Apparel and Lifestyle Retail, Electronic/Tech Repair, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Pet Services (Grooming)
104 W. Michigan Ave	Good	CVB Office	Professional & Business Services
108 W. Michigan Ave	Good	Putt-Putt Shop	Apparel and Lifestyle Retail, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Pet Services, Light Manufacturing/Retail, Home Goods/Decor, Interactive Gaming Venue, Packing/Shipping Services
11 W. Michigan Ave	Good	Office, Hair Salon	Professional & Business Services, Childcare/Drop In Care, Vendor Market
110 Pearl St.	Good	Office	Apparel & Lifestyle Retail, Specialty Foods or Bottle Shop
116-118 W. Michigan Ave. (3 storefronts)	Shell	Bicycle shop	Apparel & Lifestyle, Sporting Goods/Outdoor, Home Goods/Decor, Grocery/Fresh Food, Children/Baby Retail, Vendor Market, Interactive Gaming Venue, Gym
12-16 N. Huron St. (2 Storefronts)	Unsure	Bar	Full Services Breakfast/Brunch, Fast Casual Lunch
121 N. Washington St.	Unsure	Unpermitted Storage	Maker/Small Manufacturing/Retail, Apparel/ Lifestyle retail, Children/Baby Retail, Electronic/Tech Repair, Juice/Smoothie Bar, Pet Friendly Services (Grooming)
123 W. Michigan Ave.	Good	Bank	Maker/Small Manufacturing/Retail, Apparel/ Lifestyle retail, Children/Baby Retail, Electronic/Tech repair, Home Goods/Decor Retail
126 W. Michigan Ave.	Good	Shoe Store, Retail	Apparel and Lifestyle Retail, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Pet Services, Light Manufacturing/Retail, Home Goods/Decor, Interactive Gaming Venue, Packing/Shipping Services
14 N. Washington St.	Good	Cake Shop, Event Space	Apparel and Lifestyle Retail, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Pet Services, Small Manufacturing/Retail, Home Goods/Decor, Packing/Shipping Services
17 N . Washington St.	Shell	Club, Bar	Fast-Casual Lunch Anchor, Breakfast/Brunch Anchor
18 W. Michigan Ave.	Condemned	Restaurant	Fast-Casual Lunch Anchor, Breakfast/Brunch Anchor

Address	Condition	Previous	Recommended Uses
210 W. Michigan Ave.	Good	Vintage Store	Apparel and Lifestyle Retail, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Small Manufacturing/Retail, Home Goods/Decor, Packing/Shipping Services
212 W. Michigan Ave	Good	Music Store	Apparel and Lifestyle Retail, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Pet Services, Small Manufacturing/Retail, Home Goods/Decor, Packing/Shipping Services
213 Pearl St.	Unsure	Party store	Small Manufacturing with Retail
24 N. Huron St.	Unsure	Dry Cleaner	Apparel and Lifestyle Retail, Light Manufacturing/Retail
25 N. Washington St.	Good	Hair Salon	Apparel and Lifestyle Retail, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Small Manufacturing/Retail, Home Goods/Decor, Packing/Shipping Services
30 N. Huron St.	Fair	Tattoo Shop	Apparel and Lifestyle Retail, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Light Manufacturing/Retail, Home Goods/Decor
301 N. Lincoln St.	Unsure	Artist Studio	Small Manufacturing with Retail
315 N. River St.	Unsure	Residential	Apparel and Lifestyle Retail, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Light Manufacturing/Retail, Home Goods/Decor
523 W. Cross St.	Fair	Book Store	Apparel and Lifestyle Retail, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Light Manufacturing/Retail, Home Goods/Decor, Hybrid Study/Cafe Space
525 W. Cross St.	Unsure	Unpermitted Storage	Apparel and Lifestyle Retail, Wine Bar/Bottle Shop, Juice/Smoothie Bar, Light Manufacturing/Retail, Home Goods/Decor,Hybrid Study/Cafe Space
529 W. Cross St.	Unsure	Restaurant	Breafast or Fast Casual Lunch Anchor, Juice/Smoothie Bar
56 N. Huron St.	Good	Vintage Store	Apparel and Lifestyle Retail, Bottle Shop, Home Goods/Decor
707 W. Cross St.	Good	Retail, Bookstore	Apparel and Lifestyle Retail, Juice/Smoothie Bar, Small Manufacturing/Retail, Packing/Shipping Services, Hybrid Study/Cafe Space, Entertainment/Gaming space, Fitness/Wellness
711 W. Cross St.	Good	Retail, bookstore	Apparel and Lifestyle Retail, Juice/Smoothie Bar, Small Manufacturing/Retail, Packing/Shipping Services, Hybrid Study/Cafe Space, Entertainment/Gaming space, Fitness/Wellness Space

Address	Condition	Previous use(s)	Potential Uses
90 Maple St.	Shell	Train Station	Mixed-use Redevelopment
200 W. Michigan Ave.	Good	Restaurant	Fast-Casual Lunch Anchor, Breakfast/Brunch Anchor
224.5 W. Michigan Ave.	Unsure	Vintage Store	Apparel and Lifestyle Retail
729 W. Cross St.	Good	Restaurant	Student targeted Lunch Anchor, Juice/Smoothie Bar
513 W. Cross St.	Good	Rec/Medical Cannabis	Apparel and Lifestyle Retail, Juice/Smoothie Bar, Small Manufacturing/Retail, Hybrid Study/Cafe Space, Entertainment/Gaming space, Fitness/Wellness Space
500 W. Cross St.	Unsure	Party Store	Apparel and Lifestyle Retail, Grocery, Juice/Smoothie Bar, Small Manufacturing/Retail, Packing/Shipping Services, Hybrid Study/Cafe Space, Entertainment/Gaming space, Fitness/Wellness Space

The recommendations may require changes to zoning and other city regulations.

YPSILANTI DDA
Downtown Development Authority

DESCRIPTION: Maple Street Lot Hours

SUMMARY:
Current signage on the Maple Street Parking Lot allows for 24-hour parking, and prohibits long-term parking. We have come across enforcement issues with the lot as signed.

To strengthen enforcement capabilities on the lot, staff is recommending putting in place a 3-hour parking time limit from 8am to 6pm Monday through Friday, and prohibiting parking between 3am and 7am daily. The City of Ypsilanti will provide enforcement of the lot M-F, and Wall Street Towing will continue monitoring the lot overnight and on weekends.

This change will encourage turnover in the lot, and discourage long term parking. Employee and Resident parking will become a consideration once the neighboring City Lots become monetized.

LICENSE AGREEMENT FOR PUBLIC DRINKING FOUNTAIN INSTALLATION

Growing Hope and the Ypsilanti Downtown Development Authority

This License Agreement ("Agreement") is entered into as of the ___ day of _____, 2026, by and between Growing Hope, a Michigan nonprofit corporation, located at 16 S. Washington Street, Ypsilanti, MI 48197 ("Licensor" or "Growing Hope"), and the City of Ypsilanti Downtown Development Authority, a Michigan public body corporate, located at 1 S. Huron Street, Ypsilanti, MI 48197 ("Licensee" or "DDA").

RECITALS

WHEREAS, Growing Hope owns and operates the property located at 16 S. Washington Street, Ypsilanti, MI 48197, known as the Ypsilanti Farmers MarketPlace (the "Property");
WHEREAS, the DDA seeks to install a publicly accessible drinking fountain on the Property, as an amenity for the benefit of the general public and consistent with the DDA's public purpose mission;
WHEREAS, Growing Hope supports this public amenity and is willing to grant a limited license to the DDA for this purpose;
NOW, THEREFORE, in consideration of the mutual promises set forth herein, the parties agree as follows:

GRANT OF LICENSE

Growing Hope hereby grants to the DDA a non-exclusive, revocable license to install, maintain, repair, and operate one (1) publicly accessible drinking fountain (the "Fountain") on the Property, in the location mutually agreed upon by the parties and described in Exhibit A attached hereto. The Fountain shall be positioned as close to the public sidewalk as the site permits, to maximize public accessibility.

OWNERSHIP

The Fountain and all associated infrastructure installed by the DDA shall remain the sole property of the DDA. Growing Hope retains full ownership of the Property and all existing infrastructure thereon. Nothing in this Agreement shall be construed as a sale, conveyance, or encumbrance of any interest in the Property.

UTILITY CONNECTION AND BILLING

- The DDA shall install a separate water meter for the Fountain, dedicated solely to the Fountain's water consumption.
- The DDA shall have permission to install the meter on the 16 N. Washington St. Ypsilanti, MI 48198
- The DDA shall be solely responsible for all water utility costs associated with the Fountain. The DDA shall arrange for the billing of the Fountain's water meter to be directed to the DDA directly.
- In no event shall Growing Hope bear any cost for water consumed by or attributed to the Fountain.

MAINTENANCE AND REPAIR

- The DDA shall be solely responsible for all routine maintenance of the Fountain, including but not limited to cleaning, seasonal winterization, and any required inspections.
- The DDA shall be solely responsible for all repairs to the Fountain, whether routine or emergent, including any repairs arising from vandalism, weather damage, equipment failure, or other cause.
- The DDA shall respond to emergent repair needs within 48 hours and shall make the Fountain operational again as promptly as practicable.
- Growing Hope shall promptly notify the DDA of any observed damage or malfunction of the Fountain.

INSURANCE

- The DDA shall, at its sole cost and expense, maintain general liability insurance covering the Fountain and its operation in amounts no less than $1,000,000 per occurrence and $2,000,000 in aggregate, or such greater amounts as the DDA's standard municipal insurance program provides.

Commented [KK1]: License is not in recordable form. If it is to be recorded with the register of deeds, it will need to be reformatted to conform to MCL § 565.201.

Commented [KK2]: If the meter will be placed on the Property, the License should grant the DDA permission to install the meter on the Property.

- The DDA shall name Growing Hope as an additional insured on said policy with respect to claims arising from the Fountain, its installation, operation, maintenance, or repair.
- The DDA shall provide Growing Hope with a certificate of insurance evidencing the foregoing coverage within thirty (30) days of the Fountain's installation and upon each annual policy renewal.
- Each party shall maintain its own general liability insurance covering its respective operations, activities, and negligence on or about the Property.

Commented [KK3]: Please confirm with the DDA insurance carrier that this is possible.

INDEMNIFICATION

To the fullest extent allowed by law, ~~T~~the DDA shall indemnify, defend, and hold harmless Growing Hope and its officers, directors, employees, attorneys, and agents from and against any and all claims, damages, losses, costs, and expenses (including reasonable attorneys' fees) arising out of or related to: (a) the installation, operation, maintenance, or repair of the Fountain; (b) any failure by the DDA to maintain or repair the Fountain; or (c) any act or omission of the DDA or its contractors in connection with this Agreement. Growing Hope shall indemnify, defend, and hold harmless the DDA from claims arising solely from Growing Hope's own negligence or willful misconduct.

Commented [KK4]: This is a mandatory provision and needs to be included.

PUBLIC ACCESS

The Fountain shall be accessible to the general public at all times that the adjacent public sidewalk is accessible, without restriction, charge, or condition. Growing Hope shall not obstruct public access to the Fountain in the ordinary course of its operations.

TERM AND TERMINATION

- This Agreement shall commence on the date of execution and shall continue for an initial term of ten (10) years, unless earlier terminated as provided herein.
- Either party may terminate this Agreement upon one hundred eighty (180) days written notice to the other party.
- Upon termination, the DDA shall remove the Fountain and restore the Property to as good as or better ~~its prior~~ condition at the DDA's sole cost, unless the parties mutually agree in writing that the Fountain shall remain.

SALE OR TRANSFER OF PROPERTY

Growing Hope shall provide the DDA with not less than one hundred eighty (180) days written notice prior to any intended sale or transfer of the Property. In the event of a sale or transfer, Growing Hope shall use reasonable efforts to include in any purchase agreement a provision requiring the successor owner to honor this Agreement or to cooperate with the DDA in relocating or removing the Fountain. Nothing herein shall restrict Growing Hope's right to sell or transfer the Property.

GENERAL PROVISIONS

- This Agreement shall be governed by the laws of the State of Michigan.
- Entire Agreement. This Agreement, together with any exhibits, constitutes the entire agreement between the parties with respect to the Fountain and supersedes all prior discussions and understandings.
- Amendment. This Agreement may be amended only by a written instrument signed by authorized representatives of both parties.
- Notices. All notices shall be in writing and delivered by hand, email with confirmation, or certified mail to the addresses set forth in the preamble of this Agreement.
- Severability. If any provision of this Agreement is found unenforceable, the remaining provisions shall continue in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

YPSILANTI DOWNTON DEVELOPMENT AUTHORITY **GROWING HOPE**

_____ _____ _____ _____

Elizé Jekabson, Executive Director Date Julius Buzzard, Executive Director Date

EXHIBIT A — FOUNTAIN LOCATION

[To be completed with a site diagram or written description of the fountain's placement on the property at 16 S. Washington Street, Ypsilanti, MI 48197, agreed upon by both parties prior to execution.]