CITY OF YPSILANTI
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
Thursday, October 15, 2026 @ 8:45 AM
SPARK East
215 W. Michigan Ave, Ypsilanti, MI 48197
Launch Meeting - Zoom

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1. CALL TO ORDER

A. DDA Mission and Vision

2. ROLL CALL

A.

Paul Ajlouny	Brian Jones-Chance
Nicole Brown	Dieter Otto
Andrew French (C)	Bryan Foley
Valory Brown	Emmy Maurer
Colleen Kennedy	Kristine Nash Wong
Liz Warren	Julius Buzzard
Megan Foldenauer	

3. AGENDA APPROVAL

4. APPROVAL OF MINUTES

A. 10-5-26 Minutes

5. PUBLIC COMMENT - CONTINUED (3 MINUTES/EACH SPEAKER)

6. FINANCIAL / STAFF REPORT

A. Financial and Staff Report, SHINE Report, Attendance Report

7. COMMITTEE REPORTS

A. Operations and Finance Committee

B. Marketing Committee

C. Grants Committee

8. NEW BUSINESS

A. Restoritive Conferences Network Introduction

B. 2026/2027 SHINE Contract

C. DDA Community Card - BOGO Match

D. FY 25/26 Facade and Rehab Funding and "Change-of-use" Grant Eligibility

E. DDA CTAP Marketing Workshop Series Update

9. PROPOSED BUSINESS

10. PUBLIC COMMENT - 60 MINUTES TOTAL (3 MINUTES/EACH SPEAKER)

11. 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
DDA BOARD MEETING - SPECIAL MEETING
9:00 AM - Monday, October 5, 2026
SPARK East - 215 W. Michigan, Ypsilanti MI 48197

1. CALL TO ORDER (9:04 am)

2. ROLL CALL

LIZ WARREN	**(P) (9:08am)**	ANDY FRENCH (C)	**(P)**
DIETER OTTO	**(P)**	PAUL AJLOUNY	**(A)**
VALORY BROWN	**(P)**	KRISTINE NASH-WONG	**(P)**
NICOLE BROWN	**(A)**	BRYAN FOLEY	**(A)**
BRIAN JONES-CHANCE (V)	**(P)**	EMMY MAURER	**(P)**
MEGAN FOLDENAUER	**(A)**	COLLEEN KENNEDY	**(P)**
JULIUS BUZZARD	**(A)**		

Staff Present: DDA: Elize Jekabson and Danya Youssef-Agha

3. AGENDA APPROVAL

Dieter Otto motioned to approve the agenda. Brian Jones-Chance supported the motion. Motion passed - unanimous. Liz Warren absent for vote

4. APPROVAL OF MINUTES

A. 8-17-26 Meeting Minutes

Dieter Otto motioned to approve the 8-17-26 minutes. Brian Jones-Chance supported the motion. Motion passed - unanimous. Liz Warren absent for vote.

5. PUBLIC COMMENT - (3 MINUTES/EACH SPEAKER)

6. New Business

a. Renewal of the Maple Lot Maintenance Contract with DJs Landscaping

Ahead of the winter season, we are on schedule to renew the contract with DJs for the Maple Street Lot. THis involves maintenance for the full year. $12,130 is the total cost. The quote came in lower than we had planned for. Andy French is wondering if when we bid out for our landscaping, hypothetically if we choose a different provider, does this affect the Maple Lot contract? Elize said it does not.

Colleen Kennedy motioned to approve the Maple Lot maintenance contract with DJs Landscaping for $12,130 for the next year, Valory Brown supported the motion.

YES: 7 (Otto, V. Brown, Maurer, Nash-Wong, Kennedy, French, Jones-Chance, Kennedy)
NO: 0
ABSTAINED: 1 (Warren)
VOTE: Motion passed

b. 2026 Strategic Planning Session with POW! Strategies

Cristina Sheppard-Decius started off the meeting by introducing herself. We will be going over Strategic Plan 2026 review & analysis, 2027 prioritization, tasks, timelines, and assignments. Cristina went over the value of strategic planning. Cristina went over the role of the DDA in our community, our vision statement, mission, core values, 2026 successes and KPIs. Andy French asked about how we track safety for our KPI since foot traffic is listed. Andy French mentioned tying in calls for service and areas where the calls are coming from. Liz Warren mentioned tying the safety KPI into where we have given Security Camera Grants. Valory Brown mentioned that identifying foot traffic is not clear. Elize mentioned tying in calls to service to the foot traffic that the farmers market brings in on Saturday mornings and if it is less with the foot traffic. Andy French would like to identify locations that are driving the calls to service. Liz Warren asked if we have KPIs from the police department. Elize mentioned that they don't break it down for the DDA area specifically.

Cristina asked if we had partnered with the police department in the past, and Elize mentioned we had paid for a cop to be in the DDA district, but they never actually placed a police offer in the DDA area. Andy French mentioned he wouldn't be opposed to trying this again. Elize mentioned we would get community push-back unless it was an unarmed officer for events. Cristina asked if we had a committee to champion this. Elize mentioned the committee was created by the city, but nothing has come out of it. Colleen Kennedy asked how many cameras we have paid out for the security camera grant, and Elize mentioned 3 to 4, but there is continued interest in the program. Andy French asked if we need to find a new leader for the group with the City for the collaborative task force for safety in downtown.

Cristina brought up occupancy KPI and asked where we are at with our vacancy rate. Elize mentioned we are at 17%, and tracking this should be easier with new initiatives. Colleen Kennedy mentioned an issue with vacancy is that our buildings are very old so getting them up to code is difficult on a new business. Cristina asked what grants we have available. We have facade grant and ADA rehab grants for W. Cross and Downtown district. Elize mentioned we have $40,000 to recircle back into our grants with a project falling through due to state funding. Brian Jones-Chance mentioned finding buildings that are vacant the longest, and approaching the owners on getting it up to code. Elize mentioned that our rents are low so we see people jump into starting a business and leaving after a year. Brian Jones-Chance mentioned using the grants to put into one building at a time, and activating the streets to make the area viable for people coming in. Cristina asked if we are proactive to vacant buildings and pass our online resources,

and we don't. Sometimes we reshare on social media, but no real plan. Brian Jones-Chance mentioned having regular business hours. Cristina mentioned including hours in the market analysis.

Cristina put together the 2027 desired KPIs. Andy French wants to add two KPIs to the list - Property Reinvestment, and increase in property values. Brian Jones-Chance mentioned we can track from our TIF values, and Cristina mentioned getting it from the county to track ahead of time. For our 2027 desired KPIs Cristina listed:

- Economic vitality & storefront occupancy
- Foot traffic & engagement
- Community & institutional partnerships
- Performance tracking.

Cristina went over the dashboard metrics of success, and mentioned this needs to go back to committees to work on as an action item because we don't have any data points to track. Kristine Nash-Wong mentioned she would like the objectives to inform the metrics, and maybe there should be an action plan for each committee. Cristina went over the 2026 Planning Session Summary Goals:

- Transform the DDA districts into a robust hub for investment and business success
- Create a clean, safe, and accessible urban environment
- Build a high-performing board with clear processes and communication
- Strengthen the connection between the DDA, residents, and local institutions

Brian Jones-Chance thinks we need to keep the goals the same since we haven't crossed anything off the list. Liz Warren mentioned incorporating marketing within the last goal. Brian Jones-Chance mentioned the first goal is the result/vision

Cristina went over the key strategies, including connectivity, business vitality , and organizational depth. Cristina went over the projects we listed last year to execute our key strategies. Cristina then went over the action plan by district. We agreed to shift river street gateway makeover to enhancement and activating Depot Town during the bridge closure.

Liz Warren motioned to recess for 10 minutes and Kristine Nash Wong supported the motion. Motion passed unanimously

Liz Warren motioned to resume the meeting. Valory Brown supported the motion. The motion passed unanimously.

Cristina continued the meeting talking about an action plan for walkability in downtown. Elize mentioned we are doing a complete reconstruction for the N. Huron lot, and downtown median repairs and updated landscaping. Elize mentioned we are also in talks for updating landscaping in the W. Cross district. Cristina continued to event support, and Elize mentioned our event support looks like event sponsorships, and businesses-centered events like Sammie Slam.

Cristina went over the 2026 reflection SWOT (strengths weakness opportunities and threats) and PESO analysis. Cristina went over incorporating arts and culture tourism into activation. Elize mentioned the Business Portrait Series videos. Cristina went over updating the SWOT analysis, needs assessment, and needs by district and the small changes she made from the survey. Brian Jones-Chance mentioned adding foot traffic to Depot Town. Cristina asked what is causing the decrease. Andy mentioned there is growth in lunch and happy hour, but their late night hours are seeing a decrease. Elize mentioned the decrease in enrollment to EMU is adding to that. Cristina asked about EMU students coming out and incentivizing them, Andy mentioned EMU had a block party a few weeks ago in Depot Town with great turnout. Liz Warren asked if there has ever been a partnership with EMU and DDA to get interns to work with the businesses. Cristina mentioned utilizing interns for the work gaps missing within the DDA. Danya mentioned using interns for event creation. Andy French asked about addressing issues of traffic on Michigan Ave since Cristina worked in Dearborn and faced similar issues. She mentioned she always struggled with MDOT. Cristina mentioned Kalamazoo took over their MDOT road to operate through the city. Elize mentioned being more interested in that for W. Cross. Cristina mentioned landscaping, and cross walk improvements go a long way like adding count down cross walk signs. Cristina mentioned getting a traffic analysis done. Cristina mentioned starting block by block to break it down. Brian Jones-Chance updating the S. Huron lot for a pedestrian friendly attraction to the lot like Dearborn did with one of their lots. Andy French mentioned that Destination Ann Arbor is working on a county-wide tourism plan, and would like to see the DDA involved in it.

Cristina moved onto prioritizing the community needs list. Andy mentioned emphasizing the market analysis and recruitment & retention strategy. She then went onto prioritizing training and education. Andy French mentioned implementing the main street approach.

Cristina moved onto organizational structure. Elize mentioned we are currently updating our bylaws. Elize is looking into what committees are subject to OMA. Brian Jones-Chance mentioned he wishes that the committee for equitable investment to focus more on equity. Cristina mentioned combining committees together to tackle projects. Kristine Nash-Wong mentioned we have had some huge wins this year with CRM implementation. Kristine would like to see us write down focuses and revisit them in two weeks instead of agreeing on them right now.

Biggest needs for:
Downtown:

- Safety
- Foot traffic (daytime/nightlife quality and quantity)
- Occupancy

Depot Town:

- Foot traffic (daytime/nightlife quality and quantity)
- Managing bridge closure
- Business engagement

W. Cross

- Safety
- EMU engagement
- Business mix/Occupancy
- One way of W. Cross
- Foot traffic (daytime/nightlife quality and quantity)

Andy French mentioned including foot traffic as a focus for Operations and Finance. Continued to talk about events downtown. Restaurant week in the month of Feb. Washington St Activation.

7. Proposed Business

8. Public Comment - 60 minutes total (3 minutes/each speaker)

9. Adjournment (1:09 pm)

FY 26/27 October Report

QRCodeGenerator.com	$ 214.48	$ 53.62	$ 21.45	$ 139.41	**Operating Supplies**	QR Codes
AFSmith	$ 1,804.20		$ 1,804.20		**TIF**	Ninde Café Lights Repair
DJ's	$ 757.48			$ 757.48	**Streetscape Maintenance**	RAC Plaza - July
Stevens Disposal	$ 2,670.80			$ 2,670.80	**Waste Management**	October Dumpster Service and bulk pickup
POW! Strategies	$ 4,000.00	$ 840.00	$ 640.00	$ 2,520.00	**TIF**	Strategic Planning 2026
Narooz Paints	$ 2,750.00		$ 2,750.00		**TIF**	Depot Town Mural - Grant Funded
Employee Reimbursement	$ 323.17	$ 80.79	$ 32.32	$ 210.06	**TIF**	Flywheel and annual domain name
Standard Printing	$ 32.00		$ 32.00		**TIF**	Signage for Maple lot Closure
EOS Solutions	$ 1,360.11			$ 1,360.11	**Waste Management**	Camera Repair - dumpsters
Adobe	$ 826.67	$ 206.67	$ 82.67	$ 537.34	**Operating Supplies**	Adobe Subscription - Annual
YCUA	$ 11.04			$ 11.04	**Utilities**	224 W. Mich meter
Stevens Disposal	$ 2,600.80			$ 2,600.80	**Waste Management**	August Dumpster Service + bulk pickup
McGraw Morris	$ 80.00		$ 80.00		**Legal Fees**	Parking Lot Discussion
DJ's	$ 989.32		$ 989.32		**Streetscape Maintenance**	Maple Lot Maintenance - Sept
DJ's	$ 1,655.65		$ 1,655.65		**Streetscape Maintenance**	September Landscaping
DJ's	$ 1,792.92	$ 1,792.92			**Streetscape Maintenance**	September Landscaping
DJs	$ 7,320.69			$ 7,320.69	**Streetscape Maintenance**	September Landscaping
DJs	$ 757.48			$ 757.48	**Streetscape Maintenance**	RAC Plaza - September
Invisible Engines	$ 120.00	$ 30.00	$ 12.00	$ 78.00	**Operating Supplies**	Website Storage Troubleshooting
DM19	$ 6,534.63	$ 2,172.74	$ 863.99	$ 3,497.90	**Streetscape Maintenance**	August SHINE Team
DM19	$ 750.00			$ 750.00	**Waste Management**	August Dumpster Service
Total	$ 37,351.44	$ 5,176.74	$ 8,963.60	$ 23,211.11		

WEST CROSS	ACTUAL 2024-25	ADOPTED BUDGET 2025-26	YEAR TO DATE 2025-26
Revenues			
Operating	$18,117	$16,515	$12,644
TIF	$177,338	$140,330	$1,050
Revenue Subtotal	**$195,454**	**$156,845**	**$13,694**
Expenditures			
Operating	$6,039	$10,200	$1,440
TIF	$145,163	$145,007	$20,693
Expenditure Subtotal	**$151,202**	**$155,207**	**$22,133**
Surplus/(Loss)	**$44,253**	**$1,638**	**($8,439)**
Memo: General Fund Balances			
Starting Fund Balance	**$263,564**	**$307,816**	**$307,816**
Current Year Surplus/(Loss)	$44,253	$1,638	($8,439)
Ending Fund Balance	**$307,816**	**$309,454**	**$299,377**
Ending Fund Balance Restricted	$0	$162,680	$162,680
Unrestricted Fund Balance	**$307,816**	**$146,774**	**$136,697**

Anticipated Expenses

Ballard Lot	$162,680.00
Total	$162,680.00

WEST CROSS REVENUE		ACTUAL 2025-26	ADOPTED BUDGET 2026-27	YEAR TO DATE 2026-27
TOTAL REVENUE		**$ 195,454**	**$ 156,845**	**$ 13,694**
OPERATING REVENUE (1.8282 mils)				
CURRENT PROPERTY TAXES	248-4-7270-402-00	12,963	13,000	10,707
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	1,937
MISCELLANEOUS REVENUE	248-4-7270-694-01		-	
		$ 18,117	**$ 16,515**	**$ 12,644**
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**	**$ 155,206.73**	**$ 22,133.02**
OPERATING EXPENDITURES				
OFFICE SUPPLIES	248-7-7270-728-00	112	500	19
OPERATING SUPPLIES	248-7-7270-757-00	657	1,750	245
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	
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**	**$ 1,440**
TIF EXPENDITURES				
SALARIES	248-7-7271-706-00	21,157	22,000	5804
WORKERS COMP	248-7-7271-714-02	425	900	117
SSI AND MEDICARE	248-7-7271-714-05	1,261	405	370
HEALTH CARE PREMIUM COSTS	248-7-7271-714-08	3,570	3,253	1,053
DENTAL PLAN	248-7-7271-714-17	98	320	3
OPTICAL	248-7-7271-714-18	5	10	1
LIFE INSURANCE	248-7-7271-714-19	20	38	5
TELEPHONE REIMBURSEMENT	248-7-7271-714-23	110	86	28
HCSP	248-7-7271-714-24	565	690	125
HSA CONT	248-7271-7714-30	1,518	1,386	
MERS CONTRIBUTION 401A 7%	248-7-7271-714-31	1,482	1,635	406
ACCIDENT INSURANCE	248-7-7271-714-33	41	1	11
MARKETING	248-7271-7808-00	n/a	3,120	
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	994
STREETSCAPE MAINTENANCE	248-7-7271-820-02	48,586	20,000	9,777
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	**$ 145,007**	**$ 20,693**

DEPOT TOWN

	ACTUAL 2024-25	ADOPTED BUDGET 2025-26	YEAR TO DATE 2025-26
Revenues			
Operating	$12,776	$11,507	$7,761
TIF	$130,573	$116,451	$5,800
Revenue Subtotal	**$143,349**	**$127,958**	**$13,561**
Expenditures			
Operating	$2,883	$5,790	$1,291
TIF	$118,102	$120,756	$28,615
Expenditure Subtotal	**$120,986**	**$126,546**	**$29,906**
Surplus/(Loss)	**$22,363**	**$1,412**	**-$16,346**
Memo: General Fund Balances			
Starting Fund Balance	**$266,143**	**$288,506**	**$288,506**
Current Year Surplus/(Loss)	$22,363	$1,412	-$16,346
Ending Fund Balance	**$288,506**	**$289,918**	**$272,161**
Ending Restricted Fund Balance	$0	$201,575	$201,575
Unrestricted Fund Balance	**$288,506**	**$88,343**	**$70,586**

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	201,575
Total	$201,575.00

DEPOT TOWN REVENUE		ACTUAL 2025-26	ADOPTED BUDGET 2026-27	YEAR TO DATE 2026-27
TOTAL REVENUE		**$ 143,349**	**$ 127,958**	**$ 13,561**
OPERATING REVENUE (1.8282 mils)				
CURRENT PROPERTY TAXES	275-4-7290-402-00	$7,604	$6,500	$5,915
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	$1,846
MISCELLANEOUS REVENUE	275-4-7290-694-01	-	-	
		$12,776	**$11,507**	**$7,761**
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**	**$ 29,906.32**	
OPERATING EXPENDITURES					
OFFICE SUPPLIES	275-7-7290-728-00	376	300	17	
OPERATING SUPPLIES	275-7-7290-757-00	292	750	98	
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	458	
TELEPHONE/Internet	275-7-7290-853-00	380	350	89	
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**	**$ 1,291**	
TIF EXPENDITURES					
SALARIES	275-7-7291-706-00	19,317	18,900	5299	
WORKERS COMP	275-7-7291-714-02	388	284	107	
SSI AND MEDICARE	275-7-7291-714-05	1,151	1,446	338	
HEALTH CARE PREMIUM COSTS	275-7-7291-714-08	2,029	4,072	398	
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	27	
TELEPHONE REIMBURESMENT	275-7271-7714-23	101	10	25	
HPSC	275-7-7291-714-24	516	300	114	
HSA CONT	275-7291-7714-30	1,386	1,056		
MERS CONTRIBUTION 401A 7%	275-7-7291-714-31	1,353	1,232	370	
ACCIDENT INSURANCE	275-7-7291-714-33	56	50	4	
MARKETING	248-7271-7808-00	n/a	2,830		
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	10013	
HOLIDAY LIGHTING & MAINTENANCE	275-7-7291-820-06	5,906	6,500		
UTILITIES	275-7-7291-920-00	1,336	1,000	63	
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	10355	(2,750 of this expenditure is grant passthrough)
INFRASTRUCTURE CAPITAL PROJECT	275-7-7291-974-02	425	-		
		$ 118,102.25	**$ 120,756**	**$ 28,615.23**	

DOWNTOWN

	ACTUAL 2024-25	ADOPTED BUDGET 2024-25	YEAR TO DATE 2025-26
Revenues			
Operating	$65,570	$57,339	$35,521
TIF	$557,080	$389,838	$13,841
Revenue Subtotal	**$622,649**	**$447,177**	**$49,362**
Expenditures			
Operating	$17,141	$27,200	$4,484
TIF	$376,918	$712,416	$91,582
Expenditure Subtotal	**$394,059**	**$739,616**	**$96,066**
Surplus/(Loss)	**$228,590**	**($292,439)**	**($46,704)**
Memo: General Fund Balances			
Starting Fund Balance	**$408,338**	**$636,928**	**$636,928**
Current Year Surplus/(Loss)	$228,590	($292,439)	($46,704)
Ending Fund Balance	**$636,928**	**$344,490**	**$590,225**
Ending Restricted Fund Balance	$40,000	$40,000	$40,000
Unrestricted Fund Balance	**$596,928**	**$304,490**	**$550,225**

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**	**$ 49,362**
OPERATING REVENUE (1.8282 mils)				
CURRENT PROPERTY TAXES	413-4-7230-402-00	40,408	42,465	$31,225
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	$4,296
MICELLLANEOUS REVENUE	413-4-7230-694.01	$10,000		
		$65,570	**$57,339**	**$35,521**
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	10,691
MICELLLANEOUS REVENUE	413-4-7231-694-01	15,750	-	3,150
		$557,080	**$389,838**	**$13,841**

Passthrough Grants: 25,000

DOWNTOWN EXPENDITURES		ACTUAL 2025-26	ADOPTED BUDGET 2026-27	YEAR TO DATE 2026-27
TOTAL EXPENDITURES		**$ 394,059**	**$ 739,616**	**$ 96,066**
OPERATING EXPENDITURES				
OFFICE SUPPLIES	413-7-7230-728-00	267	1,000	45
OPERATING SUPPLIES	413-7-7230-757-00	1,684	5,250	636
AUDIT FEES	413-7-7230-807-00	508	600	
GENERAL LIABILITY	413-7-7230-822-10	557	550	601
LEGAL SERVICES	413-7-7230-826-10	8,337	10,000	2,897
TELEPHONE/INTERNET	413-7-7230-853-00	844	1,000	197
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	
WASH CO CHARGEBACKS	413-7230-7962-55	-	-	109
		$ 17,141	**$ 27,200**	**$ 4,484**
TIF EXPENDITURES				
CONTRIBUTION TO ANOTHER ORG	413-7231-7695-00	25,000	0	
SALARIES	413-7-7231-706-00	51,512	55,000	14,131
WORKERS COMP	413-7-7231-714-02	1,036	1,141	284
SSI AND MEDICARE	413-7-7231-714-05	3,070	4,365	902
HEALTH CARE COSTS - BLUE CROSS	413-7-7231-714-08	10,620	10,200	2,748
DENTAL PLAN	413-7-7231-714-17	1,169	2,300	9
OPTICAL	413-7-7231-714-18	14	14	3
LIFE INSURANCE	413-7-7231-714-19	276	430	71
TELEPHONE REIMBURSEMENT	413-7-7231-714-23	269	150	67
HCSP	413-7-7231-714-24	1,376	1,680	304
HSA CONT	413-7231-7714-30	3,696	4,158	
MERS CONTRIBUTION 401A 7%	413-7-7231-714-31	3,608	4,532	989
ACCIDENT INSURANCE	413-7-7231-714-33	200	84	29
MARKETING	413-7271-7808-00	n/a	9,860	
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	2,951
IRRIGATION SYSTEM	413-7-7231-820-01	774	200	2,227
STREETSCAPE MAINTENANCE	413-7-7231-820-02	95,415	50,000	32,164
WASTE MANAGEMENT	413-7-7231-820-03	39,299	41,000	11,338
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	14,150
FAÇADE/REHAB GRANT	413-7-7231-965-06	-	40,000	
STREETSCAPE CAPITAL IMPROVEMENTS	413-7-7233-818-01	4950	300,000	9,215
		$ 376,918	**$ 712,416**	**$ 91,582**

City of Ypsilanti DDA Staff Report October 2026

Website: Staff continues to update business directory and available properties. Distributing flyers for the job boards with community partners.

Community Outreach and Partnerships: Staff attends City of Ypsilanti Planning Department and Department Head meetings. Biweekly meetings with the City Manager. Monthly meetings with Destination Ann Arbor. Monthly meetings with MEDC and AAACF. Youth advocate and county partnerships. Elize serves on the LDFA Board monthly.

Downtown Dumpster Management: We are currently in the July-November billing cycle.

Press/Communications:

YDDA Bookkeeping and Budget: Staff continues to monitor the budget and make recommendations to the Operations and Finance Committee as necessary.

Streetscape Maintenance: Ongoing SHINE team contract and DJs Contract.

Grants: Pursuing MML Mini Grant for Recast leaders action plan.

Business License Applications: Exotic Topia, Vape Shop – 226 W. Michigan Ave, KULA Food and Wine – 10 N. Washington, Blessed Hands and Loving Hearts Inc. – 105 Pearl St.

Businesses now open: Ypsi Pool Club – 108 W. Michigan, Vinny's Bar & Grill – 705 W. Cross

Businesses Closing: Schultz Outfitters

Staff Hours

Elize – grant writing, program design, business outreach/onboarding, admin work, billing/communications, payment processing, promotion DDA news and businesses via social media, grant support and outreach, Website updates, Budget/agenda preparation, Board Coordination, contracts, grant support and outreach, DDA attorney meetings, community partnerships, business support, business onboarding, contracts, communication and coordination with outside funding sources, community partnerships, business support, Coordination with City services and contacts, bi-weekly ReCast Leaders Cohort meetings, monthly Teens & Downtown meetings. Monthly First Fridays Board Meetings.

Danya – Board and Committee meeting minutes, graphic design, Website updates including property listings, administrative work including payment input, social media content creation, event communications, relationship development, event promotions, dumpster program administration, program development.

Notable Projects/Updates

- We are partnering with artist Avery Williamson and the Ypsilanti District Library to activate the Library plaza and DDA businesses with a flower art installation this fall.
- Rice Street lot went under construction mid-August and expected to be complete in mid-October.
- Elize and Brian are continuously working with the ReCast Cities CoHort which is a 10 month program.
- We helped host the Depot Town Cats and Dogs Parking Day, Dog Park pop-up from 10am-6pm on Thursday, September 17th.

- The EMU Block Party also took place on September 17th in Depot Town. The event had a great turnout, and staff tabled the event. We handed out $10 DDA Explore Ypsi gift cards to new students.
- Depot Town Underwear Lady mural is in process. This mural was made possible by the CTAP Grant the DDA received from Destination Ann Arbor.
- Staff attended Ypsi Tasty and created a promotional video that generated a lot of awareness on the event, and can be used to promote the event next year.
- Elize was unexpectedly out of office for a week in September for a family emergency.

September 2026 Progress Report

September 1st- September 30th, 2026

Updates: The Supportive Hands in Neighborhood Enhancement (SHINE) continued to keep YDDA-designated areas clean and litter-free in September! Following the successful transition to DM19 Collaborative Reentry Services, SHINE worker hours reached or exceeded contract hours in all areas last month.

Breakdown of hours for September:
Downtown: 48/48
Parks: 49.017/48
(Frog Island: 19.75/19.2 and Riverside:29.267/28.8)
W. Cross: 51.683/48
Total:148.7/144 (includes 4.15 leftover hours from 4/2026)
Dumpsters: 34.217 hours + informal checks when working downtown.





Program Development:

- The transfer of SHINE to DM19 Collaborative Reentry Services went very smoothly.
- We used some of the leftover hours from April 2026, so we now have the following remaining hours that we had planned to use around holidays/Ypsilanti events: 3.12 hours still remaining for Downtown, 1.048 hours for W. Cross, and 1.567 hours for Riverside.
- The crew will continue to prioritize safety and work when it is safe to do so.

Thank you for your partnership,
SHINE Crew + Leroy Harris and Gregory Harvey

Board Member	Board Attendance %	Committee Assignment
K. Nash-Wong	100%	Marketing, District Vitality
P. Ajlouny	50%	Operations & Finance
B. Jones-Chance	75%	Equitable Investment, District Vitality
N. Brown	38%	n/a
D. Otto	100%	Grants
L. Warren	88%	Grants
A. French	88%	Operations & Finance
B. Foley	63%	Operations & Finance
V. Brown	75%	Equitable Investment
J. Buzzard	75%	Grants
E. Maurer	100%	Operations and Finance
C. Kennedy	63%	District Vitality
M. Foldenauer	50%	Equitable Investment

Committee Attendance %	Second Committee Attendance %	Third Committee Attendance %	Executive Committee
100%	100%	100%	Y
67%			
100%	100%		Y
n/a			
100%			Y
100%	100%		
100%			Y
22%			
100%			
80%			
78%			Y
67%			Y
20%			

Board Member	1/22/2026	2/19/2026	3/19/2026	4/16/2026	5/21/2026
K. Nash-Wong	P	P	P	P	P
P. Ajlouny	P	A	P	A	P
B. Jones-Chance	P	A	P	A	P
N. Brown	P	A	A	A	A
D. Otto	P	P	P	P	P
L. Warren	P	P	P	P	P
A. French	P	P	P	P	P
B. Foley	A	A	P	A	P
V. Brown	P	A	P	A	P
J. Buzzard	P	P	P	A	P
E. Maurer	P	P	P	P	P
C. Kennedy	P	A	P	A	P
M. Foldenauer	A	P	P	P	A

No quorum

6/18/2026	9/17/2026	10/5/2026	10/15/2026	11/19/2026	12/17/2026
P	P	P			
P	A	A			
P	P	P			
P	P	A			
P	P	P			
P	A	P			
A	P	P			
P	A	A			
P	P	P			
P	P	A			
P	P	P			
P	A	P			
P	A	A			

ATTENDANCE %
100%
50%
75%
38%
100%
88%
88%
63%
75%
75%
100%
63%
50%

Committee Member	1/14/2026	2/11/2026	3/11/2026	4/8/2026	5/6/2026
E. Maurer	A	P	P	P	P
P. Ajlouny	P	A	A	A	P
A. French	P	P	P	P	P
B. Foley	A	A	A	P	A
S. Miller*	P	P	A	A	A
S. Cool*	P	P	A	P	A

*not a board member

No quorum

No quorum

6/10/2026	7/8/2026	9/9/2026	10/7/2026	11/11/2026	12/9/2026	Attendace %
A	P	P	P			78%
P	P	P	P			67%
P	P	P	P			100%
P	A	A	A			22%
P	P	P	P			67%
A	P	A	P			56%

Notes:

Committee Member	1/27/2026	3/27/2026	5/8/2026	6/12/2026	10/9/2026
L. Warren	P	P	P	P	P
D. Otto	P	P	P	P	P
J. Buzzard	A	P	P	P	P
K. Schreiber*	A	A	P	N/A	N/A
R. Murphy*	P	P	P	P	A
J. Eastridge*	P	P	P	N/A	N/A
Y. Portis*	A	P	A	A	N/A

*not a board member

Attendance %
100%
100%
80%
33%
80%
100%
25%

Committee Member	1/13/2026	2/10/2026	4/7/2026	5/12/2026	6/9/2026	9/8/2026
Y. Portis*	P	P	P	A	P	A
B. Jones-Chance	P	P	P	P	P	P
V. Brown	P	P	P	P	P	P
D. Cinti*	P	P	P	P	A (online)	A
R. Williams*	A	A	A	N/A	N/A	N/A
M. Foldenauer	N/A	**N/A**	P	**A**	A	A

*not board members

No Quorum

10/6/2026	ATTENDANCE %
N/A	83%
P	100%
P	100%
A	57%
N/A	0%
A	20%

No Quorum

Committee Member		1/9/2026	2/13/2026	8/3/2026
K. Nash-Wong	P	P	P	
C. Kennedy	P	A	P	
B. Jones-Chance	P	P	P	

*not board members

Attendance %
100%
67%
100%

Committee Member	1/7/2026	2/5/2026	3/5/2026	5/7/2026	5/20/2026	7/24/2026
K. Nash-Wong	P	P	P	P	P	P
D. Cinti*	P	A	A	P	A	P
J. Stralnic*	A	A	A	P	N/A	N/A
D. Smith*	A	A	A	P	A	A
M. Eddy *	N/A	N/A	P	A	P	A
M. Skryzynski *	N/A	N/A	N/A	N/A	N/A	P

*not board members

9/3/2026	10/8/2026	Attendance %
P	P	100%
P	A	50%
N/A	N/A	25%
A	N/A	14%
N/A	N/A	50%
A	A	33%

Article II, Section 6 of the Ypsilanti DDA bylaws states "All Board members are required to attend no les scheduled meetings, including mandatory annual meeting, and no less than 75% of all regularly schedu within any fiscal year. The number of missed meetings will be tracked by the Executive Director, and up threshold, the Chairperson will be notified and removal proceedings shall commence".

Article II, Section 7 of the Ypsilanti DDA bylaws states "Pursuant to proper notice, written explanation o opportunity to be heard, a Board member may be removed from office for neglect of duty including nor record, misconduct, malfeasance, or any other good cause. Following a majority vote of the Board to re recommendation shall be submitted to the City Council of the City of Ypsilanti. Upon a majority vote of the Board member shall be officially relinquished of their duties."

s than 75% of all regularly
uled committee meetings
pon reaching noted

of rationale, and an
ncompliant attendance
emove, a letter of
the City Council to remove,

MINUTES
OPERATIONS AND FINANCE COMMITTEE MEETING
8:30 AM - Wednesday, October 07, 2026
SPARK East - 215 W Michigan Ave, Ypsilanti, MI 48197

1. CALL TO ORDER (8:34 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, Sarah Miller supported the motion. Motion passed unanimously.

4. APPROVAL OF MINUTES

A. 9-10-26 Minutes

Sarah Miller motioned to approve the 9-10-2026 minutes, Andy French supported the motion. Motion passed unanimously

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

6. FINANCIAL REPORT

A. Financial Report and Check Registry

Elize went over the check registry on page 8 of the packet. We finally paid out Ballard and Freighthouse lot for fiscal year 25/26.

Andy asked about the check registry for the EOS payment. He mentioned it's a lot of money to pay for one camera. Elize went over the issue with the camera and how it is wired across town with a new camera so that is why the cost is high.

7. NEW BUSINESS

A. SHINE Contract Renewal 2027

Elize went over the SHINE contract renewal. Which is staying the same as the previous year. Elize would like to combine the two contracts that we have into one, and wants to see if the hours we have laid out

for each district. The contract starts on page 18 of the packet. The total is $87,000 a year. Sarah Miller asked if we have gotten feedback, and Elize mentioned they have gotten a lot of good feedback. Elize mentioned they don't think the trash pick up is needed in the winter time for the parks and trails because they are not maintained over the winter. Elize went over the organizational shift that SHINE is going through. The SHINE team has shifted from LAITR to DM19. DM19 was started by Leroy who runs the SHINE crew. DM19 has board members from LAITR staff. Leroy is able to hire more people without a hard 90 day cutoff. Elize mentioned they only got positive feedback from the downtown businesses for snow removal. Elize went over the hours the SHINE crew spends in each district. Elize asked if there were any other locations we should have them focus on, and Andy mentioned once Frog Island Parking lot is open to possibly have them check that. The committee discussed having their hours go down to 4 hours at riverside park. Elize mentioned we do $2,000 a month for snow plowing in the winter. Andy asked if they need the snow plowed on W. Cross. Paul Ajlouny mentioned it would be a good resource to have in that district. Elize mentioned having it go from W. Cross and Perrin St as well. Emmy Maurer asked if it was over the weekends. Elize said they are contracted to go out a few hours after there is 1 inch of snow, including the weekend.

Andy French motioned to approve the contract with the adjustment of hours and including W. Cross to the program for snow services, Sarah Miller supported the motion. Motion passed unanimously.

B. Community Gift Card Holiday BOGO Discussion

Elize went over the community gift card program, and during the holidays there is an uptick of people purchasing. There are programs through the gift card we could utilize like a BOGO deal. Sarah Miller mentioned most deals she has seen for gift cards is a 20% addition. Andy suggested doing an additional $20 for every $100 spent. Sarah Miller said doing a black friday deal or a Small Business Saturday special. Elize mentioned they also have a restaurant week deal program through Yiftee.

Sarah Miller motioned to recommend to the board a $20 dollar for every $100 spent on the YDDA Community Gift Card during Black Friday and Small Business Saturday, Andy French supported the motion. Motion passed unanimously.

C. Rescheduling the November Meeting Due to Holiday

The next meeting for Operations and Finance is on November 11, and that falls on Veterans Day. The committee agreed to move the meeting to November 12 at SPARK East starting at 8:30 am.

8. PROPOSED BUSINESS

Andy French said that 90% of the Frog Island Lot is done, and Andy French is wondering why they have not worked on it in the last couple of days. Elize mentioned that they are probably waiting for it to cure. Andy French would like Elize to communicate that to the businesses. Elize is going to check in with Bonnie on when the EV charger will be up and running by Sweetwaters. Andy French mentioned that

when they restripped the freighthouse lot they did not line up the lines with the meters, and that needs to be fixed.

9. PUBLIC COMMENT (3 MINUTES) - none.

10. ADJOURNMENT (9:57 am)

MINUTES
GRANTS COMMITTEE MEETING - Special Meeting
09:00 am - October 09, 2026
Council Chambers - 1 S. Huron St.

1. CALL TO ORDER (9:00 am)
2. ROLL CALL

DIETER OTTO (C)	**P**
RICHARD MURPHY	**A**
JULIUS BUZZARD	**P**
LIZ WARREN	**P**

3. AGENDA APPROVAL

Elize suggested a change in the agenda for updating the FY 26/27 Downtown Facade and Rehab Grant Funding to FY 25/26 Downtown Facade and Rehab Grant Funding

Liz Warren motioned to approve the agenda with the change. Julius Buzzard supported the motion. Motion Carried - unanimous.

4. APPROVAL OF MINUTES
06-12-2026 MINUTES

Liz Warren motioned to approve the minutes from 6-12-2026 and Julius Buzzard supported the motion. Motion Carried - unanimous.

5. PUBLIC COMMENT (3 MINUTES) - none.

6. NEW BUSINESS

A. Storefront-Ready Grant Program Development Discussion

Elize has been working on this. It would be a new type of grant that would help a business coming out of an incubator or co-working space like Growing Hope, SPARK, or Back Office Studio. They would also be a program that is going through the SBDC program or has gone through it. The goal would be to retain the talent that is being incubated here instead of going outside of the city. Dieter Otto asked if this would be money we would provide or money that we would find from the state. Elize mentioned the loss of state funding. Elize mentioned with Downtown we have more funding to support this. Elize reached out to Colleen Kennedy, and she mentioned this program would be helpful. Colleen mentioned if it was a

$10,000 one-time grant, it would be significantly helpful. Some vacancies need help getting up to code. The agreement would involve a 3-year lease agreement. Dieter Otto mentioned for $10,000 that would be a difficult amount of time to agree to. Liz Warren asked if this would just be one grant for $10,000. ELize mentioned we could decide the amount to take to the board. Liz asked if this is something we would incorporate into our market analysis to not support a market that might already be saturated. Liz Warren mentioned if a market is saturated this could still work as long as it is a niche in the market. Liz Warren asked if this would support E-Commerce. Elize mentioned that in their recast leaders program, they stress how important E-Commerce is. Elize mentioned that it could be another grant. Elize mentioned they would move forward with the Storefront-Ready Grant, and work on a secondary grant for E-Commerce.

B. "Change of Use" Eligibility discussion for Facade and Rehab Grants

Elize was talking to Colleen Kennedy, and in the past we used to cover a lot more for Facade and Rehab grants, but we have changed it to ADA compliance focused. Colleen mentioned that a lot of our spaces we have are not up to date for a change of use. Elize mentioned that if there is a space that is retail, and it needs to be converted to a venue or a restaurant it could prevent a lot of people from being able to open. Elize mentioned when you apply for a permit to change a space into a venue for example, the permit could be denied, not because it is not ADA compliant, but because there are not enough stalls to bring it up to code. Elize wants to include a change of use to the Facade and Rehab grant to help businesses coming in. The grant would still only cover things that can not easily be removed, but focused on bringing buildings to code for the change of use. This would be a 50-50 grant. Elize will work on this for the committee to review.

C. FY 25/26 Downtown Facade and Rehab Grant Funding

William Sloan was working with MEDC for a grant, and about a month ago MEDC cut every budget for grants, and William Sloan will not be able to complete the project without MEDC support. That leaves $40,000 back into the budget. Elize is wondering what the committee thinks we should do with the returned money. Liz Warren asked if he was able to keep the money, when would he have to spend the money by. Elize mentioned it would have had to be spent by the end of this fiscal year in July. Elize mentioned they can move the money around with how much money we have in the budget. They are wondering if we should put the grant back out, or it could pilot another program we talked about. Liz Warren asked if we should do another round, and if it doesn't get spent for it to rollover. Dieter Otto mentioned having it in the spring with the change of use update we are hoping for, and Liz Warren said it would give us time to communicate with people.

D. Annual Event Evaluation

Elize provided an Event Evaluation Self Assessment that the found through the MML as a resource. Elize mentioned it would make sense that other committees have something like this to evaluate our internal events like Sammie Slam or the Storefront Competition. Elize is looking for a framework for events that

we sponsor as well to look at future support of the event. This could be a part of the rubric that gets scored. Elize mentioned that in the events program they have included as a guideline that the event would have to provide us with information, so an assessment of the event could be a part of the rubric. Liz Warren mentioned there could be a new event sponsor with a kicker for the next year if it is successful. Julius Buzzard mentioned that there is confusion from the general public if the grant is for new events or existing events. Elize is asking if there should be a separate event pot for new events. Liz Warren mentioned the pot could be split with new and existing with two separate rubrics for new events and recurring events.

Liz Warren mentioned having people who have received grants to apply for this committee. Dieter Otto mentioned someone who has received a Facade Grant would be a good fit for this committee. Liz Warren asked Danya to review the Event Self-Assessment form in the packet. Dieter Otto mentioned having a separate line item for new events, and Liz Warren mentioned at least having a separate rubric for new events. Elize mentioned that the bridge is closing down in Depot Town, and they need to go door-to-door soon to evaluate if businesses in Depot Town want the street closed down, or is a call for having a closed space and throwing an event.

7. PROPOSED BUSINESS

Dieter Otto mentioned having this committee looking for more members for this committee. Liz Warren suggested asking Avery Williams, and Danya mentioned asking Bubbles from the City. Liz Warren mentioned doing a call for committee members. Liz Warren mentioned having a little rubric to give to people who are interested so they know what is expected with previous success stories for buy-in and showcase what the grants committee does.

8. PUBLIC COMMENT (3 MINUTES) -none.

9. ADJOURNMENT (10:12 am)

Shared Youth Services of Washtenaw County

RESTORATIVE CONFERENCING NETWORK

What is this?

- Ypsilanti-area youth-serving agencies have been trained to lead and support restorative conferences within and across our organizations and community.

Why restorative conferencing?



- Punitive responses often do not repair harm or address the conditions that contributed to it.
- A restorative conference creates an opportunity for those affected to be heard and for young people to take meaningful responsibility.

If a harmful incident involving a young person occurs, please scan the QR code or contact a trained facitator!

Restorative trained facilitators

Corner Health

Sage El-Yah

Degayaria Witten

Sara Jackson

Ozone House

Jeanette Hadden

Mariah Gregory

Student Advocacy Center

Ericka Vonyea

Ashonte Pryor

Ypsilanti DDA

Elize Jekabson

Girls Group

Kepriah Davis

Avion Williams

Keonia Ridley

Educate Youth

Bonita Fultz

Gail Wolkoff

Ypsilant Library

Thomas Anderson

Stephanie Pocsi-Morrison

Jenny Hannibal

LAITR
Proposal for Services

Winter Contract: Dec. 2025 to end of March 2026

12/8/25

Overview

LAITR is pleased to submit this modified proposal for services to support YDDA's mission to support growth and economic development for residents and businesses in our community. The goals of the YDDA are in line with our goals for development of employment programming for underserved communities that have difficulty obtaining and maintaining employment independently in typical settings, thus leading to increased poverty and crime in our community. This proposed collaboration directly supports LAITR's mission to increase equitable opportunities for justice-involved individuals (JII) and we are grateful for the opportunity.

The Objective

To continue our partnership with YDDA through winter 2025-2026 to meet various needs of the community, environment and residents through a LAITR work program for JII. We aim to ensure accessibility and safety in the YDDA.

We look forward to proposing expansion and continuation of services below:

Proposal and Recommendations

Recommendation: Winter Services Package (4-month contract modification) December 2025-March 2026

1. Litter Clean Up & Shovel/Salt ADA Intersections: 104 hours monthly flat rate $4,680, hours broken down below (26 hours p/wk total):
    a. DOWNTOWN: 8 hours p/wk
    b. WEST CROSS: 8 hours p/wk
    c. RIVERSIDE PARK: 6 hours p/wk
    d. FROG ISLAND: 4 hours p/wk
2. Routine Dumpster Maintenance x3 Dumpsters: flat rate $750 p/month
    a. Maintaining enclosures at: 25 S Adams, 107 Ferris, and 29 N Huron
        i. Includes notifying YDDA of large bulk items

ii. Includes regular maintenance to clear of debris
iii. Includes managing grease or snow/salt removal

3. Snowblow & Salt for Sidewalks with 1 or more inches of snow: **$3,000 p/month** flat rate (estimated 5-5.5 miles)
    a. Sidewalks:
        i. MI AVE:
            1. Towner building N. Huron to Hamilton, both sides
        ii. **ADDITIONAL BLOCKS:** (between Ferris and Pearl)
            1. Huron
            2. Washington
            3. Adams (to Trojan & back)
            4. Hamilton
            5. Pearl
            6. Ferris
    b. On call personnel and administration assistance
    c. LAITR/SHINE will track number of 'pushes' each month and provide to YDDA in monthly report

Weather Conditions/Liability

- SHINE reserves the right to delay or postpone snow removal services due to extreme weather conditions (e.g., blizzard, whiteout, severe ice) that pose safety risks to personnel and equipment.
- SHINE shall not be liable for any damages arising from unforeseen circumstances beyond their reasonable control, including property damage due to existing defects or conditions on the Client's property.
- SHINE shall not be liable for any damages arising from unforeseen circumstances beyond their reasonable control, including pedestrian injuries as a result of falls; liability resides with the property owners.
- SHINE will return the key and the two snowblowers to the fire department in good condition at the conclusion of this contract.

Pricing

The following table details the pricing for delivery of the services outlined in this proposal with an estimated cost of services which are subject to change monthly with approval from the YDDA. This pricing is valid for 30 days from the date of this proposal:

Litter/Shovel/Salt 104 hours p/wk: $4,680 p/month Dumpster Maintenance: $750 p/month Snowblowing Sidewalks: $3,000 p/month
Total Estimated p/month: $8,430

Conclusion

We look forward to working further with YDDA and supporting your efforts for community wellness, growth and thoughtful development. We are confident that we can meet the challenges ahead and stand ready to partner with you in delivering effective services for a cleaner, healthier and safer community. We are grateful to have a governing body that appreciates the value of all community members, including our population of formerly incarcerated individuals.

If you have questions on this proposal, feel free to contact Ariana Gonzalez or Elyse Boyle at your convenience by email at agonzalez@lifeafterincarceration.com and eboyle@lifeafterincarceration.com

Thank you for your consideration.

If you agree to the terms of this proposal, please sign and date below to initiate services:

[redacted] 12/09/2025

Title: Date:

[redacted] 12/09/2025

Elyse Boyle, OTR/L, CTP Date:

Founder and Executive Director of LAITR

Current Contracts				
	December- March '27		**April-November '27**	**Totals per year**
Downtown				
Litter Clean Up & Salt ADA Intersections	$5,760	Litter Clean Up	$17,280	$23,040
Litter Clean Up Riverside Park	$4,320		$10,368	$14,688
Dumpster Maintenance	$3,000		$6,000	$9,000
Snow Removal and Salt for Sidewalks	$8,000		$0	$8,000
Total	$21,080		$33,648	$54,728
Depot Town				
Litter Clean Up Frog Island Park	$2,880		$6,912	$9,792
Total	$2,880		$6,912	$9,792
West Cross				
Litter Clean Up & Salt ADA Intersections	$5,760	Litter Clean Up	$17,280	$23,040
Total	$5,760		$17,280	$23,040
Grand Total	$29,720		$57,840	$87,560

Ops and Finance Recommendations				
	December- March '27		April-November '27	Totals per year
Downtown				
Litter Clean Up & Salt ADA Intersections	$5,760	Litter Clean Up	$17,280	$23,040
Litter Clean Up Riverside Park	$2,280		$10,368	$12,648
Dumpster Maintenance	$3,000		$6,000	$9,000
Snow Removal and Salt for Sidewalks	$8,000		$0	$8,000
Total	$19,040		$33,648	$52,688
Depot Town				
Litter Clean Up Frog Island Park	$1,440		$6,912	$8,352
Total	$1,440		$6,912	$8,352
West Cross				
Litter Clean Up & Salt ADA Intersections	$5,760	Litter Clean Up	$17,280	$23,040
Snow Removal and Salt for Sidewalks	$4,000			
Total	$9,760		$17,280	$27,040
Grand Total	$30,240		$57,840	$88,080

Downtown Development Authority of the City of Ypsilanti
County of Washtenaw, State of Michigan

RESOLUTION APPROVING A DDA COMMUNITY CARD BOGO PROGRAM

The following preamble and resolution were offered by Member_____and supported by Member _____.

WHEREAS, Ypsilanti Downtown Development Authority (YDDA) promotes district vitality through creating incentives and driving foot traffic to storefront businesses

WHEREAS, the YDDA Operations and Finance Committee recommends that the YDDA pilot a Buy One Get One Incentive ($20 Match on every $100) through the DDA Community Card program for Black Friday and Small Business Saturday.

NOW, THEREFORE, BE IT RESOLVED THAT:
The YDDA authorizes staff to pilota Buy One Get One Incentive ($20 Match on every $100) through the DDA Community Card program for Black Friday and Small Business Saturday.

AYES:
NAYS:
ABSTAINED:

YES:

NO:

ABSENT

ABSTAINED:

VOTE:

Resolved, this 15th day of October, 2026

Downtown Development Authority of the City of Ypsilanti
County of Washtenaw, State of Michigan

RESOLUTION FOR RETURNED DOWNTOWN FACADE AND REHAB GRANT FUNDING

The following preamble and resolution were offered by Member_____and supported by Member _____.

WHEREAS, Ypsilanti Downtown Development Authority (YDDA) promotes district vitality through its Facade and Rehab Grant Program.

WHEREAS, grantee William Sloan has informed the YDDA that his project is no longer viable due to circumstances beyond his control and will no longer request disbursement of $40,000 Downtown FY 25/26 Facade and Rehab Grant fund (currently in Downtown restricted fund).

WHEREAS, the YDDA Grants Committee discussed including allowing “Change-of-use” projects for the Facade and Rehab Grant program.

AND WHEREAS, the YDDA Grants Committee recommended the $40,000 be budgeted towards the FY 27/28 Downtown Facade and Rehab Grant program for the total budget of $80,000.

NOW, THEREFORE, BE IT RESOLVED THAT:
The YDDA directs staff to update the Facade and Rehab program to include “Change-of-use” eligibility, and to bring back to the Board for approval, and to leave $40,000 in the Downtown Restricted fund until the FY 27/28 grant cycle.

AYES:
NAYS:
ABSTAINED:
ABSENT:

Resolved, this 15th day of October, 2026

Memo: Ypsilanti DDA Marketing Infoseries

The Ypsilanti Downtown Development Authority (YDDA) Marketing Committee created a 4-course informational series that will help businesses within the DDA district market their unique storefronts and attract visitors and repeat customers. This series will be free to DDA business owners and recordings will be available for download in the business orientation packets that new businesses receive. Experts in the field will cover key topics and business owners will have the opportunity to connect. We engaged the YDDA business community with a survey asking them what topics interest them the most and created the series around the results of that survey. Lunch will be provided and workshop attendants will be entered to win a $500 business marketing stipend. This project is made possible by Destination Ann Arbors Community Tourism Action Plan Grant.

November 19, 2026
Search Optimization for DDA Businesses

December 4, 2026
DDA Collaborations and Partnerships

January 15, 2026
Social Media 2.0

February 5, 2026 (Date yet to be confirmed)
Data-Driven Campaigns on a Budget