CITY OF YPSILANTI
YPSILANTI DDA OPERATIONS AND FINANCE COMMITTEE
Wednesday, October 7, 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. September 10, 2026 Minutes

5. PUBLIC COMMENT (3 MINUTES)

6. FINANCIAL REPORT

A. Check Registry and Financial Report

7. NEW BUSINESS

A. SHINE Contract Renewal 2027

B. Community Gift Card Holiday BOGO Discussion

C. Rescheduling the November meeting due to Veterans Day

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, September 10, 2026
SPARK East - 215 W Michigan Ave, Ypsilanti, MI 48197

1. CALL TO ORDER (8:39 am)
2. ROLL CALL

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

3. AGENDA APPROVAL

Elize asked to update
Sarah Miller motioned to approve the agenda, paul supported the motion. Motion passed - unanimous.

4. APPROVAL OF MINUTES

A. 7-8-26 Minutes

Paul motioned to approve the 7-8-2026 minutes, Sarah supported the motion. Motion passed - unanimous.

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

6. FINANCIAL REPORT

A. Financial Report and Check Registry

Elize went over financial report and is still waiting on ballard lot and freighthouse lot invoices from the city. Besides the large numbers coming out the actuals are pretty accurate. Every expenditure over the last two months is on page 15 of the packet.

Andy asked about restricted fun balance is actual amount or placeholder. Elize said it is just the placeholder but within a few dollars of the actual amount.

Downtown has rolled over facade rehab grant from last year. We did do payouts for facade grant for Vinnys.

Paul asked about payout for facade and if we payout after a CofO is given. Elize confirmed that Vinnys does have a CofO now.

7. NEW BUSINESS

A. Holiday Lighting Plan 2026

Elize has approached same vendors as last year for the holiday lighting. The depot town clock tower is going to change from natural to artificial garland. Last year we did natural and it died quickly. Leclerc handles our leasing for lighting. They have given us expectations for Washington, W. Cross. It is the same price as last year, but there is an addition for adding additional poles which is included in the estimate. W. Cross would remain the same with what we did last year. There are photos with options for what we would be doing. The lease that DPW does there are two different options. One is a $1,000 dollars more based off what type of decoration can fit the pole. The parking lot on N. Huron street is included in the estimate, and the question is if we should do the other lots and that is not in the quote yet. Emmy Maurer mentioned she thinks it is a good idea. N. Adams would probably be the same cost as N. Huron, but double for S. Huron.

On page 23 of the packet there is a map of types of lights and where they would go. On page 26 of the packet there is a breakdown of the total cost.

Sarah Miller asked if we should keep some money in the pot if EMU wanted to engage Downtown more. Elize mentioned we have a lot of money, and that shouldn't be a concern. Andy mentioned when begonia comes out to fix some of the lights in Depot Town if they can get an estimate to light up and decorate the plaza better. He also mentioned hanging a banner. Elize mentioned they got a quote to stabilize the cord for the banner and it is $5,000. Andy is wondering if EMU would be interested in contributing to that.

Elize is going to get a quote for getting additional holiday lighting in the plaza.

Andy French Motioned to recommend the estimate for all three districts to the board, and include additional quotes for plaza, light poles, two parking lots when found, Sarah Miller
Further discussion - Andy French wants a timeline for when the lights will be hung up.
Motion passed unanimously.

B. DDA Bylaw Update

Elize sent an email of the draft bylaws to the committee. They have sent questions of current bylaws to the attorney. The attorney is creating new bylaws for us. The way the attorney has structured the committees leaves us with some questions. The question is if ad hoc committees have to be subjected to OMA if they report to committees and not directly to the board. Elize is working on clarification. Elize is clarifying about if the treasurer has to sign off on invoices. Elize also has some questions on PA-57.

Additional questions on financial audit by the City. Elize compared bylaws side by side, there are some things in the old bylaws that we want to carry over just to be more clear. For example, the city council and mayor being advised to vote for new board members of the DDA. There is nothing in the new bylaws that dictate if a board member passes away or steps down, and Elize would like that included in the bylaws. There is a bylaw about missing 3 meetings or over 25%. Andy French thinks this is something we should be more rigid on with less flexibility. There does not seem to be a provision for emergency absences which should be included. Sarah Miller thinks there should be flexibility on ownership of property interest on the board bylaws. Sarah Miller including clarification of practice to include people outside of the district for expansion of viewpoints and expertise. Andy French thinks state law should come first, and put state laws in bylaws. Elize mentioned we have to follow city ordinances. Andy French mentioned that the City Council has tried to put people on the board that did not add value, and he would like clarification on deeming an expert if bringing people in that are outside of the district. Sarah Miller mentioned that usually in bylaws there is a board duties section for general duties for the entire board. There should be consideration of duties when appointing board members. Elize mentioned we gave a suggestion rubric to the mayor and Elize can pull from that to add to the bylaws. Andy French mentioned there is no secretary mentioned in the board. Elize said that is what Danya's hired position is for. Sarah Miller mentioned that would make Danya an official officer and signer. Elize will take this information to the lawyer to get more information. Andy French would like to see some more official responsibility for the treasurer.

Andy French brought up article 3 section 2 and it being a one year term, and we have been operating on a two year term. Elize mentioned we have been doing a one year term, but there is no cap in the new bylaws, and the old bylaws are with a three year cap. Andy French mentioned keeping it at a one year term, two year cap, but after one year of the gap the board member could be voted back into the position.

Elize mentioned new bylaws don't say anything about an annual meeting, and that they want to include that. Andy French would like to see the annual meeting be pushed back a few months since we have a gap in meetings for summer. Andy French would like to see the annual meeting pushed back til at least October. Elize mentioned election of officer, has to be within 90 days of the annual meeting so that could be done in December. Sarah Miller asked what the annual meeting is set to accomplish. Elize clarified what the annual meeting was for. Sarah Miller mentioned having an interview process to a committee for interested DDA members, and then that gets sent to City Council as a recommendation for election of new board members. Sarah Miller also mentioned including a City Council member and the Mayor on the interview process. Andy French and Sarah Miller mentioned having this written into the bylaws. Sarah Miller thinks there should be more of a conversation when it comes to the election of officers.

Elize mentioned we don’t have anything in the new bylaws about an executive committee, and that they will get that written in. Elize mentioned participation of board members to committees and how that has been difficult. Sarah Miller mentioned changing the term “have” to “may” service on a committee if you are a board member. Elize mentioned including an existence of committees, but not naming each

committee in the bylaws for flexibility. The chairperson of each committee makes up the Executive committee. Sarah Miller thinks that the executive committee should just be the board officers. Elize thinks that committee chairs with officers makes it more transparent and adds value to it. Sarah Miller mentioned adding and removing committees for board purposes. Elize mentioned capping committees, but the committee disagreed on that idea. Paul Aljouny mentioned including a policy of amending bylaws as needed. Sarah Miller mentioned that is a possibility. Andy French mentioned in the new bylaws that there is language on amending bylaws. Andy French mentioned adding a best practice on reviewing the bylaws within a certain timeline.

C. DDA Market Analysis Draft Presentation

Elize went over the DDA Market Analysis Draft which can be found in the packet. Elize mentioned the next part is finding the missing components that would lead to the goals. Andy French want to see what the current demographics are and what businesses they would support. Andy French wants to include demographics into the report when considering goals. Elize went over the goals - clothing apparel, outdoor , need for grocery fresh food, baby/family specific retail.

Food and beverage gap - breakfast, fast/quick/healthy lunch options, bottle/wine store, smoothie/juice retail, food hall vendor market.

Entertainment - nightlife gap, venue gap, movie theater/screening room, interactive gaming venue, comedy performance venue.

Service gaps – fitness studio, childcare/drop-in care, hotel and hospitality, pet friendly services, packing and shipping services.

This report is also to help inform Water Street development. Andy French mentioned that including a commercial real estate expert when considering the report. Elize mentioned COlleen Kennedy was included in the report. Elize mentioned there is a gap with zoning. Emmy Maurer mentioned there are some services listed that were open, but closed and considering past history. Andy French mentioned including demographics into the report because 30% of our population is below the poverty line. Elize mentioned what we are facing in Ypsilanti is not a unique struggle.

Elize continued going through the report. The goals that have been outlined (on page 47) are more specific by district. Elize mentioned on the last 3 pages there is a list of vacancies. Sarah Miller recommends putting a disclaimer at the end of the report for liability. Andy French would like to see more information highlighted on non-profits. Sarah Miller mentioned Saline has a rotating door on retail, and possibly the correlation between Saline and Ypsilanti is the business corridor being on Michigan Ave. Sarah Miller is wondering if there is an Urban Planner to help us dissect opening a business on Michigan Ave and the struggle. Sarah Miller mentioned that Michigan Ave needs high E-commerce and destination businesses. The committee has recommended taking this presentation to the board.

D. Maple Lot Parking Lot - Proposed Hours

RIght now Maple Lot is 24 hours, and we have run into some issues. To strengthen enforcement of the lot. 3 hour limit for maple lot, and no overnight parking

Andy French motioned to recommend approval of the proposed changes to the Maple Street Lot parking rules. Sarah Miller supported the motion. Motion passed- unanimous.

E. Drinking Fountain License Agreement with Growing Hope

Elize went over agreement for drinking fountain

Sarah Miller motioned to recommend the Board move forward with the Drinking Fountain License Agreement with Growing Hope. Andy French supported the motion. Motion passed - unanimous.

8. PROPOSED BUSINESS

9. PUBLIC COMMENT (3 MINUTES) - none.

10. ADJOURNMENT (10:27 am)

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**

	December- March '27		April-November '27	Totals
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

LAITR
Proposal for Services

11/3/25

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) Nov 2025-March 2026

1. Litter Clean Up & Shovel/Salt ADA Intersections: 104 hours monthly flat rate, hours broken down below:
    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 p/month
3. Snow Removal & Salt for Sidewalks with 1 or more inches of snow: $1,000 p/month flat rate MI Ave
    a. Sidewalks:

i. **MI AVE:**
    1. North side of Michigan Ave: from 432 W. Michigan down past dos hermanos, Skip the u of m building, then down all the way to 2 W. Michigan.
    2. South side Michigan Ave: MI Ave and Hamilton on the side of the university bank building all the way down to the bank of Ann Arbor.

ii. **ADDITIONAL BLOCKS:** (between Ferris and Pearl) $1000 per month flat rate or $250 per block per month
    1. Huron
    2. Washington
    3. Adams (only down to Speedys on one side)
    4. Hamilton

b. On call personnel and administration assistance

c. **Pending locating 2 snowblowers and storage space in collaboration with YDDA*

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.

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: $4,680 p/month Dumpster Maintenance: $750 p/month Snowblowing Sidewalks $4,000 for 4 months (or $1,000 p/month) ***Add on options: Can add on 1-4 blocks for $1000 each for 4 months*

Litter, ramps & dumpsters: $5,760 p/4 weeks **Sidewalks on MI ave: $1,000 p/4 weeks** **Option to add on 1-4 blocks**
Total Estimated p/month: $6,760 without add-on blocks

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:

Title: Date:

Ariana Gonzalez, OTD, OTR/L Date:
Founder and Executive Director of LAITR

LAITR Proposal for Services

Elyse Boyle, OTR/L, CTP and Leroy Harris, Team Lead

03/10/2026

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 to meet various needs of the community, environment and residents through a LAITR work program for JII.

Proposal and Recommendations

Recommendation: Phase 2 (8-month contract modification) April-November 2026
The SHINE crew will continue litter clean up in the Downtown District, W. Cross District and Riverside and Frog Island Parks as indicated by the YDDA (increase to 36 hours p/wk). Due to the increased traffic during warmer months, a need to increase frequency of litter clean up has proven necessary for maintenance of cleanliness.

DOWNTOWN: 12 hours p/wk
WEST CROSS: 12 hours p/wk
RIVERSIDE PARK: ~7.2 hours p/wk
FROG ISLAND: ~4.8 hours p/wk

Additionally include:

1. 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 removal

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:

Transportation/vehicle/gas, supervision, training, program development + 36 hours p/wk or equivalent to 144 hours p/month: $6,480 Dumpster Maintenance: $750 p/month
Total Estimated p/month: $7,230

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 Elyse Boyle at your convenience by email at eboyle@lifeafterincarceration.com or by phone at 734-460-0139.

Thank you for your consideration.

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

Title: Executive Director Date: 3/30/26

Elyse Boyle, OTR/L, CTP Date:
Executive Director of LAITR