

City of Ypsilanti
Downtown Development Authority

Board of Directors Meeting
Thursday, October 18th, 2018 – 8:30 a.m.
Agenda

The **Mission** of the Ypsilanti Downtown Development Authority (YDDA) is to undertake district-wide improvements that have the greatest impact in strengthening the downtown areas and attracting new business. The primary goal of the YDDA is to implement positive economic, physical, aesthetic, and community changes in each of our four districts.

I. Call to Order

II. Roll Call

Amanda Edmonds	P	Ylondia Portis	A
Kayia Robinson	P	Andrew O’Neal	P
Adam Gainsley	A	Janette Rook	P
Danielle Milner	P	Andy French	P
Ben Harrington (C)	P	Dieter Otto	P

III. Introductions

IV. Approval of Agenda (X)*

Dieter Otto motioned to approve the agenda and Danielle Milner supported the motion. The committee approved the agenda. Motion Carried.

V. Approval of May 17, 2018 Minutes (X)*

Danielle Milner motioned to approve the May 17, 2018 meeting notes and Janette Rook supported the motion. Motion carried.

Audience Participation (3 minutes each)

Michigan Advocacy Program is happy to host and be here in Ypsi.

VI. Staff Report/Financial Report (X)

Busy month with grants and Depot town Get-Down this upcoming Saturday. Maps for the event are passed out at this time.

VII. Standing Committee Reports

● **Grants Committee**

Dieter Otto described the grant committee process to the board. These grants will improve employment, cash flow, prop value ect.

Joe Meyers believes he can get more grant funding from the MEDC seeing how high the demand is in the DDA District.

Amanda Edmonds gave the example of rehab grants using the Lampshade to Ziggys example.

Joe Meyers goes over the grant grading rubric with the board.

These include-

Historical Significance of the Property

Visual Impact of the Project

Project Consistency with Historical Content of District

High Traffic/ Profile Area

High Traffic/ Profile Business

The grant committee also considers attachment 3 of the grant application into the score.

Sidetrack - Owner Jessica French presented Sidetrack project to the board.

Tower Inn- Owner Rois Savvides presented Tower Inn Project to the board.

Ypsilanti Food Co/op- Corrine Sikorski presented YFC project to the board.

209 Pearl- Dan Klenotic presents Pearl Street Ventures project to the board.

- Amanda Edmonds asked if PSV has taken previous options into consideration as the area does flood with rain.

117 Pearl- Owner Bill Sloan presents his project to the board.

- Amanda Edmonds asked if there is a tenant living there now and is there a business Bill is hoping for to move into the commercial space. Bill Sloan responds yes tenant, and hopes for open concept office space.

100 W. Michigan- Robert Cleveland presented his project to the board.

101 W. Michigan- Richard Muszynski presented his project to the board.

- Amanda Edmonds encouraged everyone to look to assess roof weight loads.

Veg-o-rama- Prafulla Kharkar presented Veg-o-Ramas interior rehab project.

The Grants Committee recommended to spend all the MEDC funding to fund all the projects above. Additional award to be taken from each districts reserve.

Janette Rook questioned that the recommendation means that there would be no more grant funding until the end of the year. There are folks who had application issues. It does not feel right to deplete city grant funds in one meeting.

Dieter Otto - We have to spend all the MEDC money regardless. If a project falls through we still have to spend the money.

Joe Meyers - We have an opportunity here to fund and look at this at the operations and finance level.

Ben Harrington stated that the DDA misread demand, and showing the MEDC that we were able to spend the money would put the DDA grants program in a positive light.

Amanda Edmonds adds that the success of this grant round shows impact, demand and leverage to Washtenaw County, who used to help fund our grant program.

Janette thanks board member for the good information.

Joe Meyers adds that the DDA will have \$90,000 on July 1st for the grant program.

Rob Cleveland of 100 W. Michigan stated that he would not be addressing Dalats facade until 2020 if it was not for this grant.

The board allocated fund reserves.

Andy French motioned to use fund reserves to fund the grant applications approved by the Grants Committee and Dieter Otto supported the motion.

Motion passed- unanimous.

100 W. Michigan

The following preamble and resolution were offered by Mayor Amanda Edmonds and supported by Member Andrew French.

WHEREAS, the Ypsilanti Downtown Development Authority (YDDA) Grants Committee is charged with supporting initiatives that enhance downtown's physical environment by promoting walkability and creating an inviting atmosphere; and

WHEREAS, part of an inviting atmosphere is vibrant storefronts and revitalized buildings; and

WHEREAS, the YDDA Grants Committee has expressed a commitment to provide financial incentives to spur the redevelopment and revitalization of buildings throughout the DDA districts; and

WHEREAS, the YDDA Façade Improvement Grant Program set aside \$20,000 for grant awards for the Downtown Districts with the funds to be drawn from the appropriate TIF reserve; and

WHEREAS, the Michigan Economic Development Corporation has awarded the Ypsilanti DDA \$300,000 in grant funding to be used within one year of accepting the award; and

WHEREAS, the YDDA has received a grant request from 100 W. Michigan to help business expand in Downtown; and

WHEREAS, upon review by the Grants Committee it has been determined that the application was complete and the request would be an appropriate use of the grant program; and

WHEREAS, the work committed to from the Building Rehabilitation Grant application has not yet been completed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. YDDA Board approves the award of a Building Façade grant as recommended by the Grants Committee.
2. The award of the grant is contingent on the applicant providing a detailed project schedule/timeline for the previously committed improvements to ensure the project is completed in its entirety.
3. The grant cover up to 50% of the applicable project costs as defined in the program application packet, not to exceed \$100,000
4. The grant is awarded as a reimbursement to the applicant upon completion of the proposed project and that all applicable program requirements are met, including the receipt of all appropriate required approvals and permits.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same hereby are rescinded.

AYES: Amanda Edmonds, Kayia Robinson, Danielle Milner, Ben Harrington, Janette Rook, Andrew French, Dieter Otto

NAYS: None

ABSTAINED: Andrew O'Neal

YES: 7 NO: ABSENT: 2 VOTE: Carried

101 W. Michigan

The following preamble and resolution were offered by Mayor Amanda Edmonds and supported by Member Andrew O'Neal.

WHEREAS, the Ypsilanti Downtown Development Authority (YDDA) Grants Committee is charged with supporting initiatives that enhance downtown's physical environment by promoting walkability and creating an inviting atmosphere; and

WHEREAS, part of an inviting atmosphere is vibrant storefronts and revitalized buildings; and

WHEREAS, the YDDA Grants Committee has expressed a commitment to provide financial incentives to spur the redevelopment and revitalization of buildings throughout the DDA districts; and

WHEREAS, the YDDA Façade Improvement Grant Program set aside \$20,000 for grant awards for the Downtown Districts with the funds to be drawn from the appropriate TIF reserve; and

WHEREAS, the Michigan Economic Development Corporation has awarded the Ypsilanti DDA \$300,000 in grant funding to be used within one year of accepting the award; and

WHEREAS, the YDDA has received a grant request from 101 W. Michigan to help business expand in Downtown; and

WHEREAS, upon review by the Grants Committee it has been determined that the application was complete and the request would be an appropriate use of the grant program; and

WHEREAS, the work committed to from the Building Rehabilitation Grant application has not yet been completed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. YDDA Board approves the award of a Building Façade grant as recommended by the Grants Committee.
2. The award of the grant is contingent on the applicant providing a detailed project schedule/timeline for the previously committed improvements to ensure the project is completed in its entirety.
3. The grant cover up to 50% of the applicable project costs as defined in the program application packet, not to exceed \$100,000
4. The grant is awarded as a reimbursement to the applicant upon completion of the proposed project and that all applicable program requirements are met, including the receipt of all appropriate required approvals and permits.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same hereby are rescinded.

AYES: Amanda Edmonds, Kayia Robinson, Danielle Milner, Ben Harrington, Janette Rook, Andrew French, Dieter Otto, Andrew O'Neal

NAYS: None

ABSTAINED: None

YES: 8 NO: ABSENT: 1 VOTE: Carried

Veg-O-Rama

The following preamble and resolution were offered by Mayor Amanda Edmonds and supported by Member Andrew O'Neal.

WHEREAS, the Ypsilanti Downtown Development Authority (YDDA) Grants Committee is charged with supporting initiatives that enhance downtown's physical environment by promoting walkability and creating an inviting atmosphere; and

WHEREAS, part of an inviting atmosphere is vibrant storefronts and revitalized buildings; and

WHEREAS, the YDDA Grants Committee has expressed a commitment to provide financial incentives to spur the redevelopment and revitalization of buildings throughout the DDA districts; and

WHEREAS, the YDDA Façade Improvement Grant Program set aside \$30,000 for grant awards for the West Cross Districts with the funds to be drawn from the appropriate TIF reserve; and

WHEREAS, the Michigan Economic Development Corporation has awarded the Ypsilanti DDA \$300,000 in grant funding to be used within one year of accepting the award; and

WHEREAS, the YDDA has received a grant request from Tower Inn to help business expand in West Cross; and

WHEREAS, upon review by the Grants Committee it has been determined that the application was complete and the request would be an appropriate use of the grant program; and

WHEREAS, the work committed to from the Building Rehabilitation Grant application has not yet been completed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. YDDA Board approves the award of a Building Façade grant as recommended by the Grants Committee.
2. The award of the grant is contingent on the applicant providing a detailed project schedule/timeline for the previously committed improvements to ensure the project is completed in its entirety.
3. The grant cover up to 50% of the applicable project costs as defined in the program application packet, not to exceed \$45,000.

4. The grant is awarded as a reimbursement to the applicant upon completion of the proposed project and that all applicable program requirements are met, including the receipt of all appropriate required approvals and permits.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same hereby are rescinded.

AYES: Amanda Edmonds, Kayia Robinson, Danielle Milner, Ben Harrington, Janette Rook, Andrew French, Dieter Otto, Andrew O'Neal

NAYS: None

ABSTAINED: None

YES: 8 NO: ABSENT: 2 VOTE: Carried

Amanda Edmonds motioned to award 100 w. Michigan \$100,000 for its facade application, and Andy French supported the motion.

Motion passed - unanimous.

117 Pearl

The following preamble and resolution were offered by Mayor Amanda Edmonds and supported by Member Andrew O'Neal.

WHEREAS, the Ypsilanti Downtown Development Authority (YDDA) Grants Committee is charged with supporting initiatives that enhance downtown's physical environment by promoting walkability and creating an inviting atmosphere; and

WHEREAS, part of an inviting atmosphere is vibrant storefronts and revitalized buildings; and

WHEREAS, the YDDA Grants Committee has expressed a commitment to provide financial incentives to spur the redevelopment and revitalization of buildings throughout the DDA districts; and

WHEREAS, the YDDA Façade Improvement Grant Program set aside \$20,000 for grant awards for the Downtown Districts with the funds to be drawn from the appropriate TIF reserve; and

WHEREAS, the Michigan Economic Development Corporation has awarded the Ypsilanti DDA \$300,000 in grant funding to be used within one year of accepting the award; and

WHEREAS, the YDDA has received a grant request from 117 Pearl to help business expand in Downtown; and

WHEREAS, upon review by the Grants Committee it has been determined that the application was complete and the request would be an appropriate use of the grant program; and

WHEREAS, the work committed to from the Building Rehabilitation Grant application has not yet been completed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. YDDA Board approves the award of a Building Façade grant as recommended by the Grants Committee.
2. The award of the grant is contingent on the applicant providing a detailed project schedule/timeline for the previously committed improvements to ensure the project is completed in its entirety.
3. The grant cover up to 50% of the applicable project costs as defined in the program application packet, not to exceed \$11,621
4. The grant is awarded as a reimbursement to the applicant upon completion of the proposed project and that all applicable program requirements are met, including the receipt of all appropriate required approvals and permits.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same hereby are rescinded.

AYES: Amanda Edmonds, Kayia Robinson, Danielle Milner, Ben Harrington, Janette Rook, Andrew French, Dieter Otto, Andrew O'Neal

NAYS: None

ABSTAINED: None

YES: 8 NO: ABSENT: 1 VOTE: Carried

Sidetrack

The following preamble and resolution were offered by Mayor Amanda Edmonds and supported by Member Andrew O'Neal.

WHEREAS, the Ypsilanti Downtown Development Authority (YDDA) Grants Committee is charged with supporting initiatives that enhance downtown's physical environment by promoting walkability and creating an inviting atmosphere; and

WHEREAS, part of an inviting atmosphere is vibrant storefronts and revitalized buildings; and

WHEREAS, the YDDA Grants Committee has expressed a commitment to provide financial incentives to spur the redevelopment and revitalization of buildings throughout the DDA districts; and

WHEREAS, the YDDA Façade Improvement Grant Program set aside \$30,000 for grant awards for the Depot Town Districts with the funds to be drawn from the appropriate TIF reserve; and

WHEREAS, the Michigan Economic Development Corporation has awarded the Ypsilanti DDA \$300,000 in grant funding to be used within one year of accepting the award; and

WHEREAS, the YDDA has received a grant request from Sidetrack to help business expand in Depot Town; and

WHEREAS, upon review by the Grants Committee it has been determined that the application was complete and the request would be an appropriate use of the grant program; and

WHEREAS, the work committed to from the Building Rehabilitation Grant application has not yet been completed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. YDDA Board approves the award of a Building Façade grant as recommended by the Grants Committee.
2. The award of the grant is contingent on the applicant providing a detailed project schedule/timeline for the previously committed improvements to ensure the project is completed in its entirety.
3. The grant cover up to 50% of the applicable project costs as defined in the program application packet, not to exceed \$27,760.
4. The grant is awarded as a reimbursement to the applicant upon completion of the proposed project and that all applicable program requirements are met, including the receipt of all appropriate required approvals and permits.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same hereby are rescinded.

AYES: Amanda Edmonds, Kayia Robinson, Danielle Milner, Ben Harrington, Janette Rook, Andrew French, Dieter Otto, Andrew O'Neal

NAYS: None

ABSTAINED: None

YES: 8 NO: ABSENT: 1 VOTE: Carried

209 Pearl

The following preamble and resolution were offered by Mayor Amanda Edmonds and supported by Member Andrew O'Neal.

WHEREAS, the Ypsilanti Downtown Development Authority (YDDA) Grants Committee is charged with supporting initiatives that enhance downtown's physical environment by promoting walkability and creating an inviting atmosphere; and

WHEREAS, part of an inviting atmosphere is vibrant storefronts and revitalized buildings; and

WHEREAS, the YDDA Grants Committee has expressed a commitment to provide financial incentives to spur the redevelopment and revitalization of buildings throughout the DDA districts; and

WHEREAS, the YDDA Façade Improvement Grant Program set aside \$20,000 for grant awards for the Downtown Districts with the funds to be drawn from the appropriate TIF reserve; and

WHEREAS, the Michigan Economic Development Corporation has awarded the Ypsilanti DDA \$300,000 in grant funding to be used within one year of accepting the award; and

WHEREAS, the YDDA has received a grant request from 209 Pearl to help business expand in Downtown; and

WHEREAS, upon review by the Grants Committee it has been determined that the application was complete and the request would be an appropriate use of the grant program; and

WHEREAS, the work committed to from the Building Rehabilitation Grant application has not yet been completed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. YDDA Board approves the award of a Building Façade grant as recommended by the Grants Committee.
2. The award of the grant is contingent on the applicant providing a detailed project schedule/timeline for the previously committed improvements to ensure the project is completed in its entirety.
3. The grant cover up to 50% of the applicable project costs as defined in the program application packet, not to exceed \$100,000

4. The grant is awarded as a reimbursement to the applicant upon completion of the proposed project and that all applicable program requirements are met, including the receipt of all appropriate required approvals and permits.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same hereby are rescinded.

AYES: Amanda Edmonds, Kayia Robinson, Danielle Milner, Ben Harrington, Janette Rook, Andrew French, Dieter Otto, Andrew O'Neal

NAYS: None

ABSTAINED: None

YES: 8 NO: ABSENT: 1 VOTE: Carried

Ypsi Food Coop

The following preamble and resolution were offered by Mayor Amanda Edmonds and supported by Member Andrew O'Neal.

WHEREAS, the Ypsilanti Downtown Development Authority (YDDA) Grants Committee is charged with supporting initiatives that enhance downtown's physical environment by promoting walkability and creating an inviting atmosphere; and

WHEREAS, part of an inviting atmosphere is vibrant storefronts and revitalized buildings; and

WHEREAS, the YDDA Grants Committee has expressed a commitment to provide financial incentives to spur the redevelopment and revitalization of buildings throughout the DDA districts; and

WHEREAS, the YDDA Façade Improvement Grant Program set aside \$30,000 for grant awards for the Depot Town Districts with the funds to be drawn from the appropriate TIF reserve; and

WHEREAS, the Michigan Economic Development Corporation has awarded the Ypsilanti DDA \$300,000 in grant funding to be used within one year of accepting the award; and

WHEREAS, the YDDA has received a grant request from Ypsilanti Food Cooperative to help business expand in Depot Town; and

WHEREAS, upon review by the Grants Committee it has been determined that the application was complete and the request would be an appropriate use of the grant program; and

WHEREAS, the work committed to from the Building Rehabilitation Grant application has not yet been completed;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. YDDA Board approves the award of a Building Façade grant as recommended by the Grants Committee.
2. The award of the grant is contingent on the applicant providing a detailed project schedule/timeline for the previously committed improvements to ensure the project is completed in its entirety.
3. The grant cover up to 50% of the applicable project costs as defined in the program application packet, not to exceed \$30,000.
4. The grant is awarded as a reimbursement to the applicant upon completion of the proposed project and that all applicable program requirements are met, including the receipt of all appropriate required approvals and permits.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same hereby are rescinded.

AYES: Amanda Edmonds, Kayia Robinson, Danielle Milner, Ben Harrington, Janette Rook, Andrew French, Dieter Otto, Andrew O'Neal

NAYS: None

ABSTAINED: None

YES: 8 NO: ABSENT: 1 VOTE: Carried

VIII. Old Business

V New Business

Annual retreat for the board will be on Monday, October 29th at 8am.

VI. Proposed Business

Set date for Meet and Greet/ Holiday Party

I. Staff Updates

II. Announcements/Comments

Amanda Edmonds thanks Joe Meyers for his time as DDA Director. He has been the kindest person to work with.

Amanda Edmonds- Pitch Ypsi will be able to give \$10,000 in prizes. Asked for the board to push for applicants. Dates will be shared soon, but it is set for early December.

Amanda Edmonds gives her final words to the DDA Board - When she started on the DDA eight years ago, it was a contentious faction with warring bodies. This meeting today really shows how much progress the DDA has made. Thanks to Joe Meyers for leadership. She is proud of everyone involved.

III. Public Participation

IV. Next Meeting: November 15th, 8:30 a.m., TBA

V.

VI. Key: (*) = items requiring Board action (X) = documents attached in board packet