

City of Ypsilanti
Downtown Development Authority

Board of Directors Meeting

Thursday, August 16th, 2018 – 8:30 a.m.

Minutes

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.

1. Call to Order

2. Roll Call

Amanda Edmonds	P	Danielle Milner	P
Kayia Robinson	P	Andrew O’Neal	P
Adam Gainsley	A	Ylondia Portis	P
Ben Harrington	P	Dieter Otto	P

3. Introductions

Current Board members introduced themselves to the newly appointed board members.

Ylondia Portis- Brandhrt (located at spark)

Danielle Milner- Do Better (branding firm- W. Cross)

Kayia Robinson- Hinton Real Estate

All three are sworn into the DDA board positions.

4. Election of officers.

- Amanda Edmonds explained the nomination process to the group.
Joe Meyers explained rolls and time commitment of each position.

Nomination of YDDA Chair

- Dieter Otto - motioned to nominate Ben Harrington for the position of Chair of the Ypsilanti Downtown Development Authority. Andrew O’Neal supported the motion.
- Andrew O’Neal closed the nomination, Dieter Otto supported the motion.
- The board approved the nomination. Motion Carried.

Nomination of YDDA Vice Chair

- Amanda Edmonds motioned to nominate Ylondia Portis for the position of Vice Chair of the Ypsilanti Downtown Development Authority. Dieter Otto supported the motion.
- The board approved the nomination. Motion carried.

5. Approval of Agenda (X)*

Dieter Otto motioned to approve the agenda and Amanda Edmonds supported the motion. Motion passed.

6. Approval of June 21st, 2018 Minutes (X)*

Dieter Otto motioned to approve the June 21st, 2018 meeting notes and Andrew O'Neal supported the motion. Motion carried.

7. Audience Participation (3 minutes each)

Emanuel Jones mentor2youth - October 20th Taste of Ypsi at Freighthouse to raise money to launch second location.

8. Staff Report/Financial Report (X) - will be discussed at the end.

9. Standing Committee Reports n/a

10. Old Business

RAC Lot-

- Requested letters from RAC were handed to DDA board: see attached
- Emily Tuesday (RAC Director) talked about increasing activity during the day at RAC and claimed that the vehicles that do not own permits are in fact using RAC facilities. RAC has developed staff parking in the back of the building.
- DDA makes about \$7,200 a year on this lot and staff estimates costs of maintaining this lot \$3500 a year over the next ten years.
- Amanda Edmonds suggested renting the southern half of lot to RAC at a reduced rate.
- Andrew O'Neal suggested the DDA sell the whole lot for \$3000 a year to RAC and get out of parking business. RAC would then manage the space and do what they want with it.
- Barry Larue (secretary of RAC board) speaks about the history of the lot and concept of the lot.
- Amanda Edmonds was interested in Andrews's proposal, but stressed that there is a cost doing business. RAC has paid no rent on a giant facility since its inception, which is a generous gift from DDA. DDA should be looking at parking strategy around all three districts before making a big move.
- Danielle Milner states that parking is something that is an issue for more than RAC- the DDA must serve the business community as well. She suggested donating three spots, but to keep the rest of permits for businesses under DDA's control.
- Staff updates board about what has been found in RAC/ DDA minutes pertaining to purchasing masonic building and where the founders (according to the minutes) planned to use parking for events (Riverside Lot).
- Ben Harrington asked about rates and cycles, asked about when parking study will start.
- Ylondia Portis stated that the DDA has a responsibility to the businesses in the community. She doesn't think we should pull ourselves out of the parking game. We need to pause and look at the strategy and see how these spots are factored in the overall parking strategy for the city.
- Amanda Edmonds motioned to create a pilot program where the DDA would continue to permit and delineate spaces on north side, but rent out the south side to RAC at a reduced rate for 8 months. After eight months, the DDA board

would reevaluate the situation. RAC will have right of first refusal for up to the total amount of spaces on the south side. Danielle Milner supported the motion. Roll call vote. Motion passed- unanimous.

- Emily Tuesday asks about who will be responsible for plowing the sidewalk. Staff informed her that this will be looked into.

11. New Business

Committee Appointments

- Ylondia Portis will sit on Operations and Finance Committee for the next meeting but not committed to all meetings.
- Danielle Milner was appointed to the Operations and Finance Committee.

Grant application review-

- The decision on the MEDC facade grant the DDA applied for will be made on the 20th. There are four projects in queue, and receiving this grant would change these applications. Staff asks for new grant application- to be ready for when and if we receive this grant.
- Dieter Otto explain to new board members how we hand out grants to storefront businesses.

First Fridays Discussion-

- Staff has been meeting with Spark to forge a relationship between the DDA, Spark, and First Fridays Ypsilanti. The DDA is having conversations about combining tech and art.
- DDA is interested in financial sponsorship for First Fridays Ypsilanti along with the in-kind sponsorship we have been providing.
- Ylondia Portis requested the mission, vision, and values of First Fridays Ypsilanti and to have access to information to learn more about the organization.

Octoberfest-

- Depot town was planning for a homecoming event block party but EMU cut out much of the funding. To replace, the event, Depot Town wants to throw a Octoberfest in partnership with the DDA. There will be a Cross Street closure- October 20th. More details to come.

12. Proposed Business

13. Staff Updates:

New website is live!

14. Announcements/Comments

15. Public Participation

Next Meeting: September 20th, 2018 8:30am SPARK EAST

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