

**City of Ypsilanti**  
**Downtown Development Authority**  
**Board of Directors Meeting**  
**Thursday, June 20, 2019 – 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.

**I. Call to Order**

**II. Roll Call**

Beth Bashert	P	Ylondia Portis	P
Kayia Robinson	P	Athena Johnson	
A			
Janette Rook	P	Danielle Milner	
A			
Andy French	P	Ben Harrington (C)	P
Dieter Otto	P	Jen Eastridge	P

**III. Introductions**

Don Loppnow- Riverside Arts Center  
Bonnie Wessler- City of Ypsilanti  
Todd Curtis- Spark East

**IV. Approval of Agenda (X)\***

- Andy French motioned to approve the agenda and Dieter Otto supported the motion. The committee approved the agenda. Motion Carried.

**V. Approval of June 20, 2019 Minutes (X)\***

- Dieter Otto motioned to approve the June 20, 2019 meeting minutes and Andy French supported the motion. Motion carried.

**VI. Audience Participation (3 minutes each) n/a**

**VII. Staff Report/Financial Report (X)**

Downtown Ambassadors Program is winding down for the season. Staff is working on an EMU incoming freshman class passport program.

**VIII. Standing Committee Reports**

- **Operations and Finance Committee (X)\***

***DDA Officer Refund (X)***

Originally, the conversation was going towards a reduction of the TIF percentage collected by the City. The operations and finance committee believed this was too slow of a recompense.

The committee recommended \$25,000 payback over 3 years.

Beth Bashert stated that it had been a priority of hers to make this right by the City. She is excited to see a point of stress be removed.

*Andy French motioned for staff to put together a proposal for the City for a \$25,000 payback over 3 years starting FY 2020. Janette Rook supported the motion.*

Beth Bashert recused herself from the vote. Roll Call Vote.

Yes- 7, No- 0, Recused- 1 (Bashert), Absent- 2 (Milner, Johnson)

Motion Passed.

### ***Parking Extravaganza Update***

Andy French led with the discussion of metering depot town. It was brought to his attention that Hand-me down meters will be used to implement the parking strategy.

Andy French felt that the public is expecting more, and we need to do it right the first time around. Why would we pay someone to install meters with intent to rip them out? Christopher Jacobs responded that the City needs to make smart choices. We need to fix policy, and we need a parking manager. We have a road map to guide us. New vs. old meters have not been decided.

Beth Bashert added that kiosks that work for large parking areas do not work for four space blocks. It is important to be sensible. Royal Oak has coin meters with stickers on it. It is a viable and sensible solution. Most convenient spaces need to be available for turnover.

The idea has been floated that the DDA can front the cost for kiosks to be reimbursed over time.

Beth Bashert responded that we do not know the next steps enough to make that decision. Any decision needs to be logistically manageable and fiscally responsible.

Andy French insists to not kick the can too much longer. How are we branding this parking

change. Hand-me-downs from Ann Arbor is not a good look, it doesn't speak thriving city. City needs to match standards that they expect from business owners.

Ben Harrington agreed with Andy, but pointed out that there are no numbers in front of us.

Beth Bashert suggested that once the city has a proposal, we can call a special meeting with city council.

Bike loops will cost \$1000 for each district as outlined in the operations and finance minutes in the packet.

*Dieter Otto motioned for \$1000 to spent on new bike loops in all three districts. Janette Rook supported the motion. Motion passed- unanimous.*

Staff presented the Maple Lot RFP. The goal is to have the lot gated, and to start monetizing the lot.

*Andy French made the motion to move forward with the Maple Street lot RFP, and Jen Eastridge supported the motion. Motion passed- unanimous.*

### ***Cigarette Butt Recycling Program-***

Elize Jekabson explained the Cigarette Recycling program, how it works, and who has opted in for the pilot program.

*Andy French made a motion to approve \$1200 to be used for ordering receptacles for the cigarette butt recycling program. Dieter Otto supported the motion. Motion Passed- Unanimous.*

***Legal services RFQ***

The Operations and Finance Committee recommended accepting the RFQ from McGraw Morris.

Janette Rookl made a motion to move forward with the Legal Services RFQ from McGraw Morris, and Jen Eastridge supported the motion. Motion passed- unanimous.

**IX .Old Business**

***Depot Town Signage-***

Depot town signage has run into yet another hiccup. Almost all of the response from Depot Town Merchants has been positive. However its been pointed out that if we were to keep the theme through other districts, yellow and brown for downtown might not be a favorable color combination.

Staff presents the sign with a gray background.

*Andy French motioned to change the Depot Town signs from brown to grey. Jen Eastridge supported the motion. Motion passed- unanimous.*

***Grant Resolutions-***

The resolutions had not been passed at the last meeting. This is just protocol.

*Beth Bashert motioned to approve resolutions related to grant distributions as a group as written. Kayia Hinton supported the motion. Motion passed- unanimous.*

***RAC Negotiation-***

Beth Bashert explained that the negotiating team had a good meeting with RAC. Their concern is that they do not have the capacity to raise the money to buy or rent the building. The example of pool and freighthouse is underestimating their potential. The goal is not to put them at risk, and offer ways to pay over time. However, this is not a city that can afford free rent. The next meeting has not been set up yet.

Dieter Otto asked if are we considering what we've paid on it.

Downtown DDA has the least resources and most to gain on the sale of this property.

**X. New Business**

***Camera System at N. Adams Parking Lot***

The lot is out of control - staff uses too much time cleaning the mess.

Dieter Otto stated that ordinance was not high on fees, and to have people comply with no dumping ordinances, there needs to be teeth in it.

Beth Bashert asked staff to review ordinance and bring to council.

Conversation about the DDA officer enforcing dumping ensued. DDA businesses have not even seen the DDA cop. The DDA does not have the authority to tell the DDA officer what to do as written in the IGA.

***Volunteer Recognition Event***

Danielle Milner is not present to speak on this today. She wanted to do something nice for the organizers of First Fridays Ypsi and Ypsi Pride.

Ylondia Portis asked to make sure we're inclusive of other events.

**XI. Proposed Business n/a**

**XII. Staff Updates** n/a

**XIII. Announcements/Comments**

Beth Bashert states that not having quorum at start time 8:30 is unexceptable. Please be here on time for the next meeting.

**XIV. Public Participation:**

Don Loppnow is reassured by the continuing interaction with EMU. He is happy to help introduce folks to EMU staff. He complimented the DDA for involvement with RAC.

Thanks to all of the DDA board. Your roles are a lot times thankless.

**Next Meeting: September 19, 8:30 a.m., Spark East**

I.

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