



**APPROVAL OF MINUTES OF AUGUST 14, 2017 MEETING**

RESOLVED, that the minutes of the Special meeting of August 14, 2017 are hereby approved and all actions taken by the Directors present at such meeting, as set forth in such minutes, are hereby in all respects ratified and approved as actions of the Economic Development Corporation.

August 22, 2017

**ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS SPECIAL MEETING  
MONDAY, AUGUST 14, 2017 – 8:30 A.M.**

**BOARD MEMBERS PRESENT:** Marsha Bruhn  
Kimberly Clayson  
Linda Forte  
Chris Jackson  
Jonathan Quarles  
William Ritsema  
Matthew Roling

**BOARD MEMBERS ABSENT:** Monique Claiborne  
Maurice Cox (Ex-Officio)  
John Naglick (Ex-Officio)  
Thomas Stallworth

**SPECIAL DIRECTORS  
PRESENT:** None

**SPECIAL DIRECTORS  
ABSENT:** Emily Black (I-94 Industrial Park Project)  
Marvin Thomas (I-94 Industrial Park Project)

**OTHERS PRESENT:** Anthony Askew (DEGC/EDC)  
Gay Hilger (DEGC/EDC)  
Malinda Jensen (DEGC/EDC)  
Jennifer Kanalos (DEGC/EDC)  
Glen Long (DEGC/EDC)  
Rebecca Navin (DEGC/EDC)  
Mariangela Pledl (DEGC/EDC)  
Michael Rafferty (DEGC/EDC)  
Orza Robertson (DEGC/EDC)  
Joe Tate (DEGC)



**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS SPECIAL MEETING  
MONDAY, AUGUST 14, 2017  
DETROIT ECONOMIC GROWTH CORPORATION  
500 GRISWOLD, SUITE 2200 - 8:30 A.M.**

**CALL TO ORDER**

Noting that a quorum was present, Chairperson Forte called the Special meeting of the Economic Development Corporation Board of Directors to order at 8:34 a.m.

**GENERAL**

**Approval of Minutes**

Ms. Forte asked if there were any additions, deletions or corrections to the minutes of the July 25, 2017 Regular Board meeting.

Hearing none, the Board took the following action:

On a motion by Mr. Quarles, seconded by Mr. Ritsema, Resolution Code EDC 17-08-02-284 was unanimously approved.

**PROJECTS**

Note: Project Item No. II was presented first, out of order from the Agenda.

**Motor City Match Recommendation for Round 8 Business Awards**

Mr. Askew advised that on March 1, 2017, the EDC's Motor City Match program began accepting applications for Round 8 of the Business Owner Application Track. The Business Owner Application Track is for businesses from Detroit and around the world that are looking to start or expand in Detroit. The table below describes the levels of award and qualifications.

		<b>Awards</b>	<b>Awardees must:</b>
<b>TECHNICAL ASSISTANCE</b>	<b>BUSINESS PLAN</b>	<ul style="list-style-type: none"> <li>• Up to 50 winners</li> <li>• Free business planning class</li> </ul>	<ul style="list-style-type: none"> <li>• A great idea</li> </ul>
	<b>SPACE</b>	<ul style="list-style-type: none"> <li>• Up to 25 winners each round</li> <li>• Match making with top real estate</li> <li>• Financial planning assistance</li> </ul>	<ul style="list-style-type: none"> <li>• A great idea</li> <li>• A great business plan</li> </ul>

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	<b>DESIGN</b>	<ul style="list-style-type: none"> <li>• Up to 7 winners each round</li> <li>• Design/build assistance</li> <li>• Priority permitting</li> <li>• Financial planning assistance</li> </ul>	<ul style="list-style-type: none"> <li>• A great idea</li> <li>• A great business plan</li> <li>• Space secured</li> </ul>
<b>FINANCIAL ASSISTANCE</b>	<b>CASH</b>	<ul style="list-style-type: none"> <li>• Up to 10 winners each round</li> <li>• Up to \$100,000 matching grant per winner</li> <li>• Grants match your cash dollar-for-dollar.</li> <li>• \$500,000 in grants per round for building and business owners</li> <li>• Pitch to lending partners for financing</li> </ul>	<ul style="list-style-type: none"> <li>• A great idea</li> <li>• A great business plan</li> <li>• Space secured</li> <li>• A plan for build-out</li> <li>• Funds ready to investment</li> </ul>

When applications closed on April 1, 2017, the EDC had received over 220 business applications (“Application”). Motor City Match had previously received over nearly 3,000 applications since the program’s inception.

The following information focuses on the selection and recommendation of awardees for:

- "Business Plan" award track receiving business planning assistance
- “Space” award track receiving site selection assistance
- "Design" award track receiving architectural design, permitting and bidding assistance for pre-development
- “Cash” award track receiving grants and financing assistance

First, staff verified business eligibility based on self-reported data submitted in the application for the following five criteria.

1. The business is incorporated and has a registered EIN and DUNS prior to receiving a grant award
2. The business wishes to locate in Detroit for at least two years
3. The business is majority-owned by a person who is at least 18 years or older
4. The business and all owners are in good standing with the City of Detroit, State of Michigan and IRS, and
5. The business is not part of a franchise.

Second, staff sorted applications into various award tracks and reviewed eligible business applications to determine finalists. A simple thumbs up/thumbs down voting technique was used to narrow the list of eligible applicants to finalists for Business Plan. The other three

awards were selected using the 100-point scale detailed below. Finalist applicants were identified as follows:

- “Business Plan” applicants have great business ideas but haven’t formulated a business plan yet or need help strengthening their business plans before pursuing space. In total, fifty (50) Business Plan awardees were selected using the thumbs up/thumbs down voting technique.
- “Space” applicants are actively looking for space. These business applicants are either new business ventures that have a solid business plan or they are existing businesses with a track record of success and a plan to grow it. In total, fifty-three (53) applicants were evaluated to determine awardees.
- “Design” applicants have great business plans and have secured a space but need help planning for renovations. In some cases, these businesses are tenants; in other cases, these businesses own the building they plan to open their business in. In total, fourteen (14) Design finalists were selected.
- “Cash” applicants have a location secured, a plan for build-out and strong of understanding of the money needed to start their business and complete renovations at the space. In total, thirty-five (35) Cash finalists were selected.

Third, a team of outside jurors evaluated finalist applications based on five criteria. “Business Plan” applications were initially reviewed by a team of business planning service providers, as well as members of the Motor City Match staff. “Space” finalists were reviewed by a team of community stakeholders from across various parts of the city and “Design” and “Cash” finalists were reviewed by a team of business leaders and lenders. “Business Plan” applications were only scored using the thumbs up/thumbs down voting technique after reviewing the five criteria. “Space”, “Design”, and “Cash” applications were scored on a scale of 1-100. Each of the five criteria is worth 20 points to contribute to the 100-point score. Selection criteria are as follows:

1. Vision and plan
2. Experience
3. Market support
4. Community support
5. Leverage

“Cash” finalists were required to submit supplemental information as follows.

“Cash” finalists submitted comprehensive financial information, including a standard loan application and personal financial statement. Motor City Match staff compiled this supplemental information to determine the financial need, equity investment and “financial gap” for each business. Next, Motor City Match staff met with a team of six local Community Development Financial Institution (CDFI) lending partners on June 28, 2017, to determine grant and loan investment required to fill the “financial gap” on each project. CDFI partners include Invest Detroit, Detroit Development Fund, Capital Impact Partners, LISC, Michigan Women’s Foundation and Detroit Micro-Enterprise Fund. CDFI partners made

commitments to explore lending the balance of the financial gap based on recommended grant investment from Motor City Match. Motor City Match staff used lender interest, participant scores, supplemental information and readiness to accept additional investment to determine "Cash" awardees and associated grant investment.

Finally, staff compiled juror scores to identify top ranking candidates for awards.

EDC staff recommended:

- Fifty (50) "Business Plan" awardees for business planning are presented in Exhibit A.
- Twenty-Seven (27) "Space" awardees for site selection are presented in Exhibit B.
- Eight (8) "Design" awardees are presented in Exhibit C.
- Thirteen (13) "Cash" awardees to receive a total of \$500,000 in grant investment, as described on Exhibit D.

EDC staff anticipates contracting with independent business planning service providers to deliver business planning training. EDC anticipates that Build Institute and LifeLine will provide business planning training for up to 50 Round 8 Motor City Match "Business Plan" awardees.

EDC staff will facilitate one-on-one match making between top ranking businesses and building owners recognized as "Space" awardees. Match making services will include open houses and networking sessions between business owners and building owners. In addition, technical assistance will include expert guidance on leasing, financial planning and assessing market opportunities.

EDC staff will hire contractual professional architect, engineering and construction providers to deliver design-build assistance to "Design" awardees. The EDC has approved four (4) design-build independent contractors to provide pre-development design services for seven (7) Round 8 Motor City Match "Design" awardees.

The EDC will enter into grant agreements with Round 8 Motor City Match "Cash" awardees and facilitate introductions to lending partners to pursue gap financing through these independent sources.

A resolution approving the staff's recommendation of "Business Plan", "Space" and "Design" awardees and recommending to the Board staff's recommendation of "Cash" awardees was provided for the Board's consideration.

Mr. Askew distributed photos and a brief description of each of the Cash awardees and reviewed the information with the Board.

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Mr. Askew disclosed a conflict involving one of the recommended Cash Awardees, O'Neal Contracting Group. The Business owner's wife works for the City of Detroit Housing and Revitalization Department. She has submitted a recusal letter, which was drafted by the MCM outside counsel, who is comfortable with the transaction. It has also been forwarded to the City Board of Ethics, which meets this Thursday. Ms. Navin stated that she would like the record to reflect that the EDC Board 's approval of the O'Neal Consulting Group's award is contingent on approval of the conflict by the City Board of Ethics.

Subsequent to the discussion, the Board took the following action:

On a motion by Mr. Ritsema, seconded by Mr. Quarles, Resolution Code EDC 17-08-91-46 was unanimously approved, with the O'Neal Consulting Group's award contingent on receiving approval by the City Board of Ethics.

**Motor City Match Recommendation for Round 8 Building Awards**

Mr. Askew reported that on March 1, 2017, the EDC's Motor City Match program began accepting applications from interested building owners for Round 8 of the Building Application Track ("Round 8"). The Building Application Track is for Detroit property owners with a vacant space looking for quality new tenants. Awards include pre-development assistance, marketing and tenant recruiting. Properties that are matched with businesses are considered for grants, financing and priority permitting. The following table describes the levels of award and qualifications.

		<b>Awards</b>	<b>Awardees must:</b>
<b>TECHNICAL ASSISTANCE</b>	<b>SPACE</b>	<ul style="list-style-type: none"> <li>Listed as an available property viewable by hundreds of Business Competition candidates.</li> <li>Top 25 scoring buildings will be marketed as a "top destination for new business"</li> <li>Pre-development building assessment</li> <li>Match making with top businesses</li> </ul>	<ul style="list-style-type: none"> <li>Be current and compliant</li> <li>Judged most feasible for business</li> </ul>
	<b>DESIGN</b>	<ul style="list-style-type: none"> <li>Up to 7 awardees each round across both the building and business tracks</li> <li>Design/build assistance</li> <li>Priority permitting</li> <li>Financial planning assistance</li> </ul>	<ul style="list-style-type: none"> <li>Be current and compliant</li> <li>Judged most feasible for business</li> <li>Have a tenant secured</li> </ul>
<b>FINANCIAL ASSISTANCE</b>	<b>CASH</b>	<ul style="list-style-type: none"> <li>Up to 10 awardees each round across both the building and business tracks</li> <li>Up to \$100,000 matching grant per winner</li> <li>\$500,000 in grants per round for building and business owners</li> <li>Pitch to lending partners for financing</li> </ul>	<ul style="list-style-type: none"> <li>Be current and compliant</li> <li>Judged most feasible for business</li> <li>Have a tenant secured</li> <li>Have a plan for building renovations</li> <li>Have funds ready for investment</li> </ul>

When applications closed on April 1, 2017, the EDC had received forty-seven (47) applications ("Application") for spaces all across the city of Detroit. An Application typically refers to a single tenantable space within a property. One property may have submitted

multiple Applications and the properties may have previously matched but have lease-able space.

Staff completed the following due diligence and evaluation process:

- Verified that the space referenced in the Application is current and compliant on property taxes, tickets, and water bills.
- Conducted a professional building assessment.

Each Application was evaluated and scored on a scale of 1-100 as follows:

- Each of the following factors contributed up to 20 points: (1) Building characteristics and vision; (2) Building conditions; (3) Community and market support; (4) Leverage; and (5) Compliance.
- Evaluations were conducted by EDC staff.
- EDC staff scores were averaged together to achieve the final score for building characteristics and vision, community and market support, and leverage.
- The score for building conditions was derived directly from the professional building assessment conducted by PSI as well as self-reported data from the property owner.
- The score for compliance was derived based on the payment of taxes, water bills, and tickets.

The results of the due diligence and evaluation process were the following:

- Of the forty-seven (47) applications considered for Round 8, twenty-one (21) applications were deemed ineligible because of condition or compliance. In total, twenty-six (26) eligible Building Applications were considered for Round 8 awards.
- Twenty (20) eligible building applications indicated they had space available for lease. These building owners are recommended to receive "Space" awards to assist with marketing their property and recruiting tenants.
- The remaining eligible applicants indicated that they had a tenant secured and no additional space to lease. This makes these applicants eligible for consideration for "Design" or "Cash" awards in partnership with their tenants.
- One (1) Round 7 property completed eligibility compliance to be included in Round 8 awards.

Based on eligible applications and review of scores, EDC staff recommended the following Round 8 Building Owner Awards:

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- **Space awards.** Twenty-one (21) properties are recommended to receive Space awards as presented in Exhibit A, which include marketing, a professional building assessment, real estate tours and other matchmaking activities with top Motor City Match business applicants. These top scoring buildings are recommended to receive “Top Property” designation to assist with marketing and tenant recruiting.
- **Design Awards.** Six (6) properties are recommended to receive “Design” awards in partnership with their tenants presented in Exhibit B, which include architectural technical assistance for tenant build-out and building renovations. Two (2) Design finalists did not require full architectural assistance and will share the design and TA allocation for the remaining award.<sup>1</sup>

EDC staff requested that the Board accept the current results of the Round 8 Building Application evaluation process and to confirm the Applications that have been awarded “Space” and “Design” awards.

A resolution was provided for the Board’s consideration.

Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Jackson, seconded by Mr. Quarles, Resolution Code EDC 17-08-91-45 was unanimously approved.

Mr. Rafferty advised that the Retail Market Study report will be presented to the Board next month.

Mr. Ritsema requested an update on the status of awardees of past rounds. Ms. Forte suggested that a “dashboard” be provided to the Board showing where projects are in the process.

Ms. Forte congratulated staff on this round and expressed that the Motor City Match Program is very exciting and has bragging rights on its progress and success so far.

**I-94 Industrial Subdivision Redevelopment Project: Authorization to Execute Professional Services Agreement: Construction Engineering & Inspection with Mannik Smith Group for the Georgia Street Road Reconstruction Project**

Mr. Robertson stated that the Economic Development Corporation (EDC), in partnership with the City of Detroit is proposing to remove and reconstruct the existing Georgia Street between Mt. Elliot Street and St. Cyril Street as part of the I-94 Industrial Subdivision Redevelopment Project. The approximate length of proposed road redevelopment section is 2,750 feet. The road used is to be a part of the industrial/ commercial development and was designed to provide vehicular access for businesses and associated services. The

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<sup>1</sup> The “Design” award provides construction drawings for building improvements needed to accommodate the business (whether that business owns or leases the property). Therefore, this award is issued to the business. In the event that the landlord is contributing to tenant improvements, building owners may also benefit from “Design” award architectural services, therefore they are listed here for EDC Motor City Match Committee consideration.

road has deteriorated and without full reconstruction it would not support heavy truck movement as it wasn't originally designed for such use.

In support of the Project, the EDC was able to secure a grant from the Economic Development Administration ("EDA") and will receive required match funding from the City of Detroit Department of Public Works ("DPW") to sufficiently fund the complete the road reconstruction project. In response, the EDC has solicited qualification statements from qualified Construction Engineering & Inspection firms necessary to complete the Georgia Road Reconstruction Project. The Construction Engineering & Inspection consultant will provide full services to the Economic Development Corporation (EDC) in conjunction with the City of Detroit Department of Public Works-City Engineering Division (Local Agency). The project would be constructed over a 10-month period expecting to start Fall of 2017 through Spring 2018.

The services include at minimum: Daily Work Reports, pay applications, Quantity of materials coming in or leaving, any MDOT style project reports, Owner progress, exception or quality reports, or project close out reports. The full scope is presented in Exhibit A. The project documents and construction administration will be produced under the MDOT road construction standards, with all the City of Detroit required special provisions, but is not an MDOT project procured or managed by MDOT. The CE&I consultant shall assure that its Services and Documents comply with all governing authority requirements, codes, ordinances, licenses, and the standard of care appropriate to a registered professional engineer in the State of Michigan.

The EDC staff issued a Request for Qualifications ("RFQ"), on April 25, 2017 for Construction Engineering & Inspection (CE&I) Services. The responses to the RFQ submitted Qualifications Statements were reviewed by EDC and the DPW to determine the most responsive firm to provide a future cost proposal for CE&I related activities as described in the scope of work. Qualifications statements were received May 10, 2017.

The EDC received three (3) responses to the RFQ:

Hennessey Engineers Inc. (13500 Reeck Road, Southgate)  
OHM Advisors (1234 Washington Blvd, 6<sup>th</sup> Floor, Detroit)  
Mannik Smith Group (65 Cadillac Square, Suite 3311, Detroit)

The EDC staff reviewed the proposals and determined that the Qualifications Statement by Mannik Smith Group was most responsive. Mannik Smith Group is a Detroit based contractor with experience in performing the construction engineering and inspection services as described in the scope of work. Mannik Smith Group proposed a not-to-exceed amount of Two Hundred Ninety Thousand, Nine Hundred Twenty-Eight and 00/100 (\$290,928.00) Dollars.

EDC staff requested the EDC Board to authorize a Professional Services Agreement ("Agreement") with Mannik Smith Group (the "Agreement") to provide the requested services as expressed in the RFQ Scope of Services, which was attached to the memorandum in the Board material, for the not-to-exceed price of \$290,928.00.

EDC staff also recommended that an owner's contingency of approximately ten percent (10%) of the contract value or \$29,092.00 be established to be dispersed upon the

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authorization of any two Officers, or any one of the Officers and any of the Authorized Agents of the EDC.

A proposed resolution was included in the Board material for consideration.

Subsequent to a discussion, the Board took the following action:

On a motion by Mr. Roling, seconded by Mr. Jackson, Resolution Code EDC 17-08-12-47 was unanimously approved.

#### **ADMINISTRATION**

#### **OTHER MATTERS**

Mr. Quarles questioned the status of the search for DEGC President and CEO. Mr. Long responded that the search is being conducted by the firm of Korn Ferry. They are at the point of interviewing this week. Mr. Long stated that being one of the candidates, they are not sharing much information with him. It is anticipated that a new CEO will be selected within the next month or two.

#### **PUBLIC COMMENT**

#### **ADJOURNMENT**

With there being no further business to transact, Ms. Forte adjourned the meeting at 9:19 a.m.



**APPROVAL OF MINUTES OF JULY 25, 2017 MEETING**

RESOLVED, that the minutes of the Regular meeting of July 25, 2017 are hereby approved and all actions taken by the Directors present at such meeting, as set forth in such minutes, are hereby in all respects ratified and approved as actions of the Economic Development Corporation.

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**MOTOR CITY MATCH: ROUND 8 BUSINESS AWARDS**

WHEREAS, EDC staff has completed due diligence and evaluation for applications ("Applications") in the eighth round ("Round 8") of the Motor City Match Business Application Track; and

WHEREAS, the EDC staff has provided recommendations to the EDC Board (the "Board"), to receive technical assistance in the "Business Plan," "Space" and "Design" award categories; and

WHEREAS, the EDC staff has provided recommendations to the Board, to receive grant investment for the "Cash" award categories subject to EDC Board approval; and

WHEREAS, the Board determined that the staff recommendation is reasonable and consistent with the Motor City Match program; and

NOW, THEREFORE BE IT RESOLVED that the Board accepts the current results of the Round 8 Business Application evaluation process, and approves the Applications that have been recommended for "Business Plan" awards, attached hereto as Exhibit A.

BE IT FURTHER RESOLVED, that the Board accepts the current results of the Round 8 Business Application evaluation process, and approves the Applications that have been recommended for "Space" awards, attached hereto as Exhibit B.

BE IT FURTHER RESOLVED, that the Board accepts the current results of the Round 8 Business Application evaluation process, and approves the Applications that have been recommended for "Design" awards, attached hereto as Exhibit C.

BE IT FURTHER RESOLVED, that the Board approves the "Cash" grant awards that were recommended by Staff pursuant to the Round 8 Business Application evaluation process, attached hereto as Exhibit D.

BE IT FURTHER RESOLVED, that the Board approves that grant amounts not fully allocated each round (i.e., the remaining funds when quarterly "Cash" awards total less than \$500,000) be repurposed and distributed in future rounds, in which event, Staff would have the authority to recommend more than \$500,000 in "Cash" awards in future rounds, subject to approval of the Board.

BE IT FURTHER RESOLVED, that any two Officers, or any one of the Officers and any one of the Authorized Agents or any two of the EDC's Authorized Agents shall hereafter have the authority to negotiate and execute all documents, contracts, or other papers and to take such actions as are necessary or appropriate to implement the provisions and intent of this resolution.

BE IT FINALLY RESOLVED, that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions, except that such acts were taken prior to the execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

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**Exhibit A**  
**Recommended "Business Plan" Awardees**

1. Bright Beginners LLC	24-Hour Childcare
2. kemet industries inc	Property management company
3. Damon Smokes & Nisa Bakes Too	Smoked meats, sandwiches, and cupcakes
4. Big Worzy's Home Design and Inspection Services LLC	Making Home Improvement Dreams a Reality
5. Proficient Staffing	Temporary Direct Hire Employment Staffing
6. Kidz Lab	Kids Salon and Spa
7. K&K Natural Beauty Supply	A Natural Skin and Beauty Supply Store
8. Medical Messaging Specialist	Patient Care Service/Healthcare Service
9. Blessed hands daycare and learning center	Daycare and learning center
10. Midtown Pet Parlor	Pet Grooming and Pet Care Services
11. Prestigious bundles LLC	Hair and hair products
12. Emerging cable and wiring solutions LLC.	Structured cabling, Network support
13. Stevens, Stevens and Associates	General Construction contractor
14. L.G. Transportation Company	Transportation for the Disabled and College Students
15. Breakfast @Tiffany's	Breakfast house
16. Ultra Grand Transportation LLC.	Automotive Transporting
17. Gforce1 inc.	Commercial cleaning
18. FOOD BY DESIGN LLC	Commercial Kitchen
19. Macanopy	Commercial & Residential Awnings and Canopies
20. Whynter-Purrs Collections LLC	An Intimate Apparel Business
21. Alt-Her-Ego Beauty Bar Boutique	Beauty Bar Boutique that elevates all of your beauty needs.
22. The Roselady Productions	Providing chair covers and linen, floral arrangements for all occasions, and catering services.
23. Forever Hope Homes	Group Home for patients with Alzheimer's and dementia
24. Freez & Teas Cafe	An array of Teas and Sno Cone flavors
25. Infinity Transitional Housing Corporation	Transitional Housing and Supportive Services
26. Detroit Startup House	Bed and Breakfast for Entrepreneurs and Small Business Professionals
27. Massage Matters Michigan LLC	Mobile medical massage company
28. First Class Floor Care Inc	Janitorial services and floor care
29. Detroit: Hot Tub City	Hourly hot tub rental experience
30. Honest Intimates	Lingerie store inspiring confidence in women
31. Carnival Carry-out, LLC	Restaurant of great food and fun experience
32. Nicole Denise Photography	Photography, family, kids, engagement, fashion

33. J & J Home Service	Rehabbing, renting and selling homes
34. The Purple Leaf	Compassionate use facility, Arts & Events
35. Clutch & Throttle, LLC	Motorcycle apparel shop
36. THE LEARNING LAB CHILD DEVELOPMENT	Childcare Business
37. Creative Station	Creative studio focused on youth
38. Conchy's Empanadas	Limited Whole Sale Food Manufacturer
39. Healthy Life Water Co.	Alkaline water refilling station
40. The Stock Market	A zero-waste food store.
41. La Posada, Inc.	Mexican (Jalisco-style) Restaurant and Fresh Market
42. Light Box Performance	Multidisciplinary performing arts education space
43. A'ventfully Yours Events & Design	Event Planning, Decor & Design
44. NOIS - Neighborhood Office and Incubator Space	Co-working Space with Retail Store and Coffee Shop
45. Just like Home Support System	Support Service for the disable populations
46. Brandon's Developmental Child Care Center	Inclusive Educational Child Care Center
47. Go-Go's Bake Shoppe	Full service bakery
48. Payton Lee's Home LLC.	Adult Foster Care Home
49. Simply Hunter LLC	Virtual Administration Support
50. Paysan	Retail, Fresh Food and Wine



**Exhibit B**  
**Recommended “Space” Awardees**

1. (313) THE-GIFT Shop	Flower Shop & Gift Store
2. ARW Adult Day Center	Provide day services for seniors
3. Breathe Swim School (Breathe Organization)	Premier water education facility
4. Creative Day Productions	Full Service Event & Video Productions
5. Crepe City, LLC	Organic, locally sourced, made-to-order crepes
6. Fourth Letter Media Group	Podcast production & live content streaming service
7. Glamour Affairs	Event management design and rentals
8. Innovium, LLC	Event management design and rentals
9. Junk Starz, LLC	Junk and debris removal
10. Just in Time Welding, LLC	Fabrication - industrial, manufacturing, construction
11. Kids Play and Stay Montessori	Montessori inspired daycare and childcare
12. La Isla (The Island Restaurant)	Latin and Caribbean inspired cuisine
13. Motown Freedom Bakery	Allergy Friendly Bakery
14. Pharoah’s Fresh Market	Fresh Produce Market
15. PT in the D, LLC	Personal Training Studio
16. Ribbon Farms Distillers	A Detroit Craft Distillery
17. Rush Fitness Cafe	Fitness Café – dine in, or take a pre-ordered, pre-cooked, weekly meal plan
18. Sandy’s Land	Community building workshops and training program
19. Shade Organic Beauty	Non-toxic cosmetic retailer
20. Spinners Premiere Cycle Studio	Indoor cycle and fitness studio
21. Starlight Manufacturing	Manufacture and retail athletic wear for schools and colleges
22. The Haute Dress	Luxury dress and rental boutique
23. The Lunch Stop (Soul Food Stop)	Carry-out and kitchen for a mobile food business
24. Two Left Feet Hustle and Ballroom Classes	Line and ballroom dancing instruction and classes
25. Us Food Market	Full-service, healthy option grocery store
26. Yahoo Lazeez Café and Catering	Mediterranean health food café and catering
27. Zoritata Natural Foods	Artisanal food distributor and cooperative kitchen

33. J & J Home Service	Rehabbing, renting and selling homes
34. The Purple Leaf	Compassionate use facility, Arts & Events
35. Clutch & Throttle, LLC	Motorcycle apparel shop
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49. Simply Hunter LLC	Virtual Administration Support
50. Paysan	Retail, Fresh Food and Wine

**Exhibit C**  
**Recommended "Design" Awardees**

1. A Mother's Love II Child Care and Development Service	Full Service Child Care Service
2. Blessed And Highly Favored Juice Bar	Juice Bar
3. Christian Henry	Men's and women's custom clothier
4. Intertwined LLC	Therapy and Family Wellness Center
5. Shears And Shaving LLC	Master Barber Service
6. The Potato Lady	Creator of the best potatoes on the planet
7. Umi's Comfort, LLC	Custom Quilting and Quilt restoration.
8. ZARKPA'S LLC	Urban Retail/ Coffee Shop

**Exhibit D**  
**Recommended "Cash" Awardees**

**1. Tot Town Child Development Center**

**Grant:** \$20,000

**Owner:** Angela Jackson

**Location:** 8930-8932 Greenfield on the West side

**Description:** Tot Town Child Development Center is a Head Start and early childhood development center serving children from six weeks to five years old. The company has existed for over three decades and is expanding to fit the growing demands of her community. The new space will house an expanded before- and after-school program, allowing the entrepreneur to expand her current child development center.

**Total expected investment:** \$63,532

**2. O'Neal Contracting Group, LLC**

**Grant:** \$35,000

**Owner:** Gregory O'Neal

**Location:** 17160 Wyoming St, in Livernois/6 Mile

**Description:** O'Neal Contracting Group is a full-service construction general contractor that performs finish carpentry installation, including cabinets, millwork, trim, doors and hardware. The entrepreneur is growing his firm from a home office to a commercial location, expanding his workforce and adding office support. He has over thirty years of construction management experience. Owner, Greg O'Neal is a Detroit resident in the community surrounding the business location and is committed to local job creation and workforce training. O'Neal Contracting has previously won the Motor City Match Business Plan, Space and Design awards.

**Total expected investment:** \$176,000

**3. Batch Brewing Company**

**Grant:** \$65,000

**Owner:** Stephen Roginson

**Location:** 2841 E. Grand Blvd., in New Center

**Description:** Batch Brewing Company was the first nanobrewery in Detroit and over the past three years significantly increased its production and graduated to a microbrewery. With its new facility, the company is quadrupling its production from 2016 with a goal distributing its products throughout Michigan and beyond. In addition to serving as the packaging and distribution facility, the space will also house a second tasting room including outdoor patio that will serve as a community gathering space contributing to walkability in the neighborhood and a catalytic investment for a burgeoning creative arts and makers corridor.

**Total expected investment:** \$500,000

#### **4. Vernor MC, Inc.**

**Grant:** \$45,000

**Owners:** Zulma Allende, Norberto Allende, and Brenda Allende

**Location:** 5705 W. Vernor Highway, in Southwest

**Description:** Vernor, MC is a full-service family healthcare center offering health, beauty and wellness products as well as medical care. The company currently services over 15,000 patients in Southwest Detroit and is expanding to meet increasing demand. The company is committed to providing a center where the community, particularly the underserved and indigent population, can find medical care within walking distance. With full pharmaceutical and state of the art medical equipment, patients can purchase all of their medical supply and prescription needs at a discounted rate.

**Total expected investment:** \$310,000

#### **5. Detroit Mushroom Factory**

**Grant:** \$40,000

**Owners:** Deana Wojcik

**Location:** 13832 Joseph Campau

**Description:** Detroit Mushroom Factory is a sustainable urban mushroom farm. The company uses open source technology to optimize mushroom production and distribution and to share resources with fellow farmers and consumers. The owners are in the process of expanding the business beyond their home farm into a formerly obsolete warehouse space in northeast Detroit. This expansion will allow them to produce more mushrooms, reuse more waste materials, create jobs, and repurpose a blighted building. The business is located along a popular route many children and

parents take to the neighboring school which they plan to partner with for field trips and educational programming as well as creating an interactive stop along the way to the school. The business is a past Motor City Match Space and Design winner.

**Total expected investment:** \$172,000

## **6. Bar Botánica, LLC**

**Grant:** \$40,000

**Owner:** Natasha J. Fernández-Silber

**Location:** 14522 East Jefferson Avenue, in Jefferson Chalmers

**Description:** Botánica will be a mixed-use café, speakeasy, and social club on East Jefferson Avenue. During the day, Botánica will operate as a café, serving world-class coffee and espresso, locally-sourced pastries, and seasonal, pre-prepared foods. The café will also carry spiritual, self-care products, including candles, soaps, and smudges. During evenings, Botánica's operations will move to a partially-concealed speakeasy, that connect patrons to a world of spirits inspired by Latin America and the Caribbean. Botanica is locating across the street from a past Motor City Match Awardee, "Coffee and \_\_\_\_".

**Total expected investment:** \$250,000

## **7. PizzaPlex L3C**

**Grant:** \$25,000

**Owners:** Alessandra Carreon and Andrew Cyril McUsic

**Location:** 4458 W Vernor Hwy., in Southwest Detroit

**Description:** PizzaPlex L3C serves neopolitan-style pizza and seeks to help build a sustainable urban environment by creating a space for international exchange, entertainment, and engagement. The co-owners live in Detroit and are opening PizzaPlex to share their love for pizza and creating comfortable community spaces with Detroiters. The programming in the space will showcase and support Detroit-based artists, musicians, churches, schools, and other entrepreneurs.

**Total expected investment:** \$140,000

## **8. Simply Breakfast Restaurant**

**Grant:** \$50,000

**Owner:** Ken Brown

**Location:** 7526 W. McNichols, Live-6

**Description:** Simply Breakfast is a sit-down restaurant serving breakfast only. The entrepreneur has spent twenty-five years as a proprietor in the restaurant and hospitality industry. The entrepreneur plans to create 50 jobs, thirty percent of which will be reserved for returning citizens. He seeks to provide returning citizens with time, tools, and training to make a successful transition back into the community. In addition to filling unmet demand for a sit-down breakfast restaurant near the local college campuses, the business has also carved out a private meeting room for community meetings and events.

**Total expected investment:** \$556,695

## **9. Rosedale Beer & Bistro**

**Grant:** \$40,000

**Owner:** Josh Guitar, Derrick Collins, and Justin Riopelle

**Location:** 18910 Grand River, in Grandmont Rosedale

**Description:** Rosedale Beer & Bistro is a brewpub and full-service restaurant looking to become a staple in Northwest Detroit. The Bistro will provide a unique experience in the area with live music, an enclosed courtyard, a small banquet room, bar and table seating for about 125. The three partners will split duties: one serving as the executive chef, another as general manager and the third, a professional brewer for the last five years, will be the master brewer at Rosedale. The business will complement Detroit Vegan Soul and Naturally Glamorous Salon, two other Motor City Match awardees located along the same corridor, and fill unmet demand for a family style sit-down restaurant in the Grandmont Rosedale neighborhood.

**Total expected investment:** \$881,000

## **10. The Vernor Café**

**Grant:** \$35,000

**Owner:** Graeme Flegenheimer

**Location:** 4110 W. Vernor Hwy., in Southwest Detroit

**Description:** The Vernor Cafe will be a space for the Detroit community to gather, practice, create and learn. Adjacent to El Club, Vernor Cafe will function in three ways: the main floor will house a small cafe and stage for community meetings, workshops, and performances by local artists. The basement level will hold three rentable practice studios, to provide affordable, safe and clean spaces for local artists to practice their form. The top floor which serve as a gallery that will further highlight local talent, as well as a classroom and additional community space. The community programming and outreach component will specifically focus on resources for AA and the LGBTQ community.

**Total expected investment:** \$350,000

## **11. Big Mama's Southern Kitchen**

**Grant:** \$40,000

**Owners:** Patricia Clay and Natalie Day

**Location:** 19644 Grand River Ave., in Grandmont Rosedale

**Description:** Big Mama's Southern Kitchen is a casual dining restaurant, offering a quick, healthy, high-quality dining experience. The restaurant operated profitably for a number of years in the same space before a fire forced the restaurant to close. The restaurant is also a Motor City Match design awardee and has the support of local economic development organization Grandmont Rosedale Corporation in supporting the re-opening of this neighborhood staple.

**Total expected investment:** \$200,000

## **12. The Congregation**

**Grant:** \$40,000

**Owner:** Betsy Murdoch

**Location:** 9321 Rosa Parks Blvd., in Boston Edison



**Description:** The Congregation is a community space and cafe located in a formerly vacant church near the Historic Boston Edison area. The owner has significant experience in coffee operations as a buyer for a successful coffee operation and is leveraging that experience to operate her own brick-and-mortar. The business is located just north of Gordon Park and the Rosa Parks Clairmount area where the City of Detroit Planning Department is investing resources in a neighborhood planning study. Community engagement reflects the desire for a neighborhood gathering space and coffee shop which will be catalytic to creating a retail presence in the neighborhood.

**Total expected investment:** \$93,000

### **13. Lacquered L.L.C.**

**Grant:** \$25,000

**Owners:** Paige Pearson and Sondrayvonne Morton

**Location:** 18685 Livernois, Avenue of Fashion

**Description:** Lacquered is a new upscale nail bar locating on Detroit's west side. Lacquered offers clients a luxurious experience centered around meeting their nail care needs, while providing clients a relaxing and rejuvenating experience, similar to "The TEN" nail bar in Downtown Detroit. In addition to being women-owned, the owners are Detroit natives, returning to the city to start a business in their hometown. They aim to create a luxurious experience along the Avenue of Fashion meeting unmet demand for these services. This complements past Motor City Match awardees located along the same corridor including SkinBar VII, Slyde, Social Sushi, Narrow Way Café, and Detroit Sip. This is also a priority corridor for the City of Detroit Planning and Revitalization strategy.

**Total expected investment:** \$106,000



**MOTOR CITY MATCH RECOMMENDATION FOR ROUND 8 BUILDING AWARDS**

WHEREAS, EDC staff has completed extensive due diligence and evaluation for applications ("Applications") for the seventh round ("Round 8") of the Motor City Match Building Application Track; and

WHEREAS, the EDC staff has provided recommendations to the Board, to receive technical assistance in the "Space," and "Design" Building Owner award categories; and

WHEREAS, the Board determined that the staff recommendation is reasonable and consistent with the Motor City Match program; and

NOW, THEREFORE BE IT RESOLVED, that the EDC Board of Directors accepts the current results of the Round 8 Building Application evaluation process, and approves the Applications that have been recommended for "Space" awards, attached hereto as Exhibit A.

BE IT FURTHER RESOLVED, EDC Board of Directors accepts the current results of the Round 8 Building Application evaluation process, and approves the Applications that have been recommended for "Design" awards, attached hereto as Exhibit B.

BE IT FURTHER RESOLVED, that any two Officers, or any one of the Officers and any one of the Authorized Agents or any two of the EDC's Authorized Agents shall hereafter have the authority to negotiate and execute all documents, contracts, or other papers and to take such actions as are necessary or appropriate to implement the provisions and intent of this resolution.

BE IT FINALLY RESOLVED, that all of the acts and transactions of any Officer or Authorized Agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions, except that such acts were taken prior to the execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

August 14, 2017

**Exhibit A**  
**Motor City Match: Round 8**  
**Recommended "Space" Awardees – Top Property Designation**

<b>Property Street Address</b>	<b>Type of Building</b>	<b>Available Square Footage</b>	<b>Multi-Tenant Building</b>	<b>Condition Category</b>
10200-08 W McNichols	Commercial	3500	No	Fair
10301 W McNichols	Commercial	2500	Yes	Good
1200 Oakman #D	Industrial	3000	Yes	Good
1355 Oakman	Office	19835	No	Good
1509 Broadway	Commercial	4500	Yes	Fair
1515 Broadway	Commercial	3300	Yes	Poor
15400 Grand River	Commercial	20000	Yes	Good
1541 W Canfield	Commercial	730	No	Great
18343 Schoolcraft	Commercial	1800	No	Good
18665-18675 Livernois	Commercial	2660	No	Good
20606 Joy Road	Commercial	1322	No	Good
220 W Congress	Office	35000	Yes	Good
2801 Clark Street	Commercial	1894	Yes	Great
2921 Gratiot	Commercial	3000	Yes	Fair
42 Watson	Commercial	9000	Yes	Fair
4400 St Aubin	Co-working	3000	Yes	Poor
6362-66 Gratiot	Commercial	3200	Yes	Good
7403 E Canfield	Office	930	Yes	Poor
7744 W Vernor	Commercial	1500	Yes	Great
835 Holden	Commercial	7121	Yes	Great
8641 Linwood	Commercial	4400	Yes	Good

**Exhibit B**  
**Motor City Match: Round 8**  
**Recommended "Design" Awardees**  
**August 14, 2017**

<b>Business Name</b>	<b>Description</b>	<b>Property Address</b>	<b>Disposition</b>
A Mother's Love II Child Care	Child care center	10605 Mack	Tenant
Blessed & Highly Favored Juice Bar	Juice Bar	18999 Livernois	Tenant
Christian Henry	Custom Clothier	1420 Washington	Tenant
Intertwined LLC	Therapy & Family Wellness Center	7403 E Canfield	Owner
Shears and Shaving LLC	Master Barber Service	20208 Livernois	Tenant
The Potato Lady	Take-out Restaurant	20202 Livernois	Tenant
Umi's Comfort, LLC	Custom Quilting & Quilt Restoration	12200 Petoskey	Owner
Zarkpa's LLC	Urban Retail/ Coffee Shop	341 W Seven Mile	Tenant



**I-94 INDUSTRIAL SUBDIVISION REDEVELOPMENT PROJECT: AUTHORIZATION TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION ENGINEERING & INSPECTION SERVICES WITH MANNIK SMITH GROUP FOR THE GEORGIA STREET ROAD RECONSTRUCTION PROJECT**

WHEREAS, In support of the I 94 Redevelopment Project, EDC staff determined that it is necessary to obtain Professional Construction Engineering & Inspection Services to perform the scope of work described in Exhibit A attached hereto; and

WHEREAS, EDC staff wants the Professional Engineer shall provide: Daily Work Reports, pay applications, Quantity of materials coming in or leaving, any MDOT style project reports, Owner progress, exception or quality reports, or project close out reports; and

WHEREAS, The Professional Engineer shall assure that its Services and Documents comply with all governing authority requirements, codes, ordinances, licenses, and the standard of care appropriate to a registered professional engineer in the State of Michigan; and

WHEREAS, on April 25, 2017 the EDC staff issued a Request for Qualifications (RFQ) for Construction Engineering & Inspection Services; and

WHEREAS, EDC staff received three bids May 10, 2017, reviewed the Qualifications statements, and has recommended the Construction Engineering & Inspection firm of Mannik Smith Group to provide the CEI services; and

WHEREAS, the EDC Board determined that the staff recommendation is reasonable and consistent with the scope of work for the Project; and

NOW, THEREFORE, BE IT RESOLVED that the EDC Board of Directors hereby authorizes the negotiation and execution of an Agreement with Mannik Smith Group to perform the services of Construction Engineering & Inspection services for the Georgia Street Road Reconstruction Project in a manner consistent with the Scope of Services, for a contract not-to-exceed amount of Two Hundred Ninety Thousand, Nine Hundred Twenty-Eight and 00/100 (\$290,928.00) Dollars.

BE IT FURTHER RESOLVED that the EDC Board of Directors hereby authorizes establishment of an owner's contingency of \$29,092.00 to address requirements for unforeseen conditions, to be expended at the direction of any two Officers or any one of the Officers and any of the Authorized Agents or any two Authorized Agents of the EDC.

BE IT FURTHER RESOLVED that the EDC Board of Directors hereby authorizes any two Officers, or any one of the Officers and any of the Authorized Agents or any two Authorized Agents of the EDC to negotiate and execute any and all documents necessary

to implement the provisions and intent of this resolution, including but not limited to change orders for use of owner's contingency funds.

BE IT FINALLY RESOLVED that all of the acts and transactions of any officer or authorized agent of the EDC, in the name and on behalf of the EDC, relating to matters contemplated by the foregoing resolutions, which acts would have been approved by the foregoing resolutions except that such acts were taken prior to execution of these resolutions, are hereby in all respects confirmed, approved and ratified.

August 14, 2017

MEMORANDUM

August 1, 2017

TO: Economic Development Corporation of the City of Detroit  
THROUGH: Jill Babcock  
FROM: Sandra O'Neal  
SUBJECT: Recusal from Participation in Particular Matters Involving or Affecting the Economic Development Corporation of the City of Detroit ("EDC") – Motor City Match

I have a financial interest in O'Neal Contracting, LLC, a potential or actual awardee of the Motor City Match economic development program administered by the EDC.

As a result of consulting with appropriate government ethics staff, I understand that the Motor City Match guidelines as well as applicable federal law governing the funding of the award prohibits awardees, including themselves or anyone they have business with or immediate family ties, from participating in the evaluation of an award. The Motor City Match contract states: "no federal, state or local elected official nor any member of the City of Detroit Planning Commission or employee of the HRD [Housing and Revitalization Department] nor any corporation owned or controlled by such person, shall be allowed to participate in any share or part of this contract or to realize any benefit from it". The contract further states: "in the event the Contractor has an organizational conflict of interest as defined herein, the Contractor shall disclose such conflict of interest fully in the submission of the proposal and/or during the life of the contract". Organizational conflict of interest is defined in the contract as a financial benefit that could impact objectivity in awarding the contract.

Though my duties at the HRD do not put me in direct or substantial participatory position in awarding Motor City Match contracts to applicants, in order to avoid any actual, potential, or perceived conflicts of interest in the making of an award to O'Neal Contracting, LLC, I recuse myself from official and personal participation in awarding contracts for Motor City Match. I shall not involve myself in any matters pertaining to O'Neal Contracting, LLC My supervisor will act as a screening agent to verify that matters coming to me are not involving O'Neal Contracting, LLC and if they are, these matters are re-assigned elsewhere.

The recusal will remain in effect until I, in conjunction with ethics staff, inform my supervisor in writing that it is no longer necessary by law or regulation