

APPROVAL OF MINUTES OF MARCH 13, 2018 REGULAR MEETING

RESOLVED, that the minutes of the Regular meeting of March 13, 2018 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.

April 10, 2018

**ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS REGULAR MEETING
TUESDAY, MARCH 13, 2018 – 8:30 A.M.**

BOARD MEMBERS PRESENT: Marsha Bruhn
Kimberly Clayson
Linda Forte
Chris Jackson
Jonathan Quarles
Thomas Stallworth

BOARD MEMBERS ABSENT: Maurice Cox (Ex-Officio)
John Naglick (Ex-Officio)
Matthew Roling
Vacancy (due to William Ritsema's resignation)
Vacancy (due to Monique Claiborne's resignation)

**SPECIAL DIRECTORS
PRESENT:** None

**SPECIAL DIRECTORS
ABSENT:** None

OTHERS PRESENT: Anthony Askew (DEGC/EDC)
Kyla Carlsen (DEGC/EDC)
Charlotte Fisher (DEGC/EDC)
Lilly Hamburger (DEGC/EDC)
Gay Hilger (DEGC/EDC)
Malinda Jensen (DEGC/EDC)
Jennifer Kanalos (DEGC/EDC)
Hafsa Khan (DEGC/EDC)
Glen Long (DEGC/EDC)
Chris McClain (Citizen Detroit)
Rebecca Navin (DEGC/EDC)
Mariangela Pledl (DEGC/EDC)
Erin Porter (Spaceman Mossup Michaels)
Michael Rafferty (DEGC/EDC)



Economic Development Corporation of the City of Detroit

**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS REGULAR MEETING
TUESDAY, MARCH 13, 2018
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 Regular meeting of the Economic Development Corporation Board of Directors to order at 8:35 a.m.

GENERAL

Approval of Minutes

Ms. Forte asked if there were any additions, deletions or corrections to the minutes of the February 27, 2018 Regular Board meeting.

Ms. Bruhn stated that she was proposing the following amendments to the minutes:

On the Fifth Amendment to the Tiger Stadium Development Agreement item, the minutes read that the vote was unanimous and, as she recalls, Mr. Roling was opposed.

Regarding the discussion on the Parking Management Services for the Riverfront, she proposed that a paragraph be added to capture the full discussion so that staff can respond. She also proposed amendment to the last sentence. The additional paragraph and the amended last sentence should read as follows:

“Additional concerns included the need for some free parking and servicing the public; consideration of metered spaces as an alternative; and the need to clarify the objective. Members questioned providing this parking for downtown employees. Is the purpose to draw people to the riverfront or to maximize revenues?”

Subsequent to the discussion, the Board decided that this item should be tabled and for staff to consider amendments to the proposal in light of Board member comments.”

Board members agreed that the amendments added clarity and took the following action:

On a motion by Ms. Bruhn, seconded by Mr. Stallworth, Resolution Code EDC 18-02-02-294 was unanimously approved, as amended.

March 13, 2018

500 Griswold, Suite 2200 ▪ Detroit, Michigan 48226 ▪ (313) 963-2940

PROJECTS

Small Business and Commercial Corridor Revitalization Program: Authorization to Enter Into New Community Development Block Grant Subrecipient Agreement

Mr. Rafferty advised that, at the request of the City of Detroit (the "City") Mayor's Office, the Economic Development Corporation of the City of Detroit ("EDC"), is administering small business and commercial corridor revitalization programs known as Motor City Match and Motor City Re-Store (the "Programs").

Community Development Block Grant ("CDBG") funds from the City for Programs implementation were transferred to the EDC pursuant to previous Community Development Block Grant subrecipient agreements. There is a need to replenish the CDBG funding to continue to support the Programs. Subject to City Council approval, the City's Housing and Revitalization Department has agreed enter into a new sub-recipient agreement with the EDC allocating additional CDBG funding to further support the Programs in the amount of Three Million and 00/100 Dollars (\$3,000,000.00) for the term of January 1, 2018 through June 30, 2019 (the "Agreement"). The proposed scope of services and budget were included in the Board material as Exhibits A and B, respectfully.

Staff of the EDC recommended that the EDC Board of Directors authorize the execution of the Agreement. A resolution was also included in the Board material for consideration.

The Board questioned the proposed amount of dollars spent on outreach and engagement and why it is more than the amount spent on direct services and support that we are providing.

Mr. Rafferty responded that one of the challenges they face in these programs is getting the word out in order to get a steady stream of qualified applications for each round. He discussed the many ways in which the outreach and engagement is being performed and the results they have seen.

Ms. Bruhn questioned how these new block grant funds relate to what the Board has already approved for similar services. Mr. Rafferty responded that these funds will go to pay for the contract that have already been approved. Mr. Rafferty explained that in 2015 the original subrecipient agreement of \$4.5 million was approved by the EDC Board and City Council. There was an amendment of \$3 million in 2016. Now that those monies have exhausted, we are going back and getting another \$3 million. This is a formality by the City and HRD. This resolution is to authorize the execution of the contract for monies that have already been budgeted.

Mr. Quarles requested an itemized breakdown including dollar amounts of outreach and engagement contracts that the Board has already approved.

Mr. Long pointed out that this is the CBDG budget that does not include the grant money. A lot of the outreach and engagement is being done with the grant money.

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

On a motion by Mr. Stallworth, seconded by Ms. Clayson, Resolution Code EDC 18-03-91-62 was unanimously approved.

Mr. Stallworth requested, as a follow-up, if the Board could get a picture of what the total amounts are that are going into the program versus outreach.

Motor City Re-Store Recommendations For Round 2 Business Awards

Ms. Hamburger reported that on September 1, 2017, the EDC’s Motor City Re-Store program began accepting applications for Round 2 Design and Construction Track Awards. Motor City Re-Store is a matching façade grant program for existing businesses in Detroit. The table below describes the levels of award and qualifications.

	Awards	Awardees must have:
CONSTRUCTION AWARD	<ul style="list-style-type: none"> • Up to \$25,000 matching grant per winner (50% cash reimbursement up to \$25,000) • Refer to lending partners for financing • \$2m year 	<ul style="list-style-type: none"> • An existing business in the city of Detroit • A plan for improvements • Funds ready for investment

	Awards	Awardees must have:
DESIGN AWARD	<ul style="list-style-type: none"> • Up to \$10,000 in architectural TA per winner • Access to design professionals • Refer to lending partners for financing 	<ul style="list-style-type: none"> • An existing business in the city of Detroit

When applications closed on October 1, 2017, the EDC had received 28 applications for Round 2. This number was a significant drop off from our Round 1 applicant pool (58 applications received). Noting this, we revamped our outreach strategy for Round 3, which was open from December 1, 2017 through January 8th, 2018. When Round 3 closed we had 112 applicants. In order to maximize our program’s impact and increase the number of awards granted, 6 “Construction” track applicants were moved from Round 3 to Round 2 after performing all the due diligence and analysis normally conducted.

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

- Non-CDBG Funded "Construction" award track receiving cashback grants and financing assistance
- CDBG-Funded “Design” award track receiving cost-shared architectural design, permitting and bidding assistance for pre-development; and connection to financing assistance as needed.

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 is located in and wishes to remain in Detroit for at least five 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 appropriate award tracks and reviewed eligible business applications to determine finalists. Finalist applicants were identified as follows:

- “Construction” track applicants have signed and sealed construction drawings or ready-to-bid projects that do not require construction drawings. In total, eight (8) finalists were selected.
- “Design” track applicants are existing Detroit business needing CDBG-funded architectural design assistance. In total, seventeen (17) “Design” finalists were selected.

Third, a team of staff evaluated finalist applications based on six criteria. “Construction” and “Design” applications were scored on a scale of 1-100. Selection criteria are as follows:

1. Vision and plan
2. Experience
3. Market support
4. Community benefit
5. Leverage
6. Age of Business

Based on the evaluations, EDC staff recommended:

- Eight (8) “Construction” awardees presented in Exhibit A:
Non-CDBG-Funded “Construction” awards estimated at \$164,700 in an approval amount not to exceed \$200,000.
- Seventeen (17) “Design” awardees presented in Exhibit B:
CDBG-funded “Design” awards estimated at \$129,000 in an approval amount not to exceed \$170,000.

EDC staff will connect awardees with architects to deliver services to “Design” awardees per the CDBG procurement processes. EDC staff will connect awardees to construction professionals to deliver services to “Construction” awardees if needed.

The EDC will enter into grant agreements with Round 2 Motor City Re-Store awardees and facilitate introductions to lending partners to pursue gap financing through independent sources.

A resolution approving the staff’s recommendation of “Design” and “Construction” awardees was included for the Board’s consideration.

March 13, 2018

Ms. Clayson questioned if there was a typographical error in the amount of the grant for Green Dot Stables. Ms. Hamburger responded that a zero was left off and the amount should be \$14,000.

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

On a motion by Mr. Stallworth, seconded by Mr. Quarles, Resolution Code EDC 18-03-91-61 was unanimously approved.

Mr. Stallworth requested a list of businesses and types, along with a map showing the geographic location. He also requested that this information be provided in the board materials for future rounds.

Motor City Match Program Update

Mr. Askew delivered a PowerPoint presentation updating the Board on the Motor City Match Program metrics and responded to Board members' questions.

Following the presentation, the Board requested an update at a future meeting on staff's plan of how to reprogram the dollars that did not go through.

ADMINISTRATION

OTHER MATTERS

PUBLIC COMMENT

ADJOURNMENT

With there being no further business to come before the Board, Ms. Forte adjourned the meeting at 9:20 a.m.



APPROVAL OF MINUTES OF FEBRUARY 27, 2018 REGULAR MEETING

RESOLVED, that the minutes of the Regular meeting of February 27, 2018 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.

March 13, 2018



**SMALL BUSINESS AND COMMERCIAL CORRIDOR REVITALIZATION PROGRAM:
AUTHORIZATION TO ENTER INTO NEW COMMUNITY DEVELOPMENT BLOCK
GRANT SUBRECIPIENT AGREEMENT**

WHEREAS, at the request of the City of Detroit (the "City") Mayor's Office, the Economic Development Corporation of the City of Detroit ("EDC"), is administering small business and commercial corridor revitalization programs known as Motor City Match and Motor City Re-Store (the "Programs"); and

WHEREAS, Community Development Block Grant ("CDBG") funding from the City for the Programs implementation that were transferred to the EDC pursuant to Community Development Block Grant subrecipient agreements has been depleted; and

WHEREAS, subject to City Council approval, the City's Housing and Revitalization Department has agreed enter into a new sub-recipient agreement with the EDC allocating additional CDBG funding to further support the Programs in the amount of Three Million and 00/100 Dollars (\$3,000,000.00) for the term of January 1, 2018 through June 30, 2019, proposed scope of services and budget of which are attached hereto as Exhibits A and B, respectfully (the "Agreement"); and

WHEREAS, the EDC Board of Directors has determined that the Agreement is appropriate and otherwise consistent with the EDC's statutory purposes; and

NOW, THEREFORE, BE IT, RESOLVED, the Agreement is hereby approved.

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 the Agreement and all other documents, contracts, or papers, and take all actions, necessary or appropriate to implement the provisions and intent of this resolution on behalf of the EDC.

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.

March 13, 2018

Exhibit A
Scope of Work
Economic Development Corporation (DC)
of the City of Detroit
Commercial Corridor Revitalization

The EDC proposes to undertake the following activities in order to increase economic activity and physical revitalization of commercial areas throughout the City of Detroit:

1. Attract new small businesses and real estate investment:
 - a. EDC will utilize a variety of approaches to encourage new businesses to locate in commercial corridors throughout the city. These approaches could include small business competitions, support for temporary businesses, target marketing to potential prospects, assistance navigating city processes and the local business support community, as well as other approaches. These efforts will be targeted to neighborhood-serving businesses and other businesses that can drive the economy of the city while ensuring that jobs are available for Detroiters.
2. Retain and expand existing small businesses:
 - a. EDC will work with community partners and other technical assistance providers to deliver assistance to small businesses along commercial corridors. This assistance may include outreach activities, one-on-one counseling and assistance, seminars, financial assistance, assistance navigating city processes and the local business support community and others. Direct assistance may come in the form of classroom-style setting, one-on-one assistance, or as a reimbursement to eligible small businesses to procure necessary technical assistance (i.e. accounting, marketing, etc.).
3. Improve the physical environment along commercial corridors:
 - a. EDC will work with City departments and community partners to improve the physical conditions of commercial corridors. This may include providing assistance to businesses, property owners, and the City with code compliance activities, facade improvements, and other activities that promote a clean and safe environment. Specific activities will be tailored to the areas that the EDC ultimately works in.
4. Develop new tools to support business attraction, retention and expansion, and physical investments.
 - a. EDC will develop new tools that can help small businesses, property owners, developers and others make investments in small businesses and real estate along commercial corridors, typically in rehabilitation and/or minor expansion of existing buildings (<20% of existing building footprint). These tools will leverage private investment while addressing market gaps in available financing. The specifics of these and any other potential tool will be

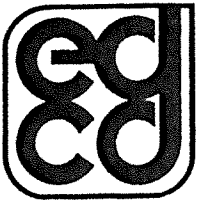
financing. The specifics of these and any other potential tool will be developed in concert with the City of Detroit. These CDBG-funded tools may include forgivable equity investments into projects, a loan loss reserve, interest rate buy-downs for private loans, forgivable loans, or other financial instruments.

In addition, the EDC may engage in planning and capacity building activities to support the objectives of the activities described in Exhibit A.

**Exhibit B
Budget**

**Motor City Match and Re-Store - 1/1/2018 -
6/30/2019**

Task		Total
Outreach and engagement	\$	1,435,115
Project assessment, feasibility and technical assistance	\$	1,351,323
Direct project costs (loans and grants)		
Other commercial corridor activities		
Project administration fee	\$	213,562
Total	\$	3,000,000



MOTOR CITY RE-STORE: ROUND 2 AWARDS

WHEREAS, EDC staff has completed due diligence and evaluation for applications ("Applications") in the first round ("Round 2") of the Motor City Re-Store Program; and

WHEREAS, the EDC staff has provided recommendations to the Board, to receive grant investment subject to EDC Board approval; and

WHEREAS, the EDC Board that the staff recommendation is reasonable and consistent with the Motor City Re-Store program; and

NOW, THEREFORE BE IT RESOLVED that the EDC Board of Directors, accepts the current results of the Round 2 evaluation process, and approves the Applications that have been recommended for Motor City Re-Store awards, attached hereto as Exhibits A and B.

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

March 13, 2017

Exhibit A
Recommended "Construction" Awardees

1. Green Dot Stables

Estimated Construction Award: \$14,700

Owner: Jacques Driscoll

Location: 2200 W Lafayette, in Hubbard Richard (District 6)

Years in business: 5

Description: Green Dot Stables is a restaurant whose focus is on supplying great quality food and drinks at an affordable price.

Scope: Green Dot Stables would like to update and repave the parking lot and entryway to the restaurant, including landscaping, so that it upholds the physical standards that they have everywhere else in their business.

2. Team LBR, LLC

Estimated Construction Award: \$25,000

Owner: Larry B. Rivers

Location: 20122 Livernois, in Green Acres (District 2)

Years in business: 10

Description: Team LBR LLC is a minority-owned licensed State of Michigan Real Estate Brokerage firm that specializes in sales and property management of single-family and multi-family homes in Detroit.

Scope: Team LBR would like to resurface the gated parking lot with asphalt and restripe parking lot. They also plan to add landscaping to their grounds.

3. Infinite Dzigns, LLC

Estimated Construction Award: \$15,000

Owner: Ray Chambliss

Location: 19605 Grand River, in Minock Park (District 1)

Years in business: 6

Description: Infinite Dzigns is a minority veteran-owned retail apparel and contract wholesale apparel decoration company. They create one-of-a-kind apparel products for educational institutions, community organizations, large corporations, and small businesses. They also sell their own brand of Detroit-inspired apparel products under the trademark brand name "Detroit Bred" which they own exclusively.

Scope: Infinite Dzigns would like to add a rain garden, showcase windows where there is currently cinderblock, fencing, awning, exterior walls painting, picnic table seating area and lighting.

4. Transformation Barbershop

Estimated Construction Award: \$25,000

Owner: Kevin Tubbs

Location: 9407 John R., in North End (District 5)

Years in business: 5

Description: Transformation is minority veteran-owned. It is not just a barbershop/hair salon, it's a community space that hosts several community events annually in the open park behind the building and the shop has helped attract other businesses to the retail center, improving the economic development and the quality of life around Boston Edison and Arden Park.

Scope: Transformation Barber Shop will receive exterior improvements along with 5 other tenants in their building. The improvements include corrugated metal siding, awnings, signage and decorative lighting, landscaping, storm water drainage within the sidewalks and green improvements such as solar safety lighting. Murals, bicycle racks, and exterior seating areas for business patrons or the public and also part of the plans.

5. Rebound Design Build

Estimated Construction Award: \$25,000

Owner: Steve Harris

Location: 9413 John R., in North End (District 5)

Yeas in business: 5

Description: Rebound is a minority veteran-owned full-service design and build firm offering preliminary conceptual design, project design, interior design and space planning through final construction.

Scope: Rebound will receive exterior improvements along with 5 other tenants in their building. The improvements include corrugated metal siding, awnings, signage and decorative lighting, landscaping, storm water drainage within the sidewalks and green improvements such as solar safety lighting. Murals, bicycle racks, and exterior seating areas for business patrons or the public and also part of the plans.

6. Richard Bennett & Associates

Estimated Construction Award: \$25,000

Owner: Richard Bennett

Location: 470 Brainard, in Midtown (District 6)

Yeas in business: 18

Description: Richard Bennett & Associates is a minority-owned sculpture design and custom fabrication firm working in wood and metals. The company has serviced the design community for over 40 years, working on projects such as the Charles H. Wright Museum, DIA-Mott Collage, Woodward Garden Theater, and CCNDC Midtown Inc.

Scope: Mr. Bennett will replace the lower level windows and entry doors, restore limestone details over windows, replace sidewalks, and open windows on the front of the building, exposing studio gallery of arts and design work to street and foot traffic. He also hopes to develop a mid- to large- scale sculpture court on the side lot with pads and lighting to create a world class destination venue for the arts.

7. Robinson Furniture

Estimated Construction Award: \$15,000

Owner: Scott Bradley

Location: 3180 East Jefferson, in Rivertown (District 5)

Yeas in business: 7

Description: Robinson is a minority-owned retail furniture store that sells all types of furniture, appliances, tires, rims, and lawn/snow equipment.

Scope: Robinson Furniture would like new and updated signage.

8. The Final Kut

Estimated Construction Award: \$20,000

Owner: Kevin Ingram

Location: 13303 West Seven Mile, in Greenwich (District 2)

Years in business: 20

Description: For two decades, The Final Kut has not only kept the community groomed, but has actively been committed to giving back by providing free barbering services to low income families, free health screenings on site provided by the Detroit Department of Health, and voter registration. The Final Kut is a minority-owned business. The shop has been recognized for service excellence by Native Detroit Magazine and The Michigan Chronicle.

Scope: The scope of this project includes an awning with LED lighting, new signage, exterior lighting around the building, new gutters, solar panel for the roof, a bike rack, and sidewalk repaving.

EXHIBIT B
Recommended "Design" Awardees

Business Name	Business Type	Years in business	Demographic Status	Neighborhood	Est. Award (Design)
Annointed Construction, LLC	residential rehab construction firm	15	MBE	Bagley	\$ 7,200.00
Atlas Plumbing Supply Co.	plumbing supply and service center	82	-	McDougall-Hunt	\$ 10,000.00
Belle Isle Pizza	pizza parlor	2	MBE	West Village	\$ 10,000.00
Crash Auto Parts, LLC	new and used auto parts supplier and salvage yard	4	-	Boynton	\$ 7,200.00
Crystal Clear Images	graphic design and commercial printing shop	17	MWBE	St. Marys	\$ 6,000.00
Dolex Dollar Express	financial services company	9	MBE	Springwells	\$ 8,000.00
Grootka, Inc. DBA PJ's Lager House	bar, restaurant, music venue	10	-	Corktown Evergreen	\$ 10,000.00
Headliners Barber Shop	barber shop	15	MVBE	Lahser	\$ 6,000.00
Jefferson Chevrolet DBA Trader Ray Tire Center	auto dealership and service center	81	-	Rivertown	\$ 6,000.00
JGP Investments	property management and rehab company	4	MBE	College Park	\$ 7,200.00
MG Income Tax & Multiservices, Inc.	income tax and financial services	13	MBE	Southwest	\$ 10,000.00
Morales Enterprises	real estate and property management company	15	MWBE	Springwells	\$ 6,000.00
People's Restaurant Equipment Co.	100-year-old restaurant supply company	100	-	Eastern Market	\$ 7,200.00
Rivers Realty, Inc. / Rivers Investment	real estate brokerage	41	MVBE	University District	\$ 10,000.00
The Neighborhood Schoolhouse	childcare and community health facility	8	MWBE	Banglatown	\$ 6,000.00
The Studio	dance and fitness facility	2	MWBE	Banglatown Joy	\$ 4,200.00
Timeout Sports Bar	sports bar	12	MWBE	Community	\$ 8,000.00
Total					\$129,000.00