



**City of Ann Arbor**  
**Meeting Minutes**  
**Local Development Finance Authority**  
**(LDFA)**

301 E. Huron St.  
Ann Arbor, MI 48104  
<http://a2gov.legistar.com/Calendar.aspx>

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Thursday, March 25, 2021

8:15 AM

Held Electronically

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**Members of the public may speak during Public Comment: Toll Free (877) 853-5247,  
Enter Webinar ID: 918 2659 2322**

**I. CALL TO ORDER**

*Chair Rapundalo called the meeting to order at 8:15 a.m. The meeting was held electronically via Zoom.*

**II. ROLL CALL**

**Present:** 7 - Caryn Charter, Stephen Rapundalo, Phil Tepley, Ali Ramlawi, Michele Mueller, Michael Psarouthakis, and Jason Morgan

**Absent:** 2 - Heather Grisham, and Carrie Leahy

**III. PUBLIC COMMENT**

*None*

Public comment shall be allowed at all meetings. An individual may speak for up to three (3) minutes on any item listed on the Agenda. The Chair may extend an individual's speaking time in his/her discretion. Public comment on non-agenda items may be limited in the Chair's discretion.

**IV. APPROVAL OF AGENDA**

**A motion was made by Councilmember Ramlawi, seconded by Treasurer Charter, that the agenda for March 25, 2021 be approved. On a voice vote, the Chair Rapundalo declared the motion carried.**

**V. APPROVAL OF MINUTES**

[21-0602](#) LDFA Board Meeting Minutes - January 28, 2021

**Attachments:** LDFA Board Meeting Minutes - January 28, 2021.pdf

A motion was made by Psarouthakis, seconded by Councilmember Ramlawi, that the Minutes of January 28, 2021 be approved. On a voice vote, Chair Rapundalo declared the motion carried.

**VI. LDFA CHAIR'S REPORT**

**1. New Board Member Introduction - Jason Morgan, Washtenaw County**

*Chair Rapundalo introduced new board member, Jason Morgan, representative for Washtenaw County, replacing Andy LaBarre.*

**2. LDFA Annual Report FY2020 Presentation**

[21-0621](#) LDFA Annual Report to Council - FY2020

**Attachments:** LDFA Annual Report to Council FY2020.pdf

*Chair Rapundalo reported that the attached LDFA Annual Report was presented to city council on March 22, 2021 as part of the budget work session leading up to the passage of the city budget.*

**VII. LDFA TREASURER'S REPORT**

*Treasurer Charter reported that since our last meeting in January, three invoices have been approved; SPARK January and February invoices and one Tech Park Fiber project invoice. The quarterly report will be presented at the April 22, 2021 meeting.*

**VIII. REPORTS FROM SERVICE PROVIDERS**

*Bill Mayer reported that A2Tech360 will probably be a hybrid model this year featuring virtual outdoor activities like mobility row as well as other activities just out of an abundance of caution. The Board will be updated as the North American Auto Show draws closer.*

*The incubators are still closed as they wait for the governor's announcement expected in mid-April regarding the work from home order.*

*SPARK has a new mobility employee, Alison Beatty, who was hired due to a second person leaving the company. The mobility department is now back to 100 percent.*

*SPARK is running the CEO Master Class again with 10 people enrolled and 100 percent attendance in their fourth sessions.*

*Mr. Mayer said Gary Clemetson of Lenawee county wanted the Board to know that the Gateway Representative Grant for LenaweeNow was renewed at the February Michigan Strategic Fund meeting.*

**IX. OTHER BUSINESS**

**1. Ypsilanti Summer Works Project Review - Presented by Christopher Jacobs, City of Ypsilanti**

**21-0618** Ypsilanti Summer Works Project Review

**Attachments:** SummerWorks Presentation LDFA(1).pdf

*Joe Meyers and other attendees from Ypsilanti gave a presentation of the summer youth works project. Christopher Jacobs, the Community Development manager for the City of Ypsilanti, recruiter Amy Cell, and Executive Director Sharmar Herron from Michigan Works provided an update and discussed opportunities for collaboration and support. Teresa Gillotti from Washtenaw County was also introduced as part of the summer works program.*

*Mr. Jacobs shared that the City of Ypsilanti have had successful internships with young people through the summer works program and recognized the value earlier on and wanted to further develop the tech talent pipeline in Ypsilanti and Ann Arbor. This is the program's third year.*

*Mr. Herron said the program started from being asked by the County Sheriff's office to help implement a summer youth employment program due to the murder of two young people under the age of 17 in the city of Ypsilanti during the summers of 2015 and 2016. Mr. Herron agreed but first proposed to give the youth "professional development" before they went into the workforce. The focus is on internships that will provide mentorship opportunities, skill development as well as work preparedness.*

*The program partnered with the University of Michigan in 2017 who have provided resources and real jobs at the university as well as community and county-based jobs. Prior to 2020, approximately 15 to 20% of young*

*people were being retained by the employers.*

*Ms. Cell said that last year, up to 20 youths were placed in real job experiences but due to the pandemic the internships became virtual. Several Tech and innovation-based companies in Washtenaw County stepped up to provide virtual internships and virtual job shadowing. A mentorship component was also added with 80 mentors signing up to mentor 40 youth and young adults giving them feedback and help with applying for college.*

*Currently, they are in the midst of recruiting and matching. They have had over 300 young adults from across Washtenaw County apply to the program. The program is targeting 200 mentorships to match up as many young adults as possible with 50 of the internships having a technology component.*

**2. Update on Ann Arbor/Ypsilanti SmartZone Internship Program**

*Mr. Mayer wanted to provide the Board with full disclosure of a new opportunity for SPARK from the State of Michigan stating that about three years ago, MEDC hired strategic consultants to go around the state trying to find out what can be done to enhance the support for entrepreneurship in the State of Michigan. They showed interest in SPARK's internship matching program and the entrepreneur residence program. About four month ago, Fred Molnar and Josh Hunt of MEDC worked with SPARK to create a proposal that would provide an internship match program, focusing on a stem-based job descriptions, based on computer science with a goal of retaining more of the UM graduating students. SPARK has contracted with the State of Michigan, funded by MEDC to work with Smartzones or entrepreneurial support entities to empower them to forge better relationships with their client companies, local colleges and universities by bringing them into service offered through education and training.*

**3. Report from Strategic Planning Committee**

*Phil Tepley stated that the Strategic Planning committee met twice last year and recently reconvened to focus on diversity, equity and inclusion that was not cited in the strategic plan. The committee is not making any recommendations at this time. Mr. Tepley mention his interaction with Anne Partington of SPARK East as being very knowledgeable in DEI well beyond the fairness aspect but also in how the economy benefits. The committee expects to meet again in late April 2021 for further discussion.*

4. Budget Adoption - FY2022

[21-0619](#) LDFA FY2022 Budget - Draft

**Attachments:** LDFA FY2022 Budget-Draft.pdf

*Treasurer Charter said the Budget and Contract committee is recommending a budget of 7.8 million for FY2022. A large part of the budget is the \$3 million budget appropriation to fully fund the fiber project. The Board committed to funding the project with \$5 million by funding it incrementally each year, beginning with \$500,000 funded in FY2020, \$1.5 million in FY2021 and now the last \$3 million in FY2022 into the capital fund. There was also an increase of about \$183,000 for SPARK which is mostly incremental but there were a couple areas where the budget committee supported increases in programming.*

*The cost of the audit is included in the funding for the City of Ann Arbor, which is conducted every two years and also up to 80 hours of billable time for procurement support for the Grants committee. Also mentioned was the possible need for additional support for the Treasurer due to the increase in activity in the SPARK contract, fiber grant, and awarding additional grants.*

**A motion was made by Psarouthakis, seconded by Councilmember Ramlawi, that the LDFA Budget for FY2022 be approved as presented. On a voice vote, Chair Rapundalo declared the motion carried.**

X. ADJOURNMENT

**A motion was made by Councilmember Ramlawi, seconded by Treasurer Charter, that the meeting be adjourned at 9:35 a.m.. On a voice vote, the Chair declared the motion carried.**

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City Clerk's Office  
301 E. Huron St.  
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