



City of Ann Arbor

Meeting Minutes

Downtown Development Authority

DDA Office
150 S. Fifth Ave. Ste. 301
Ann Arbor, MI 48104

Wednesday, January 8, 2025

12:00 PM

Downtown Development Authority, 150 S.
5th Ave.

DDA Board Meeting

1. ROLL CALL

Present: 8 - Tyler Kinley, Micah Bartelme, Mike Michelin, Steven Brummer, Thressa Nichols, Angela Jackson, Kim Mayes, and Elisabeth Berry

Absent: 2 - Alexandra Dieck, and Milton Dohoney Jr.

2. APPROVAL OF AGENDA

Member Brummer moved and Member Michelin seconded the motion to approve the agenda. On a voice vote, Chairperson Bartelme declared the motion approved.

3. PUBLIC COMMENT (3-MINUTES) None

4. EXECUTIVE DIRECTOR REPORT

Ms. Thomson reported the DDA's first Elevate Program Installation will be installed at Liberty Square Plaza on Friday, January 17th. This is a temporary light and sound exhibit that will be in place until mid-March. She said critical information will be shared at the DDA Work Sessions beginning with the Parking System budget and first permanent Elevate Wayfinding Program on January 22nd. Subsequent Work Sessions and Board meetings through the summer will be focused on providing details on the DDA Development Plan for the Board to consider. It is anticipated the Development Plan will go to City Council in August.

5. DDA MEMBERS COMMUNICATIONS - None

6. CONSENT AGENDA

Member Brummer moved and Member Nichols seconded the motion to approve the items on the Consent Agenda. On a voice vote, Chairperson Bartelme declared the items on the Consent Agenda

approved.

25-0025

Enactment No:

**Approved by the Board
and forwarded**

**Approved by the Board and forwarded to the City Council due back
on 2/3/2025**

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7. **ITEMS REMOVED FROM CONSENT AGENDA (If applicable) - None**

8. **SPECIAL BUSINESS/REPORTS - None**

9. **NEW BUSINESS**

DDA's Fiscal Year 2024 Audit Presentation

Dan Merritt, CPA, Principal for Rehmann presented the DDA's FY2024 Audit Report. The DDA received a clean audit. Mr. Merritt commended Ms. McCallum for her excellent work on the audit. Questions were asked and answered.

25-0055

DDA FY2024 Audit Presentation

Received and Filed

9A. **Resolutions**

25-0033

Enactment No: R-25-012

Approved

Chairperson Bartelme moved and Member Mayes seconded the motion to approve the resolution. On a voice vote, Chairperson Bartelme declared the resolution approved.

**RESOLUTION TO ACCEPT THE DDA'S AUDITED FINANCIAL
STATEMENTS FOR FISCAL YEAR 2024**

25-0023

Enactment No: R-25-013

Approved

Member Mayes moved and Member Berry seconded the motion to approve the resolution. On a voice vote, Chairperson Bartelme

declared the resolution approved.

RESOLUTION TO ADOPT A PARKING SYSTEM ADMINISTRATIVE FEE
POLICY

25-0024

Enactment No: R-25-014

Approved

**Member Kinley moved and Member Mayes seconded the motion to
approve the resolution. On a voice vote, Chairperson Bartelme
declared the resolution approved.**

RESOLUTION APPROVING A PARKING SYSTEM ADMINISTRATIVE FEE
SCHEDULE

10. UNFINISHED BUSINESS - None

11. COMMUNICATIONS-The following communications are included in the packet.

25-0035

DDA Staff Reports-January 2025

Received and Filed

12. PUBLIC COMMENT - None

13. ADJOURNMENT-12:30PM

**Member Nichols moved and Member Michelin seconded the motion
to adjourn the meeting. On a voice vote, Chairperson Bartelme
declared the meeting adjourned.**

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301 E. Huron St.
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accommodated.**



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Wednesday, January 22, 2025

11:00 AM

Downtown Development Authority, 150 S.
5th Ave.

DDA Work Session

1. WELCOME

Present: 6 - Tyler Kinley, Micah Bartelme, Mike Michelin, Angela Jackson, Kim Mayes, and Elisabeth Berry

Guests: Chris Taylor, PCI, Kate Robertson, Ann Arbor Art Center

2. AGENDA

2A. DDA OFFICE LEASE

Ms. Thomson provided an overview of the proposed move to a new DDA office space in the Kerrytown Market and Shops area. Questions were asked and answered. The resolution to approve the new office space lease will be brought to the February board meeting.

2B. PARKING SYSTEM DRAFT BUDGET FY26-FY27

[25-0148](#) Parking System Draft Budget FY26-FY27 Presentation

Ms McCallum and Ms. Hahlbrock shared a presentation on the draft Parking System FY2026 and FY2027 budget. Questions were asked and answered. The draft TIF FY2026 and FY2027 budget presentation will be shared at the February Work Session. The DDA FY2026-FY2027 budget with the resolution to put it forward to City Council will be brought to the March DDA board meeting.

2C. DDA ELEVATE PROGRAM PRESENTATION

[25-0146](#) DDA Elevate Program Presentation

Ms. Miller presented an overview on the DDA Elevate Program Wayfinding Project. Ms. Miller and Ms. Kate Robertson from the Ann Arbor Art Center talked through the artist selection process and installation locations. Questions were asked and answered. The contract for the selected artist will be brought to the March board meeting.

3. PUBLIC COMMENT - None

4. ADJOURNMENT - 12:35PM

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