



**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](http://a2gov.legistar.com/Calendar.aspx)

---

Wednesday, July 17, 2019

8:15 AM

Downtown Development Authority, 150 S.  
Fifth Ave. Suite 301, meeting room

---

**I. CALL TO ORDER**

*Chair Grisham called the meeting to order at 8:18 a.m. in the Downtown Development Authority, 150 S. Fifth Ave., Suite 301, meeting room.*

**II. ROLL CALL**

*Absent: Andy LaBarre*

**Present:** 8 - Caryn Charter, Carrie Leahy, Stephen Rapundalo, Paula Sorrell, Phil Tepley, Heather Grisham, Ali Ramlawi, and Michele Mueller

**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 Rapundalo, seconded by Charter, that the agenda be approved as presented. On a voice vote, Chair Grisham declared the motion carried.**

**V. APPROVAL OF MINUTES**

[19-1377](#) LDFA Board Meeting Minutes - June 18, 2019

**Attachments:** LDFA Board Meeting Minutes - June 18, 2019.pdf

**A motion was made by Councilmember Ramlawi, seconded by Rapundalo, that the Minutes of June 18, 2019 be approved. On a**

voice vote, Chair Grisham declared the motion carried.

**VI. LDFA CHAIR'S REPORT**

*Chair Grisham reminded the board that officers would be elected at our next meeting.*

**VII. LDFA TREASURER'S REPORT**

*Treasurer Leahy presented the financial report and indicated that the final accounting for FY2019 is not complete.*

[19-1408](#) Smartzone Financial Report - June 30, 2019

**Attachments:** Smartzone Financial Report 06.30.19.pdf

**1. Update on Indemnification Coverage**

*The board was updated on the quote for Directors and Officers insurance from Hylant. The board requested additional information for the next meeting.*

**2. Contract Audit**

*Spark contract audit will occur for the fiscal year 2019 results.*

**VIII. REPORTS FROM SERVICE PROVIDERS**

*Mr. Mayer discussed the SPARK's 4th quarter results and the report was approved as amended.*

**1. Ann Arbor SPARK Fourth Quarter Report - FY2019**

[19-1409](#) Ann Arbor SPARK Fourth Quarter Report - FY2019

**Attachments:** LDFA 2018-2019 Q4 Final (002).pdf

**2. A2 Tech360 2019 Post-Event Recap**

*Mr. Mayer discussed A2Tech360. The board further discussed the significant expansion of this event. Mr. Mayer will return with additional analysis at the next meeting.*

[19-1396](#) A2 Tech360 2019 Post Event Recap

**Attachments:** a2Tech360 2019 Post Event Recap v2.pdf

3. **LDFA-Administrative Quarterly Report FY2019**

*The report was reviewed and approved.*

[19-1412](#) LDFA Administrative 4th Quarter Report - FY19

**Attachments:** LDFA FY2019 Q4 Quarterly Report.pdf

IX. **OTHER BUSINESS**

1. **LDFA Public Meeting Schedule FY2020**

[19-1401](#) LDFA Board Meeting Schedule - FY2020

**Attachments:** LDFA Public Meeting Notice FY2020.pdf

**A motion was made by Rapundalo, seconded by Charter, that the LDFA Board Meeting dates be changed to the 4th Thursday of each scheduled month beginning August 22, 2019 for FY2020 and that it be approved as Amended. On a voice vote, Chair Grisham declared the motion carried.**

2. **Approval of LDFA - Ann Arbor Administrative Support Agreement FY2020**

[19-1404](#) LDFA - Ann Arbor Administrative Support Agreement FY2020

**Attachments:** FY2020 LDFA AA Administrative Services Agreement - revised.pdf, FY2020 Indirect Costs.pdf

**A motion was made by Rapundalo, seconded by Treasurer Leahy, that the LDFA-Ann Arbor Administrative Support Agreement for FY2020 be Approved. On a voice vote, Chair Grisham declared the motion carried.**

3. **Update on Grant Request**

*The grant request was discussed by the board and a recommended process will be brought to the next meeting.*

4. **MEDC's Request for a Resolution**

*Discussion was tabled until the next meeting.*

X. **ADJOURNMENT**

**A motion was made by Treasurer Leahy, seconded by Sorrell, that the meeting be Adjourn. On a voice vote, Chair Grisham declared the motion carried.**

**All persons are encouraged to participate in public meetings. Citizens requiring translation or sign language services or other reasonable accommodations may contact the City Clerk's office at 734.794.6140; via e-mail to: [cityclerk@a2gov.org](mailto:cityclerk@a2gov.org); or by written request addressed and mailed or delivered to:**

**City Clerk's Office  
301 E. Huron St.  
Ann Arbor, MI 48104**

**Requests made with less than two business days' notice may not be able to be accommodated.**