



**City of Ann Arbor**  
**Meeting Minutes - Draft**  
**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)

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Tuesday, April 18, 2017

8:15 AM

Larcom City Hall, 301 E Huron St, Second  
floor, City Council Chambers

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**I. CALL TO ORDER**

*Chair Sorrell called the meeting to order at 8:20 a.m. in the Guy C. Larcom, Jr. Building, 2nd Floor Council Chambers, 301 E. Huron Street.*

**II. ROLL CALL**

*Board member Beth Ernat left at 9:20 a.m.*

**Present:** 7 - Caryn Charter, Carrie Leahy, Stephen Rapundalo, Paula Sorrell, Phil Tepley, Heather Grisham, and Beth Ernat

**Absent:** 2 - Laura Hayden, and Graydon Krapohl

**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**

*Chair Sorrell asked that discussion for Strategic Planning be removed from the agenda.*

**A motion was made by Rapundalo, seconded by Vice Chair Leahy, that the Agenda be Approved with changes. On a voice vote, the Chair declared the motion carried.**

**V. APPROVAL OF MINUTES**

[17-0542](#) LDFA Board Meeting Minutes - March 21, 2017

**Attachments:** LDFA Board Meeting Minutes - March 21, 2017

A motion was made by Treasurer Grisham, seconded by Ypsilanti City Rep. Charter, that the Minutes of March 21, 2017 be Approved by the Board. On a voice vote, the Chair declared the motion carried.

VI. LDFA CHAIR'S REPORT

*No Chair Report*

VII. LDFA TREASURER'S REPORT

*Board Treasurer Heather Grisham presented the Treasurer's Report*

[17-0583](#) SmartZone Financial Report - March 31, 2017

**Attachments:** Smartzone Financial Report 3.31.17-Q3

VIII. REPORTS FROM SERVICE PROVIDERS

*Skipp Simms presented the SPARK Service Providers Report*

1. [17-0589](#) SPARK 2016-2017 3rd Quarter Report

**Attachments:** LDFA 2016-2017 Q3.pdf

2. Review Marketing Report

*Donna Doleman from SPARK gave a review of the LDFA Marketing Report*

[17-0424](#) LDFA Marketing Report

**Attachments:** 2017 Final LDFA Marketing Report

[17-0648](#) SPARK 3 Year Marketing Plan Results - July 2014 - February 2017

**Attachments:** 3-Year Marketing Plan Results.pdf

IX. OTHER BUSINESS

1. Resolution to Recommend 15-Year Extension of TIF Plan

**17-0425** LDFA 15 Year Extension of TIF Plan

**Attachments:** A2Ypsi LDFA 15 Year Extension

*Phil Tepley asked that a discussion be added to strategic planning to form a LDFA coordination committee for the Lenawee County satellite.*

**17-0554** LDFA Board Resolution for TIF Plan Extension

**Attachments:** LDFA Board Resolution for TIF Plan Extension

**A motion was made by Ypsilanti City Rep. Tepley, seconded by Vice Chair Leahy, that the LDFA Board Resolution for the TIF Plan Extension be Approved. On a voice vote, the Chair declared the motion carried.**

2. **17-0573** LDFA and SPARK 2017-2018 Draft Contract Services Agreement

**Attachments:** LDFA - SPARK - 2017-18 Agreement DRAFT redline v4

*The Board agreed to postpone discussion of the LDFA and SPARK 2017-2018 Draft Contract Services Agreement and asked that the document be reviewed for discussion at the next Board meeting.*

3. **17-0556** LDFA 2018 Contract for City Services

**Attachments:** City Services Agreement 2018

**A motion was made by Vice Chair Leahy, seconded by Rapundalo, that the LDFA 2018 Contract for City Services be Approved subject to City Council approval of LDFA Budget May 2017. On a voice vote, the Chair declared the motion carried.**

4. **Discussion of Potential Conflict of Interest**

*Vice Chair Leahy described a potential conflict of interest on the LDFA and Spark contract.*

*Vice Chair Leahy left the room at 9:38 a.m. and all Board member present remained to discuss the potential conflict. She returned at 9:41 a.m.*

*Since the Board attorney, Jerry Lax, was unable to attend this meeting,*

*the Board deferred further discussion on potential conflict of interests until the next meeting Board meeting to accomodate scheduling.*

**X. ADJOURNMENT**

**A motion was made by Vice Chair Leahy, seconded by Treasurer Grisham, that the Board meeting be Adjourn at 9:43 a.m. On a voice vote, the Chair declared the motion carried.**

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

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