



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)

Thursday, August 24, 2023

8:15 AM

Larcom City Hall, 301 E Huron St,
Basement Conference Room

I. CALL TO ORDER

Chair Psarouthakis called the meeting to order at 8:16 a.m. at Larcom City Hall, 301 E Huron St., Basement Conference Room and via Zoom.

II. ROLL CALL

Present: 7 - Stephen Rapundalo, Phil Tepley, Heather Grisham, Chair Michael Psarouthakis, Carrie Leahy, Jennifer Cornell, and Annie Somerville

Absent: 2 - Michele Merusi, and Caryn Charter

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 Councilmember Cornell, that the be Approved. On a voice vote, Chair Psarouthakis declared the motion carried.

V. APPROVAL OF MINUTES

[23-0773](#) LDFA Meeting Minutes 04.27.23

A motion was made by Rapundalo, seconded by Councilmember Cornell, that the Minutes be Approved by the Board and forwarded to the City Council and should be returned by 9/18/2023. On a voice

vote, the Chair Psarouthakis declared the motion carried.

[23-1151](#) LDFA Meeting Minutes 06.22.2023

A motion was made by Rapundalo, seconded by Councilmember Cornell, that the Minutes be Approved by the Board and forwarded to the City Council and should be returned by 9/18/2023. On a voice vote, Chair Psarouthakis declared the motion carried.

IV. LDFA CHAIR'S REPORT

No comments to note.

VII. LDFA TREASURER'S REPORT

Treasurer Tepley/Bill Mayer explained to the Board that Spark has received a \$5,000 refund from Ypsi-Glow, which has dissolved. This refund was from a FY 2023 sponsorship. Since the funding is on SPARK's books, they have the ability to spend the funding on another item that fits appropriately within another sponsorship to an Ypsi tech-entrepreneurship support organization.

SPARK sent their final FY 2023 invoice in the amount of \$629K. SPARK under spent their \$4.5M contract by only \$1,821. The first invoice of the new FY was \$418,594.

[23-1290](#) SmartZone Financial Report - 4th Quarter FY 2023

M. Praschan reported that approximately \$437K of budget was left on the table; however, \$400K of that amount has been approved to be spent in the upcoming fiscal years budget via an increase in the SPARK contract.

Received and Filed

VIII. REPORTS FROM SERVICE PROVIDERS

[23-1289](#) SPARK 4th Quarter Report FY 2023

B. Mayer reported on the closing out last year has been consistent. The National trend level show a dramatic drop in tech companies created; however, we continue to create. However, it represents a concern going forward. Global instabilities of venture capitalists are having trouble

raising funds, which is impacting start ups.

Other things to note, still seeing growth in virtual tenants and utilization of SPARK central and East offices and utilization is up.

Received and Filed

IX. OTHER BUSINESS

23-1291 LDFA Administrative Report - 4th Quarter FY 2023

M. Praschan indicated the Administrative Report included the metrics as reported by SPARK in their final FY2023 report and, also include an overview of the financials previously discussed.

One item of note, is that the Tech Park Fiber Project is now complete and early financials indicate a refund to the LDFA. Once a project close-out is complete, a final accounting will be prepared and shared with the Board.

Received and Filed

23-1266 SPARK Financial Statement Audit

No Report - Discussion only

Board Member Grisham received a quote for a financial audit from Yeo & Yeo, which was \$14-\$17K.

The period of audit needs to be determined? Do we want to move forward? Should we get another quote?

Further information will be provided to the Board for decision making purposes.

23-1142 Major Events Metrics Discussion

CM Cornell led a discussion regarding how we are measuring the impact of information and emerging technologies gained from events. A lot of direct staffing costs are tied to that budget line; therefore, need to understand what we are currently reporting out on and the ROI (return on investment).

In addition, it is a priority of City Council to ensure equity; therefore, there is a desire to collect demographic data.

The SPARK team walked through the a2Tech360 Marketing Metrics/Information collected.

Received and Filed

23-1143 Grants and Strategic Initiatives Process Discussion

No Report - Discussion only

The Board discussed the future of the grant program. The Strategic Planning process led to the creation of the grant program to allow for some funding to be given to entities other than SPARK.

The program is currently not functioning. Do we still want the program? If so, is the current program/format going to continue?

It was suggested that the Metrics/Strategic Plan Committee should meet to consider recommendations and then report to the board at the next meeting.

23-1394 Election of Officers and Committees - FY2024

The Board agreed to postpone the election of Officers and Committee members until the September 28, 2023 meeting.

X. ADJOURNMENT

Adjourn

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

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