



**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)

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Thursday, August 22, 2019

8:15 AM

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

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**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**

**Present:** 5 - Caryn Charter, Phil Tepley, Heather Grisham, Ali Ramlawi, and Andy LaBarre

**Absent:** 4 - Carrie Leahy, Stephen Rapundalo, Paula Sorrell, 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 LaBarre, seconded by Charter, that the Agenda be Approved as presented. On a voice vote, Chair Grisham declared the motion carried.**

**V. APPROVAL OF MINUTES**

**19-1593** Local Development Finance Authority Board Meeting Minutes - July 17, 2019

**Attachments:** LDFA Board Meeting Minutes - July 17, 2019.pdf

**A motion was made by LaBarre, seconded by Councilmember Ramlawi, that the Minutes for July 17, 2019 be Approved. On a voice**

vote, Chair Grisham declared the motion carried.

**VI. LDFA CHAIR'S REPORT**

*Chair Grisham said the LDFA By-Laws have been approved by both Ann Arbor and Ypsilanti city council. She also reminded everyone that the October 2019 and January 2020 Board meetings will be held in the Ypsilanti City Council Chambers.*

**VII. LDFA TREASURER'S REPORT**

*The Board discussed obtaining Director and Officers (D&O) insurance coverage with Travelers for a premium of \$2855.00.*

*Bill Mayer from SPARK discussed the non-linear spending of the Talent budget. He indicated that Engage was hired for \$40,000 to connect people with the Ann Arbor Tech community.*

**A motion was made by Councilmember Ramlawi, seconded by Charter, to purchase \$1,000,000 D&O coverage from Travelers and consider increasing the coverage at a future meeting. On a voice vote, Chair Grisham declared the motion carried.**

**VIII. REPORTS FROM SERVICE PROVIDERS**

*Bill Mayer from SPARK introduced Christine Nash-Wong. She will assist in client support for strategic marketing.*

*SPARK announced their move to a new office space at 330 E. Liberty in late September.*

*The Board discussed changing the date of Tech Trek to September so it would not conflict with the North American Auto Show. Mr. Mayer indicated this would result in the FY2020 budget under running by \$260,000 since the new date will be in FY20/21.*

**IX. OTHER BUSINESS**

**1. Election of Officers**

**A motion was made by LaBarre, seconded by Councilmember Ramlawi, to approve Stephen Rapundalo as Chair, Heather Grisham as Vice Chair, and Caryn Charter as Treasurer as the new officers for the LDFA Board for FY2020. On a voice vote, Chair Grisham**

declared the motion carried.

2. Committee Assignments

[19-1619](#) LDFA Committee List FY2019

**Attachments:** LDFA Committee List FY2019.pdf

A motion was made by LaBarre, seconded by Councilmember Ramlawi, to except the new committee appointment for FY2020 as listed below. On a voice vote, Vice Chair Grisham declared the motion carried.

<b>Audit</b>	<b>Budget</b>	<b>Metrics/Strategic Plan</b>
<b>Charter - Chair</b>	<b>Charter - Chair</b>	<b>Tepley - Chair</b>
<b>Ramlawi</b>	<b>Leahy</b>	<b>Rapundalo</b>
<b>LaBarre</b>	<b>Tepley</b>	<b>Mueller</b>
<b>Grisham</b>	<b>Mueller</b>	<b>Sorrell</b>
	<b>Crawford</b>	
	<b>Mayer</b>	
	<b>Meyers</b>	
<b>Membership</b>	<b>Grants</b>	
<b>Leahy - Chair</b>	<b>Grisham - Chair</b>	
<b>Tepley</b>	<b>Rapundalo</b>	
<b>Sorrell</b>	<b>Sorrell</b>	
	<b>Tepley</b>	

3. Update on Indemnification Coverage

*Tom Crawford shared Hylant's recommendation to bind coverage now while Hylant continues to obtain additional information.*

4. Update on Grant Request

*Due to the time constraints, the Board deferred this item until the next meeting scheduled for September 26, 2019*

**Grant Request Process Draft**

5. MEDC's Request for a Resolution

*At the request of Fred Molnar, this resolution was deferred until the new members can be present.*

**X. ADJOURNMENT**

**A motion was made by LaBarre, seconded by Charter, that the Board meeting be Adjourn at 9:45 a.m.. On a voice vote, Vice Chair Grisham declared the motion carried.**

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

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