



# City of Ann Arbor

## Meeting Minutes - Draft

### Downtown Development Authority

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

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Wednesday, June 5, 2024

12:00 PM

Downtown Development Authority, 150 S.  
5th Ave.

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#### DDA Informational and Board Meeting

#### 1. DDA INFORMATIONAL MEETING

Ms. Thomson gave a presentation on the Ann Arbor DDA's projects and activities for December 2023-June 2024.

[24-1069](#) Ann Arbor DDA Informational Meeting Presentation

**Received and Filed**

#### 2. ROLL CALL

**Present:** 8 - Tyler Kinley, Alexandra Dieck, Micah Bartelme, Milton Dohoney Jr., Mike Michelin, Steven Brummer, Angela Jackson, and Kim Mayes

**Absent:** 2 - Thressa Nichols, and Elisabeth Berry

#### 3. APPROVAL OF AGENDA

**Approved as presented**

#### 4. PUBLIC COMMENT (3 MINUTES)

**None**

#### 5. REPORTS FROM CITY BOARDS AND COMMISSIONS

**None**

**6. EXECUTIVE DIRECTOR REPORT**

**None**

**7. DDA MEMBERS COMMUNICATIONS**

**Mr. Dohoney stated that Ann Arbor will be featured on Good Morning America on July 3rd.**

**8. CONSENT AGENDA**

**Approved as presented**

**24-1081** Minutes of the DDA April Executive Committee, Board, and Work Session Meetings and May Work Session Meeting

**Approved by the Board and forwarded to the City Council due back on 7/1/2024**

**24-1091** Enactment No: R-24-217 **Approved**

**Approved**

**RESOLUTION TO APPROVE EXPENDITURES**

**24-1034** Enactment No: R-24-218 **Approved**

**Approved**

**RESOLUTION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH FISHBECK FOR ENGINEERING AND PARKING CONSULTING SERVICES FOR FY25 PARKING STRUCTURE LIGHTING AND GENERATOR PROJECT**

**24-1035** Enactment No: R-24-219 **Approved**

**Approved**

**RESOLUTION TO ACCEPT A PROPOSAL FROM SCHINDLER ELEVATOR CORPORATION FOR FOURTH & WASHINGTON PARKING STRUCTURE ELEVATOR MODERNIZATION**

**24-1068** Enactment No: R-24-220 **Approved**

**Approved**

RESOLUTION TO APPROVE THE SELECTION OF PULLMAN SST INC.  
AS CONTRACTOR FOR THE FY25 PARKING STRUCTURE REPAIRS

**24-1071****Enactment No: R-24-221****Approved****Approved**

RESOLUTION TO APPROVE A CONSTRUCTION CONTRACT WITH  
DOAN CONSTRUCTION COMPANY FOR THE 2024 RIGHT-OF-WAY  
REPAIRS

**24-1074****Enactment No: R-24-222****Approved****Approved**

RESOLUTION TO APPROVE A COST SHARING AGREEMENT WITH  
THE CITY OF ANN ARBOR FOR GEOTHERMAL ADVISORY AND  
PROFESSIONAL SERVICES

**24-1277****Received and Filed****24-1077****Enactment No: R-24-223****Approved****Approved**

RESOLUTION TO APPROVE AN AGREEMENT WITH WADE TRIM  
ASSOCIATES, INC. FOR ENGINEERING AND AS-NEEDED SERVICES

**9. ITEMS REMOVED FROM CONSENT AGENDA (If applicable)****None****10. SPECIAL BUSINESS/REPORTS****Michigan CLASS Investment Presentation**

**Mr. Jeff Anderson, Senior Director of Investment Services for Michigan CLASS gave a presentation to introduce the Board to Michigan CLASS. Questions were asked and answered.**

**Bank of Ann Arbor Investment Presentation**

**Mr. David Rever, Portfolio Manager for Bank of Ann Arbor, presented an investment report on the DDA's investment portfolio. Questions were asked and answered.**

**11. NEW BUSINESS**

\*Note: Member Brummer left the meeting at 12:30 PM

**24-1090      Enactment No:      R-24-224      Approved**

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

**RESOLUTION TO ADOPT THE DDA INVESTMENT POLICY**

**24-1111      Enactment No:      R-24-225      Approved**

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

**RESOLUTION TO ADOPT THE FISCAL YEAR 2025 DDA BUDGET**

**24-1079      Enactment No:      R-24-226      Approved**

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

**RESOLUTION TO ADOPT THE DDA'S ELEVATE PROGRAM TO SUPPORT PLACEMAKING IN THE DDA DISTRICT**

**12. COMMUNICATIONS-The following communications are included in the packet.**

**24-1092      DDA Staff Reports - June 2024**

**Received and Filed**

**DDA FY24 Third Quarter Financials: Ms. McCallum provided an summary of the DDA's FY24 third quarter financials.**

**[24-1291](#)** DDA FY24 3rd Quarter Finance Report

**Received and Filed****13. PUBLIC COMMENT**

**None**

**14. ADJOURNMENT - 1:05 PM**

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

**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:**

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



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## **Meeting Minutes - Draft**

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#### **DDA Executive Committee Meeting**

#### **1. AGENDA REVIEW**

**Present:** 3 - Tyler Kinley, Micah Bartelme, and Steven Brummer

**Absent:** 1 - Mike Michelin

Staff Present: Maura Thomson-Executive Director, Kelley Graves-Board Secretary

**The Executive Committee reviewed the Board meeting agenda.**

#### **2. PUBLIC COMMENT**

**Mr. Diephuis commented on the Investment Policy on the Board agenda.**

#### **3. ADJOURNMENT - 11:50 AM**

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Wednesday, June 26, 2024

11:00 AM

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5th Ave.

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**DDA Work Session**

**1. WELCOME**

**Present:** 5 - Tyler Kinley, Mike Michelin, Thressa Nichols, Kim Mayes, and Elisabeth Berry

**2. NEW BUSINESS**

**DDA Fund Balance Policy Discussion**

**Ms. McCallum presented the DDA Fund Balance Policy. Questions were asked and answered. The policy will be brought to the July DDA Board meeting.**

[24-1278](#) DDA Fund Balance Policy Presentation

**Received and Filed**

**3. PUBLIC COMMENT-None**

**4. ADJOURNMENT-12:05 PM**

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