

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
Special/Non-regularly Scheduled
Executive Committee Meeting
Wednesday, August 27, 2020

Place: Virtual Meeting-Zoom link: <https://us02web.zoom.us/j/82904236334> or by phone 877-853-5257 (US Toll-free) Meeting ID: 829 0423 6334 Password: 400591

Time: 11:00 a.m.

Present: Tyler Kinley, Marie Klopf, Jessica A.S. Letaw, Darren McKinnon, Susan Pollay

Absent: None

Others: Bob Guenzel

DDA Staff: Sara McCallum, Maura Thomson, Jada Hahlbrock, Amber Miller, Kelley Graves

Public: David Diephuis

Virtual Meeting Guidelines: Ms. Letaw read the virtual meeting guidelines outlining the authority given to municipalities to hold electronic meetings for a period of time during the COVID-19 pandemic to conduct necessary business of public bodies as outlined in Governor Whitmer's Executive Order #2020-154.

Executive Director Transition Process: The committee reviewed a draft resolution authorizing the Executive Committee to manage the executive director search, bringing recommendations to the Board. Ms. Letaw presented the proposed executive director search process roles and responsibilities, which included establishing a workgroup and hiring a search firm to lead the search. The proposed workgroup would consist of two members of the executive committee and two staff members to work with the search firm on the search process, bringing recommendations to the Executive Committee. The intent of the smaller workgroup was to keep the process nimble and ensure staff's involvement in the process. There was a robust discussion as the committee members discussed their respective reasons for wanting to be on the workgroup. The committee was not able to reach consensus on how many members and who should be on the workgroup. Ms. Pollay suggested not establishing a workgroup, proposing instead that the Executive Committee oversee the search, with staff being responsible for working with the search firm and bringing recommendations to the committee. There was agreement on this recommendation. The committee agreed to bring the resolution to the Board, removing the reference to a workgroup.

Public Comment: Mr. Diephuis agreed with the committee's decision not to establish a workgroup. He suggested the DDA, as part of the City, reach out to City staff for input and support on the process. Ms. Letaw thanked Mr. Diephuis for his comments and stated that staff has been in contact with the City to gain insights on the process.

Adjournment. There being no other business, the meeting adjourned at 11:52 am.

Respectfully submitted,
Susan Pollay, Executive Director