

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY ANNUAL MEETING MINUTES  
Wednesday, July 1, 2020 immediately following the 12noon DDA Monthly Meeting**

Place: Virtual meeting-Zoom link: <https://us02web.zoomus/j/82957499576>  
Phone: 877-853-5257 Meeting ID: 829 5749 9576 Password: 197165

Time: Mr. Orr called the meeting to order at 12:50 pm.

**1. Roll Call**

Present: Micah Bartelme, Tom Crawford, Alexandra Dieck, Bob Guenzel, Tyler Kinley, Marie Klopf, Jessica A. S. Letaw, Molly McFarland, Darren McKinnon, Rishi Narayan, Keith Orr, Phil Weiss

Absent: None

Staff: Susan Pollay, Executive Director  
Sara McCallum, Accounting Director, Deputy Director  
Maura Thomson, Communications Manager  
Amber Miller, Capital & Projects Manager  
Jada Hahlbrock, Parking Services Manager  
Kelley Graves, Management Assistant

Public: Members of the public were on the Zoom meeting but did not identify themselves.

**2. New Business**

**A. Election of DDA Board Officers for FY21**

Treasurer: Mr. Orr asked for nominations for the position of Treasurer. Ms. Klopf was nominated by Ms. Letaw and seconded by Mr. Guenzel. There were no other nominations.

**A consent vote on the motion to approve the nomination showed:**

**Ayes: Bartelme, Crawford, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon, Narayan, Orr, Weiss**

**Nays: None**

**Absent: None**

**The motion carried.**

Secretary: Mr. Orr asked for nominations for the position of Secretary. Mr. McKinnon was nominated by Mr. Weiss and seconded by Ms. Klopf. There were no other nominations.

**A consent vote on the motion to approve the nomination showed:**

**Ayes: Bartelme, Crawford, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon, Narayan, Orr, Weiss**

**Nays: None**

**Absent: None**

**The motion carried.**

Vice Chair: Mr. Orr asked for nominations for the position of Vice Chair. Mr. Kinley was nominated by Mr. McKinnon and seconded by Mr. Guenzel. There were no other nominations.

**A consent vote on the motion to approve the nomination showed:**

**Ayes** Bartelme, Crawford, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon,  
Narayan, Orr, Weiss

**Nays:** None

**Absent:** None

**The motion carried.**

Chair: Mr. Orr asked for nominations for the position of Chair. Ms. Letaw was nominated by Ms. Klopf and seconded by Mr. Weiss. There were no other nominations.

**A consent vote on the motion to approve the nomination showed:**

**Ayes** Bartelme, Crawford, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon,  
Narayan, Orr, Weiss

**Nays:** None

**Absent:** None

**The motion carried.**

**A. DDA Committees for FY 2021**

Ms. Letaw moved and Mr. Bartelme seconded the following resolution:

**RESOLUTION TO REAPPOINT THE DDA CAPITAL IMPROVEMENTS COMMITTEE**

**A consent vote on the motion to approve the resolution showed:**

**Ayes** Bartelme, Crawford, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon,  
Narayan, Orr, Weiss

**Nays:** None

**Absent:** None

**The motion carried.**

Capital Improvements Committee Chair(s): Molly McFarland & Alex Dieck

Other members: Micah Bartelme, Tyler Kinley, Jessica A.S. Letaw, Darren McKinnon

Mr. Weiss moved and Mr. Crawford seconded the following resolution:

**RESOLUTION TO REAPPOINT THE DDA OPERATIONS (PARKING & TRANSPORTATION)  
COMMITTEE**

**A consent vote on the motion to approve the resolution showed:**

**Ayes** Bartelme, Crawford, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon,  
Narayan, Orr, Weiss

**Nays:** None

**Absent:** None

**The motion carried.**

Operations (Parking/Transportation) Committee Chair(s): Phil Weiss & Darren McKinnon

Other members: Tyler Kinley, Bob Guenzel

Mr. Kinley moved and Mr. Bartelme seconded the following resolution:

**RESOLUTION TO DISSOLVE THE DDA PARTNERSHIPS COMMITTEE AND CREATE THE  
AFFORDABLE HOUSING/ECONOMIC DEVELOPMENT COMMITTEE**

**A consent vote on the motion to approve the resolution showed:**

**Ayes**      Bartelme, Crawford, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon,  
                 Narayan, Orr, Weiss

**Nays:**      None

**Absent:**    None

**The motion carried.**

Affordable Housing/Economic Development Committee Chair(s): Tyler Kinley & Micah Bartelme  
Other committee members:      Bob Guenzel, Darren McKinnon

Mr. Bartelme moved and Ms. Letaw seconded the following resolution:

**RESOLUTION TO REAPPOINT THE DDA FINANCE COMMITTEE**

**A consent vote on the motion to approve the resolution showed:**

**Ayes**      Bartelme, Crawford, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon,  
                 Narayan, Orr, Weiss

**Nays:**      None

**Absent:**    None

**The motion carried.**

Finance Committee: Chair(s):      Bob Guenzel & Marie Klopf  
Other committee members:      Rishi Narayan, Phil Weiss

**THE DDA EXECUTIVE COMMITTEE**

DDA Board officers (Chair, Vice Chair, Treasurer, Secretary) in addition to the last former Chair (a non-voting member) and the Executive Director (a non-voting ex officio member).

**B. Staff Thank You to the Outgoing DDA Board Chair**

Ms. Pollay thanked Mr. Orr on behalf of the DDA staff for his leadership and years of service.

**C. Public Comment**

None.

**D. Adjournment**

There being no other business, Mr. Weiss moved and Mr. McKinnon seconded the motion to adjourn. Mr. Orr declared the meeting adjourned at 1:15 pm.

Respectfully submitted,  
Susan Pollay, Executive Director