

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY**  
**Executive Committee Meeting**  
**Wednesday, February 3, 2021**

Place: Virtual Meeting: Zoom link: <https://us02web.zoom.us/j/88940313540>  
Phone: 877-853-5257 Meeting ID: 889 4031 3540 Passcode: 862665

Time: 11:00 am

Present: Tyler Kinley, Marie Klopf, Jessica A.S. Letaw, Darren McKinnon, Maura Thomson (ex officio)

Absent: None

Staff: Sara McCallum, Kelley Graves

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

Virtual Guidelines: Ms. Letaw read the guidelines for holding electronic meetings.

DDA Office Lease Resolution: As directed by the Committee in January, Ms. Thomson reached back out to the building manager to negotiate a reduced per square foot rate on the one-year DDA office lease with 150 S. Fifth, LLC. She was able to negotiate a rate of \$27/sf with one, 5-year renewal option at 3% per annum. The Committee agreed to bring the resolution to the board.

Agenda Review: The Committee reviewed the February board meeting agenda. Ms. Thomson requested Finance Committee be the first committee report on the agenda. She stated that the Wickfield Properties/Courthouse Square Apartments resolution is up for vote. Two board members will be recusing themselves and Mr. Crawford informed Ms. Thomson that he needs to leave the meeting early due to another commitment. The Committee agreed to the change in order of committee reports on the agenda. Ms. Letaw will request Board approval to amend the agenda prior to the vote to approve it.

Public Comment: Mr. Diephuis said he is glad the DDA is reviewing its recusal policy. He hopes the DDA is offering available permits to those on the parking permit wait list. He suggested the DDA research all available options and potential outcomes regarding the Wickfield Properties/Courthouse Square Apartments accrued interest due to the DDA.

Adjournment: There being no other business, the meeting adjourned at 11:15 am.

Respectfully submitted,  
Maura Thomson, Interim Executive Director