

**Ann Arbor Downtown Development Authority
Annual Meeting Minutes
July 12, 2023**

Place: DDA Office, 150 S. Fifth Ave., Suite 301, Ann Arbor, MI 48104

Time: 12:20 pm

1. Roll Call

Present: Micah Bartelme, Steven Brummer, Alexandra Dieck, Milton Dohoney, Mike Michelin, Thressa Nichols, Danielle Vaughn

Absent: Tyler Kinley, Jessica A.S. Letaw, Darren McKinnon

Staff: Maura Thomson, Interim Executive Director and Communications Manager
Sara McCallum, Accounting Director/Deputy Director
Jada Hahlbrock, Parking Manager
Amber Miller, Capital Projects and Planning Manager
Kelley Graves, Office Manager/Board Secretary
Hayett Chater, Accounting and Procurement Specialist
Shelby Mistor, Planning Specialist

Public: Members of the public were present.

2. New Business

A. Election of DDA Board Officers for FY24

Treasurer: Mr. Bartelme asked for nominations for the position of Treasurer. Mr. Brummer nominated Mr. Michelin, seconded by Mr. Bartelme.

A vote on the motion to approve the nomination showed:

Ayes: Bartelme, Brummer, Dieck, Dohoney, Michelin, Nichols, Vaughn

Nays: None

Absent: Kinley, Letaw, McKinnon

The motion was approved.

Vice Chair: Mr. Bartelme asked for nominations for the position of Vice Chair. Mr. Bartelme nominated Mr. Brummer, seconded by Ms. Nichols.

A vote on the motion to approve the nomination showed:

Ayes: Bartelme, Brummer, Dieck, Dohoney, Michelin, Nichols, Vaughn

Nays: None

Absent: Kinley, Letaw, McKinnon

The motion was approved.

Board Chair: Mr. Bartelme asked for nominations for the position of Board Chair. Ms. Dieck nominated Mr. Bartelme, seconded by Mr. Brummer.

A vote on the motion to approve the nomination showed:

Ayes: Bartelme, Brummer, Dieck, Dohoney, Michelin, Nichols, Vaughn

Nays: None

Absent: Kinley, Letaw, McKinnon

The motion was approved.

- B. DDA Committees for FY 2024** (Pursuant to the bylaws, at its Annual Meeting, the board may evaluate its committees to determine whether they should be continued or dissolved).

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

RESOLUTION TO DISOLVE VARIOUS COMMITTEE

RESOLVED, The DDA Board hereby dissolves its Capital Improvements Committee, its Operations Committee, its Affordable Housing Economic Development Committee, and its Finance Committee, effective immediately.

A vote on the resolution showed:

Ayes: Bartelme, Brummer, Dieck, Dohoney, Michelin, Nichols, Vaughn

Nays: None

Absent: Kinley, Letaw, McKinnon

The resolution was approved.

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

RESOLUTION TO REAPPOINT THE DDA EXECUTIVE COMMITTEE

Whereas, The DDA Executive Committee is designated by DDA bylaws with its members specified as being the officers of the Board including the Chair, Vice Chair, Treasurer, and Recording Secretary;

Whereas, Per DDA bylaws, the Executive Committee shall also include the last former Chair as a non-voting member and the Executive Director as a non-voting ex officio member;

Whereas, The bylaws call for the Executive Committee to fix the hours and place of meetings, make recommendations the Board, and perform such other duties as specified;

RESOLVED, The DDA Executive Committee voting members shall be the DDA Chair, the DDA Vice-Chair, and the DDA Treasurer;

RESOLVED, The DDA Executive Committee non-voting members shall be the DDA Recording Secretary, the last former Chair, and the Executive Director;

RESOLVED, Any authorizations previously granted by the Board to other Board and advisory committees may be carried out by the Executive Committee in the absence of the other committee or if prudence or expediency requires it.

A vote on the resolution showed:

Ayes: Bartelme, Brummer, Dieck, Dohoney, Michelin, Nichols, Vaughn

Nays: None

Absent: Kinley, Letaw, McKinnon

The resolution was approved.

Public Comment: Mr. Honeyman said the people who attended the Affordable Housing/Economic Development Committee partner meetings found the meetings useful for sharing information. He urges the DDA to monitor the impact of the loss of the communication flow with the dissolution of the Committee.

Mr. Bartelme moved and Ms. Nichols seconded the motion to adjourn the meeting.

A vote on the motion showed:

Ayes: Bartelme, Brummer, Dieck, Dohoney, Michelon, Nichols, Vaughn

Nays: None

Absent: Kinley, Letaw, McKinnon

The motion was approved.

The meeting adjourned at 12:30 pm.

STAFF DRAFT