

**Ann Arbor Downtown Development Authority Meeting
Wednesday, May 5, 2021 at 12:00 pm**

Place: Virtual Meeting: Zoom link:
<https://us02web.zoom.us/j/84905110777?pwd=cVpqeERwd3REeFRnTkc0bEZTUHpKdz09>
Phone: 877-853-5258 Meeting ID: 849 0511 0777 Passcode: 036623

Time: 12:00 Noon

1. ROLL CALL

Present: Micah Bartelme, Tom Crawford, Alex Dieck, Bob Guenzel, Ji Hye Kim, Tyler Kinley, Marie Klopf, Jessica A.S. Letaw, Jonathan Massey, Molly McFarland, Darren McKinnon, Rishi Narayan

Absent: None

Staff: Maura Thomson, Interim Executive Director/Communications Manager
Sara McCallum, Deputy Director
Jada Hahlbrock, Parking Services Manager
Amber Miller, Capital Projects Manager
Kelley Graves, Management Assistant
Liz Rolla, Civil Engineer

Others: Mike McKiness/RPS; Chris Simmons/TheRide, Steve Kaplan/CAC, Derek Delacourt/City of A2 Community Services Manager, Michael Johnson/SmithGroup, Jerry Lax, Jeremy Kennedy/PSED Law

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

NOTE: As required by the amended OMA, all attending members stated they were attending remotely and were doing so from Ann Arbor, Michigan with the exception of Mr. Massey who was attending from Kure Beach, North Carolina.

2. APPROVAL OF BOARD MEETING AGENDA

Mr. McKinnon moved and Ms. Klopf seconded the motion to approve the meeting agenda.

A consent vote on the motion showed:

Ayes: Bartelme, Crawford, Dieck, Guenzel, Kim, Kinley, Klopf, Letaw, Massey, McFarland, McKinnon, Narayan

Nays: None

Absent: None

The motion was approved.

3. AUDIENCE PARTICIPATION

Mr. Alan Haber asked that the City and DDA complete the MOU regarding terminating parking on the Library Lot to be used for the Ann Arbor Community Commons. Earth Day events were held on the lot April 22-25. Mr. Haber said the Initiating Committee has requested that the temporary decadome used for the event remain in place until the MOU is finalized. Mr. Tom Stulberg said he hopes the City is considering all zoning and potential funding options for the 415 W. Washington site as part of the pre-entitlement process.

4. REPORTS FROM CITY BOARDS AND COMMISSIONS

Mr. Kaplan said the Downtown Area Citizens Advisory Council received a presentation by Jennifer Hall of the AAHC and Michael Johnson of SmithGroup on the four city-owned sites being considered for possible affordable housing development. There was robust discussion outlining the challenges of each site, the public engagements efforts, and potential opportunities. On a personal note, Mr. Kaplan said that presentation clearly outlined the need for more affordable housing.

5. DDA MEMBER COMMUNICATIONS

None.

6. EXECUTIVE DIRECTOR REPORT

None.

7. APPROVAL OF MINUTES

Mr. Kinley moved and Mr. Bartelme seconded the motion to approve the April minutes.

A consent vote on the motion showed:

Ayes: Bartelme, Crawford, Dieck, Guenzel, Kim, Kinley, Klopf, Letaw, Massey, McFarland, McKinnon, Narayan

Nays: None

Absent: None

The motion was approved.

8A. SUBCOMMITTEE REPORTS – AFFORDABLE HOUSING/ECONOMIC DEVELOPMENT

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

**RESOLUTION TO GRANT \$195,000 TO THE CITY OF ANN ARBOR
FOR PRE-ENTITLEMENT WORK ON 415 W WASHINGTON**

Whereas, The DDA’s mission is to undertake public improvements that have the greatest impact in strengthening the downtown area and attracting new private investment;

Whereas, The DDA has received a request for funding from the City of Ann Arbor for up to \$195,000 towards pre-entitlement work on City owned property at 415 W. Washington Street;

Whereas, The City has obtained a proposal from SmithGroup for pre-entitlement work for the site that ranges from \$155,000-\$195,000 and which is planned to be completed by Spring of 2022;

Whereas, The City suggests that SmithGroup will bill the DDA directly for the work;

Whereas, The City proposes that development of this property will support the DDA’s mission by:

- Eliminating a functionally obsolete, blighted nuisance in the downtown
- Increasing available housing stock in the City
- Investigating the opportunity for affordable/workforce housing
- Developing a signature portion of the Treeline
- Develop a project that is approved by the City’s HDC
- Increasing the tax base

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Whereas, The project will encourage the development of public land to meet community goals

Whereas, The DDA's General/TIF Fund FY22 Budget does include capacity for the requested \$195,000 for Grants that support downtown development;

RESOLVED, The DDA Board approves The Resolution to Grant Up To \$195,000 to the City of Ann Arbor through direct payments to SmithGroup for Pre-Entitlement Work on 415 W Washington, to be paid from its General/TIF Fund.

Prior to the vote, Mr. Delacourt expressed his appreciation for the DDA's support of this funding request. Mr. McKinnon recused himself from the discussion and vote because his spouse works for SmithGroup.

A consent vote on the resolution showed:

Ayes: Bartelme, Crawford, Dieck, Guenzel, Kim, Kinley, Klopff, Letaw, Massey, McFarland, Narayan

Nays: None

Absent: None

Recused: McKinnon

The resolution was approved.

The next Committee meeting is scheduled for Wednesday, May 12 at 9:00 am (with Partners).

8B. SUBCOMMITTEE REPORTS – CAPITAL IMPROVEMENTS COMMITTEE
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Ms. Dieck moved and Mr. Guenzel seconded the following resolution:

**RESOLUTION TO APPROVE EXPENDITURE FOR RAILROAD SIGNAL RECONFIGURATIONS
FOR THE FIRST & ASHLEY IMPROVEMENTS PROJECT**

Whereas, On February 5, 2020, the DDA Board approved a construction contract for the First and Ashley Improvements Project;

Whereas, The restoration of two-way traffic on First and Ashley streets and the addition of the bikeway on William Street requires the modification of the railroad warning signals on First, Ashley, and William streets;

Whereas, The Ann Arbor Railroad's contractor CDL Electric has provided estimates for this work for a total of \$330,535; and

Whereas, The required funds for the railroad warning signal modification work are available in the approved budget and the Capital Improvements Committee recommends approval;

Resolved, The DDA Board authorizes the DDA Director to execute any necessary documents or agreements with CDL Electric for work completed, not to exceed \$330,535 to be paid from the Capital Construction fund (494);

A consent vote on the resolution showed:

**Ayes: Bartelme, Crawford, Dieck, Guenzel, Kim, Kinley, Klopff, Letaw, Massey, McFarland,
McKinnon, Narayan**

Nays: None

Absent: None

Recused: None

The resolution was approved.

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

RESOLUTION TO PURCHASE LIBERTY STREET REPLACEMENT STREETLIGHT POLES

Whereas, The DDA Development Plan set forward strategies aimed at fortifying and increasing downtown’s attractiveness to developers, businesses, residents, and visitors, including the maintenance of streetscape elements and improved lighting;

Whereas, Based on a City assessment, the streetlights on Liberty Street, between First Street and Main Street, are deteriorated and need to be replaced;

Whereas, The City through their procurement process has obtained pricing for the poles from the Dynamic Group as part of their City of Ann Arbor – 2021 Streetlight Replacement and Painting project and will have a contractor install the new streetlights later this year; and

Whereas, These new streetlight poles will include electrical outlets, banner brackets and the DDA logo;

Whereas, The required funds are available in the General/TIF Fund (248) and the Capital Improvements Committee recommends approval;

Resolved, The DDA Board approves using \$50,135 from its General/TIF Fund (248) to purchase new streetlight poles for Liberty Street; and

Resolved, The DDA authorizes the DDA Executive Director to approve a purchase order with the Dynamic Group for purchase of new streetlight poles.

A consent vote on the resolution showed:

Ayes: Bartelme, Crawford, Dieck, Guenzel, Kim, Kinley, Klopf, Letaw, Massey, McFarland, McKinnon, Narayan

Nays: None

Absent: None

Recused: None

The resolution was approved.

People-Friendly Streets Phase II: The Committee discussed the DDA’s next round of projects, including opportunities to work with the Housing Commission and TheRide to build infrastructure that supports their efforts and DDA values. This includes improvements on Catherine/Miller to install a two-way protected bike lane, upsized watermain, and streetscape and alley restoration. Most of this work would need to take place ahead of the Housing Commissions’ project at 4th Ave and Catherine, likely in 2022. Also, transit and infrastructure improvements to 4th and 5th Ave between William and Liberty to help support a future Housing Commission project at 5th Ave and William. Most of this work would need to take place after the Housing Commission project, likely post-2023. The project team will bring final project recommendation to the Committee and Board in late summer.

Staff worked with Baker Commons, Delonis Center and Miller Manor to survey residents about their travel and access needs. Key findings from the surveys included walking and riding the bus are the most used modes. Car ownership and car-use are much lower than city-wide. Both infrastructure and policy

improvements can help meet DDA values for equitable access and inclusive community, ranging from improving safety and ADA access to supporting and expanding programs like the go!pass.

The next Committee meeting will be focus on discussing additional project opportunities include South Main, North Main, and 5th and Division 2-way restoration, and curbless street design on State Street.

First/Ashley Construction Update: The concrete placement continues on First Street at the Kingsley bend. The path and gutter work is substantially complete. The concrete road base is currently being constructed in preparation for the pavers which will be installed in the next few weeks. The first layers of asphalt are expected to be placed in late-May.

The concrete curb, sidewalk, and road base on Ashley Street will be substantially complete this week at Washington. The contractor is installing the storm sewer, signal foundations, and electrical conduit on the west side of the intersection this week and next at Liberty. Ashley at Liberty will be closed to traffic during the day this week and next to allow reconstruction of the intersection. The first layers of asphalt are expected to be placed mid-May. Signal foundations on the north side of Huron will be installed next week.

The next Capital Improvements Committee meeting will be on Wednesday, May 19 at 11 am.

8C. SUBCOMMITTEE REPORTS - OPERATIONS COMMITTEE
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Mr. McKinnon moved and Ms. Klopf seconded the following resolution:

RESOLUTION TO PROVIDE A GRANT TO FUND THE GO!PASS AND THE GETDOWNTOWN PROGRAM FOR FY 2022

Whereas, The getDowntown program was co-created by the DDA in 1999 and remains a partnership between the DDA, AAATA and the City of Ann Arbor to provide transportation assistance to downtown employers, including the distribution of the DDA’s go!Pass;

Whereas, In support of its mission and mobility initiatives the DDA has provided funding for go!Passes and the getDowntown Program since 2001;

Whereas, The DDA Operations Committee recommends approval of the funding request for FY22 for the getDowntown program, go!Pass, and other transportation programs as follows:

Program or Service	FY21 Request	Purpose
Promotion and Marketing (not to exceed amt)	\$65,000	No change from 2020-21. This allows for flexible marketing options to support connections between downtown businesses and downtown employees/customers. Increase adoption of getDowntown.
Fixed-Route Fares (go!pass) (not to exceed amt)	\$332,000	Transit incentive for employees that increases bus use and frees up parking for other users. This is a reduction based on estimated ridership for the fiscal year.
Non-Fixed Route Discounts	\$92,500	No change form 2020-21. Includes discounts for NightRide or other flex route services. Also allows for the creation of incentive programs.
TOTAL	\$489,500	36% reduction from FY21 request

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Whereas, The DDA is charged only for actual usage of the go!Pass and getDowntown, and the amounts shown above are not-to-exceed amounts for these services, while the DDA grant for non-fixed route discounts is a flat amount;

RESOLVED, The DDA Board approves a grant to fund transportation services and programs provided by AAATA, not to exceed \$489,500.00, with funds coming from the DDA's Fiscal Year 2022 Parking Fund.

A consent vote on the resolution showed:

Ayes: Bartelme, Crawford, Dieck, Guenzel, Kim, Kinley, Klopf, Letaw, Massey, McFarland, McKinnon, Narayan

Nays: None

Absent: None

Recused: None

The resolution was approved.

Revenue-Monthly Update: The Committee received a monthly update on the Parking system financials through March 2021.

Parking Operator Contract/Bid Process Update: Walker Consultants has reviewed the parking operator management agreement and made initial recommendations for revisions. Staff will continue working with Walker Consultants to revise the parking operator contract for Committee review and prepare the bid documents with the goal of releasing the RFP in early fall 2021.

Parking System Updates: Equipment installation is currently underway at Ann Ashley. Library Lane is next on installation schedule. The Committee will receive a review of the project and next steps at its May meeting. Annual restoration and maintenance work is underway at Forest. WGI is working on the documents for FY22 work and on the update to the 20-year maintenance plan to be presented to the Committee summer of 2021.

Community High School informed the DDA that it is undertaking a construction project and will be closing its parking lot for 18-months to use for staging.

TheRide is accepting applications for a new Public Advisory Group for its long-range plan project, TheRide 2045.

The next scheduled parking rate changes take effect July 1, 2021. No action required by the Board.

The next regular Operations Committee meeting is scheduled for Wednesday, May 26 at 11 am.

8D. SUBCOMMITTEE REPORTS – FINANCE COMMITTEE

The April Committee meeting was cancelled due to a lack of agenda items.

The next Finance Committee meeting is scheduled for Thursday, May 27 at 9 am.

8E. SUBCOMMITTEE REPORTS- EXECUTIVE COMMITTEE

DDA Bylaws/Conflict of Interest (COI): DDA attorneys Jerry Lax and Jeremy Kennedy attended today's Board meeting. Mr. Lax provided an overview of the proposed amended conflict of interest language in the DDA's bylaws. No questions were asked. Ms. Letaw said the resolution to adopt the amended language will be brought to the June Board meeting.

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

**RESOLUTION TO EXTEND THE APPOINTMENT OF MAURA THOMSON AS
INTERIM DDA EXECUTIVE DIRECTOR**

Whereas, At their November 2020 meeting the DDA Board appointed Maura Thomson to serve as Interim DDA Executive Director of the DDA until the earlier of May 31, 2021 or the date on which the new executive director begins his/her/their duties;

Whereas, The recruitment process for a new executive director is anticipated to extend into the month of July 2021 at a minimum;

Whereas, the DDA Executive Committee recommends extending Maura Thomson's appointment to serve as Interim DDA Executive Director until the DDA board appoints the next DDA Executive Director and he/she/they begin work;

Whereas, During the time she serves as Interim DDA Executive Director Maura Thomson shall continue performing the essential duties of the DDA Communications Manager;

RESOLVED, The appointment of Maura Thomson as Interim DDA Executive Director, and the related increases in wages to the level paid to the previous executive director, is hereby extended until such time as a new executive director is appointed and has assumed his/her/their duties.

A consent vote on the resolution showed:

Ayes: Bartelme, Crawford, Dieck, Guenzel, Kim, Kinley, Klopff, Letaw, Massey, McFarland, McKinnon, Narayan

Nays: None

Absent: None

Recused: None

The resolution was approved.

Executive Director Search Update: Ms. Letaw said Executive Committee discussed the interview process. Members discussed and had questions about the logistics and scheduling of interviews. Staff will follow-up with GovHR for recommendations for conducting interviews to best meet schedules and the search timeline and ensure the integrity of the process. The Committee will hold a closed session on June 2 to receive the recruitment binder report from GovHR.

The Committee reviewed the agenda for today's meeting.

The next Executive Committee is scheduled for Wednesday, June 2 at 11:00 am.

9. NEW BUSINESS

None.

10. OTHER AUDIENCE PARTICIPATION

Mr. Eric Lipson and Mr. Tom Stulberg expressed their support for the Community Commons on the Library Lot. Mr. Alan Haber appreciated the supportive comments from others. Ms. Odile Hugonot-Haber said the tree the Initiating Committee had placed on the Library Lot has been relocated to a golf club. A gardening group has been organized and received approval to add plants to the planting beds on the Library Lot. Mr. Honeyman expressed support for the pre-entitlement work for 415 W. Washington and the need to continue to work towards meeting affordable housing goal.

11. ADJOURNMENT

Mr. Bartelme moved and Mr. Narayan seconded the motion to adjourn the meeting.

A consent vote on the motion showed:

Ayes: Bartelme, Crawford, Dieck, Guenzel, Kim, Kinley, Klopf, Letaw, Massey, McFarland, McKinnon, Narayan

Nays: None

Absent: None

The motion was approved.

The meeting adjourned at 1:20 pm

Respectfully submitted,
Maura Thomson, Interim Executive Director

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
Executive Committee Meeting
Wednesday, May 5, 2021

Place: Virtual Meeting: Zoom link:
<https://us02web.zoom.us/j/81510288497?pwd=Rnh2WEJBQzhCMjlvNHRsZWcyYm5tUT09>
Phone: 877-853-5257 Meeting ID: 815 1028 8497 Passcode: 238965

Time: 11:00 am

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

Absent: None

Staff: Maura Thomson, Sara McCallum, Kelley Graves

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

Note: As required by the amended OMA, all members stated they were attending remotely and were doing so from Ann Arbor.

DDA Bylaws/Conflict of Interest(COI): DDA attorneys Jerry Lax and Jeremy Kennedy will give an overview at today's Board meeting of the proposed amended conflict of interest language in the DDA's bylaws. The resolution to adopt the amended language will be brought to the June Board.

Resolution to Extend M. Thomson as Interim Executive Director: Ms. Thomson voluntarily stepped out of the meeting during the discussion on the resolution. The original resolution appointing Ms. Thomson as interim Executive Director expires on May 31, 2021. It is anticipated Ms. Thomson's services as interim director will be needed into the month of July at a minimum as the Executive Committee and Board continues its work to fill the position. There was consensus to bring the resolution to the Board.

Executive Director Search: The Committee discussed interview scheduling and the process for Committee member attendance/participation. The Committee directed Staff to reach out to GovHR for clarification on the interview scheduling process, obtain an update on the recruitment response to-date, confirm the advertising scope is adequate, and ensure GovHR attends Committee meetings for the duration of the search process.

Agenda Review: The Committee reviewed the May board meeting agenda.

Public Comment: Mr. Tom Stulberg said he hopes the City is considering all zoning and potential funding options for the 415 W. Washington site as part of the pre-entitlement process.

Adjournment: There being no other business, the meeting adjourned at 11:30 a.m.

Respectfully submitted,
Maura Thomson, Interim Executive Director

AFFORDABLE HOUSING/ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES
Wednesday, May 12, 2021

Place: Virtual Meeting-Zoom link:

<https://us02web.zoom.us/j/86507487803?pwd=U0FDNTFudGdVck1OUmk2YjJxTE1oZz09>

by phone 1-877-853-5257 (Meeting ID: 865 0748 7803 Passcode: 527188)

Time: 9:00 a.m.

Committee Present: Micah Bartelme, Bob Guenzel, Tyler Kinley

Committee Absent: Darren McKinnon

Other DDA Present: Jessica A.S. Letaw, Jonathan Massey

Partners: Shannon Gibb-Randall/CPC; Ali Ramlawi, Linh Song/City Council;
Josie Parker/AADL, Matt Carpenter, Rich Chang/AAATA

Staff: Maura Thomson, Sara McCallum, Jada Hahlbrock, Kelley Graves

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

Virtual Guidelines: Mr. Bartelme read the guidelines for holding electronic meetings. As required by the amended OMA, all attending members stated they were attending remotely and were doing so from Ann Arbor, Michigan.

Partner Updates:

Ms. Parker said the AADL continues to follow the MIStartMap and vaccination rate data. Opening browsing collections to the public is still planned for early summer. Programs and meeting room reservations are still on-hold. The vestibule service and pick-up lockers put in place this past year have been well-received and will remain as standard services post-pandemic. The AADL's budget hearings are scheduled for this month.

Ms. Hall provided updates on the four downtown city-owned sites (353 S. Main, 350 S. Fifth Ave., 121 Catherine and 721 N. Main) being considered for affordable housing development. She noted the challenges and opportunities for each location including but, not limited to, funding options, environmental issues, regulatory guidelines, and debt service obligations. She said the AAHC brought three resolutions to City Council informed by the results of the community engagement on the sites. Questions were asked and answered.

Mr. Carpenter said the AAATA is on target to return to full service in August. Ridership is anticipated to remain below normal levels for the next two years due to the impacts of the pandemic. Stakeholder outreach is underway to inform the AAATA's long-range, TheRide 2045 plan. Questions were asked and answered. The AAATA's CEO John Metzinger has accepted a position with the Fort Wayne, Indiana public transit corporation.

Ms. Gibbs-Randall said the Planning Commission is involved in the AAATA discussions about expanding the transit corridors in the State Street, Eisenhower, Plymouth, Washtenaw, and Stadium area. She attended a meeting of the Energy Commission as part of ongoing efforts to

revise building/development requirements. The State's first marijuana consumption facility has been approved for development on Ashley behind the Kline lot. The site plan includes an extensive filtration system. The Planning Commission recommended the developer consider adding solar panels as marijuana growing facilities are large energy consumers. The State does not allow municipalities to set own building codes; however, the City is discussing requiring developers to complete energy modeling comparing gas and electrification.

CM Ramlawi said the City had some success in negotiating with DTE on rates and service reliability issues. There is more work to be done. Council will vote on adopting the final FY22 budget at its next meeting. The City is looking to return to an in-person work environment after Labor Day. The City was successful in its request to increase its federal American Rescue Plan funding from \$11M to \$24M. CM Ramlawi and Song said discussions on how best to use the ARP funds will be forthcoming. CM Ramlawi thanked the DDA for approving the resolution for pre-entitlement of 415 W. Washington. Revisions to ease some of ADU building restrictions are underway. The Healthy Streets resolution failed. A revised resolution is being considered for FY22. Council is receiving complaints from business owners about the weekend street closure program that was expanded this year to include Thursday. The City Administrator, CM's Ramlawi and Song, DDA, and Area Associations are meeting tomorrow to discuss the street closures. CM Song expressed appreciation for the community's efforts to implement non-armed response protocols where possible. She said a City budget amendment is coming to Council to add an Equity and Inclusion Officer position. The United Way's Equity Challenge is being conducted again this year.

Ms. Thomson said, as CM Ramlawi noted, that the DDA Board approved the resolution to provide up to \$195,000 for the 415 W. Washington pre-entitlement. She provided updates on the First and Ashley Street projects, which are expected to be completed by the end of July. Alternative light options are being explored on Ashley, between Liberty & Washington, where standard streetlight poles could not be installed due to unfilled vaults. The Division Street project is in the design and engineering phase and is expected to begin in August. The State Street project is in the design phase and is scheduled to begin in spring 2022. MDOT is installing the full signal at Huron and Chapin today. The dedicated left-turn signal at Huron and 5th Ave has been installed. The People-Friendly Streets 2 final project scope & budget will be presented to the DDA Board in September. The DDA Executive Director search is underway. The AAPS Community High School lot will be closed for parking for approximately 18-months due a school construction project. Questions were asked and answered.

Public Comment: None.

The next Affordable Housing/Economic Development Committee meeting (DDA only) is scheduled for June 9 at 9 am.

The meeting adjourned at 10:45 am.

Respectfully submitted,
Maura Thomson, Interim Executive Director

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
CAPITAL IMPROVEMENTS COMMITTEE MEETING MINUTES
Wednesday, May 19, 2021**

Place: Virtual Meeting:
<https://us02web.zoom.us/j/84106133114?pwd=bFJjYXVRQWFRSDdsRzVrR0p4bzIUQT09>
by Phone: 1-877-853-5257 (Meeting ID: 841 0613 3114 Passcode: 982596)

Time: 11:00 am

Committee Present: Alex Dieck, Tyler Kinley, Jessica A.S. Letaw, Molly McFarland, Darren McKinnon

Committee Absent: Micah Bartelme

Staff: Maura Thomson, Amber Miller, Sara McCallum, Kelley Graves, Liz Rolla

Others Present: Oliver Kiley, Bob Doyle/Smith Group, Jason Ennis/Ann Arbor Art Center

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

NOTE: As required by the amended OMA, all attending members stated they were attending remotely and doing so from Ann Arbor, Michigan

Virtual Meeting Guidelines: Ms. McFarland outlined the guidelines for electronic meetings.

Public Art Grant for Ann Arbor Art Center-Huron, First & Ashley Corridors: Ms. Miller stated that as part of the City CIP process, the Public Art Commission recommends projects that they feel should use a portion of their budget on public art. As part of this they recommended that the DDA set aside a portion of the Huron and First and Ashley project budgets for public art. Mr. Ennis, consultant for the Ann Arbor Art Center presented a proposal requesting up to \$80,000 in the First and Ashley Street Project area and up to \$50,000 in the Huron Street Project area for public art installations. These grant funds would be allocated from the First/Ashley/William/Huron bond dollars with the stipulation the projects be completed by end of the bond term on February 6, 2022. The proposed installations include murals on private buildings and a sculpture. The Committee asked Staff to get clarification by the June board meeting on whether there is a minimum length of time a business owner must maintain the public art murals on their buildings and if bond dollars may be used to install public art on private property. The Committee agreed to bring the resolution to the Board with further clarification to be added to the resolution about the relationship between The Art District and the Ann Arbor Art Center.

People-Friendly Streets 2: The Committee received an overview of the State Street Project and Division Street Project design work underway. State Street is a joint project with the City whose work will include upsizing the watermain and road resurfacing. The DDA's focus will be sidewalk widening, lighting, curbside use, and bikeway connection. The City is responsible for bidding out the project and the DDA will have a cost-share agreement with the City. The curbside approach being explored for State Street reinforces pedestrian-focus, fluid movement between curb and sidewalk, and flexibility for special events and street closures.

The Division Street bikeway received strong support at the March community outreach. Construction will begin in late summer. Ms. Miller also reviewed CIP recommendations which will come back to the June CIC meeting for recommendation to the Board. The Miller/Catherine Project will include watermain upsizing, streetscape restoration, bikeway connection and alley way restoration in 2022 ahead of the AAHC's project to develop affordable housing on the site. The DDA's work to widen the sidewalk and

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add a mid-block crossing for bus riders in support of the AAHC's planned affordable housing development on the 350 S. Fifth lot will be undertaken when development is complete. Questions were asked and answered.

Construction Updates: Ms. Rolla said First Street is being prepared for paving north of Miller to the Kingsley bend. Ashley Street south of Huron is being prepped for paving next week. The signal foundations on Huron at First and Ashley are being installed. Construction of the bump out on Ashley at Ann St will begin next week.

Bond Dollars Update: Ms. Miller provided an update on the remaining bond dollars that must be spent by February 2022.

Other Updates: Staff met with the fire department to discuss the proposed festoon lighting on Ashley Street where unfilled vaults do not allow for sidewalk improvements. The fire code does not allow festoon lighting adjacent to buildings with more than two-stories. The team is exploring other options. The DDA would be responsible for maintaining the lights.

Ms. Miller said feedback from City staff and the public on the William Street bikeway have informed design improvements for future bikeways. Based on this feedback, improvements will be made to William Street bikeway including replacing the delineators with curbed buffers to make snow removal easier and, the addition of barrier-free access for bus riders along the bikeway.

Building Vault Filling Program: Per the DDA Building Vault Program Guidelines, all vault filling requests above \$10K require CIC approval. An application from The 115 W. Liberty Condominium Association in the amount of \$10,671 was presented for consideration. Ms. Thomson stated that the Ann Arbor Art Center, owned by board member Marie Klopff, has an ownership interest in this property and occupies a portion of the building. Questions were asked and answered.

A voice vote on the application to approve a vault filling grant to the 115 W. Liberty Street Condominium Association showed the following:

Ayes: Dieck, Kinley, Letaw, McKinnon

Nays: None

Absent: Bartelme, McFarland (left meeting for another appointment prior to the vote)

The application was approved.

Public Comment: Mr. Dick Mitchell and Mr. Bill Kinley both expressed appreciation for the DDA's continued efforts to find a lighting solution for the Ashley Street area. Mr. Kinley spoke last month and said again today that the sidewalk level drainage issue in the alleyway between Three Chairs and Old Town Restaurant needs to be addressed. This borders public and private property.

The next regularly scheduled meeting is June 16 at 11 am.

The meeting adjourned at 12:50 pm.

Respectfully submitted,
Maura Thomson, Interim Executive Director

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
OPERATIONS COMMITTEE MEETING MINUTES
Wednesday, May 26, 2021**

Place: Virtual meeting—Zoom link:

<https://us02web.zoom.us/j/88168739919?pwd=THBiUVpxSkdHWW5qcUVpcIBWYUhVdz09>

Phone: 1-877-853-5257 (Meeting ID: 881 6873 9919 Passcode: 728819)

Time: 11 am

Committee Present: Tyler Kinley, Darren McKinnon

Absent: Robert Guenzel

Staff: Jada Hahlbrock, Sara McCallum, Maura Thomson, Kelley Graves

Other Attendees: Mike McKiness/RPS, Chris Simmons/GetDowntown

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

Resolution to Authorize Payment of Annual Performance Based Incentive Fee to RPS: Ms. Hahlbrock stated the management incentive fee is based on performance and not on revenue. She noted RPS's continued excellent work in operating and maintaining the parking system. She highlighted their good work in response to COVID-19 and overseeing the installation of the new parking revenue control equipment. The Committee agreed to bring the resolution to the Board to authorize payment of the full \$50,000 management incentive fee to Republic Parking. Ms. Hahlbrock said that improved metrics for assessment will be included in the new parking operator agreement.

Occupancy Trends: Data from IPMI on national parking activity impacts for 2019 vs 2020 was shared. It showed Ann Arbor is in alignment with other parking systems on occupancy and response to COVID-19, including curbside pickup and extended patios, and slow streets. Mr. McKiness said while Ann Arbor's parking system current occupancy rate of 33% is lower than pre-pandemic, it is significantly improved from last year's rate at this time. RPS is reporting an increase in off-street parking patrons as more people are starting to come back to downtown.

Parking System Updates: RPS staff has filled the planters with flowers for the season. The Treeline Conservancy plans to open the pilot path at 415 W. Washington in June. The Commons group continues its gardening efforts on the Library Lot. DDA and RPS staff are exploring changing the 5th & William lot (old Y-Lot) from a reserved parking permit lot to a metered lot. More information will be shared with the Committee when available.

Parking Equipment Installation: The Board approved replacing the old equipment in fall 2019. TIBA was selected during the bid process with a project cost of \$1.5M. Installations in seven structures began in fall 2020 and will be completed by the end of May 2021. Mr. McKiness highlighted the hardware and software improvements, cost-savings, and enhanced customer experience provided with the new equipment. Ms. Hahlbrock said that when appropriate, Staff will explore additional enhancements such as frictionless and Bluetooth functionality.

Operations Committee Meeting Minutes

May 26, 2021

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Annual Restoration and Maintenance: The FY21 restoration work will be complete by mid-June. The bid for FY22 has been released. Priorities are repairs to 4th & William, 4th & Washington, and Ann Ashley. Staff will bring a resolution to select a vendor and establish project budget to the June Committee meeting.

Parking and Transportation: The parking and transportation report was included in the packet. Mr. Simmons said announcements will be forthcoming on TheRide's return to full-service in August. The AAATA continues to monitor health department guidelines on mask wearing and capacity limits for mass transit.

Parking System Financials: Ms. McCallum presented the Parking System financials for April 2021. Third-quarter actual revenues are on track with projections. Year-end expenses are expected to be lower than projected.

Public Comment: None.

Next Meeting: The next Operations Committee meeting is scheduled for Wednesday, June 23 at 11 am.

The meeting adjourned at 11:45 am.

Respectfully submitted by,
Maura Thomson, Interim Executive Director

Parking & Transportation Report May 2021

Parking

Annual Restoration & Maintenance

The FY21 restoration work will be complete by mid-June. Work for FY22 will include repairs at 4th & William, 4th & Washington, and Ann Ashley. Staff worked to focus the limited budget dollars on critical or urgent repairs. The project is currently out to bid and a resolution to select a vendor and establish a project budget will come to Committee in June in anticipation of a July start.

Meters

RPS meter staff continues to work with merchant groups to fine tune meter bag requests related to extended patios, pick-up/delivery spaces, and street closures. Staff worked with AAPS to plan for the closing of the Community High lot in early June. Space markers and parking signs will be removed from the lot ahead of the start of the AAPS construction project.

Parking System Maintenance & Operations

RPS staff has been working on cleaning up landscaping and planting flowers throughout the system. Installation of the new parking and revenue control equipment wrapped up this month. Installation has been a lengthy and extensive project, one that RPS staff has done an excellent job managing. The solar canopy at the 4th & Catherine lot was damaged by a passing truck in early May. Repairs to the solar panels and steel structure will take place soon.

Bike Parking

Current rentals-April 2021:

- Bike Locker Rentals: 4 rentals of 10 available lockers (40%)
- Maynard Bike House Rentals: 6 of 28 spaces (21%)

Ann Ashley Bike House Rentals: 21 of 27 spaces (77%)



Go!pass Summary – April

Total # of companies in program = 204

Total # of active passes (# distributed less deactivations) = 2,251 (+13)

Commuter Challenge 2021

Staff will begin planning the September event in June. Ideas for how to celebrate a return to in-person work environment are welcome.

We anticipate that the event, albeit in September, will look and function like a typical Commuter Challenge. Work teams will be competing against one another for non-drive alone

commuting points. We will also be finding ways to integrate promoting our downtown business community into our weekly events and media. Public communications will begin in August.

TheRide August 2021 Service Plan

TheRide will shortly be announcing a set of public meetings for June, where the final August 2021 Service Plan will be outlined and public comment will be sought regarding certain fare changes. None of the proposed fare changes will impact the DDA. The Service Plan announcement will include final maps and timetables for all routes. Materials will be available on theride.org the week of June 7.

Other Activities

- getDowntown staff is available for those businesses looking for assistance in navigating transportation options for their employees. Contact info@getdowntown.org to request assistance, as staff is remaining on a work-from-home status until at least May 2021.
- Planning for a new getDowntown Program survey for 2022 is underway. We encourage all Committee members, should they have information on new businesses coming to downtown, to please contact program staff so that they can be included.