

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES

Wednesday, October 5, 2016

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

Time: Mr. McWilliams called the meeting to order at 12:02 p.m.

1. ROLL CALL

Present: Bob Guenzel, Marie Klopf, Howard Lazarus, Joan Lowenstein, Darren McKinnon, Al McWilliams, John Mouat, Keith Orr

Absent: Rishi Narayan, John Splitt, Phil Weiss

Staff: Susan Pollay, Executive Director
Joseph Morehouse, Deputy Director
Amber Miller, Capital & Private Projects Manager
Jada Hahlbrock, Manager of Parking Services

Audience: Ray Detter
Christian Gribaux
Dave Orfield, Republic Parking
Josie Parker, AADL
Ryan Stanton, Ann Arbor News
Maura Thomson, MSAA

2. AUDIENCE PARTICIPATION

Mr. Detter shared that he and many downtown residents support the RTA master plan and the millage request. Mr. Detter said close attention is also being paid to the discussions surrounding the location of a new train station. He said both initiatives will have significant impacts on downtown.

3. REPORTS FROM CITY BOARDS AND COMMISSIONS

Downtown Area Citizens Advisory Council- The council did not meet.

4. DDA MEMBERS COMMUNICATIONS

None

5. EXECUTIVE DIRECTOR COMMUNICATIONS

Ms. Pollay shared that she participated in a parking best practice panel in Boulder Colorado. She said all of the participants agreed that parking is a tool to support community vitality & quality of life. Everyone also affirmed that parking must be part of a larger transportation system, and that multimodal approaches offer the greatest amount of access to downtown. Ms. Pollay said, like the DDA, many communities are searching for technology solutions to help collect, analyze, and utilize parking data to support policy decisions.

Ms. Pollay said the annual DDA presentation to City Council on the parking system will be Monday October 10th. She said she will be sharing some issues and questions raised by the recent parking study and asking City Council for input.

Ms. Pollay reminded everyone that the DDA Board will have a retreat on November 15th.

Ms. Pollay said the 2016 State of the Downtown report is complete and available on the DDA website. Also on the DDA website is the updated market data scan which provides more granular market data behind the trends highlighted in the State of the Downtown report.

6. APPROVAL OF MINUTES

Mr. Mouat moved and Ms. Lowenstein supported approval of the September 2016 DDA meeting minutes.

A vote on the motion showed:

AYES: Guenzel, Klopf, Lazarus, Lowenstein, McKinnon, McWilliams, Mouat

NAYS: none

ABSENT: Narayan, Splitt, Weiss

ABSTAIN: Orr

The motion carried.

7. A. SUBCOMMITTEE REPORTS - PARTNERSHIPS COMMITTEE

Ms. Lowenstein said the Partnerships Committee heard updates from partners including Planning Commission and City Council. She said they also reviewed the Downtown Market Scan commissioned by the DDA from 4Ward Planning.

The October 12th Partnerships Committee meeting was cancelled.

The next Partnerships Committee meeting will take place on November 9th at 9:00 am.

7. B. SUBCOMMITTEE REPORTS- CAPITAL IMPROVEMENTS COMMITTEE

South University Project. Mr. Mouat said the project is on schedule to go out to bid in early November, with construction beginning after UM commencement. Mr. Mouat said that design and maintenance problems are creating issues for the many people that use the sidewalks on a daily basis. These problems include heaving pavers, pooling water, cracking tree planters that are using up valuable activity space, and overly-wide crossings at Forest and Washtenaw that make the neighborhood feel disconnected. The design will address these issues, as well as meet City sustainability goals.

Fifth & Detroit Project. Mr. Mouat said the project team shared the results of their traffic analysis. It showed that there are a large number of pedestrians crossing 5th Ave. daily, with nearly 900 on Farmer's Market Saturdays. Most are not using the crosswalks. Mr. Mouat said that options are being explored to reorganize road capacity to better protect and serve pedestrians and cyclists, and to help make them feel more comfortable moving through and spending time in this area.

The traffic models suggest that there is so much road capacity on this section of N. Fifth Avenue, that even if a final road design were to reduce traffic to a single travel lane, this would be enough to meet traffic needs. To explore this, DDA staff are working closely with City Project Management staff to create a short term pilot project to reduce traffic to a single lane on 5th Avenue (from Kingsley to Ann) beginning on October 17th. Mr. Mouat said the pilot will run about 4 weeks. The findings of this study and other updates will be shared at the October 26th CIC meeting. A second round of public outreach will occur in November.

Huron Street Project. Mr. Mouat said staff has begun working with MDOT to set up the traffic study. He said a short October 24th CIC meeting will be followed by a walk around the Huron Street project area. All are welcome to attend.

There will be two Capital Improvements Committee meetings in October- October 24th at 11:30 am and October 26 at 9:00 am.

7. C. SUBCOMMITTEE REPORTS- FINANCE
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Parking system operating income statement for FY16 by facility. Ms. Klopf said the Finance Committee reviewed the Parking System Operating Income Statement for fiscal year 2016. She said the report shows the financial operation of each parking facility, including revenues and operating expenses. The report does not include capital or administrative costs. Ms. Klopf said the report makes clear how the facilities work together as a system.

Ms. Klopf said the Committee reviewed an updated ten year plan and discussed how to present information to used at the November retreat.

Resolution to Authorize Signers on the DDA Bank Accounts for FY 2017. Ms. Klopf moved and Mr. Orr supported the following resolution.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANN ARBOR DOWNTOWN
DEVELOPMENT AUTHORITY**

I hereby certify that the following Resolution was duly approved and adopted by the Board of Directors (herein after referred to as the Board) of the Ann Arbor Downtown Development Authority (DDA) at a meeting held on October 5, 2016, at which a quorum was present and acting throughout.

WHEREAS, the Board opened four Agency Accounts with the Bank of Ann Arbor for the purpose of banking and/or investment management purposes and those accounts are,

- Parking Fund Investment Account #19-1015 opened January 31, 2003
- Housing Fund Investment Account #19-1022 opened March 2, 2004
- TIF Fund Investment Account #19-1023 opened March 2, 2004
- Parking Maintenance Fund Account #19-1030 opened February 2, 2005;

NOW THEREFORE, BE IT RESOLVED, that the Board hereby ratifies the establishment of these account(s) with the Bank of Ann Arbor, dated October 5, 2016, and currently known as the Parking, Housing, TIF and Parking Maintenance Investments Accounts;

FURTHER, BE IT RESOLVED, that the Board hereby designates the following individuals as duly authorized and gives these individuals the authority to direct Bank of Ann Arbor via emails, telephone conversations, in writing, and/or any other form necessary regarding deposits, transfers, and withdrawals from any accounts held at the Bank of Ann Arbor (retail or trust), and to conduct any other business as deemed necessary and, further, grants Bank of Ann Arbor, Agent, the authority to follow without question the direction of the following named individuals:

Names(s)	<u>Susan Pollay</u>	<u>Executive Director</u>
	Name	Title
	<u>Rishi Narayan</u>	<u>Chair Person</u>
	Name	Title
	<u>Al McWilliams</u>	<u>Vice Chair Person</u>
	Name	Title
	<u>Marie Klopf</u>	<u>Treasurer</u>
	Name	Title
	<u>Phillip Weiss</u>	<u>Secretary</u>
	Name	Title

FURTHER, BE IT RESOLVED, that the Board hereby designates the following individual as duly authorized and gives this individual the authority to direct Bank of Ann Arbor via emails, telephone conversations, in writing, and/or any other form necessary regarding inter DDA fund transfers, fund transfers to Republic Parking, and access to any information from any accounts held at the Bank of Ann Arbor (retail or trust).

<u>Joseph Morehouse</u>	<u>Deputy Director</u>
Name	Title

Ms. Klopf said the Bank of Ann Arbor requested the Board pass a resolution outlining the roles and responsibilities of DDA Board members and staff in regards to the DDA investment accounts. She said the Committee recommends approval of the resolution.

A vote on the resolution showed:

AYES: Guenzel, Klopf, Lazarus, Lowenstein, McKinnon, McWilliams, Mouat, Orr

NAYS: none

ABSENT: Narayan, Splitt, Weiss

The resolution passed.

The next Finance Committee meeting will be Tuesday, October 25 at 1:00 p.m.

7. D. SUBCOMMITTEE REPORTS- OPERATIONS

Parking & Transportation Report. Mr. Orr provided an overview of the report and asked for questions.

Mr. Orr said the Committee discussed two requests for parking. The first was a request from Core Spaces for an agreement, including number of spaces and term, if City Council approves their development proposal atop the Library Lane structure. Mr. Orr said no action by the DDA is required until City Council approves the full Core Spaces proposal.

The second request was from a developer of a South University property requesting to use the parking in lieu process provided to them under City zoning. Mr. Orr said additional details will be available as the project moves forward.

4th & William. Mr. Orr said steel erection for the second elevator tower is underway.

Resolution of Support for Regional Transit. Mr. Orr moved and Mr. Mouat supported the following resolution.

DDA RESOLUTION TO SUPPORT REGIONAL TRANSIT

Whereas, In support of its mission to strengthen downtown and encourage new investment the Ann Arbor DDA has funded go!Passes, supplemental transit services, and the getDowntown Program since 2001;

Whereas, In 2014 the DDA board voted to approve a resolution in support of AAATA's plan to expand their transit service area and the hours of service including evenings and weekends, and this plan was overwhelmingly supported by the voters;

Whereas, There is currently no public transportation connecting Ann Arbor and Detroit, and no service coordination between AAATA and the other public transit agencies serving SE Michigan;

Whereas, The transit disconnection between Ann Arbor and the rest of the region has made it difficult for downtown employers to attract skilled workers, creating a challenging jobs/talent gap;

Whereas, A 2016 market scan commissioned by the DDA estimated that the number of new jobs in downtown Ann Arbor could increase by as many as 3,500 over the next five years; this increase may lead to greater traffic congestion and sustained parking challenges in downtown if more transit alternatives are not provided;

Whereas, The 2015 Nelson/Nygaard study commissioned by the DDA set forward support for rail-based public transit, noting it may help reduce downtown commuter parking demand and traffic congestion, improve access and mobility, and strengthen downtown's market viability to attract more residents, employers, and visitors;

Whereas, The Regional Transit Authority of Southeast Michigan was created to plan for and coordinate public transportation in the four-county region of Washtenaw, Oakland, Macomb, and Wayne Counties including the City of Detroit;

Whereas, The RTA Regional Master Transit Plan includes passenger rail service connecting Ann Arbor to Detroit including local feeder service to downtown Ann Arbor, bus rapid transit connecting downtown Ann Arbor with Ypsilanti, and commuter express service connecting downtown Ann Arbor with Plymouth/Livonia/Canton, among other services;

Whereas, The creation of a connected regional transit system will support the growth and prosperity of downtown and the rest of Ann Arbor;

RESOLVED, In support of its mission, the Ann Arbor DDA joins Ann Arbor City Council in promoting the RTA Plan for regional transit, with the goal of linking downtown Ann Arbor with the rest of the four county region for the purpose of greater economic vitality and quality of life.

Mr. Orr outlined a series of benefits that a successful regional transit system would bring to downtown Ann Arbor, the City of Ann Arbor and Washtenaw County. He said the Committee was very supportive of the resolution and recommends its approval by the Board.

A vote on the resolution showed:

AYES: Guenzel, Klopff, Lazarus, Lowenstein, McKinnon, McWilliams, Mouat, Orr

NAYS: none

ABSENT: Narayan, Splitt, Weiss

The resolution passed.

Discussion of Circulator Bus Study. Mr. Orr said the FY 2017 budget includes funds for transportation studies. He said the Committee discussed beginning a RFQ/RFP process to study the creation of a downtown circulator. The study will answer questions such as: what success will look like, how circulators work in other cities, and how much a circulator might cost. Mr. Orr said the Committee supports moving forward, assuming an initial estimate for the study of \$25,000. There was no objection by the Board to moving forward with this study.

The next Operations Committee meeting will be October 26 at 11:00 a.m.

7. E. SUBCOMMITTEE REPORTS – EXECUTIVE COMMITTEE

No report.

The next Executive Committee meeting will be November 2 at 11:00 a.m.

8.	NEW BUSINESS
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None

9.	OTHER AUDIENCE PARTICIPATION
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None.

10.	ADJOURNMENT
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There being no other business, Mr. Guenzel moved and Mr. Mouat supported a motion to adjourn. Mr. McWilliams declared the meeting adjourned at 1:05 pm.

Respectfully submitted,
Susan Pollay, Executive Director

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
Executive Committee Meeting
Wednesday, October 5, 2016

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

Time: 11:20 a.m.

Present: Marie Klopf, Al McWilliams, Susan Pollay (ex officio)

Absent: Rishi Narayan, Phil Weiss

Others: John Mouat

Committee actions and discussions

Agenda Review. The group reviewed the October DDA monthly meeting agenda. Mr. McWilliams would lead the board meeting in Mr. Narayan's absence. Mr. Mouat said that he would share information about a traffic pilot project that will be undertaken to help inform the design process for the 5th/Detroit project. The group discussed the need to provide for the safety of pedestrians and bicyclists in downtown.

There being no other business, the meeting adjourned at 11:40 a.m.
Susan Pollay, Executive Director

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
CAPITAL IMPROVEMENTS COMMITTEE MEETING MINUTES
Monday, October 24, 2016**

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

Time: 11:30 a.m.

Present: Howard Lazarus, Joan Lowenstein, John Mouat, John Splitt, Phil Weiss

Absent: Bob Guenzel, Marie Klopf, Sava Lelcaj-Farah, Darren McKinnon, Al McWilliams, Keith Orr, Rishi Narayan

Other Participants: Bob Doyle/Smith Group JJR, Oliver Kiley/Smith Group JJR,
Jeremy Schrot/FTCH, Chris Wall/FTCH

Staff: Susan Pollay, Amber Miller, Liz Rolla, Jada Hahlbrock

Public: Ray Detter

Huron Street Project Overview- The Committee talked about Huron Street, including the goals for the DDA's improvement project. It was noted that although the Street Framework shows Huron Street with a vehicular focus, it must still be made comfortable and safe for pedestrians. The Committee reviewed the many mixed use, commercial and civic buildings along the length of the Huron between 1st & Division.

Huron Project Issues and Opportunities- The Committee identified the following:

- Vehicle volume
- Vehicle turning movements
- Bicycle facilities
- MDOT
- Topography
- North/South crossings
- East/West connectivity
- Pedestrian experience (sidewalks, trees, traffic buffer, crosswalks)

Next Meeting

The Committee will meet again on Wednesday, October 26 at 9:00 am.

Public Comment

None

The meeting adjourned at 12:08 p.m.

Susan Pollay, Executive Director

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
FINANCE COMMITTEE MEETING MINUTES
Tuesday, October 25, 2016**

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

Time: 1:00 p.m.

Present: Marie Klopf, John Splitt, Phil Weiss

Absent: Sava Lelcaj-Farah, Bob Guenzel, Howard Lazarus, Joan Lowenstein, Darren McKinnon, Al McWilliams, John Mouat, Rishi Narayan, Keith Orr

Staff: Susan Pollay, Joseph Morehouse, Jada Hahlbrock

Others Present: Tom Crawford/City of AA; Tracy Kasparek/Rehmann

Public: None

FY 2016 Audit. Ms. Tracy Kasparek from Rehmann was in attendance to present the FY 2016 DDA Audit Report and Management Letter. She said it was a clean audit. No material deficiencies, errors or corrections were reported. She went through the report and questions were asked and answered.

Financial Statements. The Committee reviewed financial statements including financial statements for the first quarter of FY 17, the September expense listing, fund balance sheets, and the 4th & William stair/elevator project expenses.

CORE Spaces & Workforce Housing. Ms. Pollay and Mr. Crawford shared that the proposal from CORE for the Library Lot could possibly include an option for the City to purchase workforce housing units within the development. The Committee discussed this idea briefly and it was suggested that the question be brought to the next Partnerships Committee meeting.

Retreat Preparations. The Committee again reviewed documents to be used.

Public Comment. None

Next Meeting. The next meeting will take place on Tuesday, November 29, 2016 at 1:00 pm

The meeting adjourned at 2:33 pm
Susan Pollay, Executive Director

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
CAPITAL IMPROVEMENTS COMMITTEE MEETING MINUTES
Wednesday, October 26, 2016**

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

Time: 9:00 a.m.

Present: Joan Lowenstein, John Mouat, Rishi Narayan, Keith Orr, Phil Weiss

Absent: Bob Guenzel, Marie Klopff, Howard Lazarus, Sava Lelcaj-Farah, Darren McKinnon, Al McWilliams, John Splitt

Other Participants: Bob Doyle/Smith Group JJR, Oliver Kiley/Smith Group JJR,
Jeremy Schrot/FTCH

Staff: Susan Pollay, Amber Miller, Liz Rolla, Jada Hahlbrock

Public: Ray Detter

5th Avenue Traffic Pilot Updates

Project staff shared initial findings from the pilot project on 5th Ave reducing traffic between Kingsley and Catherine, in front of the Farmers Market, to one lane with a protected bike lane. They reported that the pilot is going smoothly, and vehicles, cyclists and pedestrians appear to be adjusting to the change. Data collected during the pilot will be compared with baseline data collected before the pilot. The Committee emphasized the need to consider and balance both the numerical statistical data, with overarching goals and priorities for the area, in particular improving pedestrian and bicyclist safety.

Streetscape Design Concepts

The Committee saw a series of design concepts. Many questions were asked and answered. Staff said that several stakeholder focus group meetings are planned to provide feedback on details such as the bike lane. Project staff will reduce the design options to three schemes and continue to refine them before wider public outreach begins later next month.

Next Meeting

The Committee will meet again on Wednesday, November 16 at 11:00 am.

Public Comment

Mr. Detter said he is excited for the near-downtown neighborhood groups to see the design concepts and get involved in the process. He said meeting with bicycle and walking advocates is an important part of arriving at the best design and engineering solutions.

The meeting adjourned at 11:05 p.m.
Susan Pollay, Executive Director

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
OPERATIONS COMMITTEE MEETING MINUTES
Wednesday, October 26, 2016**

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

Time: 11:00 a.m.

Present: Bob Guenzel, Joan Lowenstein, John Mouat, Keith Orr, John Splitt, Phil Weiss

Absent: Marie Klopf, Howard Lazarus, Sava Lelcaj-Farah, Darren McKinnon, Al McWilliams, Rishi Narayan

Staff: Susan Pollay, Joe Morehouse, Amber Miller, Jada Hahlbrock

Others: Brian Kern/ Republic Parking; Dave Orfield/Republic Parking; Kelly Schwartz/getDowntown

Public: Ray Detter

Connector Study. Ms. Pollay said that at the most recent meeting, the Connector study group discussed issues relating to how the Connector would operate downtown. A key recognition is that the Connector would most likely need to operate in mixed traffic rather than in a dedicated lane as is planned along the rest of the route. There isn't sufficient road right of way for a dedicated lane downtown plus two travel lanes plus curb uses including deliveries or passenger drop off/pick up. Committee members raised concerns that the downtown route options are limited to Liberty and Washington, and asked DDA staff to request that Huron Street also be included as part of the next round of study. The group also discussed that the Connector route must include points where it can turn around before it enters downtown when there are big special events along its route such as Art Fair.

GetDowntown Update. Ms. Schwartz said that go!pass renewals are strong; currently there are 404 company purchasing a total of 5392 passes. She said businesses continue to report that the go!pass is a valuable benefit for their employees. Ms. Schwartz also shared information on the upcoming Conquer the Cold event.

Circulator. Ms. Pollay said that it is anticipated the RFP for a circulator study would be ready for release within the week, with responses likely due back by the end of November.

Parking. The October Parking & Transportation report was reviewed. Mr. Morehouse provided an update on the new e-park equipment, saying that the installations will be done incrementally as space markers are delivered. Mr. Orfield said the Easy Pay card system is operating well, and that promotional material has been posted in the structures. The Committee reviewed the first quarter parking revenue and patrons report.

4th & William Improvement Project. Steel and concrete are being installed for the new elevator tower, and the curtain wall installation has begun. Elevator installation is scheduled to begin in mid-November.

Farmers Market. Ms. Pollay said the city is reviewing project bids, which are higher than expected. She asked if in addition to the DDA grant, there would be a willingness to explore a DDA role in the parking lot component of the project, including the storm water infiltration component. The Committee members indicated support for Ms. Pollay to explore this question with City staff.

Parking Structure Fencing. Mr. Morehouse said staff have been researching best practices regarding fencing on the top floor of structures. More information will be shared at future meetings.

Other. Mr. Mouat shared information from a Shared Use Mobility conference he recently attended. Mr. Mouat said presentations included information on changing patterns of mobility, what an expanded sharing economy could mean for public infrastructure, and technology advances; all of which will have enormous future impacts on downtown and on the public parking system.

Public Comment. None

Next Committee Meeting: The next meeting will take place on November 30 at 11:00 am.

The meeting adjourned at 12:55 pm.
Susan Pollay, Executive Director

Parking & Transportation Report October 2016

Parking Operations

Special Events In October

10/ 7 & 8 Oktoberfest East & West

10/15 Saved by the District

10/30 Scare for the Care 5K

10/30 Halloween concert at Hill and events at Natural History Museum

10/31 MSAA Treat Parade

10/1 & 10/22 (Homecoming) UM Football

Special Event Meter Bag Fee Waivers in October

10/ 7 & 8 Oktoberfest East \$480

10/15 Saved by the District \$280

Republic Parking Personnel Changes

There were no personnel changes.

Meters

The meter department is currently preparing sites for the new e-park machines. To date about 20 concrete pads have been installed. All decals for the new digital machines and space markers have been ordered. The machines have begun to arrive with 20 already in Republic's possession. The space markers are expected to arrive by month end. Republic staff is currently meeting with the neighbors, such as the Kerrytown shops, to get their input on the locations of the e-park machines. Installation will begin as soon as possible and should be complete (weather dependent) by November 15th.

Over the next few weeks meter staff will be replacing approximately 60 damaged meter posts in anticipation of the space markers arriving.

The 9 volt batteries in every Duncan meter have been replaced within the last 30 days.

General Operations

The UM Homecoming game on 10/22 was a busy day for the parking system. With the exception of Ann Ashley and Library Lane all facilities were at capacity by 2:45 on Saturday. The first facility to fill was Forest at about 1:15. In addition to the football game there were two other major events in the State Street area. Egress after the game went very smoothly.

City/DDA Parking Enforcement Committee

The Committee met on October 20th and the agenda included parking enforcement on minor holidays like Columbus day. There was also a discussion of the effects of the Fifth Avenue narrowing experiment.

Tally Hall Condominium Meeting

There is no meeting currently scheduled.

First & Washington Condominium Meeting

The parties are waiting on the receipt of an employment identification number so that the condominium association can be registered with the State of Michigan and begin operations.

Walker Parking Operational Review

Walker Parking Consultants are working to complete its operational review which has included 2 site visits to Ann Arbor. The report is on schedule to be complete by the end of the year, and will be used as DDA analyzes what it wants in its next parking operator contract and what elements of its parking systems it may wish to change. Many of the findings in the Walker report include a technology component including uses of software or hardware to make processes more time-efficient. This information will be helpful as we work with Dixon Consulting to better coordinate existing technology, and make impactful and effective technology purchases in the future.

Parking System Maintenance

Exterior tuck pointing work at Liberty Square is ongoing. The work has very little impact to parkers or the number of available spaces.

Fall wash downs in all structures are complete. Stairwell cleaning will continue as needed until freezing temperatures prevent work.

Winter ice melting supplies were ordered and have been received.

At Forth & William, work to paint elevator landings on the north end of structure is underway.

Parking Equipment

The preliminary draft assessment of the recommendations for equipment and software needs was received and reviewed by DDA staff. We are waiting for the revised report from Dixon and Associates. This report will be very helpful with guiding the future purchases of software and equipment.

Elevators

There were 5 elevator service calls during the last month. They were distributed as follows:

- 3 4TH & William Alley Elevator
- 1 Maynard Alley Elevator
- 1 Ann & Ashley North

Parking Construction

Fourth & William Stair/Elevator Improvement Project

Steel and concrete are going up for the second new elevator tower.

Transportation

getDowntown Overall Outreach

- E-news sent to General Interest Group and go!pass Coordinators with program information.
- Preparing for Conquer the Cold Challenge (1/1/17-1/31/17). Website goes live 11/1/16.
- Confirmed 2 events with Common Cycle to prepare for the Conquer the Cold Challenge. Events will be held at the Blake Transit Center:
 - December 6th - Safe Cycling Session 1: Visibility 101
 - December 13th - Safe Cycling Session 2: Winter Riding 101

Go!pass

Go!pass Outreach

- More Go!pass Renewal information sent to all current go!pass Coordinators
- Renewal orders received to date: 375
- New orders for 2016-2017 received to date: 9
- Kelly met with employees of the Graduate Hotel in Ann Arbor to discuss commuting options since company will no long validate employee parking at the end of November.

New go!pass companies for October

- Alex Gulko Custom Jewelry
- AlTality
- Blue Tractor
- Curo Technologies
- Literati Coffee Company
- Maison Edwards
- Mediation Training & Consultation Institute
- Robert Darvas Associates
- WorkIt Health

2015-2016 - Go!pass sales as of October 19, 2016: 6,886 passes distributed to 489 organizations

2016-2017 – Go!pass sales as of October 19, 2016: 5,385 passes ordered by 392 organizations

Quarterly Ridership

	<u>Jul-16</u>	<u>Prior Yr Chg</u>	<u>Aug-16</u>	<u>Prior Yr Chg</u>	<u>Sep-16</u>	<u>Prior Yr Chg</u>
go!Pass Riders	48,116	-13%	55,437	11%	52,820	1%

Bike Parking

Bike Locker Rentals as of 10/19: 14 rentals of 19 available lockers (74%)

Maynard Bike House Rentals as of 10/19: 12 rentals of 28 spaces (43%)

Ann Ashley Bike House Rentals as of 10/19: 35 rentals of 27 spaces (126%)

Ann Arbor Downtown Development Authority
Gross Revenues/ Hourly Patrons
1st Quarter, FY 2017 & 1st Quarter, FY 2016

	1st Quarter FY 2017		1st Quarter FY 2016		Increase (Decrease)		% Increase (Decrease)		FY 2017 Spaces	FY 2016 Spaces
	Revenues	Hourly Patrons	Revenues	Hourly Patrons	Revenues	Hourly Patrons	Revenues	Hourly Patrons		
Revenues:										
Washington/First	\$190,054	9,796	\$184,704	9,350	\$5,350	446	2.90%	4.77%	243	243
Maynard	\$705,806	134,913	\$686,403	127,622	\$19,403	7,291	2.83%	5.71%	808	808
Washington/Fourth	\$251,322	56,633	\$266,489	61,041	(\$15,167)	(4,408)	(5.69%)	(7.22%)	281	281
Forest	\$499,587	56,881	\$505,196	62,238	(\$5,609)	(5,357)	(1.11%)	(8.61%)	578	578
Fourth/William	\$661,578	64,016	\$719,940	66,674	(\$58,362)	(2,658)	(8.11%)	(3.99%)	984	984
Liberty Square	\$551,881	32,286	\$513,123	34,703	\$38,758	(2,417)	7.55%	(6.96%)	581	581
Ann/Ashley	\$581,882	39,196	\$591,259	39,435	(\$9,377)	(239)	(1.59%)	(0.61%)	827	827
Library Lane	\$452,111	39,509	\$456,202	40,249	(\$4,091)	(740)	(0.90%)	(1.84%)	748	748
S. Ashley/Kline Lot	\$173,168	37,635	\$172,697	44,554	\$471	(6,919)	0.27%	(15.53%)	144	144
Huron/Ashley/First	\$240,899	53,329	\$251,220	60,407	(\$10,321)	(7,078)	(4.11%)	(11.72%)	166	166
Fifth & Huron	\$33,825		\$33,835		(\$10)		(0.03%)		56	56
First & William	\$47,364	231	\$45,032		\$2,332		5.18%		112	112
415 W. Washington	\$53,891	6,563	\$53,674	5,743	\$217	820	0.40%	14.28%	149	149
Palio Lot	\$6,678		\$5,095		\$1,582		31.05%		22	22
Broadway Bridge	\$689		\$689		\$0		0.00%		16	16
Main & Ann	\$25,776		\$27,058		(\$1,282)		(4.74%)		45	45
Farmers Market	\$7,048		\$7,021		\$27		0.39%		75	75
City Hall	\$1,140		\$1,347		(\$207)		(15.36%)		16	16
Fourth & Catherine	\$27,013		\$29,238		(\$2,225)		(7.61%)		47	47
Meters	\$888,812		\$909,283		(\$20,470)		(2.25%)		2,111	2,040
Meter Bags	\$103,119		\$171,189		(\$68,070)		(39.76%)			
Total Revenues	\$5,503,643	530,988	\$5,630,695	552,016	(\$127,052)	(21,259)	(2.26%)	(3.85%)	8,009	7,938

			Av. High	Av. Low	Act. Mon
Weather			Temp.	Temp.	Precip.
Number of Business Days	FY 2017	77	83	62	11.20
	FY 2016	77	79	58	7.48
	Variance Average		4	4	3.72
Number of Weekend Days (F & S)	U of M Football		No. of Games		
	FY 2017	27	4		
	FY 2016	25	3		
	Variance		1		

The 2016 Art Fair saw a decrease in revenues of 9.93% due to weather and a change in schedule. There was a decrease in patrons of 11%, .

Off-Street facilities combined were down \$36K with Art Fair revenues down \$34K. Meters were down due to the removal of meters along Wall Street in September, 2015 and meter bags down due to the lack of construction projects.