

AFFORDABLE HOUSING/ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES
Wednesday, January 11, 2023

Place: DDA Office, 150 S. Fifth Ave., Suite 301, Ann Arbor, MI 48104
Time: 9:10 a.m.
Committee Present: Tyler Kinley
Partners: Shannon Gibbs-Randall/Planning Commission, Matt Carpenter/AAATA, Jennifer Hall/AAHC, Eli Neiburger/AADL, Jennifer Cornell/City Council
Staff: Maura Thomson, Kelley Graves, Shelby Mistor
Public: Carolyn and Joseph Arcure, Peter Honeyman, Linh Song

Notes: Two new City Council members have been appointed as representatives to the AH/ED Committee partner meetings--CM Jennifer Cornell and CM Jen Eyer. Maura Thomson has been appointed as the DDA Interim Executive Director by the DDA Board.

AADL: Mr. Neiburger said the proposed partnership project between the downtown library and a developer reported in MLive did not materialize due to costs. It was proposed as a combined library and affordable housing project. The Library is open to other such partnerships. Work continues on the Scio Township site to house the Library's archives, office space and, large equipment rental space (i.e., chess board, telescope, metal detector), freeing up more space for public use at the downtown location.

AAHC: Ms. Hall said the AAHC received HUD's Move To Work (MTW) designation, which provides more flexibility for spending funds aimed at landlord recruitment and retention. The site plan for the 121 E. Catherine site was submitted to City staff. The project cost estimate is 55% higher than pre-pandemic. With the tax credit cap at \$13.5M, the AAHC is exploring redesign options to reduce costs and raising additional funds. The City's goal of electrification for all new development and the requirement to install the DTE power lines underground are also adding to the project cost.

The 350 S. Fifth Ave (Y-Lot) site is facing the similar cost impacts. There are DTE transformer boxes on the site that will need to be moved. The AAHC is considering a geo-thermal heating option but are facing a space issue on the site. The site plan has been finalized and is ready to be submitted to City staff. The 415 W. Washington site plan is ready to be submitted for supplemental and PUD regulation review. There is no action at this time on the 440 Ashley, 309 S. Ashley (Kline lot), and Palio lot sites. Surveyors and engineers are working on the plan to split the floodplain area from the rest of the 721 N. Main site. Questions were asked and answered.

Planning Commission: Ms. Gibbs-Randall reported that a house on Division in the historic district, has been approved as a net-zero, three-unit student development. This home did not qualify for historic district classification, providing the opportunity for a sustainable development option. A

14-story development at Packard and State has been approved. Council approved an ordinance allowing solar panels to be installed in yards in residential areas. The ordinance eliminating natural gas connections is being written. Questions were asked and answered.

City Council: CM Cornell said she and CM Eyer are on the City's Economic Development Committee. The EDC will be meeting to discuss the committee's mission and define its goals.

AAATA: Mr. Carpenter said the AAATA continues to prepare for the millage funding that begins in 2024. Renovation work is underway at the Ypsilanti Transit Center. Staffing shortage challenges continue, particularly in the office areas. Mr. Carpenter said the AAATA supports the bike lanes and road diets, though they do impact transit schedules. Exploration continues for propulsion and hydrogen options for public transit vehicles.

DDA: Ms. Thomson said there will be street closures in the area of E. Washington and Fletcher beginning tonight for Vice President Kamala Harris's visit to the U of M campus tomorrow. The DDA has installed counters in and around the bikeways to capture pedestrian, bicycle, and vehicle data. Three types of devices will be installed to capture peds, bike, and vehicle data. Ms. Thomson thinks the counters will provide valuable data. The DDA plans to install additional delineators in the bikeways to deter vehicles from parking in them. The City and the DDA are sharing the cost of purchasing a smaller sweeper to clear the bikeways once the delineators are installed. The AAPD has implemented a separate enforcement and tracking mechanism for the bike lanes.

Ms. Thomson reported that Phase I of the State Street project was completed last week with the installation of the streetlights. An issue with the breaker is preventing the lights on east side of the street from working. The current DTE lights will remain in place until the breaker can be repaired this spring as part of Phase II of the project. The watermain work at Miller/Catherine is complete. The block delineators have not arrived yet. Orange cones have been temporarily placed in the area.

Public Comment: None.

The next Affordable Housing/Economic Development Committee meeting (DDA only) is scheduled for February 8th at 9 am.

The meeting adjourned at 10:30 am

Respectfully submitted,
Kelley A. Graves, Board Secretary

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
CAPITAL IMPROVEMENTS COMMITTEE MEETING MINUTES
Wednesday, January 18, 2023**

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

Time: 11:00 am

Committee Present: Alex Dieck, Tyler Kinley, Jessica A.S. Letaw

Committee Absent: Darren McKinnon

Other Board Members: Thressa Nichols

Staff: Amber Miller, Kelley Graves, Hayett Chater, Sara McCallum, Shelby Mistor, Luke Ranker

Public: Peter Honeyman

Two Resolutions to Approve Two Contracts with SmithGroup: Ms. Miller talked the Committee through the details of the memo for both resolutions included in the CIC packet. The People-Friendly Streets 2 (PFS 2) planning process began in 2020. Four projects were identified and the conceptual work was completed. The Division Street and Miller/Catherine projects' final engineering and construction have advanced. The DDA Board supported including the other two projects--the 4th Avenue Engineering Project and the Circulation Study—in the CIP. The DDA CIP was approved at the November 2022 DDA Board meeting and has since been adopted as part of the City's overall CIP by the Planning Commission.

The first resolution is to approve a contract with SmithGroup for 4th Avenue design and engineering and is a cost-share agreement between the DDA, the City, and the AAATA. The project focus is between William and Liberty streets. It includes public storm main relocation, private utility connections to support the AAHC project at 350 S. Fifth Avenue, and streetscape work to improve transit stop comfort and access.

The second resolution is to approve a contract with SmithGroup under a cost share agreement for the downtown area circulation study. It will include potential additional bikeway connections, a transit street prioritization plan, a Fifth Avenue and Division Street two-way traffic feasibility study, an event streets feasibility study, and a multimodal operational model. The results of the study will inform the next round of projects.

The DDA will manage both contracts, receiving reimbursement from the City and AAATA for their share of the costs. Questions were asked and answered. The Committee agreed to bring both resolutions to the Board.

Resolution to Approve South Main Street Construction Cost Sharing Agreement with City: The South Main Street Project includes addressing critical water infrastructure and road conditions. The project lends itself to the City and the DDA coordinating infrastructure work elements including replacing irrigation services, meter pits, and irrigation connections. This aligns with the DDA's responsibilities of taking over the restoration and maintenance of irrigation systems set forth in the State Street Project. The City will manage the contractor and the DDA will reimburse the City for its portion of the construction costs. Questions were asked and answered. The Committee agreed to bring the resolution to the Board.

Capital Improvements Committee Meeting

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December CIC Resolutions: Ms. Miller reminded the Committee that the resolutions regarding the cost-share with the City for a new bikeway sweeper and the resolution regarding sidewalk repairs within the DDA District that the Committee reviewed at its November meeting will be brought to the February Board meeting.

Project Update: Phase II of the State Street Project is scheduled to begin in February with DTE's work on the gas main. Fonson will begin work in March. The surface work is expected to be completed by Art Fair. DDA Staff met with businesses and area associations yesterday to discuss the project construction schedule. The meeting was recorded and will be available on the DDA website.

Ms. Miller provided a brief background on the discussions over the past few years about including Main Street capital projects in the CIP and the Main Street businesses' preference for keeping the scope of the work limited to watermain work rather than a larger capital project with streetscape work.

Public Comment: Mr. Honeyman said the DACAC has discussed the need and growing demand for capital project changes on Main Street over the next five years.

The meeting adjourned at 11:55 am.

Respectfully submitted,
Kelley A. Graves, Board Secretary

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
OPERATIONS COMMITTEE MEETING MINUTES
Wednesday, January 25, 2023**

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

Time: 11:00 am

Committee Present: Tyler Kinley, Jonathan Massey

Committee Absent: Darren McKinnon

Staff: Jada Hahlbrock, Maura Thomson, Kelley Graves

Other: Mike McKiness/PCI MS, Lilliane Webb/TheRide

Public: None

Parking System Financials: The parking system financials as of December 31, 2022 were shared with the Committee. Total revenues to-date are up almost \$1.3M. Staff noted they seem to have leveled off. Ending FY23 revenues anticipated to be at about 14% over budget. For the upcoming rate study, it will be important to keep the lost revenue over the past three years and the FY23 anticipated loss in mind. It is also important to remember that a large part of the loss was offset by the deferment of capital maintenance, which will need to be reviewed and prioritized for inclusion back into the budget. If the trend of both the City 20% Payment and Credit Card Charges continues being over 50% of budget due to revenues being up, the DDA will be seeking a budget amendment before year-end as was done last year.

The FY24 and FY25 budget overview was shared with the Committee. Rather than anticipating the results of the rate study, staff included a conservative 3% increase to revenues and a 4% COL increase on the expenditure side in both budget years. The final requested budget will come to Finance Committee on February 23, and to the Board on March 1. If approved, it will move on to City Council and then come back to the Board for final approval in June. Questions were asked and answered.

Parking Structure Fencing: Ms. Hahlbrock provided a summary of the ongoing parking structure fencing work. Inspections and repairs are being done now. Specifications, drawings, and bid documents for additional fencing for levels three and above are being prepared and work will be bid in February. Fishbeck is compiling its recommendations for parking structure rooftops, including material options and costs based on best practice research.

Parking Structure Restoration Resolution: Ms. Hahlbrock recommended, and the Committee agreed to bring forward the resolution to approve an agreement with Fishbeck for engineering services and project administration for FY24 parking structure repairs. The Board selected Fishbeck to perform this work on an as needed basis in December 2021.

Curb Management Study Update: Walker Consultants' work on the study is going well. They have met with the Disabilities Commission, Transportation Commission, DDA Board and Street Design Team. Ms. Hahlbrock said they have created an IQ database and curb mapping tool and will present it to the Operations Committee at an upcoming meeting. Staff and the Consultant are developing the pilot program based on the information gathered during the study to include 15-minute parking zones on Liberty and Forest. The study outcome goal is to provide realistic recommendations for both actions that may be undertaken now and those for future consideration. Ms. Hahlbrock said it will function as an 'operational handbook.'

Parking Rate Study: The RFP was released in December. Responses are due by January 31st. The RFP specified the DDA is looking for a comprehensive review and recommendations. The study will inform discussion and decisions by the DDA around rates and rate structures that meet both financial needs and align with DDA's goals. The DDA Operations and Finance Committee will work together to develop and bring recommendations to the Board.

PCI Municipal Services: Mr. McKiness reported a fire that destroyed two businesses, next to the Maynard parking structure on Friday. PCI MS team members were on-site all day as the Ann Arbor Fire Department battled the fire. Ms. Hahlbrock had Fishbeck inspect the site on Monday to determine if there was any damage to the Maynard parking structure. They are compiling their report.

The Ride: Ms. Web reported on the 2022 year-end and 2023 year-to-date go!pass participants. She said some minor service adjustments were implemented as of Sunday, January 22nd. The Conquer the Cold Challenge began on January 10th and runs through February 10th.

New Business: Mr. Massey requested that the Operations Committee meeting Outlook invites be revised from two-hour time blocks to 90-minutes moving forward.

Public Comment: None.

The meeting adjourned at 12:15 pm.

Respectfully submitted by:
Kelley A. Graves, Board Secretary