

## **Ann Arbor Downtown Development Authority Meeting Minutes**

Wednesday, July 11, 2018

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

Time: Mr. Weiss called the meeting to order at 12:00 p.m.

### **1. ROLL CALL**

Present: Marie Klopf, Howard Lazarus, Joan Lowenstein, Jessica A. S. Letaw, Molly McFarland, John Mouat, Rishi Narayan, John Splitt, Phil Weiss, Keith Orr

Absent: Bob Guenzel, Darren McKinnon

Staff: Susan Pollay, Executive Director  
Joseph Morehouse, Deputy Director  
Maura Thomson, Communications Manager  
Amber Miller, Capital & Private Projects Manager  
Jada Hahlbrock, Manager of Parking Services  
Liz Rolla, DDA Project Manager  
Kelley Graves, Management Assistant

Audience: Ray Detter, Downtown Citizens Advisory Council  
Chris Simmons, Get!Downtown  
Neal Billetdeaux, Smith Group, JJ&R  
Peter Honeyman, Resident  
Ed Vielmetti

### **2. APPROVAL OF THE BOARD MEETING AGENDA**

**A vote on the motion to approve the agenda showed:**

**Ayes:** Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

**Nays:** None

**Absent:** Guenzel, McKinnon

**The motion was approved.**

### **3. AUDIENCE PARTICIPATION**

Mr. Vielmetti commended the DDA for providing free parking at Ann Ashley during Saturday Market Hours. He suggested that additional signage be added to the Ashley Street entrance, and that free parking be continued on Saturdays after the Kerrytown construction is completed.

Mr. Honeyman said he supported the People-Friendly Streets proposals, including restoration of two-way traffic on First & Ashley, protected bike lanes and the DDA's investment in updating infrastructure.

**4. REPORTS FROM CITY BOARDS AND COMMISSIONS**

Downtown Area Citizens Advisory Council: Mr. Detter thanked Ms. Pollay, Ms. Miller and representatives from Smith Group, JJ&R for joining them at the meeting to provide receive input from CAC about the proposed People Friendly Streets projects. He said that CAC members expressed support, noting in particular the benefits to pedestrian safety and comfort, and said that many of them will speak at City Council when it comes time for any votes.

**5. DDA MEMBER COMMUNICATIONS**

Ms. Letaw said that she is holding a “Downtown Hall” meeting tonight at 7 pm at Homes Brewery and a “Walk & Talk” on July 14 starting at the Blake Transit Center at 10 am; both will focus on the People-Friendly Streets projects. She said her August “Downtown Hall” will be held on August 8 at 7 p.m. at Black Diesel Coffee and her “Walk & Talk” will be on August 11 at 10 am starting at the Blake Transit Center. Ms. Letaw also shared there will be a special presentation featuring Holly Hunter from Portland, Oregon on the “ABC’s of ADU’s” (Accessory Dwelling Units) on August 14 from 7-9 pm at the DDA offices. All were welcome

**6. EXECUTIVE DIRECTOR COMMUNICATIONS**

Ms. Pollay provided an overview of today’s board meeting, which would include a brief presentation on the People-Friendly Streets project. She noted the great amount input received from the PFS workshops and public meetings, pointing to a 167-page summary document that she passed around to the Board members for review. She said that after today’s vote on the First, Ashley, William project, the Transportation Commission will be asked for a resolution of support on July 18. On August 9<sup>th</sup>, there will be three DDA matters on City Council’s agenda: support to restore 2-way traffic on First and Ashley, support for transportation improvements on Huron, and support for a project construction bond. She reminded the group that immediately following the monthly meeting the DDA’s Annual Meeting would take place.

**7. APPROVAL OF MINUTES**

Ms. Lowenstein moved and Mr. Splitt seconded to approve the June minutes.

**A vote on the motion to approve the minutes showed:**

**Ayes:** Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

**Nays:** None

**Absent:** Guenzel, McKinnon

**The motion was approved.**

**8A. SUBCOMMITTEE REPORTS - CAPITAL IMPROVEMENTS COMMITTEE**

First, Ashley, and William streets. Mr. Mouat offered kudos to Ms. Miller, Mr. Billetdeaux, and other consultants for the hard work and skillful efforts on this project. He introduced Mr. Billetdeaux who gave a presentation on the proposed transportation improvements on First, Ashley and William.

Following this presentation, Mr. Mouat moved and Mr. Orr seconded the following resolution:

**RESOLUTION TO URGE SUPPORT FOR KEY FIRST & ASHLEY AND WILLIAM STREET  
TRANSPORTATION CONCEPTS**

Whereas, The DDA's Development Plan highlights identity, infrastructure, and transportation as overarching strategy areas, which include improving safety and economic vitality through pedestrian improvements;

Whereas, Through resolutions in January and June 2017, the DDA Board prioritized First, Ashley, and William Street improvements and in November 2017 approved its project budget and selected consultants for the project;

Whereas, Extensive community outreach and a detailed analysis of the corridors indicates problems with speeding and crashes that are symptoms of multi-lane and one-way streets, with disproportionate injuries to vulnerable users;

Whereas, Recommended transportation concepts include:

- Restoration of two-way traffic on First & Ashley Streets
- A two-way protected bike lane on the east side of First Street
- A two-way protected bike lane on the north side of William Street

Whereas, These concepts have been shown to eliminate the "double threat" to pedestrians and reduce vehicle speeds, and crash severity for all roadway users, with increased benefit to vulnerable users;

Whereas, City Council must approve rules or regulations concerning 1-way streets, per Chapter 126, Article 1 Section 10:2 and the DDA needs to ensure support for these concepts prior to beginning detailed design, which is why this matter is being considered at this time;

Whereas, The DDA Capital Improvements Committee recommends that these transportation elements be supported;

RESOLVED, The DDA Board supports these transportation recommendations for First, Ashley, and William Streets;

RESOLVED, The DDA Board urges the City Transportation Commission to support restoration of two-way traffic on First and Ashley Streets and two-way protected bike lanes on First and William Streets;

RESOLVED, The DDA Board urges City Council to support restoration of two-way traffic on First and Ashley Streets;

RESOLVED, DDA staff will continue to meet with the community, city staff, and key stakeholders to assemble a detailed design with these elements included.

**A vote on the resolution showed:**

**Ayes:** Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

**Nays:** None

**Absent:** Guenzel, McKinnon

**The resolution was approved.**

Fifth/Detroit project. Mr. Mouat reported that work on the west side of Fifth Avenue continues, and the installation of conduit, sidewalk, and brick is mostly complete on this side. Work on the plaza will continue until the next month. The contractor has also begun work on the east side and is continuing water main installation on Kingsley and Detroit.

Sidewalk vault pilot. Mr. Mouat said that staff received support from the Committee to pursue a pilot in partnership with City staff this year to encourage the permanent closure of underground vaults. The City has identified 10 in need of repair, and they will be reaching out to owners this year to address them. Under this pilot, if the property owner is willing to permanently close the vault in FY19, the DDA would contribute \$3K-\$5K per location to pay for the fill after the owner pays to engineer the closure to the building. He noted that two sidewalk vaults collapsed in the Main Street Area recently. He said that the Committee was supportive of this pilot, and fund would be taken from the DDA's FY19 sidewalk repair allocation.

The next Capital Improvements Committee meeting will be Wednesday, August 15 at 11am (the July 18 committee meeting was cancelled).

<b>8B. SUBCOMMITTEE REPORTS – FINANCE COMMITTEE</b>
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Ms. Klopf moved and Mr. Splitt seconded the following resolution:

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY  
RESOLUTION REQUESTING ISSUANCE OF  
CITY OF ANN ARBOR CAPITAL IMPROVEMENT BONDS**

At a regular meeting of the Ann Arbor Downtown Development Authority (the "Authority"), County of Washtenaw, State of Michigan, held in the City Hall of the City of Ann Arbor on Wednesday, July 11, 2018, at \_\_\_\_\_, a.m./p.m. Michigan time, there were

Present: \_\_\_\_\_

Absent: \_\_\_\_\_

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_:

WHEREAS, the City of Ann Arbor (the "City") created the Authority pursuant to Act 197, Public Acts of Michigan, 1975, as amended (the "Act");

WHEREAS, pursuant to the Act, the Authority prepared its Development Plan and Tax Increment Financing Plan for the Authority's Development Area, which was adopted by the City Council by Ordinance, and subsequently amended by the Authority and adopted, as amended, by the City Council by Ordinance (the "Plan");

WHEREAS, the Authority has determined that it is necessary and appropriate at this time to finance certain capital project costs pursuant to and consistent with the goals of the Plan, consisting of various street, bikeway, sidewalk, utility and infrastructure improvements, more particularly described in Exhibit A together with their estimated costs (collectively, the "Project"); and,

WHEREAS, the Authority's Finance Committee has determined that the most advantageous and economical method of financing the costs of the Project is through the issuance and sale by the City of its capital improvement bonds, in an estimated principal amount of \$15.5 million (the "Bonds"), pursuant to Section 517 of the Revised Municipal Finance Act, Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), primarily secured by the City's limited tax general obligation pledge, and to be primarily payable in full from the Authority's tax increment revenues derived from taxes levied on real and personal property in the Development Area by the City, Washtenaw County, the Ann Arbor Transportation Authority, Washtenaw Community College and the Ann Arbor District Library (the "Taxing Jurisdictions"), and from certain revenues of the City's parking system as managed by the Authority (collectively, the "Revenues").

NOW, THEREFORE, IT IS RESOLVED THAT:

1. Financing Plan. The Authority hereby determines that the issuance of the Bonds by the City for purposes of financing the Project is in the best interests of the Authority and the City, and requests that the City commence the necessary proceedings to issue the Bonds in an estimated aggregate principal amount of \$15.5 million, pursuant to Section 517 of Act 34, to finance the costs of the Project, and to pledge the City's full faith and credit on a limited tax basis as security for payment of the Bonds. The Bonds shall mature over a period not longer than the remaining duration of the Plan (i.e., through August 2033). Payment of principal and interest on the Bonds shall be primarily payable from the Authority's Revenues pursuant to a Project Financing Agreement to be prepared and entered into between the Authority and the City, as set forth below. The Bonds shall be structured and sold in a manner to be approved by subsequent resolutions of the City Council and the Authority.

2. Estimated Revenues. The Authority shall prepare and furnish to the City estimates of (1) the tax increment revenues, as defined in the Act, which the Authority will receive pursuant to the Act and the Plan from taxes levied in the Development Area by the Taxing Jurisdictions and (2) the parking system revenues projected to be received, commencing with the fiscal year beginning July 1, 2018 through June 30, 2034, inclusive, and available after payment of any prior bond and contractual commitments of the Revenues, which estimates shall be provided to the City Council for consideration in connection with its final authorization of the issuance of the Bonds.

3. Project Financing Agreement. The Authority directs its counsel to work with the City's counsel to prepare a Project Financing Agreement ("Agreement") between the Authority and the City that outlines the Authority's contractual commitment to: (1) timely pay all debt service on the Bonds through the Revenues; (2) prioritize such payments to the City over all other Authority commitments (present or future), whether through contract, bond, Plan amendment, or otherwise, except for necessary and reasonable Authority operating expenses, which shall be paid first; (3) reimburse the City for any City funds advanced to pay debt service on the Bonds due to insufficient Revenues; and (4) take no action that in any way jeopardizes the Authority's ability to fulfill such obligations.

4. Conflicting Resolutions. All resolutions and parts of resolutions in conflict with the foregoing are hereby rescinded.

A roll call vote on the foregoing resolution was taken, the result of which is as follows:

YES: \_\_\_\_\_

NO: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

THE RESOLUTION WAS THEREUPON DECLARED ADOPTED.

Ms. Klopf said that the Finance Committee has spent time over the past months going over the details for this project bond to be used for the construction of the First, Ashley, William, and Huron Street improvements projects. She said that the Committee was comfortable recommending this resolution and moving forward.

**A vote on the resolution showed:**

**Ayes:** Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

**Nays:** None

**Absent:** Guenzel, McKinnon

**The resolution was approved.**

Financial Statements: Ms. Klopf said that the Committee reviewed the monthly expenses.

FY18 Audit: Ms. Klopf said that the auditors will begin their work at the end of August.

The Next Finance Committee meeting will be Thursday, August 30 at 1:00 pm. (the July 26 committee meeting was cancelled).

<b>8C. SUBCOMMITTEE REPORTS – PARTNERSHIPS COMMITTEE</b>
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350 S. Fifth Ave: Ms. Lowenstein said that as part of the repurchase of the property City Council directed the City Administrator to bring back to them by the end of August a recommendation for a process to guide its redevelopment strategies. She said that the Partnerships Committee recommends that the DDA provide the City with a \$25,000 grant if they decided they wanted to hire a consultant to help them with this

Ms. Lowenstein moved and Ms. Letaw seconded the following resolution:

**RESOLUTION TO PROVIDE A GRANT TO HELP FUND AN ANALYSIS OF CITY OPTIONS FOR THE  
350 S. FIFTH AVENUE PROPERTY**

Whereas, The Ann Arbor DDA Renewal Plan makes a strong commitment to supporting the development of downtown housing options for individuals and families with incomes lower than area median;

Whereas, On May 1, 2018, City Council adopted Resolution 18-0719 directing the City Administrator to recommend to City Council by August 31, 2018 a process to help inform possible directions for the redevelopment of the 350 S. Fifth Avenue property (former YMCA lot) in support of the City's affordable housing goals;

Whereas, This process may benefit from professional technical expertise with feasibility analyses and skillful experience eliciting public input;

Whereas, The DDA Partnerships Committee recommends that the DDA provide the City with a \$25,000 grant if the City determines it will hire a consultant to assist with this project;

RESOLVED, The DDA approves a \$25,000 grant to the City in support of the goal to create a successful process to shape feasible options for the redevelopment of the 350 S. Fifth Avenue property in support of the City's affordable housing goals.

**A vote on the resolution showed:**

**Ayes: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss**

**Nays: None**

**Absent: Guenzel, McKinnon**

**The resolution was approved.**

Ms. Lowenstein moved and Ms. Klopf seconded the following resolution:

**RESOLUTION TO ENCOURAGE STATE APPROVAL OF THE LOCAL HOUSING INCENTIVE OPTION**

Whereas, The Ann Arbor DDA Renewal Plan makes a strong commitment to supporting the development of downtown housing options for individuals and families with incomes lower than area median;

Whereas, The Michigan Senate recently approved Senate Bill 110 which clarifies local authority to offer voluntary incentives to developers of housing projects as a way of encouraging below market housing options are included in new projects in quickly rising market areas;

Whereas, The State House Local Government Committee will soon be asked to consider this measure as well;

Whereas, The Michigan Association of Home Builders has indicated its support for the bill;

Whereas, This bill would strengthen the potential for partnerships between developers and local units of government such as the City of Ann Arbor committed to the goal of more affordable housing units;

Whereas, The dearth of affordable housing in Ann Arbor is causing a variety of problems, including contributing to the difficulty many downtown businesses have finding enough employees to enable them to grow their businesses;

**A vote on the resolution showed:**

**Ayes: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss**

**Nays: None**

**Absent: Guenzel, McKinnon**

**The resolution was approved.**

The next Partnerships Committee meeting will be Wednesday, September 12 at 9am (the August 8 committee meeting was cancelled.)

<b>8D. SUBCOMMITTEE REPORTS- OPERATIONS COMMITTEE</b>
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Mural Request: Mr. Splitt reported that Mary Kerr, CEO of Destination Ann Arbor (formerly Ann Arbor/Ypsi CVB), presented information about their new branding campaign that will focus on area artists. She asked the Ops Committee for permission to paint a mural on the east-facing side of the Liberty Square garage. All project expenses would be the CVB's responsibility. The Committee said yes. Staff will notify the Liberty Square condo association and connect the artist with the DDA's engineer for questions about prepping the brick façade.

5<sup>th</sup> & William Lot: Mr. Splitt said that the City anticipates taking repossession on July 10<sup>th</sup>. They requested that the DDA reopen a public parking lot on this site and staff assembled a plan for reopening the lot. The lot may be used during Art Far and the UM soccer match, after which Premium monthly parking permits will be provided on this lot.



Monthly Parking Report. Mr. Orr noted that the solar carport at 4<sup>th</sup> & Catherine was installed. Mr. Orr reported that nearly 2,300 employees from 300+ organizations participated in this year's Commuter Challenge, which was fewer employees than last year but more organizations. He noted that digital media was used to help promote the event this year, which enable them to gain greater reach and awareness. He said that the getDowntown Survey for decision makers and employees is now live and that work proceeds on a new getDowntown website.

Ann Ashley expansion: The Design Review Board reviewed the project a second time. Soil borings were conducted two weeks ago, and a traffic study is underway. It is anticipated that the site plan will be submitted this month.

Next Operations Committee meeting will be Wednesday, August 29 at 11am (the July 25<sup>th</sup> committee meeting was cancelled).

<b>8D. SUBCOMMITTEE REPORTS- EXECUTIVE COMMITTEE</b>
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Mr. Weiss reported the committee reviewed the agenda prior to the meeting. He said the Committee would also like to put forward a resolution recommending a compensation change for the Executive Director, with the amount of the change to be determined by the board.

Mr. Weiss moved and Ms. Lowenstein seconded the following resolution:

**RESOLUTION APPROVING A COMPENSATION CHANGE FOR THE DDA EXECUTIVE DIRECTOR OF THE ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY FOR FY19**

Whereas, Susan Pollay has served as the DDA Executive Director since 1996;

Whereas, DDA members evaluated Ms. Pollay's efforts in FY18, and these reviews noted many accomplishments, including working effectively with DDA board members, adept management of DDA operations and administration, and oversight of important DDA projects including:

- Fifth & Detroit improvements were designed, bid and are now under construction
- Huron Street improvements were designed and a slate of transportation recommendations provided to the City with the goal of MDOT approval
- First, Ashley and William transportation improvements were formulated, including restoration of two-way traffic and Ann Arbor's first protected bikeways
- 76 replacement and 74 new epark machines were purchased and use of the mobile epark parking payment app continues to grow
- Annual parking structure repairs planned, bid and soon underway
- The design of the Ann Ashley expansion was developed
- DDA received a clean audit once again.
- ED ably represented the DDA with the media, in presentations to community groups, university classes and downtown stakeholders, as well as with individuals

Two DDA staff positions were filled including a new Communications Manager position

Whereas, Ms. Pollay is often called upon to address City Council and does so with tact and proficiency, and she serves as a vital resource for downtown and the community at large;

Whereas, The DDA Executive Committee recommends that Ms. Pollay be provided with a compensation change of XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX;

RESOLVED, The DDA board recognizes Ms. Pollay's performance and accomplishments, and approves a compensation adjustment as recommended by its Executive Committee.

Ms. Lowenstein made a motion to fill in the blank shown in the last whereas clause as "equal to whatever the City will provide its nonunion staff for FY19, with this change retroactive to July 1st". Mr. Lazarus suggested that this be amended to be "equal to the average compensation change provided by the City to its nonunion staff for FY19".

**A vote on the resolution showed:**

**Ayes: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss**

**Nays: None**

**Absent: Guenzel, McKinnon**

**The resolution was approved.**

<b>9. NEW BUSINESS</b>
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None.

<b>10. OTHER AUDIENCE PARTICIPATION</b>
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None.

<b>11. ADJOURNMENT</b>
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There being no other business, Mr. Orr moved and Ms. Mouat supported a motion to adjourn. Mr. Weiss declared the meeting adjourned at 2:08 p.m.

Respectfully submitted,  
Susan Pollay, Executive Director

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY ANNUAL MEETING MINUTES**  
**Wednesday, July 11, 2018**  
**DDA Offices, 150 S. Fifth Avenue, Ann Arbor, MI 48104**

Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104  
Time: DDA Chair Weiss called the meeting to order at 2:09 p.m.

**1. ROLL CALL**

Present: Marie Klopf, Howard Lazarus, Joan Lowenstein, Jessica A. S. Letaw, Molly McFarland, John Mouat, Rishi Narayan, John Splitt, Phil Weiss, Keith Orr

Absent: Bob Guenzel, Darren McKinnon

Staff: Susan Pollay, Executive Director  
Joseph Morehouse, Deputy Director  
Maura Thomson, Communications Manager  
Amber Miller, Capital & Private Projects Manager  
Jada Hahlbrock, Manager of Parking Services  
Liz Rolla, DDA Project Manager  
Kelley Graves, Management Assistant

Audience: Ray Detter, Downtown Citizens Advisory Council  
Chris Simmons, Get!Downtown  
Neal Billetdeaux, Smith Group, JJ&R  
Peter Honeyman, Resident  
Ed Vielmetti

**2. NEW BUSINESS**

**A. Election of DDA Board Officers for FY2019**

Treasurer: Mr. Weiss asked for nominations for the position of Treasurer. Ms. Lowenstein nominated Mr. McKinnon; this was seconded by Mr. Narayan. There were no other nominations.

A vote on the motion to approve the nomination showed:

AYES: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

NAYS: None

ABSENT: Guenzel, McKinnon

The motion carried.

Secretary: Mr. Weiss asked for nominations for the position of Secretary. Ms. Klopf nominated Lowenstein; this was seconded by Mr. Narayan. There were no other nominations.

A vote on the motion to approve the nomination showed:

AYES: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

NAYS: None

ABSENT: Guenzel, McKinnon

The motion carried.

Vice Chair: Mr. Weiss asked for nominations for the position of Vice Chair. Ms. Lowenstein nominated Mr. Orr; this was seconded by Mr. Narayan. There were no other nominations. A vote on the motion to approve the nomination showed:

AYES: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

NAYS: None

ABSENT: Guenzel, McKinnon

The motion carried.

Chair: Mr. Weiss asked for nominations for the position of Chair. Ms. Letaw nominated Ms. Klopf; this was seconded by Mr. Narayan. There were no other nominations.

A vote on the motion to approve the nomination showed:

AYES: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

NAYS: None

ABSENT: Guenzel, McKinnon

The motion carried.

## **B. DDA Committees for FY 2019**

Ms. Lowenstein moved and Mr. Narayan supported **A RESOLUTION TO REAPPOINT THE DDA CAPITAL IMPROVEMENTS COMMITTEE**. It was noted that John Mouat would serve a Capital Improvements Committee Chair.

A vote on the motion showed:

AYES: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

NAYS: None

ABSENT: Guenzel, McKinnon

The motion carried.

Mr. Narayan moved and Ms. Klopf supported **A RESOLUTION TO REAPPOINT THE DDA OPERATIONS (PARKING & TRANSPORTATION) COMMITTEE**. It was noted that Keith Orr and Phil Weiss would Co Chair this committee.

A vote on the motion showed:

AYES: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

NAYS: None

ABSENT: Guenzel, McKinnon

The motion carried.

Mr. Narayan moved and Ms. Letaw supported the **A RESOLUTION TO REAPPOINT THE PARTNERSHIPS (PARTNERSHIPS/ECONOMIC DEVELOPMENT) COMMITTEE**. It was noted that Ms. Lowenstein and Ms. Letaw could Co-Chair this committee.

A vote on the motion to reappoint the committee showed:

AYES: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss  
NAYS: None

ABSENT: Guenzel, McKinnon

The motion carried

Ms. Letaw moved and Mr. Narayan supported **A RESOLUTION TO REAPPOINT THE FINANCE COMMITTEE**. It was noted that Bob Guenzel would Chair this committee.

A vote on the motion to reappoint the committee showed:

AYES: Klopf, Lazarus, Letaw, Lowenstein, McFarland, Mouat, Narayan, Orr, Splitt, Weiss

NAYS: None

ABSENT: Guenzel, McKinnon

The motion carried.

### **Executive Committee**

The Executive Committee will consist of all officers of the Board and the past previous DDA Chair. The previous Chair shall be a non-voting member and the Executive Director shall be a non-voting ex officio member of this committee. There was no need to reappoint this Committee, as it is set forward by DDA bylaws.

### **3. STAFF THANK YOU TO THE BOARD AND TO THE OUTGOING DDA CHAIR**

Ms. Pollay thanked the DDA board members for their hard work this year in support of the DDA's mission. On behalf of the DDA staff, Ms. Pollay thanked Mr. Weiss for serving as Chair this year, and for his leadership.

### **4. PUBLIC COMMENT**

**None.**

### **5. ADJOURNMENT**

There being no other business, Ms. Lowenstein moved and Mr. Narayan seconded the motion to adjourn. Mr. Weiss declared the meeting adjourned at 2:17 p.m.

Respectfully submitted,

Susan Pollay, Executive Director

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY**  
**Executive Committee Meeting**  
**Wednesday, July 11, 2018**

Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104  
Time: 11:10 a.m.  
Present: Marie Klopf, Joan Lowenstein, Phil Weiss, Susan Pollay (ex officio)  
Absent: Darren McKinnon, Rishi Narayan (ex officio)  
Others: Jessica A.S. Letaw, Edward Vielmetti

Committee actions and discussions

Agenda Review. The Committee members reviewed the July DDA monthly meeting agenda, including each of the various resolutions. Ms. Lowenstein noted that a resolution to urge support for State approval of the Local Housing Incentive Option would be added to the agenda from the Partnerships Committee following discussion at its committee meeting that morning; Ms. Pollay said that Brett Lenart from the City would attend the board meeting to answer any questions about this issue. Ms. Pollay said that the DDA Annual Meeting would take place immediately following the adjournment of the monthly meeting.

Executive Director Annual Review. At the request of the Executive Director, the Committee went into closed session to deliberate on her annual personnel evaluation and to determine if a recommendation would be made to the DDA Board for any compensation change in FY19. A roll call vote was taken to go into closed session at 11:25am. The Committee came back into open session at 11:32a.m.

There being no other business, the meeting adjourned at 11:35 a.m.  
Susan Pollay, Executive Director

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY  
PARTNERSHIPS & ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES  
Wednesday, July 11, 2018**

Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104  
Time: 9:00 a.m.  
Present: Howard Lazarus, Jessica A. S. Letaw, Joan Lowenstein, John Mouat, Phil Weiss  
Absent: Bob Guenzel, Marie Klopf, Molly McFarland, Darren McKinnon, Rishi Narayan, Keith Orr,  
John Splitt  
Also Graydon Krapohl, City Council  
Staff: Susan Pollay

City Council: Mr. Krapohl said that after many years' work City Council approved its Zoning Ordinance Reorganization Project (Zoro) which clarifies and reorganizes the City's zoning and development ordinances into a Unified Development Code. He said that many people commented at the last council meeting against the proposed Barton Green project which would construct 6-bedroom units for students in the middle of a residential area.

DDA: Ms. Pollay shared updates about the DDA's People Friendly Streets projects, saying that on August 9<sup>th</sup> City Council would be asked to approve restoration of two-way traffic on First and Ashley Streets, approve recommendations for MDOT regarding Huron traffic changes, and support for a project construction bond for upcoming DDA projects.

350 S. Fifth lot: Ms. Pollay said that City staff were asked to present a recommended process to direct the redevelopment of the former YMCA lot in support of affordable housing goals. She asked if there was committee support to bring a resolution to the DDA which would grant \$25,000 to the City if it decided to hire a consultant to help with this project; there was support to do this.

Affordable Housing. Ms. Pollay said that the Michigan Senate recently approved Senate Bill 110 which clarifies local authority to offer voluntary incentives to developers as a way of encouraging below-market housing options; She asked if there was committee support to bring a resolution to the DDA to urge State support for this bill; there was.

Other. Ms. Letaw asked Ms. Pollay if there was interest to meet with a representative of Ann Arbor Architecture 2030 to see if the DDA could become involved; Ms. Pollay said yes.

Public Comment. None.

**The next Partnerships Committee meeting will take place Wednesday September 12 at 9am (the August 8<sup>th</sup> committee meeting was cancelled).**

The meeting adjourned at 10:30 am.

Respectfully submitted,  
Susan Pollay, DDA Executive Director

## Parking & Transportation Report July 2018

### Parking Operations

#### Special Events in July

July 1-4 Ann Arbor Summer Festival  
July 4 Parade and Firecracker 5K  
July 5, 12 & 26 Sonic Lunch  
July 13 Rolling Sculpture Car Show  
July 16 Townie Party & Dart for Art  
July 19-22 Art Fairs  
July 27 International Champions Cup Festival on Main Street  
July 28 International Champions Cup game at UM Stadium

#### Special Event Meter Bag Fee Waivers/ Free Parking in July

July 1-4 Ann Arbor Summer Festival \$2,700 (2018 total \$35,800)  
July 5, 12 & 26 Sonic Lunch \$600  
July 4 Parade and Firecracker 5K \$800  
July 13 Rolling Sculpture Car Show \$3,750  
July 16 Townie Party & Dart for Art \$9,025  
July 19-22 Art Fairs \$57,375  
July 27 International Champions Cup Festival on Main Street \$1,400

#### Art Fair

Much preparation took place in early July for Art Fair. This included training for management and hourly staff on Art Fair operations and ticket handling. Supplies such as signs, vests, flags and tents were made ready. Equipment was programmed to accommodate Art Fair rates. Signs were posted in advance of the Fairs to notify parkers of the special event rate.

Staff worked to assign and issue vendor passes for Art Fair. A total of 364 weekly vendor permits were sold this year (184 on-street and 180 off-street). These permits provide a guaranteed space for the week of the Fair. This total was up \$5,300 from 2017.

During the Fair meter staff coordinated with Fair directors and Enforcement staff to monitor meter bags and street parking. Ahead of the Fair meter staff worked with the City Enforcement officers to remove 50 abandoned bikes from downtown.

Overall revenue for the Fair dates was down 8.95% or \$29,244 from 2017. *See attached summary.* Changes this year include the loss of the 1<sup>st</sup> & Huron lot and the addition of the 5<sup>th</sup> & William lot.

#### Meters

Ten meter spaces on South State Street (between Hoover and Arch) were removed as part of the Cities resurfacing work along State Street. A bike lane was installed as called for in the City's Non-Motorized Transportation Plan.

In July 38 epark kiosks were replaced with new units. This replacement work, and work to install new epark equipment, will continue in August.

#### General Operations

A \$15 flat rate was in place for the July 28<sup>th</sup> ICC soccer game at the 4<sup>th</sup> & William and Forest structures. The 5<sup>th</sup>



& William lot was also utilized for parking during the Saturday game and the Friday celebration.

#### City/DDA Parking Enforcement and Operations Group

The group met on July 12<sup>th</sup>. Discussion included Art Fair preparations, upcoming street closures, and pick up of abandoned bicycles.

#### Tally Hall Condominium Meeting

No meeting was held this month. The next meeting will take place in September.

#### First & Washington Condominium Meeting

No meeting was held this month. The structure opened in late 2013 and a condominium board has yet to be formally established.

#### Parking System Maintenance

Staff worked to prepare to open the 5<sup>th</sup> & William lot. This work included sweeping the lot surface, cleaning up the landscaping, installing signage, restriping, and minor concrete work.

The annual restoration and maintenance work is underway in the structures. Work in July included concrete and joint repairs at 4<sup>th</sup> & William and capstone replacement work on the west end at Maynard. Work is expected to continue through fall.

### **IT/Parking Equipment**

#### Equipment

In July 38 epark kiosks were replaced with new kiosks. Replacement of an additional 38 kiosks, and work to install the 74 new kiosks, will continue in August. Work to install new epark kiosks includes site preparation, pouring of concrete pads where needed, installation and testing of the kiosk and installation of the space markers. Republic Parking and the equipment vendor have a good system in place for both replacement and new installations that keeps disruption to the neighborhood and parkers to a minimum.

The LOE (Lane Operational Efficiency) percentage remained high in July at 99.98%. There was only 20 minutes of equipment downtime during Art Fair.

IT staff continued to work toward solutions for some remaining issues from the Build 19 upgrade including count signs and availability feature on the DDA and RPS websites.

### **Parking Construction**

#### 4<sup>th</sup> & Catherine Solar Project

Installation of the solar carport is complete. DDA and Republic Parking staff received training on maintenance and monitoring. Energy output in kilowatt hours can be seen at [a2ev.powerdash.com](http://a2ev.powerdash.com)

#### Ann Ashley

Traffic study work continued in advance of planned site plan submission in August.

### **Transportation**

#### Go!pass Summary

#### Go!pass Outreach

- 2016-2017 - Renewal orders received to date: 405 companies
- 2016-2017 - New orders received to date: 45 companies
- 2017-2018 - Renewal orders received to date: 390 companies

- 2017-2018 - New orders received to date: 42 companies

#### New go!pass companies for July 2018

- Deborah Kraus, Ph.D.
- Red Herring

2015-2016 – Go!pass sales: 6,513 passes ordered by 463 organizations (8/2015-7/2016) – Includes Google

2016-2017 - Go!pass sales: 6,004 passes ordered by 452 organizations (8/2016-7/2017)

2017-2018 - Go!pass sales: 5,865 passes ordered by 432 organizations (8/2017-7/2018)

#### Quarterly ridership

Ridership for the quarter was as follows:

#### Quarterly ridership

	<i>April 2018</i>	<i>May 2018</i>	<i>June 2018</i>
Go!Pass Usage	51,402	51,960	49,447
NightRide Usage	428	436	449
ExpressRide Flexpass	2,050	2,143	1,963

FY 2018 Ridership totaled 614,985 rides. This is the 5<sup>th</sup> highest total since 2008, but a reduction of 3.57% over last year. Of note, the June ridership was lower than the 10-year average for the month. The year from November on all ran lower than the year prior, leading to the end results. Factors for this are difficult to determine, especially as full system ridership grew by about 1.3% over the same period. We are working with the planning staff to look further at the data to determine where these changes are occurring, whether by route or time.

#### Bike Parking

Current rentals good till 3/31/19

- Bike Locker Rentals as of 7/31/18: 8 rentals of 12 available lockers (67%)
- Maynard Bike House Rentals as of 7/31/18: 12 rentals of 28 spaces (43%)
- Ann Ashley Bike House Rentals as of 7/31/18: 39 rentals of 27 spaces (144%)

#### Other Activities

- Interviews for the new ArborBike operating vendor concluded with a selection. Contracts will be circulating shortly to the vendor to start a re-launch of the system. From the selected bid, it appears there is a period prior to launch where the equipment will need to be tested for its roadworthiness that would curtail a potential 2018 season. The partners will be discussing 2018 launch possibilities with the vendor as the contracts are signed.
- As work continues on the Fifth and Detroit reconstruction project, any business that is interested in receiving additional assistance in helping their employees get to and from work should contact the getDowntown office. Program staff will be available to provide business-specific assistance upon request.
- The getDowntown Program Survey closed on July 13th. The survey analysis is being conducted, and we are looking to include highlights of the survey in a Partner Report after completion along with the full analysis in a separate report.
- The new getDowntown website launched in beta mode at the end of the month. There will be several usability issues being debugged prior to the launch of go!pass renewals.



Art Fair 2018 Revenue Summary

LOCATION	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2017 vs 2018 YoY Comp		% of Overall Gross Rev.
												Variance	%	
4th & Washington	\$ 16,275.00	\$ 18,630.00	\$ 19,410.00	\$ 20,125.00	\$ 24,444.00	\$ 21,912.00	\$ 24,318.00	\$ 29,097.00	\$ 26,031.00	\$ 28,315.00	24,218.20	\$ (4,096.80)	-14.47%	8.14%
1st & Washington	\$ 2,635.00	\$ 2,980.00	\$ 3,020.00	\$ 2,805.00	\$ -	\$ -	\$ 10,632.00	\$ 10,275.00	\$ 8,968.00	\$ 11,999.00	7,637.00	\$ (4,362.00)	-36.35%	2.57%
Maynard	\$ 39,105.00	\$ 40,355.00	\$ 39,570.00	\$ 34,780.00	\$ 43,732.00	\$ 40,882.00	\$ 44,866.00	\$ 47,946.00	\$ 45,248.00	\$ 49,490.00	47,229.00	\$ (2,261.00)	-4.57%	15.87%
Forest	\$ 26,495.00	\$ 28,020.00	\$ 28,695.00	\$ 27,685.00	\$ 42,888.00	\$ 36,330.00	\$ 45,280.00	\$ 49,776.00	\$ 40,885.00	\$ 42,196.00	43,007.00	\$ 811.00	1.92%	14.45%
4th & William	\$ 31,985.00	\$ 42,015.00	\$ 38,305.00	\$ 36,275.00	\$ 45,116.00	\$ 41,370.00	\$ 48,204.00	\$ 52,559.00	\$ 42,470.00	\$ 48,573.00	42,566.00	\$ (6,007.00)	-12.37%	14.30%
Liberty Square	\$ 12,823.60	\$ 17,325.00	\$ 14,430.00	\$ 14,630.00	\$ 19,434.00	\$ 23,802.00	\$ 22,602.00	\$ 24,527.00	\$ 25,654.00	\$ 21,836.00	17,224.80	\$ (4,611.20)	-21.12%	5.79%
Ann Ashley	\$ 28,275.00	\$ 36,000.00	\$ 31,590.00	\$ 33,345.00	\$ 42,918.00	\$ 40,626.00	\$ 43,158.00	\$ 43,830.00	\$ 35,492.00	\$ 45,213.00	40,041.00	\$ (5,172.00)	-11.44%	13.45%
Library Lot	\$ 19,070.00	\$ 18,575.00	\$ -	\$ -	\$ 33,070.00	\$ 32,086.00	\$ 30,694.00	\$ 31,294.00	\$ 36,339.00	\$ 32,629.00	30,656.00	\$ (1,973.00)	-6.05%	10.30%
South Ashley	\$ 10,830.00	\$ 10,285.00	\$ 10,180.00	\$ 10,215.00	\$ 13,002.00	\$ 12,412.00	\$ 12,076.00	\$ 13,109.00	\$ 12,540.00	\$ 10,798.00	12,175.00	\$ 1,377.00	12.75%	4.09%
1st & Huron	\$ 14,455.00	\$ 14,080.00	\$ 14,805.00	\$ 13,380.00	\$ 16,580.00	\$ 16,094.00	\$ 17,054.00	\$ 18,589.00	\$ 16,122.00	\$ 14,893.00				0.00%
5th & Williams											6,817.00	\$ 6,817.00		2.29%
1st & William	\$ 3,295.00	\$ 4,505.00	\$ 3,315.00	\$ 3,220.00	\$ 4,428.00	\$ 3,854.00	\$ 5,640.00	\$ 4,722.00	\$ 3,216.00	\$ 3,704.00	3,563.00	\$ (141.00)	-3.81%	1.20%
Fingerle Lot	\$ 2,895.00	\$ 3,465.00	\$ 1,740.00	\$ 1,425.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		0.00%
415 W Washington	\$ 2,300.00	\$ 2,105.00	\$ 2,880.00	\$ 3,040.00	\$ 3,750.00	\$ 3,982.00	\$ 3,396.00	\$ 3,584.00	\$ 2,576.00	\$ 2,880.00	3,948.00	\$ 1,068.00	37.08%	1.33%
5th & William	\$ 5,725.00	\$ 5,840.00	\$ 6,590.00	\$ 5,325.00	\$ 6,948.00	\$ 3,870.00	\$ -	\$ -	\$ -	\$ -		\$ -		0.00%
On Street	\$ -	\$ -	\$ 3,700.00	\$ 7,000.00	\$ 5,800.00	\$ 8,200.00	\$ 6,900.00	\$ 11,800.00	\$ 11,700.00	\$ 14,400.00	18,600.00	\$ 4,200.00	29.17%	6.25%
<b>Grand Totals</b>	<b>\$ 216,163.60</b>	<b>\$ 244,180.00</b>	<b>\$ 218,230.00</b>	<b>\$ 213,250.00</b>	<b>\$ 302,110.00</b>	<b>\$ 285,420.00</b>	<b>\$ 314,820.00</b>	<b>\$ 341,108.00</b>	<b>\$ 307,241.00</b>	<b>\$ 326,926.00</b>	<b>\$ 297,682.00</b>	<b>\$ (29,244.00)</b>	<b>-8.95%</b>	<b>100.00%</b>

Previous Rate \$10/\$5

Rate Adj. to \$12/\$6

Rate Adj. to \$15/\$7

0

Legend -

Indicates parking locations that either are not used for Art Fair or are no longer active parking operations.

Revenue Breakdown

	% of Cash	% of CC	Total
Cash vs. Credit - 2018	46%	54%	100%
Cash vs. Credit - 2017	50%	50%	100%
Cash vs. Credit - 2016	50%	50%	100%
Cash vs. Credit - 2015	59%	41%	100%
Cash vs. Credit - 2014	59%	41%	100%
Cash vs. Credit - 2013	61%	39%	100%
Cash vs. Credit - 2012	69%	31%	100%
Variance 2018 vs. 2014	-4%	4%	

Revenue by Day

	Thursday	Friday	Saturday	Sunday	Weekly	Total
2018	\$66,048	\$63,358	\$67,386	\$63,390	\$37,500	\$297,682
2017	\$68,829	\$81,972	\$83,401	\$60,524	\$32,200	\$326,926
Difference	(\$2,781)	(\$18,614)	(\$16,015)	\$2,866	\$5,300	(\$29,244)

2018 Total Tickets Sold	21,065
2017 Total Tickets Sold	23,660
Difference	(2,595)

Same Location Sales

	FY 2018	FY 2017	Difference
Revenues	\$290,865.00	\$312,033.00	(\$21,168.00)
Tickets	20,995	22,703	(1,708)

Meter Bag Fee Waivers FY18

AA Jaycees	4th of July Parade	\$320.00
AACTMD	Dancing in the Street	\$320.00
AACVB	NJATC Block Party	\$400.00
AACVB	UA Block Party and Run	\$4,080.00
AADDL	Solar Eclipse Event	\$120.00
Ann Arbor SPARK	Tech Trek	\$325.00
AASF	AA Summer Festival	\$36,400.00
Bank of AA	Sonic Lunch	\$2,570.00
Champions for Charity	Firecracker 500 Run	\$320.00
Community Leaning Post	African American Festival	\$2,400.00
Conor O' Neils/ Running Fit	Shamrock and Shenningans Run	\$320.00
Wheels in Motion	Conor O'Neils- Worst Day of the Year Bike Ride	\$100.00
Farmers Market	Tent for produce on cold days	\$100.00
Kerrytown	Kindlefest	\$960.00
Kerrytown Shops	Kerrytown After Dark Movies	\$1,200.00
Mayor's Office	Green Fair	\$2,075.00
Meddiggo Peace Project	Earth Day	\$200.00
Meddiggo Peace Project	Peace Day	\$160.00
MSAA	Rolling Sculpture Car Show	\$3,000.00
MSAA	Taste of Ann Arbor	\$385.00
MSAA	Ice Sculpture Event	\$240.00
NAACP	Juneteenth	\$800.00
Outfest	Outfest	\$1,920.00
Running Fit	Dexter Ann Arbor Run	\$1,080.00
State Street District	Watch the Game	\$360.00
The Ark	Ann Arbor Folk Festival	\$1,480.00
Wonderfool Productions	Fool Moon & FestiFools	\$1,325.00

**Geneal Events / Non-profits \$62,960.00**

AAATA	Art Fair Bus Stops	\$1,840.00
Ann Arbor Street Art Fair	Townie Party/Dart for Art Run	\$6,860.00
Ann Arbor Street Art Fair	Art Fair	\$5,860.00
City of Ann Arbor	Art Fair Enforcement parking	\$400.00
City of Ann Arbor	Art Fair Street Closures, Non-Profit booths, Traffic Control	\$9,200.00
DDA/City of Ann Arbor	Trolley Stops / Art Fair	\$1,400.00
Michigan Guild	Art Fair	\$16,000.00
MSAA	Art Fair Food Court	\$1,700.00
South University	Art Fair	\$6,200.00
State Street Area Art Fair	Art Fair	\$14,700.00

**Art Fair \$64,160.00**

**Total \$127,120.00**

# Parking & Transportation Report August 2018

## Parking Operations

### Special Events in August

August 1 NJATC/Electricians Block Party  
August 2, 9, 16, 23 & 30 Sonic Lunch  
August 3 & 4 Ann Arbor Pride  
August 13 UA/Plumbers Block Party and 5K  
August 16 NashBash

### Special Event Meter Bag Fee Waivers/ Free Parking in August

August 1 NJATC/Electricians Block Party \$500  
August 2, 9, 16, 23 & 30 Sonic Lunch \$1,200  
August 3 & 4 Ann Arbor Pride \$2,425  
August 13 UA/Plumbers Block Party and 5K \$5,100  
August 13 NashBash \$1,875

### Meters

By late August 61 replacement epark kiosks had been installed. After the remaining replacement kiosks are installed work will begin on installation of the of the 74 new kiosks. Depending on weather Republic Parking staff hopes to have this work complete in early October. Work to install new epark kiosks includes site preparation, pouring of concrete pads where needed, installation and testing of the kiosk and installation of the space markers. Republic Parking and the equipment vendor have a good system in place for both replacement and new installations that keeps disruption to the neighborhood and parkers to a minimum.

### General Operations

The 5<sup>th</sup> & William lot is open to monthly permit parkers and DDA staff have begun to sell permits. Permits at this lot are \$230 a month and provide a guaranteed premium/assigned space 24/7.

AAATA and Republic Parking shared totals for Air Ride riders and parkers for FY 2018. Air Ride patrons are able to park at the 4<sup>th</sup> & William structure for \$2 per day for up to two weeks.

Air Ride parkers at 4 <sup>th</sup> & William	1,510
Travelers to DTW	51,256
Travelers to AA	39,527
Total Rides	90,783

### City/DDA Parking Enforcement and Operations Group

The group met on August 16<sup>th</sup>. Discussion included epark installations, meter bags on Hoover for football games, and future off-peak parking on Huron Street.

### Tally Hall Condominium Meeting

No meeting was held this month. The next meeting will take place in September.

### First & Washington Condominium Meeting

No meeting was held this month. The structure opened in late 2013 and a condominium board has yet to be formally established.

### Parking System Maintenance

The annual restoration and maintenance work continued in August. Work included concrete and sealant work

at 4<sup>th</sup> & William and capstone replacement work on the west end at Maynard. Work is expected to continue through fall.

### Parking Construction

#### Ann Ashley

A pre-submittal meeting was held in July. Site plan was submitted to the City on August 23<sup>rd</sup>.

### Transportation

#### Go!pass Summary

##### Go!pass Outreach

- 2016-2017 - Renewal orders received to date: 405 companies
- 2016-2017 - New orders received to date: 48 companies
- 2017-2018 - Renewal orders received to date: 390 companies
- 2017-2018 - New orders received to date: 43 companies

##### New go!pass companies for August 2018

- Trillium Secure, Inc
- The Ann Arbor Club

2016-2017 - Go!pass sales: 6,004 passes ordered by 452 organizations (8/2016-8/2017)

2017-2018 - Go!pass sales: 6,034 passes ordered by 432 organizations (8/2017-8/2018)

#### Bike Parking

##### Current rentals good till 3/31/19

- Bike Locker Rentals as of 7/31/18: 8 rentals of 12 available lockers (67%)
- Maynard Bike House Rentals as of 7/31/18: 12 rentals of 28 spaces (43%)
- Ann Ashley Bike House Rentals as of 7/31/18: 39 rentals of 27 spaces (144%)

##### Other Activities

- The new getDowntown website has launched, with rave reviews being submitted by the users as to usability and look. We are continuing to debug some persistent ordering issues but are hoping to have those resolved soon.
- As work continues on the Fifth and Detroit reconstruction project, any business that is interested in receiving additional assistance in helping their employees get to and from work should contact the getDowntown office. Program staff will be available to provide business-specific assistance upon request.
- The getDowntown Program Survey results are expected at the end of August. We are looking to include highlights of the survey in a Partner Report after completion along with the full analysis in a separate report but will provide a summary as soon as it becomes available.
- AAATA CEO Matt Carpenter released a draft Strategic Business Plan for the agency, available at <http://www.theride.org/AboutUs/Strategic-Business-Plan-Budget>. This plan and the FY 2019 AAATA Budget will be approved at the September meeting. Of note for this program are proposals for short term service improvements to be completed in FY 2019, the start of a long-range planning process in FY 2019, and a look to an improvement in fare collection technology to start in FY 2022. Further comments on this plan can be provided by email to [tellus@theride.org](mailto:tellus@theride.org).

Ann Arbor Downtown Development Authority  
Gross Revenues/ Hourly Patrons  
4th Quarter Fiscal Year, 2018 & 4th Quarter, Fiscal Year 2017

	4th Quarter 2018		4th Quarter 2017		Increase (Decrease)		% Increase (Decrease)		FY 2018 Spaces	FY 2017 Spaces
	Revenues	Hourly Patrons	Revenues	Hourly Patrons	Revenues	Hourly Patrons	Revenues	Hourly Patrons		
Revenues:										
Washington/First	\$193,574	9,517	\$182,489	9,814	\$11,085	(297)	6.07%	(3.03%)	240	240
Maynard	\$721,018	138,549	\$734,452	138,251	(\$13,434)	298	(1.83%)	0.22%	808	808
Washington/Fourth	\$263,996	56,487	\$246,686	58,800	\$17,310	(2,313)	7.02%	(3.93%)	281	281
Forest	\$469,758	49,761	\$439,028	57,927	\$30,729	(8,166)	7.00%	(14.10%)	578	578
Fourth/William	\$711,638	59,040	\$668,329	60,939	\$43,309	(1,899)	6.48%	(3.12%)	984	984
Liberty Square	\$519,451	27,110	\$584,265	30,244	(\$64,814)	(3,134)	(11.09%)	(10.36%)	581	581
Ann/Ashley	\$551,425	32,390	\$529,169	36,546	\$22,256	(4,156)	4.21%	(11.37%)	827	827
Library Lane	\$503,512	38,950	\$457,873	40,005	\$45,639	(1,055)	9.97%	(2.64%)	783	783
Kline Lot	\$174,989	38,326	\$161,376	38,173	\$13,613	153	8.44%	0.40%	144	144
Huron/Ashley/First	\$246		\$220,719	54,588	(\$220,472)	(54,588)	(99.89%)	(100.00%)	166	166
Fifth & Huron	\$0		\$33,825		(\$33,825)		(100.00%)		56	56
First & Williams	\$44,120		\$42,005		\$2,115		5.03%		112	112
415 W. Washington	\$49,775	5,117	\$45,068	5,324	\$4,707	(207)	10.44%	(3.89%)	149	149
Palio Lot	\$15,116		\$9,907		\$5,209		52.58%		22	22
Broadway Bridge	\$832		\$666		\$166		24.86%		16	16
Main & Ann	\$37,839		\$30,328		\$7,511		24.77%		45	45
Farmers Market	\$10,123		\$6,259		\$3,864		61.73%		75	75
City Hall	\$1,721		\$1,656		\$65		3.95%		16	16
Fourth & Catherine	\$47,034		\$37,261		\$9,773		26.23%		47	47
Meters	\$1,081,394		\$1,020,357		\$61,037		5.98%		1,901	1,890
Meter Bags	\$206,728		\$132,738		\$73,990		55.74%			
<b>Total Revenues</b>	<b>\$5,604,288</b>	<b>455,247</b>	<b>\$5,584,456</b>	<b>530,611</b>	<b>\$19,832</b>	<b>(75,364)</b>	<b>0.36%</b>	<b>(14.20%)</b>	<b>7,831</b>	<b>7,820</b>

		<b>1. Weather -</b>		
		<b>Month &amp; Year</b>	<b>Average Temperature In Degrees</b>	<b>Monthly Total Precip. in Inches</b>
Number of Business Days	2018	77		
	2017	77		
Number of Weekend Days (F & S)	2018	26	Quarterly Average 18	58.33
	2017	26	Quarterly Average 17.	61.33
			<b>Variance Average</b>	<b>-3.00</b>
				13.81
				9.83
				<b>3.98</b>
<b>2. Variance Explanations by Location -</b>				
Liberty Square - Number of parking spaces adjusted due to increased use of permits				
Huron/Ashley/First & Fifth & Huron - Lots closed 11/30/17				
Palio Lot - Construction concluded lot back to full capacity				
Other Lots and Meters - Price increase as of 4/1/18				





**Ann Arbor Downtown Development Authority  
Parking Structure Operating Income Statement  
For the Fiscal Year Ended 6/30/18**

**(Unaudited)**

	4th & Wash 281	1st & Wash 240	Maynard 808	Forest 578	4th & Will. 984	Liberty Sq. 581	Ann Ashley 827	Library Lane 783	S. Ashley 144	1st & Huron 166	5th & Huron 56	1st & Will. 112	415 W. Wash. 149	Meters & Meter Bags 2,496	Total 8,205
<b>Income</b>															
Permit	\$33,433	\$544,848	\$229,473	\$386,139	\$1,797,488	\$1,371,091	\$1,510,360	\$1,115,596	\$2,655	\$892	\$64,302	\$113,505	\$61,606		\$7,231,386
Hourly Bags	\$877,498	\$181,114	\$2,394,132	\$1,108,279	\$845,174	\$455,959	\$524,408	\$630,576	\$616,768	\$350,973	\$0	\$600	\$82,970	\$4,548,051	\$12,616,502
Validation	\$24,703	\$0	\$177,221	\$264,951	\$10,870	\$175,177	\$73,347	\$91,537	\$17,269	\$4,040	\$27	\$53,170	\$44,112	\$650,594	\$936,423
Miscellaneous	\$107,345	\$13,535	\$63,164	\$49,686	\$45,366	\$25,087	\$50,091	\$37,788	\$11,504	\$14,568	(\$9,635)	\$3,714	\$2,952	\$18,000	\$433,166
<b>Total Revenues</b>	<b>\$1,042,979</b>	<b>\$739,497</b>	<b>\$2,863,990</b>	<b>\$1,809,055</b>	<b>\$2,698,897</b>	<b>\$2,027,313</b>	<b>\$2,158,205</b>	<b>\$1,875,497</b>	<b>\$648,196</b>	<b>\$370,473</b>	<b>\$54,694</b>	<b>\$170,989</b>	<b>\$191,640</b>	<b>\$5,216,645</b>	<b>\$21,868,071</b>
<b>Total Revenues /Space</b>	<b>\$3,712</b>	<b>\$3,081</b>	<b>\$3,545</b>	<b>\$3,130</b>	<b>\$2,743</b>	<b>\$3,489</b>	<b>\$2,610</b>	<b>\$2,395</b>	<b>\$4,501</b>	<b>\$2,232</b>	<b>\$977</b>	<b>\$1,527</b>	<b>\$1,286</b>	<b>\$2,090</b>	<b>\$2,665</b>
<b>Expenses</b>															
<b>Operating Expenses</b>															
Employee	\$194,144	\$118,329	\$728,773	\$607,814	\$692,808	\$307,424	\$986,649	\$370,194	\$207,175	\$125,732	\$8,244	\$42,911	\$56,228	\$349,147	\$4,795,570
Lot Rent, Taxes & City Payment	\$208,596	\$147,899	\$572,798	\$361,811	\$539,779	\$405,463	\$431,641	\$375,099	\$129,639	\$222,009	\$25,576	\$34,198	\$38,328	\$1,113,723	\$4,606,560
Tickets	\$3,399	\$782	\$5,507	\$4,464	\$4,620	\$1,923	\$3,287	\$2,467	\$2,116	\$905	\$0	\$337	\$337		\$30,144
Utilities	\$56,161	\$2,339	\$78,359	\$68,330	\$56,134	\$47,890	\$49,731	\$118,659	\$2,822	\$2,630	\$733	\$2,774		\$4,207	\$490,770
Maintenance	\$39,276	\$41,349	\$76,598	\$75,494	\$141,014	\$47,405	\$119,604	\$225,257	\$31,205	\$9,579	\$1,543	\$19,792	\$29,625	\$171,346	\$1,029,086
Contract Work	\$19,840	\$2,588	\$24,928	\$12,857	\$37,918	\$7,860	\$19,430	\$16,999	\$1,438	\$720	\$194	\$1,155	\$1,304	\$41,359	\$188,592
Credit Card Fees	\$21,257	\$15,072	\$58,372	\$36,871	\$55,007	\$41,319	\$36,987	\$38,225	\$13,211	\$7,551	\$1,115	\$3,485	\$3,906	\$471,890	\$811,267
Other Operational	\$26,257	\$21,384	\$88,015	\$66,533	\$74,111	\$42,608	\$82,024	\$75,968	\$12,113	\$4,061	\$1,185	\$6,293	\$9,294	\$202,994	\$712,841
<b>Total Operating Expenses</b>	<b>\$568,930</b>	<b>\$349,743</b>	<b>\$1,633,350</b>	<b>\$1,234,175</b>	<b>\$1,601,392</b>	<b>\$901,893</b>	<b>\$1,736,353</b>	<b>\$1,222,868</b>	<b>\$399,719</b>	<b>\$373,187</b>	<b>\$38,589</b>	<b>\$110,944</b>	<b>\$139,021</b>	<b>\$2,354,667</b>	<b>\$12,664,829</b>
<b>Total Operating Expense/Space</b>	<b>\$2,025</b>	<b>\$1,457</b>	<b>\$2,021</b>	<b>\$2,135</b>	<b>\$1,627</b>	<b>\$1,552</b>	<b>\$2,100</b>	<b>\$1,562</b>	<b>\$2,776</b>	<b>\$2,248</b>	<b>\$689</b>	<b>\$991</b>	<b>\$933</b>	<b>\$943</b>	<b>\$1,544</b>
Net Annual Income Before Debt	\$474,049	\$389,754	\$1,230,641	\$574,880	\$1,097,505	\$1,125,420	\$421,852	\$652,630	\$248,477	(\$2,713)	\$16,105	\$60,045	\$52,619	\$2,861,978	\$9,203,242
<b>Net Annual Inc. Before Debt /Space</b>	<b>\$1,687</b>	<b>\$1,624</b>	<b>\$1,523</b>	<b>\$995</b>	<b>\$1,115</b>	<b>\$1,937</b>	<b>\$510</b>	<b>\$833</b>	<b>\$1,726</b>	<b>(\$16)</b>	<b>\$288</b>	<b>\$536</b>	<b>\$353</b>	<b>\$1,147</b>	<b>\$1,122</b>
Bond Payments	\$0	\$575,358	\$371,772	\$743,544	\$920,172	\$0		\$2,877,774	\$0	\$0	\$0	\$0	\$0	\$0	\$5,488,620
Total Expense	\$568,930	\$925,101	\$2,005,122	\$1,977,719	\$2,521,564	\$901,893	\$1,736,353	\$4,100,642	\$399,719	\$373,187	\$38,589	\$110,944	\$139,021	\$2,354,667	\$18,153,449
<b>Total Expenses /Space</b>	<b>\$2,025</b>	<b>\$3,855</b>	<b>\$2,482</b>	<b>\$3,422</b>	<b>\$2,563</b>	<b>\$1,552</b>	<b>\$2,100</b>	<b>\$5,237</b>	<b>\$2,776</b>	<b>\$2,248</b>	<b>\$689</b>	<b>\$991</b>	<b>\$933</b>	<b>\$943</b>	<b>\$2,212</b>
<b>Net Annual Income After Debt</b>	<b>\$474,049</b>	<b>(\$185,604)</b>	<b>\$858,869</b>	<b>(\$168,664)</b>	<b>\$177,333</b>	<b>\$1,125,420</b>	<b>\$421,852</b>	<b>(\$2,225,144)</b>	<b>\$248,477</b>	<b>(\$2,713)</b>	<b>\$16,105</b>	<b>\$60,045</b>	<b>\$52,619</b>	<b>\$2,861,978</b>	<b>\$3,714,622</b>
<b>Net Annual Inc. After Debt /Space</b>	<b>\$1,687</b>	<b>(\$773)</b>	<b>\$1,063</b>	<b>(\$292)</b>	<b>\$180</b>	<b>\$1,937</b>	<b>\$510</b>	<b>(\$2,842)</b>	<b>\$1,726</b>	<b>(\$16)</b>	<b>\$288</b>	<b>\$536</b>	<b>\$353</b>	<b>\$1,147</b>	<b>\$453</b>

This spreadsheet contains the operating income and expenses only and does not contain major capital (bonded) expenses or DDA management expenses.