



# Agenda Item

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TO: DDA Board  
FROM: DDA Staff  
ITEM: Staff Reports  
MEETING DATE: March 6, 2024

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The following staff reports are presented for your perusal (no action necessary)

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## Capital Improvements and Planning

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- REPAIRS AND MAINTENANCE –Maintenance is ongoing, including sidewalk and brick, project area landscape maintenance, and tree grates. Staff are planning 2024 repairs, including partnering with the Forestry Department on tree plantings.
- SEASONAL TREE LIGHTING - Seasonal tree lighting is complete and year-end removal and clean up has begun.
- CIRCULATION STUDY – The [Circulation Study](#) is underway. The project team attended the November Board Work Session to review the project scope and the best practices informing the plan. Round one of public engagement is scheduled for March 12<sup>th</sup> – 14<sup>th</sup> at the Downtown Library, in partnership with the Comprehensive Plan engagement work. Online feedback opportunities will also be available.
- DOWNTOWN DATA - Staff are compiling downtown data to document trends in preparation for the Circulation Study and Comprehensive Plan work. Data includes trip and visitor trends by downtown neighborhood, the DDA District, and Ann Arbor Shopping Centers. Staff shared this data at the February Board Work Session and will continue bringing data updates to future Work Sessions.
- DDA DEVELOPMENT PLAN –The DDA Board reviewed the scope of work for a new DDA Development and TIF Plan at the February work session. If the scope is approved by the Board at the March Board Meeting, this work can launch in Mid-March as part of the Circulation Study and Comprehensive Plan public workshop.
- FOURTH AVE DESIGN – The 60% plan set for the Fourth Ave Design project is complete. In partnership with the Ann Arbor Housing Commission, the DDA was awarded an \$800,000 MEDC RAP Grant for this project to help pay for public art and placemaking. Construction is scheduled for 2026.
- DOWNTOWN PUBLIC RESTROOM PILOT –A contract to implement the public restroom pilot was approved by City Council on [November 6, 2023](#). The City Attorney’s Office is now preparing a cost share agreement, which will come to the DDA Board in the coming months. This agreement will allow the DDA to fund two units for a one-year pilot period (not to exceed\$168,000). [See the project page for more background and details.](#)

- BASELINE SERVICES AND MAINTENANCE DOCUMENT – DDA Staff and Public Services staff collaborated to document all maintenance and service responsibilities within the DDA District, who is responsible for each feature or service, and areas that need more attention and focus. This work will inform updated DDA plans and be shared with the Board at a future work session as part of the DDA Development Plan work.
- PUBLIC ART PROGRAM – Staff are compiling public art program case studies to help inform a DDA program. Staff will bring the case study results and seek direction on program goals and focus at a DDA Board Work Session.
- SITE PLAN REVIEWS – DDA staff review downtown site plans for compliance with the [Downtown Street Design Manual](#), specifically elements managed and maintained by the DDA. There is one active site plan currently under review within the DDA District (1208 South University Ave.)
- BIKEWAY COUNTERS YEAR-END UPDATE– Since the counters were installed in mid-August and early September 2023, over 142,000 bikes have been counted on the Downtown Bikeways as of March 3rd 2024.

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## Parking

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- PARKING RATES- There will be a public hearing on the proposed parking rates at the noon DDA Board meeting on March 6, 2024. Parking rate study information and proposed rates can be found on the [DDA website](#).
- CAPITAL IMPROVEMENT PLAN (CIP) – Work to develop construction and bid documents for the upcoming parking structure restoration and roof-top fencing projects continues. These projects will be bid in April. Staff is also working with engineers at Fishbeck to develop a project scope for light fixture replacement at the Forest and 4<sup>th</sup> & Washington structures. At 4<sup>th</sup> & Washington the scope will also include the installation of a generator to provide emergency power to the structure.

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## Communications

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- OUTREACH
  - Monthly newsletter was published and distributed.
  - Collaborated with Parking Manager on notifying stakeholders and community of public hearing re: proposed parking rate increases.
  - Collaborated with Capital Projects and Planning staff on promoting public engagement workshops.

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## Finance

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- FINANCIAL REPORT-None