



Agenda Item

TO: DDA Board
FROM: DDA Staff
ITEM: Staff Reports
MEETING DATE: February 7, 2024

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

Capital Improvements and Planning

- REPAIRS AND MAINTENANCE – Installation of additional delineators in the Bikeway centerline is complete. 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. This year, staff sought the support of two additional contractors to supplement the Faith Lawn Care Contract approved by the DDA Board in November 2022. The overall scope remains the same; the additional contractors provided capacity to respond to repairs and changing conditions.
- 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. Public engagement is scheduled to begin March 12th at the Downtown Library, in partnership with the Comprehensive Plan engagement work.
- DOWNTOWN DATA - Staff are compiling downtown data to document downtown 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 will share this data at a future work session.
- 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.

- 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 (333 E. William). There is one active site plan outside of the DDA District but within the DDA parking area that is currently under review for parking purposes (228 Packard).
- BIKEWAY COUNTERS YEAR-END UPDATE– Since the counters were installed in mid-August and early September 2023, nearly 125,000 bikes have been counted on the Downtown Bikeways as of February 1st 2024.

Parking

- PARKING RATES- There will be a public hearing on the proposed parking rates at the noon DDA Board meeting on February 7, 2024. Parking rate study information and proposed rates can be found on the [DDA website](#).
- CAPITAL IMPROVEMENT PLAN (CIP) – Project scopes, timelines, and construction estimates for this year’s capital maintenance and restoration projects is underway. At the March work session staff will share an overview of what is planned.

Communications

- OUTREACH – Monthly newsletter was published and distributed.

Finance

- FINANCIAL REPORT – The 2nd quarter financial report is attached. An outline of the FY25 Budget process is included.