



# Agenda Item

TO: DDA Board  
FROM: DDA Staff  
ITEM: Staff Reports  
MEETING DATE: December 3, 2025

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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 Small Projects

- Repairs and Maintenance – 31 minor amenity zone repairs were completed in Fall 2025 (120 total in the year). Larger fall repairs included re-edging around tree beds on 4<sup>th</sup> between Liberty and Washington. The spring 2026 repair list is currently being compiled.
- Seasonal Holiday Lighting – Staff are working on minor repairs to holiday lighting in preparation for Midnight Madness and Kindlefest.
- Elevate Program – DDA staff have secured a contract with an artist for the Farmers Market Sunshade project, to be installed in 2026. David Zinn's Scavenger Hunt installations are complete, we will begin sharing details on December 5 for Midnight Madness and Kindlefest. And lastly, the call for art for the Ann Street Mural project, *Elevating History: A Mural Series from the Living Oral History Project*, is closed, and the selection process will begin.

### Permits and Counts

- Bikeway Counters – Since the counters were installed in fall 2023, 729,966 bikes have been counted on the Downtown Bikeways as of November 25<sup>th</sup>, 2025. See the attached chart for more data details.
- Downtown Public Restroom Pilot – The Throne units selected for the pilot opened to the public

on June 1<sup>st</sup> 2024. Since this time, downtown Throne restrooms have received 94,866 uses as of November 25<sup>th</sup>, 2025.

- 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 are five active site plans (300 W Huron St., 315 W Huron St., 558 S Fifth Ave., 400 N First St., and a potential railroad crossing modification project) currently under review within the DDA District or DDA parking area. Five development projects have been approved, but are not yet under construction. There are seven development projects under construction in the DDA District that have not yet received a certificate of occupancy.
- City Right-of-Way Permit Application Reviews – Starting in December 2023, the DDA has had the opportunity to review all City Right-of-Way Permit applications that potentially impact brickwork, specialized curbs, bikeways, or any unique streetscape feature in DDA project areas. Since January 1, 2025 we reviewed 102 permit applications and are monitoring impacted areas.

#### Plans and Studies

- DDA Development Plan – Following the presentation to City Council on [April 17<sup>th</sup> 2025](#), DDA staff worked with the City Administrators Office on a final recommendation. The final recommendation and Plans overview was shared at the [August 20<sup>th</sup>, 2025 DDA Work Session](#).  
Next Steps:
  1. City Council sets a public hearing (anticipated December 15<sup>th</sup>, 2026)
  2. Notice of the public hearing is posted
  3. A public hearing is held
  4. City Council votes on the DDA Plan (potentially in April, 2026)
- Geothermal – The Office of Sustainability and Innovations (OSI) and the DDA are partnering to understand geothermal feasibility, design, and opportunity locations within the DDA District. The team has wrapped up the pre-feasibility portion of the study. For Downtown Ann Arbor, the consultant team recommended focusing on the DDA District north of Huron Street for detailed study. The next step in the process is to get more detailed information about each area, including utility information in the right-of-way and in the buildings themselves to start modeling system size and routing.
- N. Main Street Transportation Study – The DDA and City Transportation are collaborating on a study to identify N. Main Street designs that improve safety, access, and vitality on the North Main Street corridor. The study is focused on the portion of the Main Street corridor that is owned and controlled by the Michigan Department of Transportation (MDOT), which includes the portion from Huron Street in downtown to US 23. A public engagement kick-off is scheduled for late January 2026.

#### Capital Projects

- Miller Ave Bikeway Extension – City Engineering is leading the capital construction of the Miller Ave Bikeway Extension from First Street to Maple Road. The road is scheduled to reopen to vehicles on December 6<sup>th</sup>, 2025, with the Bikeway features installed through the end of December. The DDA is paying for the Bikeway extension from First Street to Chapin, for a total

of \$75,000.

- Fourth Avenue Capital Project: Construction documents are nearly complete; staff anticipates releasing the construction RFP in December 2025.
- Ann Street Capital Project: Construction documents are nearly complete; staff anticipates releasing the construction RFP in December 2025. City Engineering is leading construction.

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## Parking

- Restoration- Fall work included coating removal and installation at Maynard and Forest roof levels, and a substantial repair scope in the Maynard alley stair tower. Work will continue over the winter in the Maynard central stair tower.
- Lighting Project- Current activities include conduit and generator pad work at 4<sup>th</sup> & Washington, and power distribution system work at Forest. Light fixtures have begun to arrive and will be installed over the next few months. The 4<sup>th</sup> & Washington generator is due to arrive early 2026.

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## Finance

- No report this month

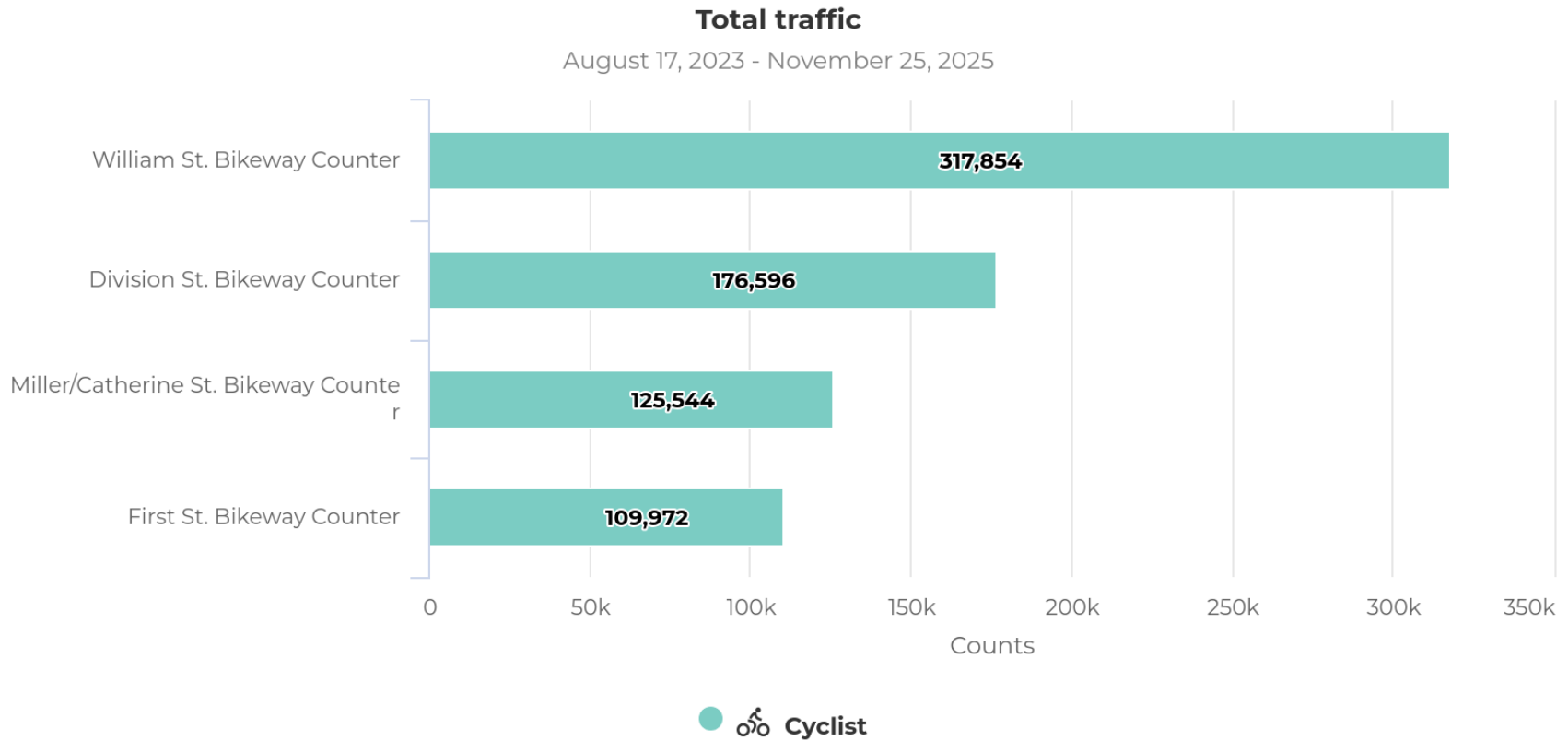
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## Communications

- Outreach –
  - Monthly newsletters sent out
  - Updates to Engage page for the Development Plan
  - Created “Unseen Adventures of Ann Arbor Scavenger Hunt”
    - Online and paper versions
    - Printable worksheets and map
    - In testing stage, will be ready to officially play in mid-December
    - Printing prize items this month (buttons, postcards, etc.)
- Marketing –
  - Finalizing drafts of Scavenger Hunt Promo materials
    - Posters
    - Bookmarks
    - QR clings/signs
    - Promo/info toolkit for community organizations
- Web –
  - Scavenger Hunt webpage creation

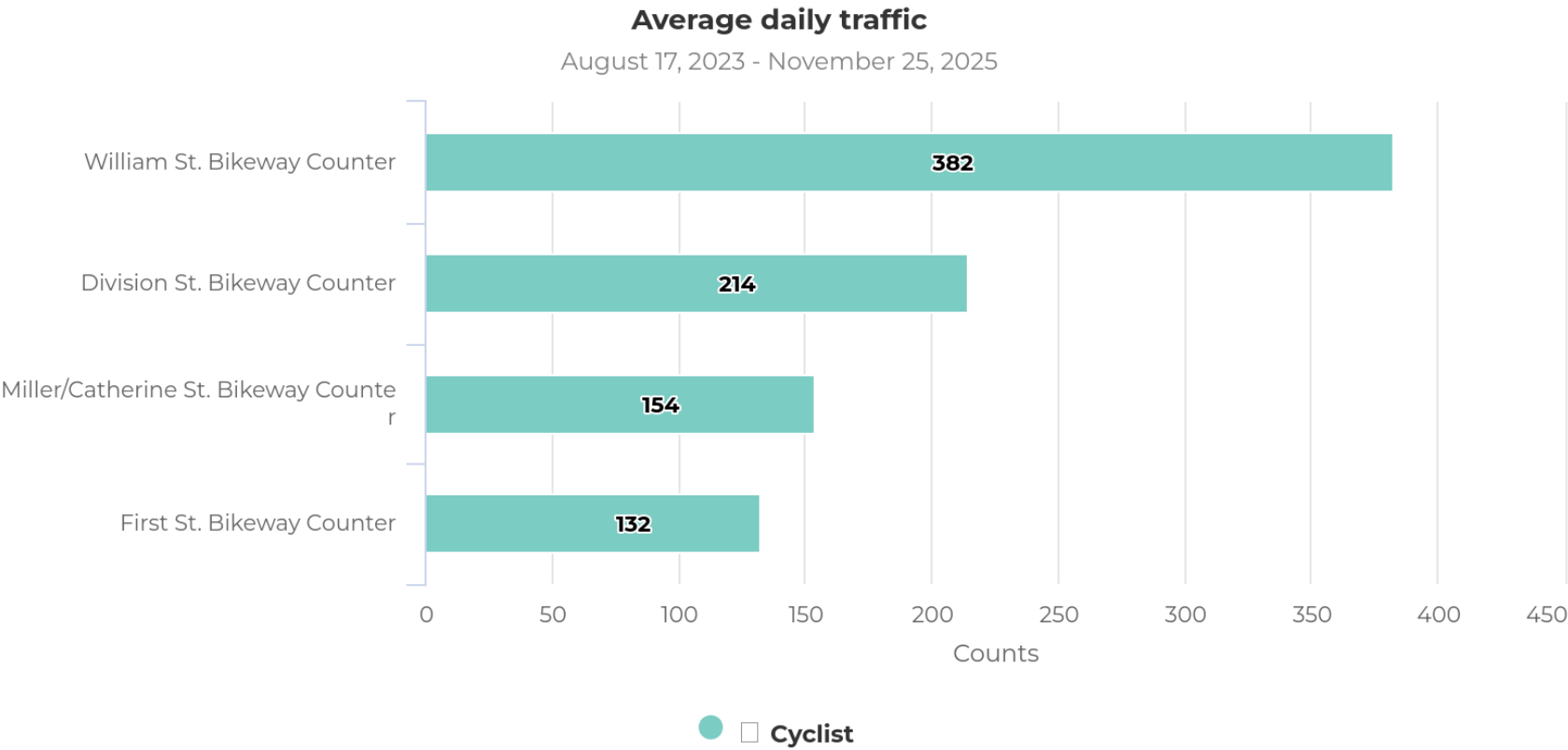
- o Scavenger Hunt digital map and forms creation
- o Updates to Parking page
- o Updates to Elevate webpage
- Social –
  - o Posting across our socials (Instagram, Facebook) 1-3 days per week
    - Scavenger Hunt promo/teaser posts (IG mainly, more teaser content for IG and FB to be released throughout December)
    - 
    - Discover Downtown Series (Episode 02 featuring Blank Slate was released in October)
    - Collaborative posts with A2 Art Center to boost engagement and support organizational relationships
    - Open House promo posts (FB, IG) and Facebook event created to boost awareness.

## Total Bikeway Counts by Location (Mid-August/Early-September 2023 – November 25<sup>th</sup>, 2025)



\*Note: Until Fall 2024, activity on the First St. Bikeway was undercounted due to a faulty counter. A replacement counter was activated on 10/3/24, and the manufacturer recreated the lost data. The chart now shows all data for the First St. Bikeway starting from 8/17/23.

Daily Average Bikeway Counts by Location (Mid-August/Early-September 2023 – November 25<sup>th</sup>, 2025)





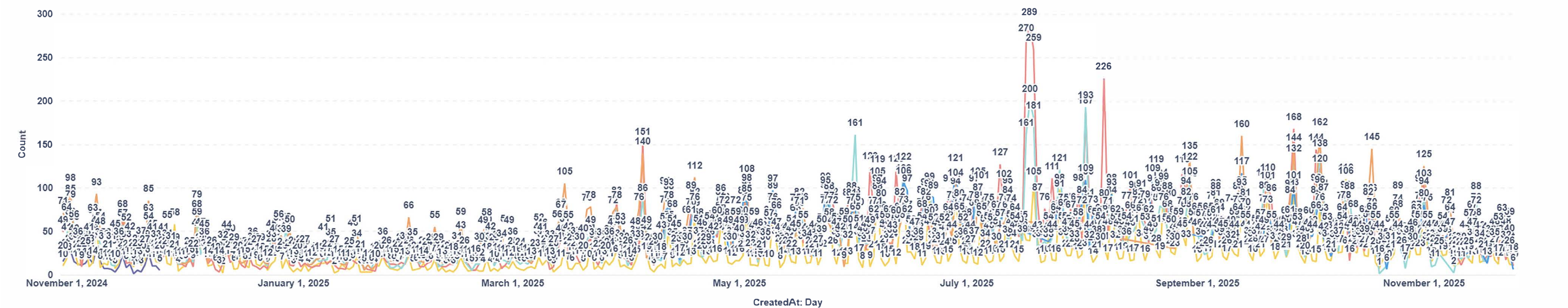
**\*NOTE THAT DASHBOARD ONLY SHOWS APPROX. 12 MONTHS OF DATA AT ONE TIME. DATA BELOW DOES NOT REFLECT FULL USAGE DATA BACK TO JUNE 1, 2024.**

## [ANALYTICS]: USAGES - ANN ARBOR

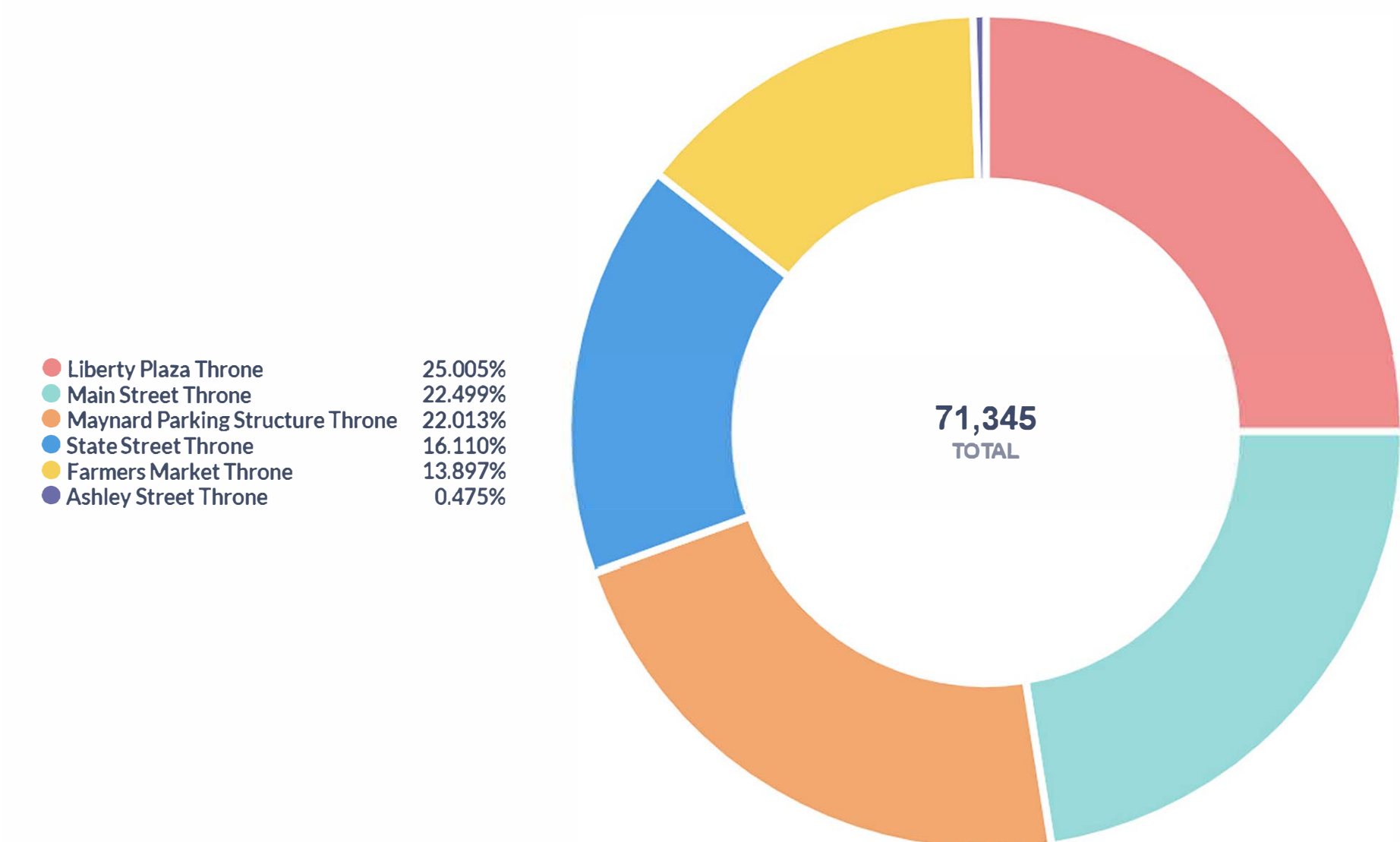
📅 Date Filter: [October 31, 2024 - November 25, 2025](#) × 📍 Location: [6 selections](#) ×

## [ANALYTICS][ANN ARBOR] - Usages by day

● Ashley Street Throne
 ● Farmers Market Throne
 ● Liberty Plaza Throne
 ● Main Street Throne
 ● Maynard Parking Structure Throne
 ● State Street Throne

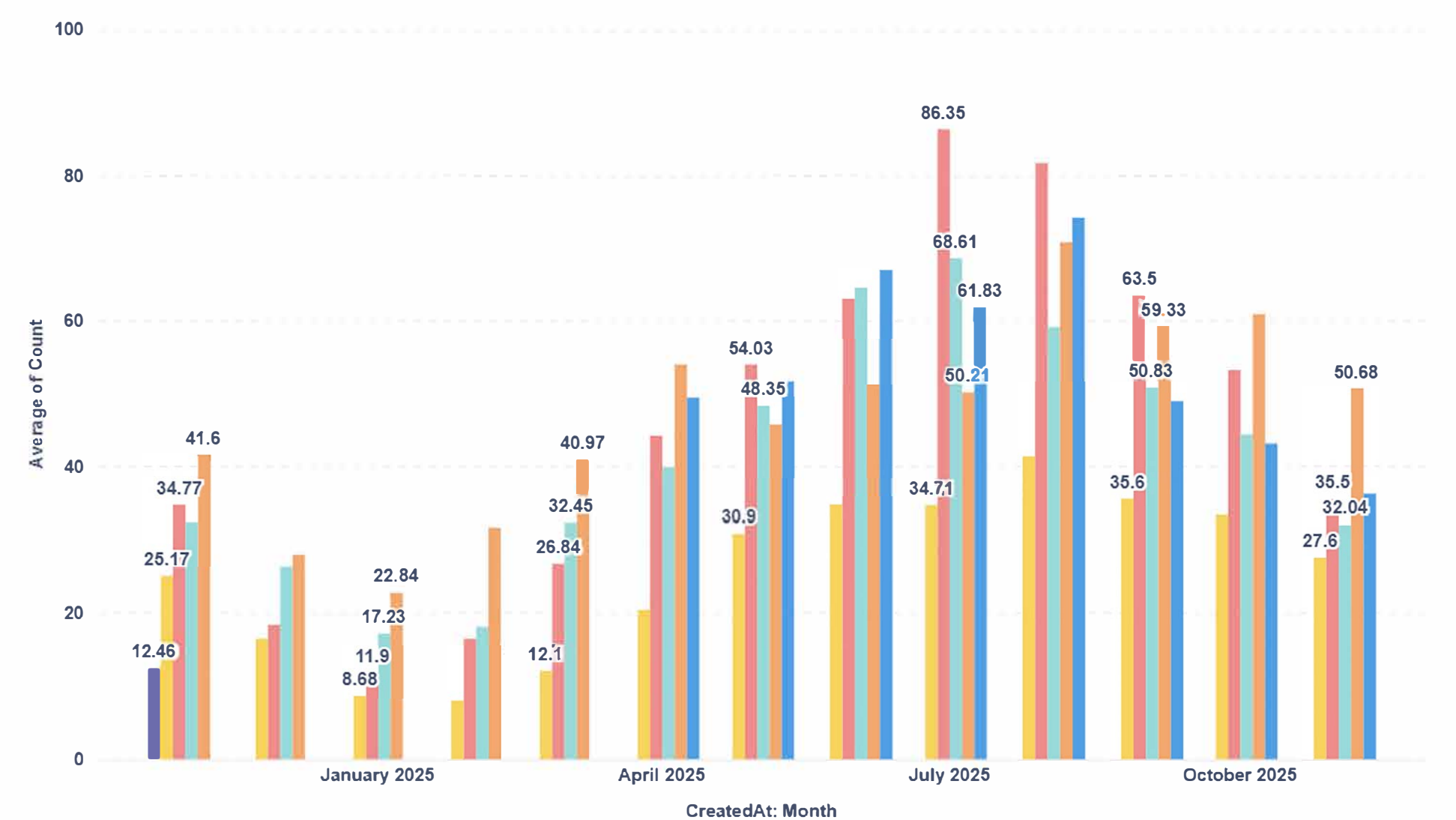


## [ANALYTICS][ANN ARBOR] - Total Usages

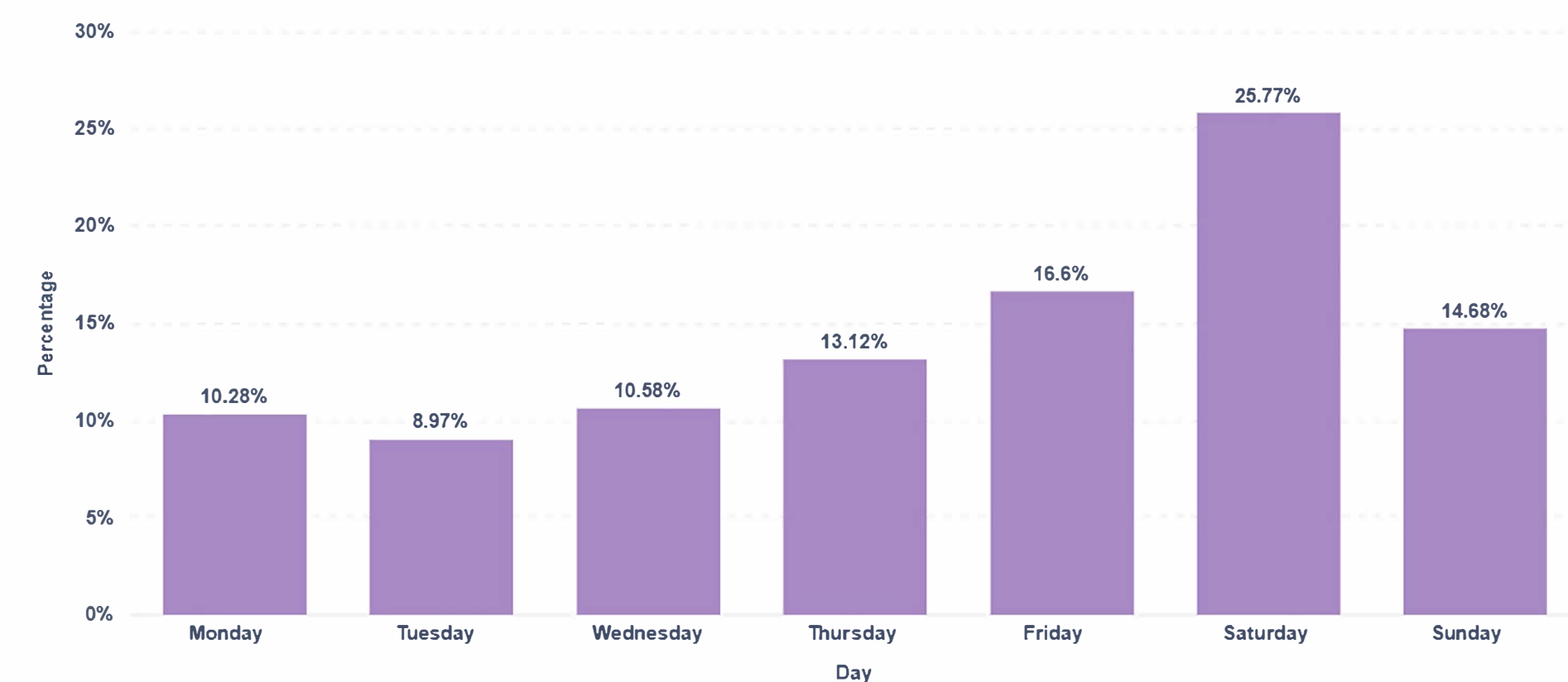


## [ANALYTICS][ANN ARBOR] - Average Uses - per Day by Month

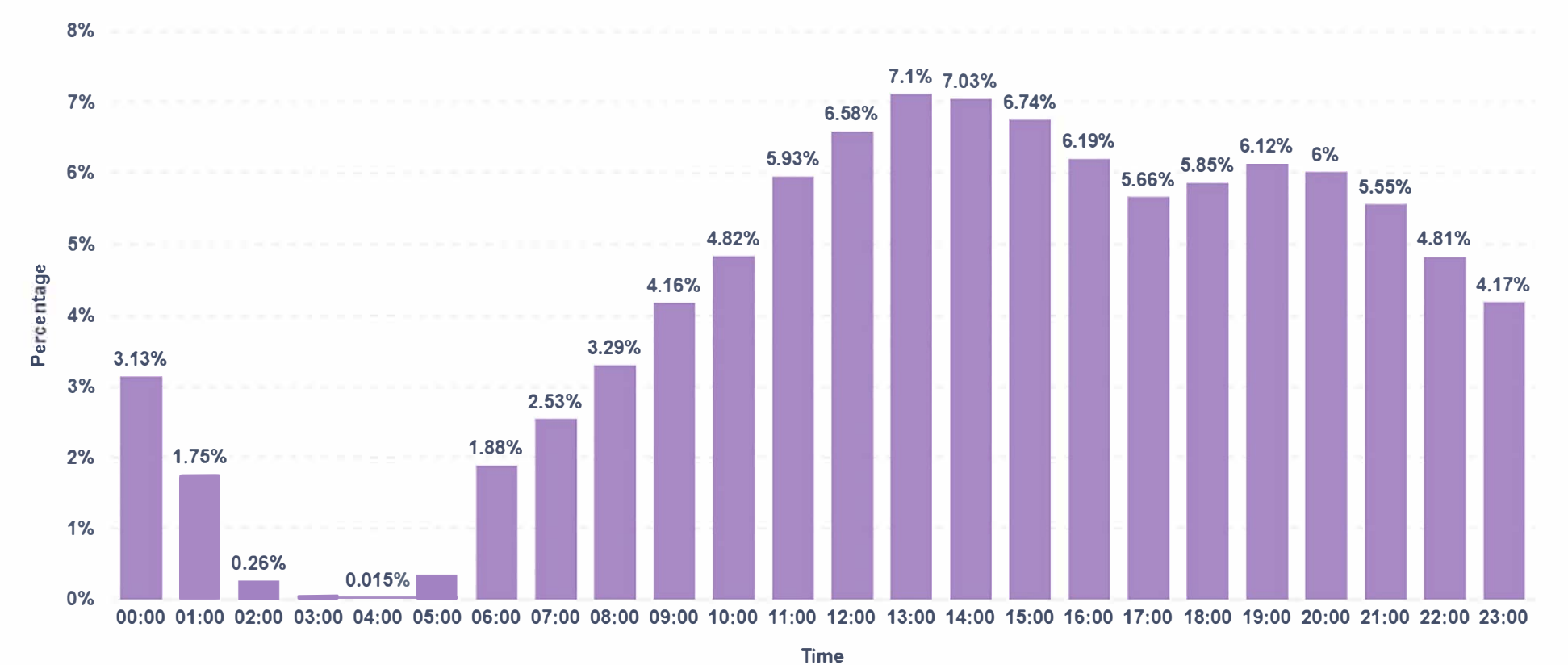
 Ashley Street Throne
  Farmers Market Throne
  Liberty Plaza Throne
  Main Street Throne
  Maynard Parking Structure Throne
  State Street Throne



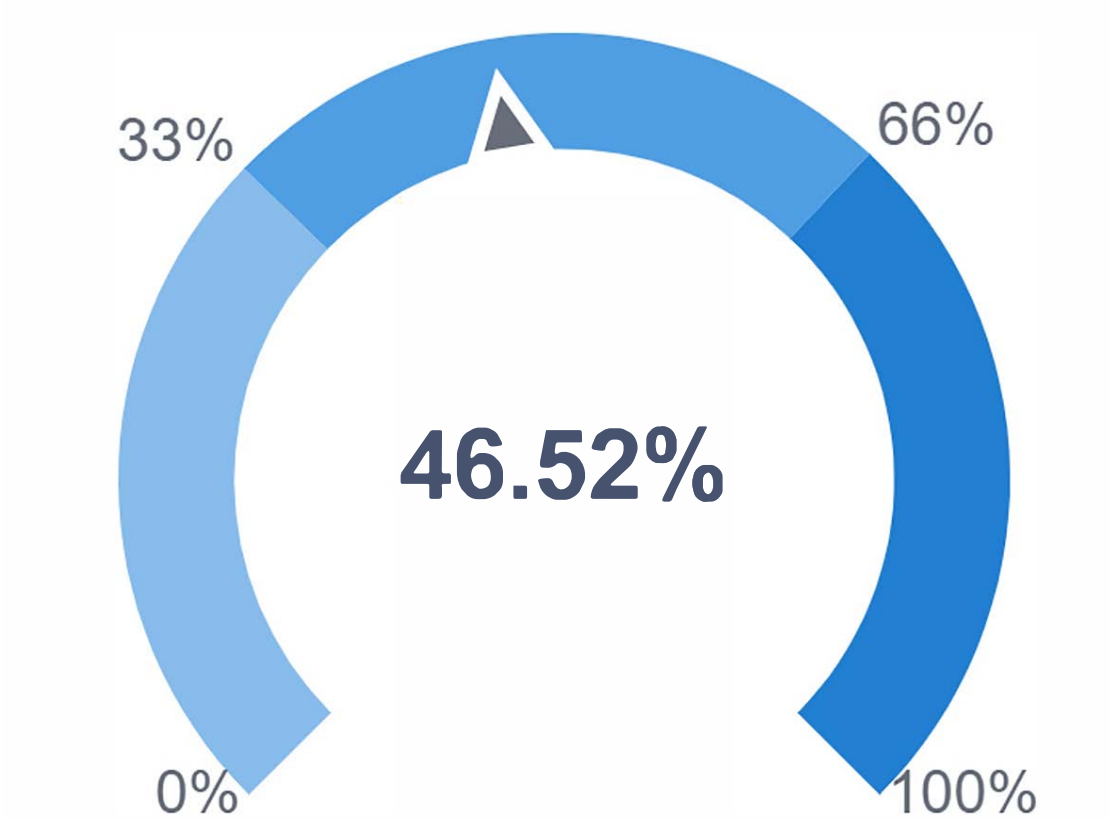
[ANALYTICS][ANN ARBOR] - Uses by Day of Week (percent)



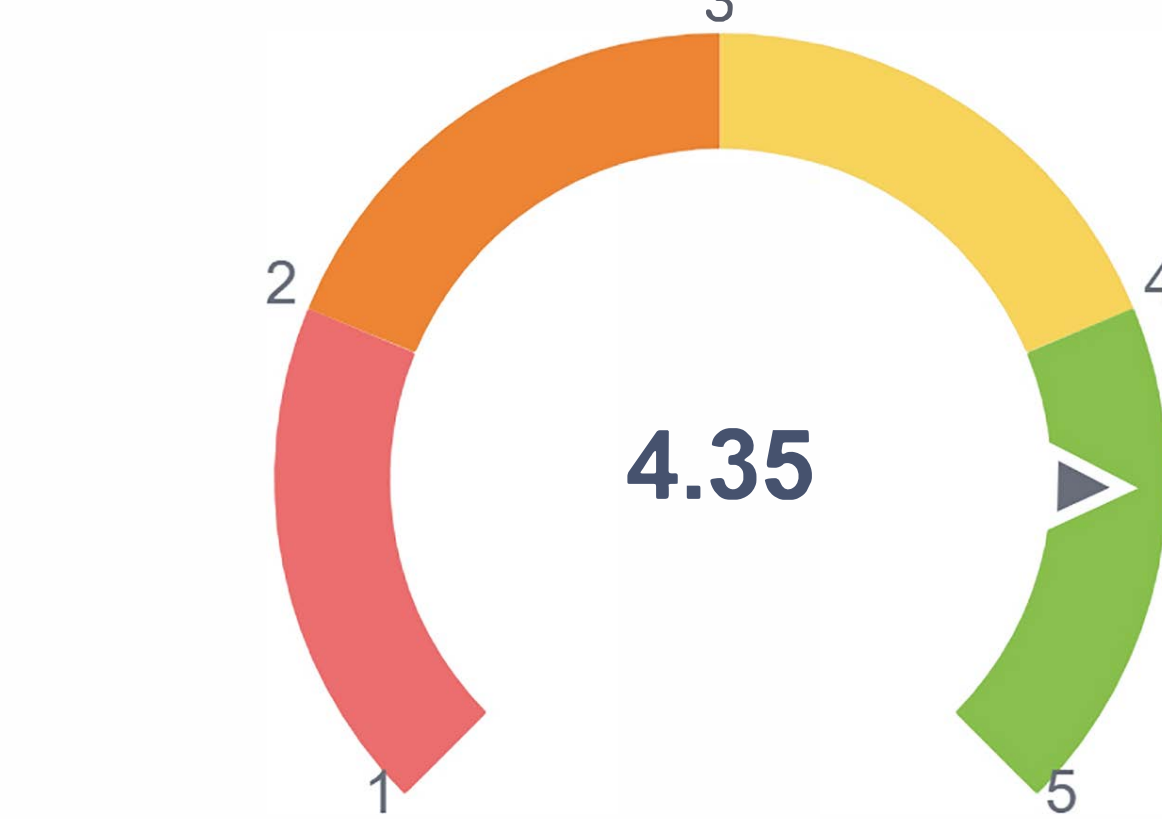
## [ANALYTICS][ANN ARBOR] - Uses by Hour of Day (percent)



[ANALYTICS][ANN ARBOR] - Uses with Review (percent) ALL TIME TOTAL



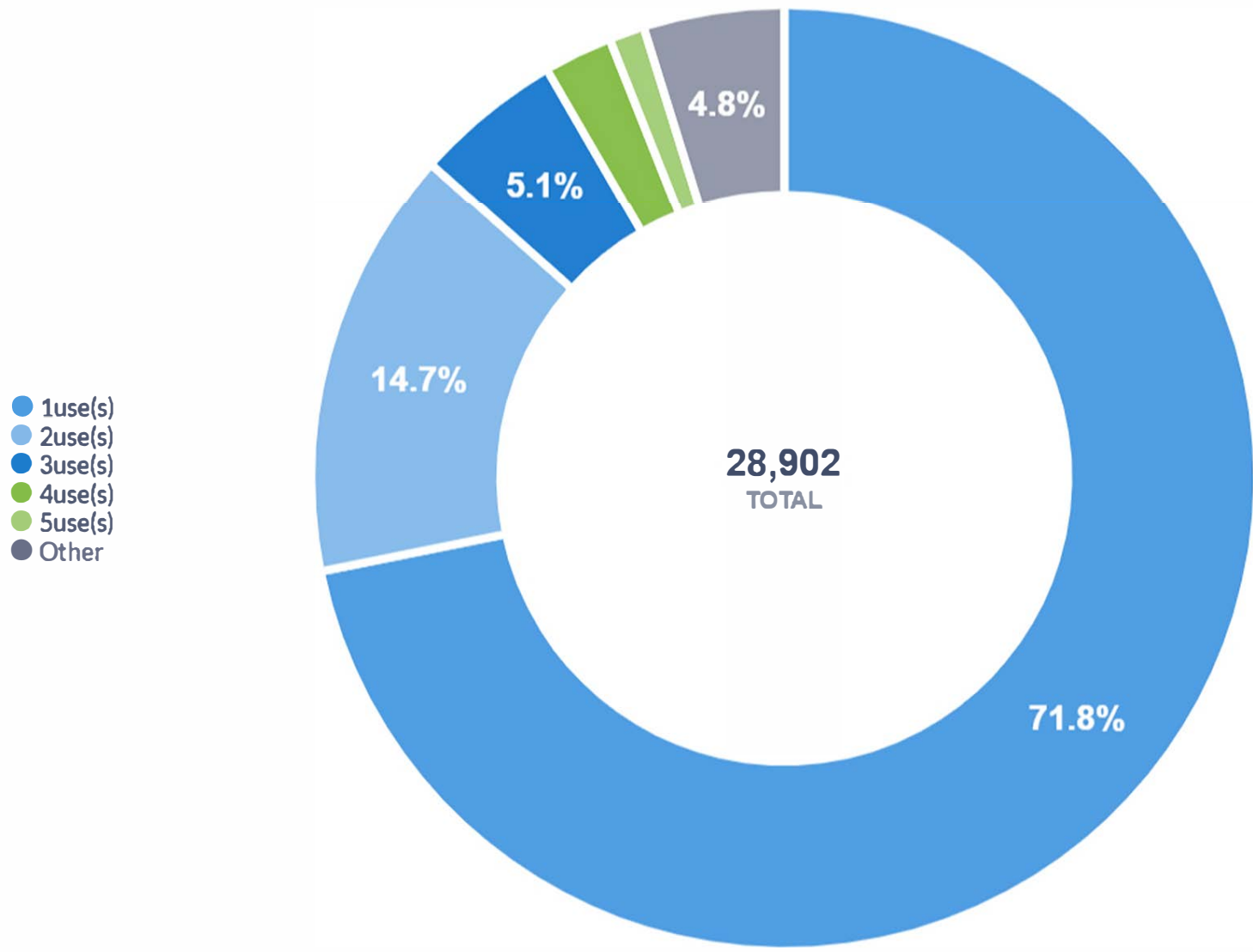
## [ANALYTICS][ANN ARBOR] - Average Clean Score



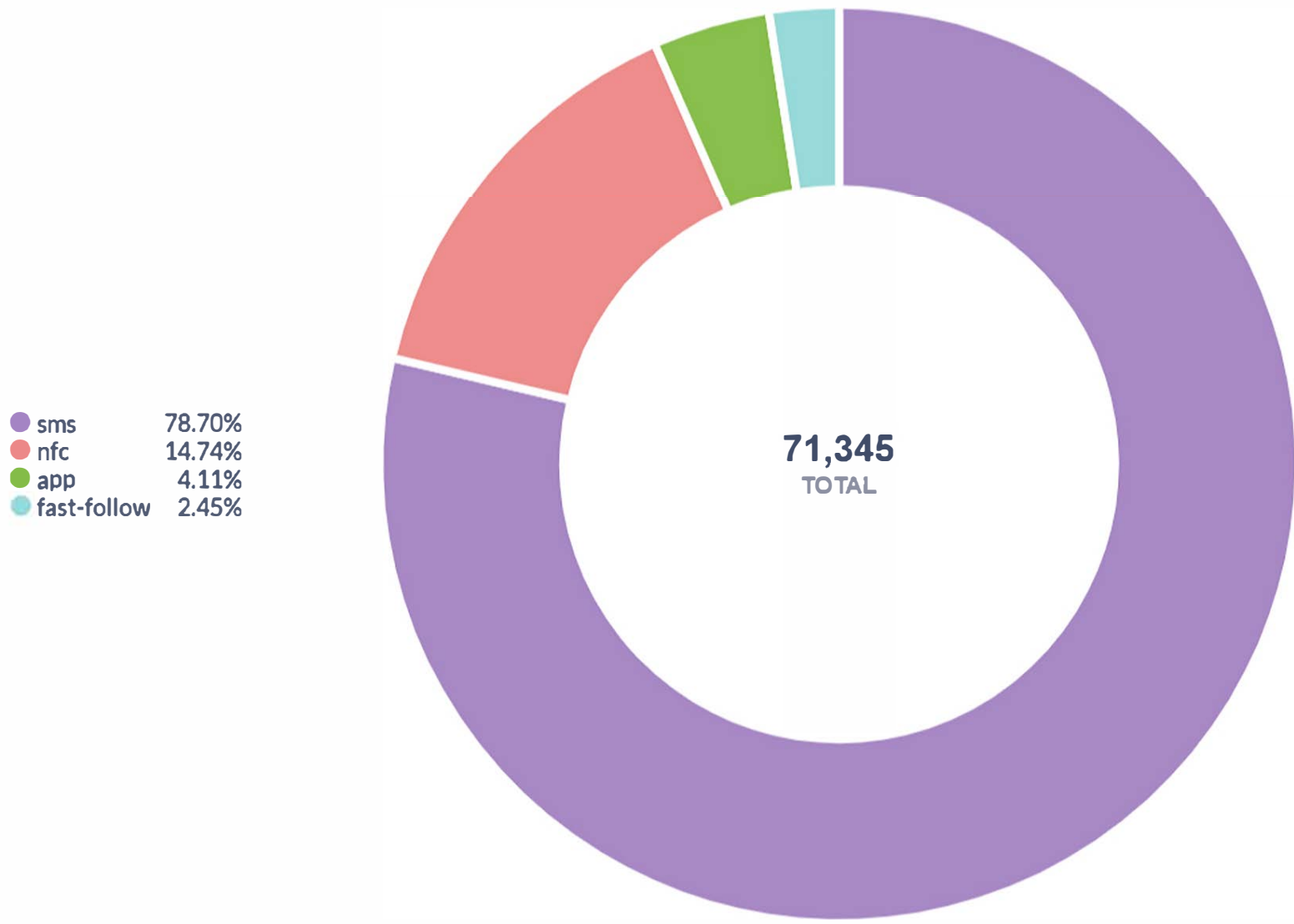
28.18%

[ANALYTICS][ANN ARBOR] - Percent Return Users

[ANALYTICS][ANN ARBOR] - Number of Uses per Unique User



[ANALYTICS][ANN ARBOR] - SMS vs APP vs NFC

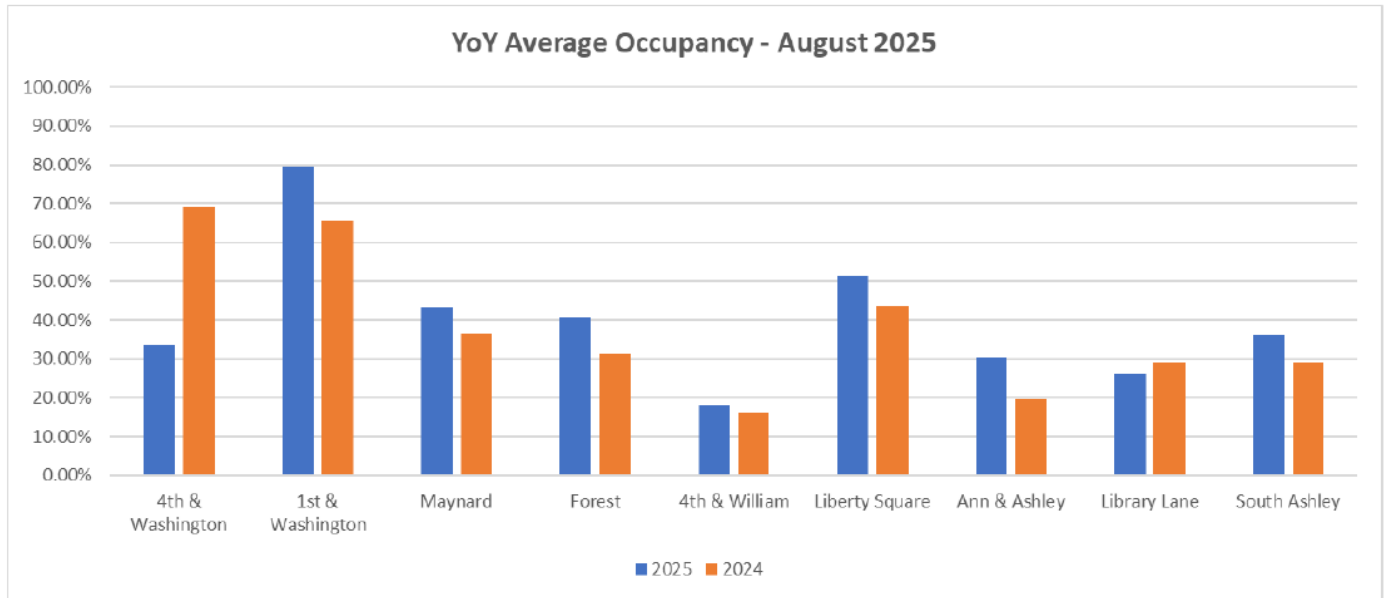




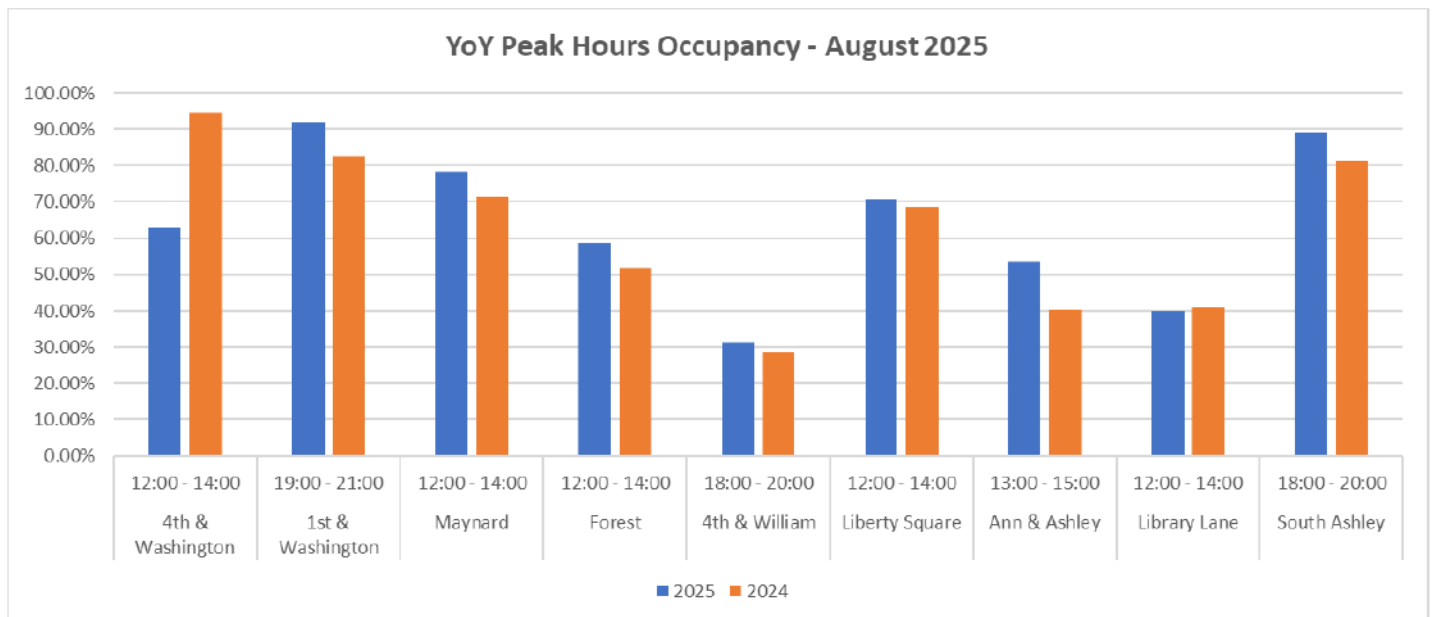


## Parking System Occupancy August 2025

Year over Year Comparison- Average occupancy includes transient and permit parkers across all hours of the day and days of the week.



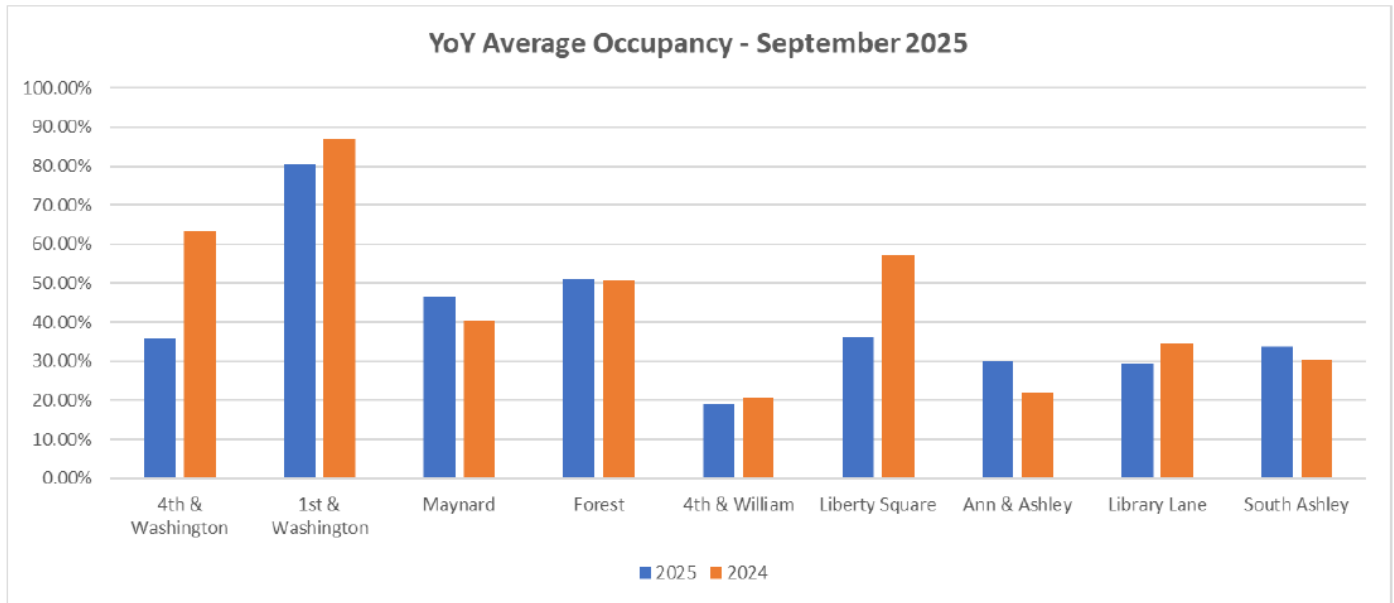
Year over Year Comparison- Peak occupancy includes transient and permit parkers during the busiest 3-hour window of the day, specific to location.



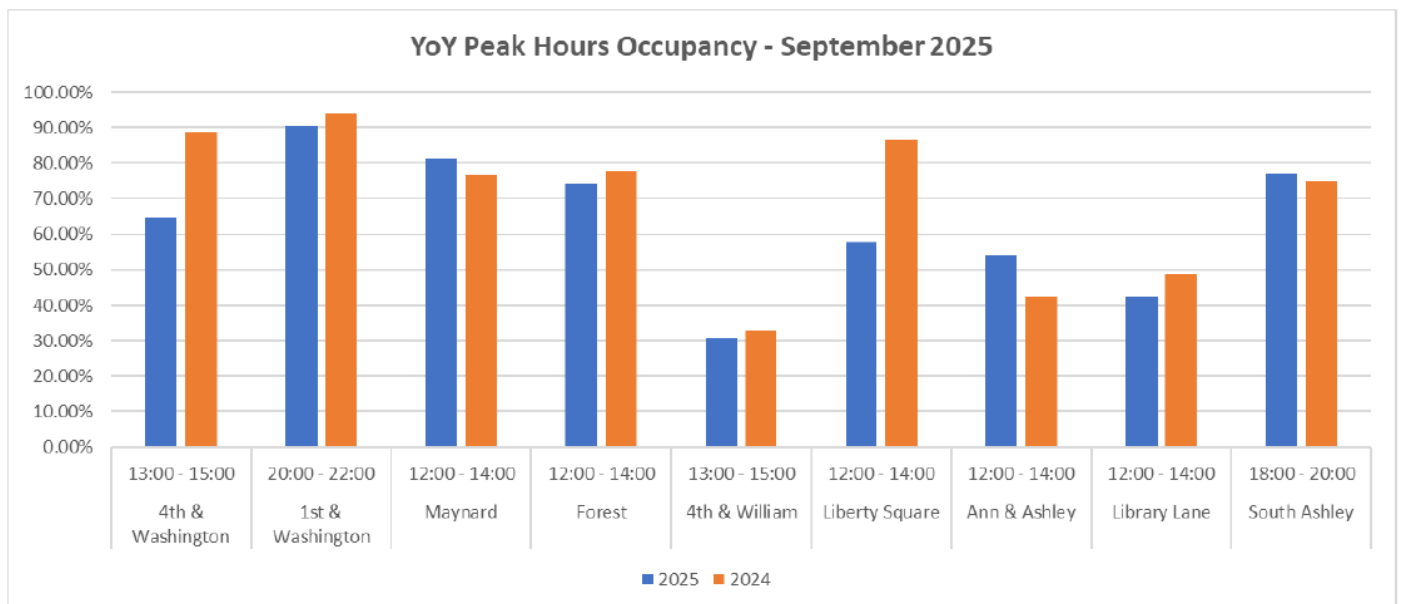


## Parking System Occupancy September 2025

Year over Year Comparison- Average occupancy includes transient and permit parkers across all hours of the day and days of the week.



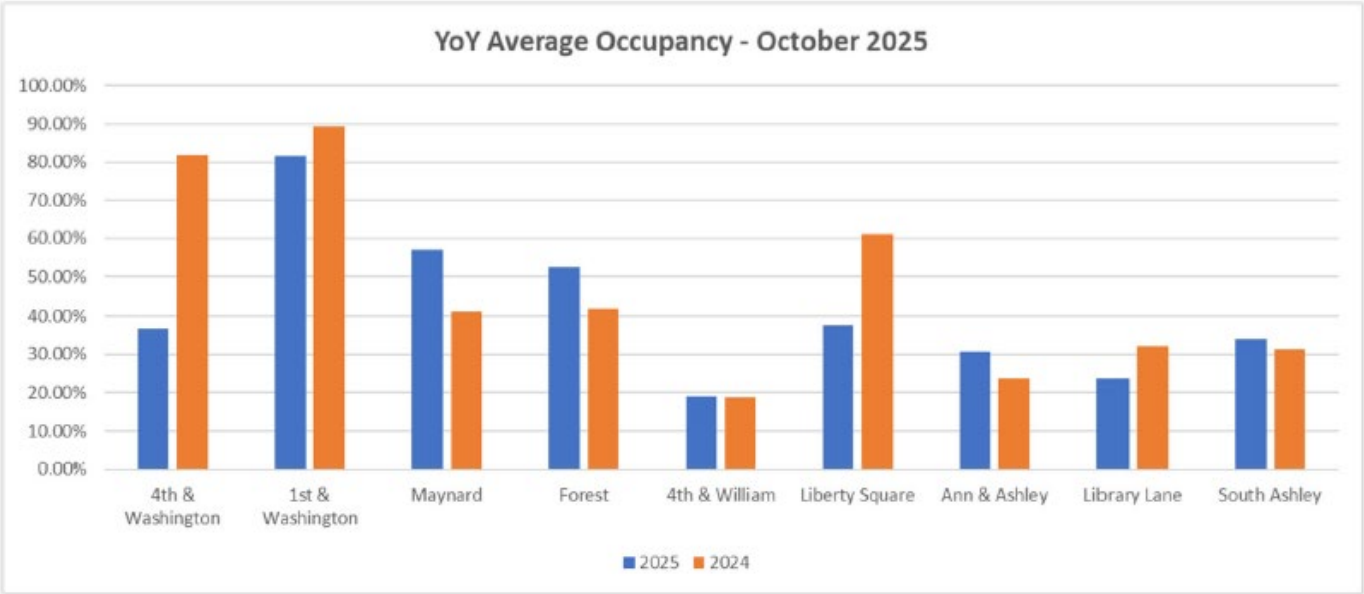
Year over Year Comparison- Peak occupancy includes transient and permit parkers during the busiest 3-hour window of the day, specific to location.



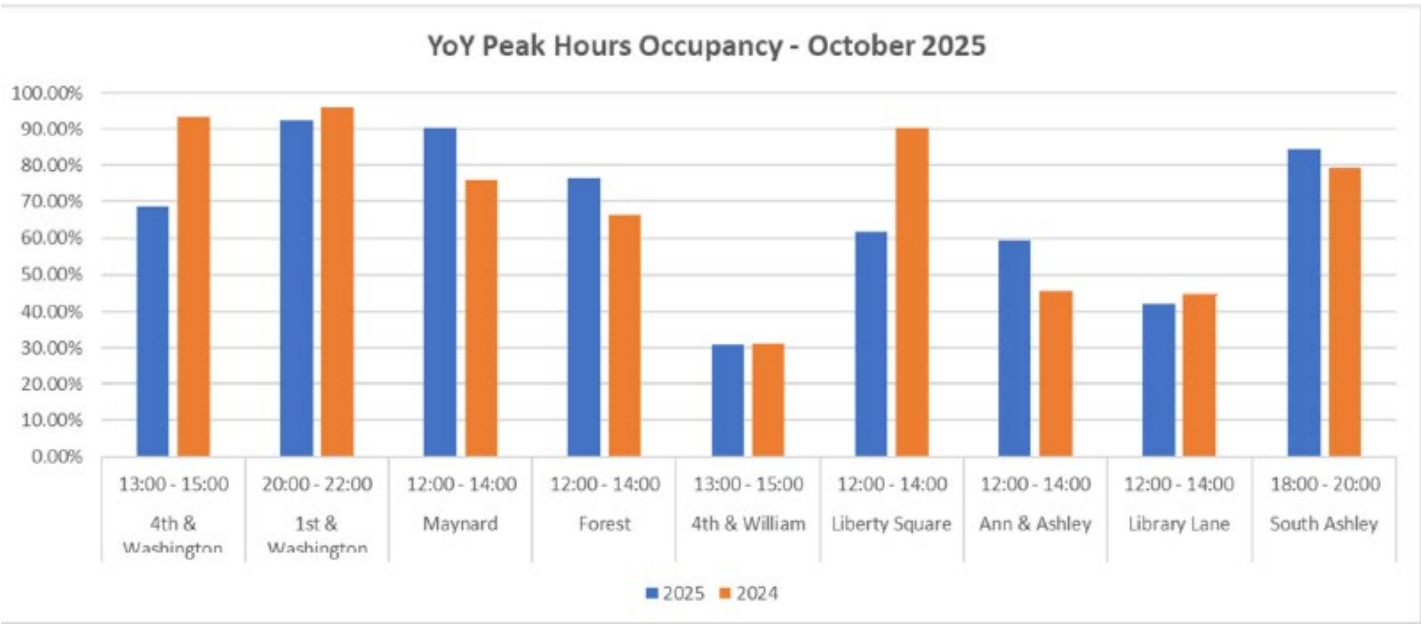


# Parking System Occupancy October 2025

Year over Year Comparison- Average occupancy includes transient and permit parkers across all hours of the day and days of the week.



Year over Year Comparison- Peak occupancy includes transient and permit parkers during the busiest 3-hour window of the day, specific to location.





## CITY OF ANN ARBOR, MICHIGAN

Office of the City Administrator

301 E. Huron St., P.O. Box 8647 • Ann Arbor, Michigan 48107-8647

September 23, 2025

Ann Arbor Downtown Development Authority  
Attn: Executive Director  
415 N 5<sup>th</sup> Ave 2<sup>nd</sup> Floor  
Ann Arbor, MI 48104

**Via Hand Delivery & Email [MThomson@a2dda.org](mailto:MThomson@a2dda.org)**

To Maura Thomson, Executive Director:

The City entered into a Parking Agreement (the "Agreement") with the Downtown Development Authority in 2011, which Agreement has subsequently been amended three times. Pursuant to the Agreement, as amended, the City may delete parking "Facilities" subject to the Agreement by giving the DDA written notice of the same.

Please accept this letter as the City's official notice pursuant to the Agreement that the City is removing the following surface parking lot from the list of "Facilities" in Exhibit A within the "DDA Parking Area", as those terms are defined in the Agreement:

### **Lots-City Owned**

Facility-415 W Washington  
Ownership- City of Ann Arbor  
# of Parking Spaces- Approximately 134  
Address- 415 W Washington

Unless the DDA objects in accordance with the Parking Agreement, such deletion shall take effect 30 days after receipt of this notice. The DDA shall have no further obligation in relation to the Facility in accordance with the Parking Agreement, as amended.

Thank you,

*Milton Dohoney Jr.*

Milton Dohoney Jr.  
City Administrator  
City of Ann Arbor  
[mdohoney@a2gov.org](mailto:mdohoney@a2gov.org)

## 2026 Ann Arbor DDA Board and Committees Meeting Schedules

	DDA Board	Executive (as needed)	Work Sessions
	12 Noon – 2 pm	11:30 am – 12 Noon	11 am – 1 pm
	1 <sup>st</sup> Wednesday	1 <sup>st</sup> Wednesday	Third Wednesday before the Board meeting with exceptions for holidays
<b>January 2026</b>	January 7 <sup>th</sup>		January 21 <sup>st</sup>
<b>February 2026</b>	February 4 <sup>th</sup>		February 18 <sup>th</sup>
<b>March 2026</b>	March 4 <sup>th</sup>		March 18 <sup>th</sup>
<b>April 2026</b>	April 1 <sup>st</sup>		April 15 <sup>th</sup>
<b>May 2026</b>	May 13 <sup>th**</sup>		May 20 <sup>th</sup>
<b>June 2026</b> (Informational) (See Note #2)	June 3 <sup>rd</sup>		
<b>June 2026</b>	June 3 <sup>rd</sup>		June 17 <sup>th</sup>
<b>July 2026</b>	July 8 <sup>th**</sup>		July 15 <sup>th</sup>
<b>July 2026</b> (Annual Meeting)	July 8 <sup>th</sup>		
<b>August 2026</b>	August 5 <sup>th</sup>		August 19 <sup>th</sup>
<b>September 2026</b>	September 2 <sup>nd</sup>		September 16 <sup>th</sup>
<b>October 2026</b>	October 7 <sup>th</sup>		October 21 <sup>st</sup>
<b>November 2026</b>	TBD**		November 18 <sup>th</sup>
<b>December 2026</b> (Informational) (See Note #2)	December 2 <sup>nd</sup>		
<b>December 2026</b>	December 2 <sup>nd</sup>		December 16 <sup>th</sup>

**\*\*Note # 1:** Some meeting dates have been changed due to City of Ann Arbor regular and recommended holiday observances, elections, and local schools' breaks.

**Note #2:** State statute amendment effective 1/1/19 requires the DDA to hold a minimum of two informational meetings per year. These may be held in conjunction with other meetings.