

**Ann Arbor Downtown Development Authority Meeting Minutes  
Wednesday, November 6, 2019**

Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104  
Time: Chair Keith Orr called the meeting to order at 12:00 p.m.

**1. ROLL CALL**

Present: Micah Bartelme, Alexandra Dieck, Bob Guenzel, Tyler Kinley, Marie Klopf, Howard Lazarus, Darren McKinnon, Keith Orr, Phil Weiss

Absent: Jessica A.S. Letaw, Molly McFarland, Rishi Narayan

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

Audience: Chris Simmons, getDowntown  
Mike McKiness, Republic Parking System  
Ray Detter, CAC  
David Diephuis, Resident  
John Kotarski  
Adan Oxner

**2. WELCOME TO NEW DDA BOARD MEMBERS**

Mr. Orr welcomed Mr. Bartelme and Ms. Dieck to the DDA Board. Mr. Bartelme and Ms. Dieck introduced themselves.

**3. RESOLUTION THANKING JOAN LOWENSTEIN**

Mr. Orr moved and Mr. Guenzel seconded the following resolution:

**RESOLUTION THANKING JOAN LOWENSTEIN**

Whereas, Joan Lowenstein joined the Ann Arbor Downtown Development Authority board in 2007 and served for three full terms, ending her service in 2019;

Whereas, Joan Lowenstein has been a highly-valued and active DDA member, serving on nearly every committee, with special importance given to her service as long-time Chair or Co-Chair of the Partnerships Committee, where she helped guide DDA efforts in support of DDA grants and development partnerships;

Whereas, Joan Lowenstein's leadership in support of affordable housing was particularly noteworthy, as \$4M+ in DDA Housing Grants were approved by the DDA during her board tenure;

Whereas Joan Lowenstein ably took on other leadership roles throughout her time on the DDA, including serving on the Executive Committee, and serving as DDA Chair in FY2011;

Whereas, Joan Lowenstein's keen intelligence, political acumen, and legal expertise were regularly leaned on during DDA discussions and decisions;

Whereas, Joan Lowenstein's warmth and remarkable commitment to the DDA and its mission will be sorely missed, and her devotion to the downtown and community is an inspiration to all who have had the good fortune to work beside her;

RESOLVED, The Ann Arbor Downtown Development Authority, on behalf of the downtown and the community, thanks Joan Lowenstein for her great service and abundant contributions to the downtown, and indeed to the community as a whole, through her work on the Ann Arbor Downtown Development Authority.

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

**Ayes:** Bartelme, Dieck, Guenzel, Kinley, Klopff, Lazarus, McKinnon, Orr, Weiss

**Nays:** None

**Absent:** Letaw, McFarland, Narayan

**The resolution was approved.**

<b>4. RESOLUTION THANKING JOHN MOUAT</b>
--

Mr. Orr moved and Mr. Weiss seconded the following resolution:

**RESOLUTION THANKING JOHN MOUAT**

Whereas, John Mouat joined the Ann Arbor Downtown Development Authority board in 2007, bringing with him a wealth of knowledge about buildings and design, as well as the experience of being a downtown business owner and a near-downtown resident;

Whereas, John Mouat has a passion for cities and transportation, and he often brought information about exciting, innovative and disruptive technology changes that will influence city infrastructure and mobility, including the emergence of connected, autonomous, and electric vehicles;

Whereas, John Mouat took on important leadership roles throughout his time on the DDA, including Chairing the Capital Improvements Committee, serving on the Executive Committee and Operations Committee, and serving as DDA Board Chair in FY12;

Whereas, John Mouat championed transformational street design, including advocating for the Fifth and Detroit Improvement Project which dramatically demonstrated how pedestrian safety can be improved and sustainability goals supported through thoughtful value-driven design;

Whereas, John Mouat compellingly advocated for initiatives such as anti-idling legislation and education, encouraging shared use mobility options, and building partnerships in support of creating more downtown affordable housing;

Whereas, John Mouat's thoughtful big picture approach and remarkable commitment to the DDA and its mission will be sorely missed, and his devotion to the downtown and community is an inspiration to all who have had the good fortune to work beside him;

RESOLVED, The Ann Arbor Downtown Development Authority, on behalf of the downtown and the community, thanks John Mouat for his great service and abundant contributions to the downtown, and indeed to the community as a whole, through his work on the Ann Arbor Downtown Development Authority.

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

**Ayes: Bartelme, Dieck, Guenzel, Kinley, Klopff, Lazarus, McKinnon, Orr, Weiss**

**Nays: None**

**Absent: Letaw, McFarland, Narayan**

**The resolution was approved.**

<b>5. APPROVAL OF THE BOARD MEETING AGENDA</b>
--

Mr. Weiss moved and Mr. Lazarus seconded the motion to approve the agenda.

**A vote on the motion showed:**

**Ayes: Bartelme, Dieck, Guenzel, Kinley, Klopff, Lazarus, McKinnon, Orr, Weiss**

**Nays: None**

**Absent: Letaw, McFarland, Narayan**

**The motion was approved.**

<b>6. AUDIENCE PARTICIPATION</b>
----------------------------------

None.

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

Downtown Area Citizens Advisory Council: Mr. Detter reported that members participated at the most recent Citizen Review meeting for The Standard, the proposed project at Main/William, and the project will now go back to the Design Review Board on 11/13. The Planning Commission's T1-Zoning document was shared and discussed. He said the CAC looks forward to Jennifer Hall's report to Council on the potential to construct affordable housing on City-owned sites, and Ms. Pollay provided an overview of the DDA's annual State of the Downtown Report. The December CAC meeting will be cancelled. Instead, CAC members and near-downtown residents are invited to Mr. Detter's home for good food and conversation.

**8. DDA MEMBER COMMUNICATIONS**

None.

**9. EXECUTIVE DIRECTOR COMMUNICATIONS**

Award. Ms. Pollay said that Amber Miller was awarded the 2019 Michigan ASLA President's Honor Award, which is a state-wide honor given to a non-landscape architect that displays leadership and dedication to making great spaces and having a positive community impact. She noted that as the DDA's Capital & Private Projects Manager, Amber led consultants and committee during the creation of important DDA street projects. Many of these projects were transformative, and all of them have helped meet important DDA, City and community goals of improving pedestrian safety, sustainability, mobility, and equity. (all applauded Ms. Miller).

FOIA Appeal: Ms. Hahlbrock reported that a FOIA request had been submitted by Mr. Ed Vielmetti asking to obtain a copy of the permit wait lists for several parking structures. This FOIA request was approved and the permit wait lists were provided as requested with the emails, addresses and phone numbers redacted as allowed in section 13 of the FOIA statute as information of a personal nature, which if provided would constitute an invasion of privacy. She let the board know that Mr. Vielmetti had appealed, requesting that emails, addresses and phone information on this list related to businesses be un-redacted. She said that the DDA Board had the option to grant or deny this appeal.

**A vote on the motion to approve the FOIA Appeal showed:**

**Ayes: None**

**Nays: Bartelme, Dieck, Guenzel, Kinley, Klopff, Lazarus, McKinnon, Orr, Weiss**

**Absent: Letaw, McFarland, Narayan**

**The motion to approve the FOIA Appeal failed.**

**A vote on the motion to deny the FOIA Appeal showed:**

**Ayes: Bartelme, Dieck, Guenzel, Kinley, Klopff, Lazarus, McKinnon, Orr, Weiss**

**Nays: None**

**Absent: Letaw, McFarland, Narayan**

**The motion to deny the FOIA Appeal was approved**

2020 DDA Committee and Board Calendar: Ms. Pollay said that the 2020 calendar of DDA board and committee meetings was in their board packet.

FY21 City Council Policy Agenda: Ms. Pollay said that the City had asked all the boards and commissions to put forward issues they'd like to be considered in the City's FY21 policy agenda.

<b>7. APPROVAL OF MINUTES</b>
-------------------------------

Ms. Klopf moved and Mr. McKinnon seconded the motion to approve the October minutes.

**A vote on the motion showed:**

**Ayes: Bartelme, Dieck, Guenzel, Kinley, Klopf, Lazarus, McKinnon, Orr, Weiss**

**Nays: None**

**Absent: Letaw, McFarland, Narayan**

**The motion was approved.**

<b>8A. SUBCOMMITTEE REPORTS - OPERATIONS COMMITTEE</b>
--

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

**RESOLUTION ENCOURAGING THE MICHIGAN THEATER FOUNDATION'S PURSUIT OF A BRIDGE CONNECTING THE LIBERTY SQUARE PARKING STRUCTURE WITH THE MICHIGAN THEATER**

Whereas, The DDA has managed public parking in pursuit of its mission since 1992, and has a contract to manage the Ann Arbor public parking system until 2033;

Whereas, The Michigan Theater Foundation has requested DDA support of their efforts to construct a bridge connecting the Liberty Square parking structure with the Michigan Theater building so they can utilize an abandoned mechanical room for administrative offices;

Whereas, Initial investigations show that this connection is feasible;

Whereas, Within the Ann Arbor public parking system there have been a number of connections between parking garages and adjacent buildings, including the Maynard garage connection to the former Jacobson's/current FMC (Barracuda) building, and bridges or doorways connecting to the former Forest, First/Washington, and Fourth/Washington garages before their demolition;

Whereas, The Michigan Theater Foundation is seeking DDA support so they can take the necessary actions to gain approval for this bridge from the City and Lakeshore Management, the other condominium owner at Liberty Square, as well as final approval from the DDA;

Whereas, The Operations Committee recommends that the DDA approve a resolution to encourage this concept so planning can move forward;

RESOLVED, The DDA supports the Michigan Theater Foundation's pursuit of a bridge connecting the Liberty Square parking structure with the Michigan Theater.

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

**Ayes: Bartelme, Dieck, Guenzel, Kinley, Klopf, McKinnon, Orr, Weiss**

**Nays: None**

**Recused: Lazarus**

**Absent: Letaw, McFarland, Narayan**

**The resolution was approved.**

Mr. Weiss moved and Mr. McKinnon seconded the following resolution:

**RESOLUTION TO MAKE REPAIRS TO THE MAYNARD STRUCTURE CENTRAL ELEVATOR**

Whereas, The DDA mission is to strengthen the downtown area and attract new private investments, and it manages the public parking system as a means to help it accomplish its mission;

Whereas, The Maynard Structure is one of the largest and busiest facilities, with high levels of activity many hours of the day and days of the week;

Whereas, Over half of the elevator service calls to Maynard are door equipment related;

Whereas These service calls indicate periods when the elevator is out of service for patron use;

Whereas, The DDA's elevator contractor, Schindler Elevator Corporation, recommends replacement of the door operating hardware on the central elevator at Maynard;

Whereas, The total cost for this work will be \$63,915.00;

Whereas, The Operations Committee recommends approval of this work;

RESOLVED, The DDA shall move forward with this work at a cost of \$63,915.00, using dollars from the DDA Parking Maintenance Fund.

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

**Ayes:** Bartelme, Dieck, Guenzel, Kinley, Klopff, Lazarus, McKinnon, Orr, Weiss

**Nays:** None

**Absent:** Letaw, McFarland, Narayan

**The resolution was approved.**

Parking and Transportation Report: There were no questions.

Ann Ashley Expansion and Improvement Project: Mr. Weiss said that in light of the project bond not being approved by City Council, the Committee opted to move forward with scheduled repair work that had been included in the larger project and to allow time to discuss any other next steps.

Maynard Customer Service/Admin Office: The committee directed staff to develop a plan that does not expand the office westward but does expand into the central elevator lobby area and includes a change to the bathroom so it would only be accessible from inside the office.

Curb Study: Mr. Weiss said the committee supported Staff's idea that the Operations and Capital Improvements Committees work together to create a block-by-block DDA District Curb Plan. The DDA's Downtown Street Design manual will be updated and included in the process.

DDA Parking Principles: These principles developed by the DDA 20 years ago to manage the parking system was shared and there was consensus that they still have value.

The next Operations Committee meeting is scheduled for Wednesday, November 27 at 11 am.

<b>8B. SUBCOMMITTEE REPORTS – FINANCE COMMITTEE</b>
---

FY19 Audit: Mr. Guenzel said Yeo and Yeo, went through the audit in detail with the committee, saying it was a clean audit with no concerns. They noted Ms. McCallum's excellent work, saying the audit went very smoothly, despite only recently joining the staff.

Mr. Guenzel moved and Ms. Klopff seconded the following resolution:

**RESOLUTION TO ACCEPT THE AUDITOR'S REPORT FOR FISCAL YEAR 2019**

Whereas, Michigan law requires that the financial records of local units be audited;

Whereas, The Ann Arbor DDA contracted with the auditing firm of Yeo & Yeo to perform an independent audit of the DDA's financial records for the fiscal year ending June 30, 2019;

Whereas, Yeo & Yeo performed the audit according to Government Auditing Standards;

Whereas, Yeo & Yeo considered the DDA's internal controls and found no deficiency in that system;

Whereas, Yeo & Yeo tested the DDA's compliance on certain provisions of laws, regulations, contracts, and grant agreements and other matters, and found no instances of noncompliance;

Whereas, Yeo & Yeo presented the Authority's audited financial reports in detail to the Finance Committee at their meeting on October 31, 2019;

Whereas, The Finance Committee thoroughly reviewed the Audited Financial Statements and the Audit Report with Yeo & Yeo, asking questions as needed;

Whereas, The Finance Committee recommends that the DDA Board accept the FY 2019 Audit Report as presented;

RESOLVED, The Ann Arbor Downtown Development Authority Board accepts the Independent Auditor's Report presented by Yeo & Yeo CPAs for the Fiscal Year ending June 30, 2019.

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

**Ayes:** Bartelme, Dieck, Guenzel, Kinley, Klopff, Lazarus, McKinnon, Orr, Weiss

**Nays:** None

**Absent:** Letaw, McFarland, Narayan

**The resolution was approved.**

Financial Statements: Mr. Guenzel said that the monthly expense registers and first quarter financial statements were reviewed. He said that the Committee supported a recommendation to consolidate the DDA's four investment accounts at Bank of Ann Arbor to decrease the number of transfers, thus providing better internal controls and greater efficiency.

The next Finance Committee meeting is scheduled for Wednesday, November 20 at 1 pm. The meeting is being held one week earlier and on a Wednesday due to the Thanksgiving holiday.

<b>8C. SUBCOMMITTEE REPORTS – CAPITAL IMPROVEMENTS COMMITTEE</b>
--

In the absence of Co-Chairs McFarland and Letaw, Mr. Lazarus reports as follows:

5<sup>th</sup>/Detroit: Project is complete. Mr. Lazarus commended DDA and City staff for their excellent work, including extensive communications during design and throughout construction.

Huron: Paving, street light installation and tree planting continue. The north side between Division and 5<sup>th</sup> Avenue will be the last block completed this season.

William: Mr. Lazarus gave kudos to Ms. Thomson for all her work leading up to and during the William Street Bikeway celebration on October 27<sup>th</sup>. Paving between Main and First continues this week with pavement markings to follow.

First and Ashley: Updated design details were shared and supported. Bid documents will be released by early December, and ideas were offered up in hopes of getting many bid responses. A project cost-share agreement will be presented to City Council for approval in May.

The next Capital Improvements Committee is scheduled for Wednesday, November 20 at 11am.

<b>8D. SUBCOMMITTEE REPORTS- PARTNERSHIPS COMMITTEE</b>
---

Old Y-Lot and 415 W. Washington: Mr. Kinley reported that the City's project consultants Smith Group met with the committee as a focus group. Recommendations included acknowledging people's concerns as legitimate, working to find consensus and using many outreach methods. He noted the DDA had provided \$100K of the total \$150K consultant cost.

Center of the City Taskforce: Mr. Kinley said Taskforce reps provided an update. It was noted that their historical presentation repeatedly cited the public's wish for a mix of uses, and this would promote safety and activity. Mr. Kinley said the final report is due in February.

The next Partnerships Committee meeting (with Partners) is scheduled for Wednesday, November 13 at 9 am.

<b>8E. SUBCOMMITTEE REPORTS- EXECUTIVE COMMITTEE</b>
--

Mr. Orr said the Executive Committee reviewed today's meeting agenda.

The next Executive Committee meeting is scheduled for Wednesday, December 4 at 11 am.

<b>9. NEW BUSINESS</b>
------------------------

Mr. Orr reported that as required by Statute, the DDA will hold its second informational meeting on December 4<sup>th</sup>, immediately followed by the regular monthly Board meeting.

<b>10. OTHER AUDIENCE PARTICIPATION</b>
---

Mr. Diephuis suggested that individuals requesting to be placed on the parking permit wait lists are engaging in a business transaction and thus forego their right to privacy. He suggested the DDA speak with the City on its policies.

Mr. Oxner expressed his appreciation of the new bikeway. He did note that there are divots from the paint grid that makes the ride somewhat bumpy.

**11.**

**ADJOURNMENT**

There being no other business, Mr. Weiss moved and Mr. McKinnon seconded the motion to adjourn. Mr. Orr declared the meeting adjourned at 12:50 pm

Respectfully submitted,  
Susan Pollay, Executive Director

## PARTNERSHIPS & ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES

Wednesday, November 13, 2019

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

Time: 9:00 a.m.

Present: Micah Bartelme, Bob Guenzel, Tyler Kinley, Howard Lazarus

Absent: Alexandra Dieck, Marie Klopff, Jessica A.S. Letaw, Molly McFarland, Darren McKinnon, Rishi Narayan, Keith Orr, Phil Weiss

Others: Matt Carpenter/AAATA, Raymond Hess, Jane Lumm, Ali Ramlawi/City, Shannon Gibbs-Randall/Planning Commission, Josie Parker/AADL, Brendan Prebo/WCC,

Staff: Amber, Miller, Maura Thomson, Kelley Graves

Public: Alan Haber

Discussion on Mobility: Mr. Hess gave a presentation on the City's Transportation Plan, which is part of the Master Plan. The plan's five key areas of focus are safety, mobility, accessibility for all, healthy people/sustainability and regional connectivity. The data shared is a combination of census, SEMCOG and Washtenaw Area Transportation Study information including crash statistics. Mobility stats show ridership on TheRide has increased by 2M+ compared to 1997 and bike growth has increased 25%. Ann Arbor is aiming for 25% reduction in emissions by 2025 and 90% by 2050.

AAATA's Interest in Y-Lot: Mr. Carpenter gave a presentation on the AAATA's interest in establishing a Transfer Terminal on one-half of the ground floor of the Old Y-L as part of the City's development plan for the property. The AAATA's goal is to create a more attractive transit service both aesthetically and through faster, safer transfers for riders. Ms. Gibbs-Randall supported the partnership of the City and the AAATA for this initiative, stating it is more difficult to establish synergies with private developers as their focus is on their needs. She suggested that one-half of the space would not be adequate to accommodate the ancillary requirements such as solid waste management and deliveries for TheRide, businesses and residents who would occupy the other floors. Mr. Ramlawi asked the AAATA's timeline. Mr. Carpenter stated the TheRide has no financial interest in the lot or development; however they may be able to contribute competitive grant funding which would take some time to request/secure. He also stated The Ride may consider bonding the construction of the Transfer Terminal though they have not done this in the past. Mr. Bartelme asked if the proposed Transfer Terminal includes room for growth to which Mr. Carpenter responded they would need the entire block to fully realize a vision that includes growth but, knows that is not feasible.

Mr. Lazarus stated the City will reach the second of its four-year timeframe in January to do something with the property. Jennifer Hall of the Housing Commission is presenting a report to Council next week on potential affordable housing developments at one or more of seven City-owned properties. Mr. Ramlawi added that he and Council Member Eaton are bringing a resolution to add the Palio Lot to the list of City-owned properties under analysis for feasibility as a potential location for affordable housing. Ms. Lumm said she has heard that the Housing Commission costs per square foot is higher than private developers. There was discussion regarding this being outside of the Housing Commission's portfolio and thus it needing assistance from professionals at a cost. Mr. Lazarus stated the City plans to have a plan in place for the development per Council's specific plans for mixed-income, affordable housing

before releasing an RFP. He stated the Federal building is reaching the end of its life span and offers an opportunity to obtain control of that property for consideration in the overall development plan.

Partner Updates:

Planning Commission: Ms. Gibbs-Randall reported that the site plan for the development on Washington behind the Michigan Theater was reviewed and the Commission pushed back for the inclusion of units at 60% AMI vs the proposed 80% AMI to which the developer agreed.

Library: Ms. Parker reported that Westgate is open again with the new cataloging system in place. Traverwood will be closed from December to February for renovations and catalog system conversion. The 4<sup>th</sup> floor of the main Library is undergoing renovations to include expansion to 180 seats in the auditorium. A reminder that the meeting rooms at all of the locations may be reserved free of charge online using one's library card. Users include local groups and associations as well as residents and they must follow the Library rules.

City: Mr. Lazarus reported that the contract with the new Recycling service vendor will go to Council in December. Mr. Ramlawi's ordinance further enforcing the allowable decibel level in the Main to RR tracks and Liberty to Huron area has been approved by Legal and will be on the next Council agenda. He would like to explore further the use of the meter revenues to enhance downtown street services (e.g., snow removal). He expressed interest in the City, the DDA and The Ride partnering to expand the park and ride lots outside of the current perimeter, though he learned the DDA is not able to assist financially in this initiative. Ms. Thomson added that if the goal is to assist in bringing more employees to the downtown area, that may fall within the DDA's mission. Mr. Lazarus noted that potential locations are limited as they are MDOT or UM owned properties.

AAATA: Mr. Carpenter announced the AAATA and Regional Transit Authority's partnership to pilot an A2 to Detroit hourly express service beginning in January. The RTA has secured a \$2.5M federal grant and the AAATA is working on the details including routes and fees.

WCC: The Iron Workers have renewed their contract for an additional five years. Mr. Prebo Shared current enrollment data with enrollment up slightly. The student-body is comprised of first-generation, single parent, those with disabilities, veterans and international students with 28.8% receiving some form of financial aid.

DDA: Ms. Miller and Ms. Thomson reported that the asphalt work was completed on William and Huron. Concrete and landscape paver work is scheduled for next week. Barricades on William near will be removed today, opening the bikeway from State to Main. Ms. Parker commended the Public Works Department for their efficiency in clearing the bikeway after the snowstorm.

Public Comment: Mr. Haber encouraged the Partners to become more involved in the public engagement process regarding the Center of the City property. Mr. Kinley welcomed Mr. Haber to the meeting and stated that the DDA met with the consultant as a focus group at last month's Committee meeting and provided input to the process.

The next Partnerships Committee meeting (DDA only) is scheduled for December 11, 2019 at 9:00 am.

The meeting adjourned at 11:10 am.

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY  
CAPITAL IMPROVEMENTS COMMITTEE MEETING MINUTES  
Wednesday, November 20, 2019 11:00 am**

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

Time: 11:00 a.m.

Present: Micah Bartelme, Alexandra Dieck, Robert Guenzel, Tyler Kinley, Howard Lazarus, Jessica A.S. Letaw, Molly McFarland, Darren McKinnon, Keith Orr, Phil Weiss

Absent: Marie Klopf, Rishi Narayan

Staff: Susan Pollay, Amber Miller, Maura Thomson, Liz Rolla, Jada Hahlbrock, Sara McCallum, Kelley Graves

Other: Deb Gosselin/City

Public: Frances Todoro-Hargreaves, Adam Oxner

Capital Improvement Plan (CIP) Overview: Ms. Miller highlighted how the DDA can be most impactful with its capital projects when they are aimed in support of the City's goals of Carbon Neutrality by 2030, Vision Zero and Equitable Accessibility, and Affordable Housing Construction. Ms. Gosselin gave a presentation on the CIP process, noting that municipalities must produce a CIP, and since 2013 the DDA and the Housing Commission are mandated by city ordinance to include their projects in the CIP. To do this, it is important that the DDA make project decisions prior by September/October to ensure they are included. She highlighted three key infrastructure elements-water mains, sanitary mains, and storm mains and stated that, of the three, water mains and storm water capacity offered the most opportunity for DDA support, followed by sanitary.

Ms. Miller presented information on the City's transportation goals, including Vision Zero, changing mobility trends, and how infrastructure investments can help support safe access. Ms. Miller also shared Ann Arbor climate change statistics and how infrastructure projects can help meet the City's Carbon Neutrality goals. Ms. Miller then presented information from Jennifer Hall/A2Housing Commission about how the DDA could be most helpful supporting the construction of new downtown affordable housing; i.e. installing utilities and streetscape, etc., as this would help A2HC Tax Credit applications be more competitive.

DDA CIP Projects 2020-2021: Ms. Miller said that the State Street project approved by the DDA in 2017 to widen the westside sidewalk on the 300 block of S. State St. in coordination with a planned City street resurfacing project was estimated to cost \$900K. In 2018 the State Street District said there wasn't consensus neighborhood support to widen this sidewalk, but instead there was interest to pursue other neighborhood improvements and they requested the opportunity to engage with the public to define the project scope; this request had been supported by the CIC. Ms. Miller said that given this broader direction, staff recommended increasing the State Street budget to \$3M. Ms. Miller also recommended that the DDA combine its State Street project in its next round of People-Friendly Streets Projects to allow for better planning coordination and engagement. She recommended establishing a total project budget of \$10M, the additional \$7M to provide parameters for the next round of infrastructure and mobility improvements made with People Friendly Street Phase 2 projects. Ms. Pollay noted that \$2M

had already been budgeted for FY 20 & 21 to begin work on People-Friendly Streets Phase 2, in addition to the \$900K budgeted for State Street. Ms. Miller reported that the City will proceed with their portion of the State Street project with or without the DDA partnership.

There was robust discussion regarding the change in scope and budget for the State Street project and the next round of People Friendly Streets. Questions were asked and answered. A concern was expressed about expending funds on these projects, and there were many concerns expressed about the DDA not committing to getting the projects started. It was noted that the DDA will have future approval opportunities before these projects are constructed, thus little risk and much benefit from moving forward. In the end there was committee consensus to bring a resolution to the Board.

Project Updates:

William Street Bikeway: Ms. Thomson thanked everyone involved in the Bikeway opening celebration. She shared event photos, as well as an image of a bus ad which is part of the DDA's efforts on bicycle education and outreach. The City was thanked for its assistance with snow removal and parking enforcement. Ms. Rolla reported that due to the delay caused by last week's snowstorm, temporary stripping will be completed this week between Main and First and permanent stripping will be done in the spring.

Huron: The pavers and trees for the north side of Huron between Division and 5<sup>th</sup> will be placed in the spring. The trees for the south side, east of Main will be planted next week and light poles will be installed during non-commuting hours after Thanksgiving with temporary lane closures. Staff is waiting for a response from DTE regarding turning on the electricity for the light poles east of Main; Mr. Lazarus offered his assistance with DTE. Staff has requested the contractor install temporary lighting.

Public comment: None.

The next Capital Improvements Committee meeting is scheduled for December 18 at 11 am.

The meeting adjourned at 12:45 pm.

Respectfully submitted,  
Susan Pollay, Executive Director

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY**  
**Executive Committee Meeting**  
**Wednesday November 6, 2019**

Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104  
Time: 11:00 a.m.  
Present: Tyler Kinley, Marie Klopf, Darren McKinnon, Keith Orr, Susan Pollay  
Absent: Jessica A.S. Letaw  
Others: Adam Oxner, Bob Guenzel, Phil Weiss, Jada Hahlbrock

Committee actions and discussions

Agenda Review. The Committee reviewed the November monthly meeting agenda. Ms. Hahlbrock said that a FOIA appeal had been received and would be presented to the Board for its consideration. Resolutions coming from committee were reviewed. Ms. Pollay said that two new DDA board members had been appointed and would be in attendance, and she noted that per DDA custom there were resolutions of thanks for outgoing DDA members Mouat and Lowenstein.

DDA Retreat. Ms. Pollay noted that staff were working to develop an agenda for a board retreat this spring to talk about DDA project priorities. She asked Committee members to provide their availabilities in February and March so a retreat date could be set.

There being no other business, the meeting adjourned at 11:45 a.m.  
Susan Pollay, Executive Director