

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES
December 2, 2009

Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104
Time: DDA Chair John Splitt called the meeting to order at 12:01 p.m.

1. ROLL CALL

Present: Newcombe Clark, Russ Collins, Leah Gunn, Jennifer Hall, Joan Lowenstein, Keith Orr, Sandi Smith, John Splitt

Absent: Gary Boren, Roger Hewitt, John Hieftje, John Mouat

Staff Present: Susan Pollay, Executive Director
Joe Morehouse, Deputy Director
Joan Lyke, Management Assistant
Amber Miller, Intern

Audience: Peter Allen, Peter Allen & Associates
Dave Askins, Ann Arbor Chronicle
Ray Detter, Downtown Area Citizens Advisory Council
Judy Foy, Foy Communications
Adrian Iraola, Park Avenue Consultants
Mark Lyons, Republic Parking
Brad Mikus, Citizen
Nancy Shore, getDowntown Program

2. AUDIENCE PARTICIPATION

Ms. Thomson thanked the DDA for its window display grants to the downtown associations. She said that in the MSAA area 30 retailers participated, and several businesses reported strong sales from window displays. There were 1,200 contest votes, thus creating a valuable email list for use with future promotions. She said that she hoped the DDA will offer this grant again next year.

Mr. Boren, Mr. Hewitt and Mr. Hieftje Enter

3. REPORTS FROM CITY BOARDS AND COMMISSIONS

Downtown Area Citizens Advisory Council: Mr. Detter reported the CAC had its annual dinner party and discussed areas of interest for 2010, including: continuing the CAC commitment to downtown residential density; supporting existing housing (e.g. Courthouse Square Apartments) and the near downtown neighborhoods. They support the A2D2 zoning and prefer that a mandatory design review board be established. They will follow the City process for the Library Lot site closely. He said the CAC has worked on the Downtown Historical Street Exhibit Program for over 20 years, and said without the DDA's early grant the project might not have happened.

4. STATUS OF TASKFORCE EFFORTS WITH DDA MEMBERSHIP

A2D2 Steering Committee: Mr. Hewitt announced the A2D2 Zoning was approved by City Council. The plan did not include DDA recommendations sent to the City in April and June. He said that he was personally disappointed as he believes the City missed an opportunity to increase downtown residential density and revenues at a very crucial time. The A2D2 Steering Committee will continue to focus on Design Guidelines in the next phase of its work.

Mutually Beneficial Committee: Ms. Smith said there is nothing to report.

Library Lot Advisory Committee: Mr. Splitt said that the City received 6 proposals and project information is available on the City website. Advisory Committee members are: City Council: Stephen Rapundalo & Margie Teall; Planning Commissioner: Eric Mahler; DDA: John Splitt; Parks Advisory Commission: Sam Offen; Staff: Roger Fraser, Matt Kulhanek, Jayne Miller and Susan Pollay. The first meeting of the Committee will take place December 4, 11AM, City Hall.

5. MINUTES

Ms. Gunn moved and Mr. Boren seconded approval of the November 4 DDA meeting minutes.

A vote on the motion to approve the minutes showed:

AYES: Boren, Collins, Gunn, Hall, Hewitt, Hieftje, Lowenstein, Orr, Smith, Splitt

NAYS: None

Absent: Mouat

Abstain: Clark

The motion carried.

6. CAPITAL IMPROVEMENTS COMMITTEE
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South 5th Avenue Structure: Mr. Splitt reported that earth retention work is expected to start in early January, and several tons of steel beams are already on site for this purpose. Utility work by DTE and AT & T continues, including the design of relocated conduits and transformers. The Construction Manager contract is under review by the DDA and Christman attorneys. Ms. Gunn moved and Mr. Collins seconded the following resolution:

RESOLUTION TO AUTHORIZE DDA EXECUTIVE DIRECTOR TO NEGOTIATE EASEMENTS TO ASSIST THE S. FIFTH AVENUE UNDERGROUND PARKING STRUCTURE PROJECT

Whereas, The DDA is moving forward with its S. Fifth Avenue Underground Parking Structure project, which involves the installation of new water mains and the relocation of electrical transformers and electric and communication lines, as well as installation of fencing and shoring tiebacks;

Whereas, Temporary and permanent easements are needed for this work, and involve coordination and approvals from DTE and private property owners;

Whereas, The DDA Executive Director has been working with DDA consultants and City staff to determine which easements are needed and is providing regular reports on progress toward securing easements to the DDA Capital Improvements Committee as part of planning efforts for the parking structure project;

Whereas, DDA resources will be used to secure these easements, including building rentals, installation of replacement sidewalks, driveways and landscaping, and assistance with storm water management.

RESOLVED, The DDA Executive Committee authorizes the DDA Executive Director to commit DDA resources as necessary to secure temporary and permanent easements as part of the S. Fifth Avenue Underground Parking Structure Project.

Mr. Hewitt said the arrangements could address sidewalk repairs or replacing landscaping that was damaged as a result of the construction. Mr. Clark proposed an amendment that was accepted as friendly to change ~~Executive Committee~~ to the DDA in the Resolved paragraph.

A vote on the motion to approve the resolution as amended showed:

AYES: Boren, Clark, Collins, Gunn, Hewitt, Hieftje, Lowenstein, Orr, Smith, Splitt

NAYS: Hall

Absent: Mouat

The motion carried.

Fifth & Division: Mr. Splitt reported that the Division Street water main installation will be completed by December 18, and sidewalk construction will be completed for the year by December 11.

Wayfinding: Mr. Splitt said the only remaining signs to be installed are the "You are Here," maps which should be delivered by the end of the year.

7. PARTNERSHIPS COMMITTEE

Energy Saving Grant Program: Ms. Smith said that 43 grants were approved in FY 2008/9; and to-date, 36 buildings or businesses had had energy audits; 11 are still deciding whether to pursue recommended improvements, 17 elected to pursue improvements and 8 completed Phase II. For FY 2008/09, costs to the DDA were \$103,000 for energy audits and \$32,800 for Phase II improvements. Ms. Smith said that 50 applications were approved in FY 2009/10 and it has been estimated that energy audits will cost approximately \$123,000.

Near North Request for DDA Grant: Mr. Collins said the Committee reviewed information from Avalon for the project, and will continue its discussion at its next meeting.

Arts Alliance Request: Ms. Smith said Ms. Tamara Real of the Arts Alliance met with the committee to answer questions, and the committee authorized the DDA Executive Director to provide a \$10,000 grant to this project, as it will provide benefit to downtown arts & cultural organizations. The committee will consider the balance of the Alliance request in future discussions about the appropriate role for the DDA regarding arts/culture in the downtown.

DDA annual retreat: Mr. Collins announced the committee will begin to plan a retreat early next year. Details will be provided as they become available.

Tour of new municipal center: Ms. Smith invited all interested DDA Board members to take a hard-hat tour of the new City Municipal Building on Wednesday, December 9 at 3:30 PM.

Updates: Mr. Collins said Ms. Bonnie Bona, Planning Commissioner, reported on the items to be discussed by the Commission & City Council that will impact the downtown including Design Guidelines, R4C/R2A taskforce, Floodplain/Floodway ordinance and Parks Open Space Plan.

8. TRANSPORTATION COMMITTEE

Pedestrian counts/satisfaction: Ms. Hall said the committee continued to discuss its matrix developed at previous meetings and will prioritize items at its next session.

Transportation (Parking) Demand Management: Ms. Hall said that the goals of TDM are 1) to encourage greater use of sustainable transportation and 2) to gain even greater efficiency from the parking system by spreading demand with a more varied price structure. Ms. Hall said that the DDA

Transportation and Operations Committees will hold joint meetings to formulate the next TDM action steps which will include creating more alternative transportation options, providing patrons with more information about their parking use, and using pricing as a tool to provide more parking choices. Joint sessions will use the last 30 minutes of the Transportation Committee meeting and the first 30 minutes of the Operations Committee meeting.

GetDowntown: Ms. Hall announced the getDowntown office moved to its temporary office sublet at 518 E. Washington Street.

9. OPERATIONS COMMITTEE

Audit: Mr. Hewitt reported Abraham & Gaffney gave the DDA a clean audit and found no misstatements or issues to be addressed. **The Audit Report was moved by Mr. Collins, seconded by Ms. Gunn and unanimously approved.**

Parking Revenues: Mr. Hewitt said that parking revenues continue to show increases against last year, both in total revenues and in number of patrons.

Proposed Parking Fine Increases: Mr. Hewitt announced the committee discussed the proposal presented by City staff at a recent Council work session, and the committee had feedback to provide if there was interest on the part of the City. Ms. Smith and Mr. Hieftje were asked how the DDA could dialogue with City Council about this; it was recommended that DDA staff invite interested City Council members to join the Operations Committee at its next meeting.

10. OTHER DDA BUSINESS MATTERS

DDA Board Chair Report: Mr. Splitt reported the Executive Committee is working on revisions to the DDA's Bylaws and plans to bring the document to the January DDA meeting. The DDA voted to approve changes in 2007 but City Council never took action to support the changes. Most of the recommended changes will be put forward again with a few additional changes. A draft of the proposed changes will be sent to Board Members prior to the meeting.

11. OTHER AUDIENCE PARTICIPATION

Ms. Shore said that getDowntown is getting settled in its new office. She thanked Mr. Clark for helping them locate their new space, and she also thanked Eli Cooper and Ms. Pollay for helping them with the move.

Mr. Allen invited the Board to presentations by his graduate students with ideas to redevelop the Library Lot on Monday, December 14, 7PM at the U/M Ross School of Business.

12. ADJOURNMENT

Mr. Hewitt moved and Ms. Gunn seconded adjournment of the meeting at 12:44 PM.

Respectfully submitted,
Susan Pollay, Executive Director