Minutes
Downtown Development Authority Board Meeting
Thursday, January 11, 1996

Place: Fourth Floor Conference Room, 100 N. Fifth Avenue, Guy C. Lareom, Jr.
Municipal Building (City Hall) Ann Arbor, Michigan 48107.

Time: The Chair, Leah Gunn called the meeting to order at 5:05 P.M.

1. Roll Call

Members Present: Neal Berlin, David Fritz, Robert Gates, Robert Gillett, Leah Gunn, Maria
Harshe, Karl Pohrt, Deanna Relyea, Edward Shaffran, Lorri Sipes.

Members Absent: Dave DeVarti, Paul Ungrodt.

Audience Participation: Jean Carlberg, City Councilmember; Ray Detter, DDA Citizens Advisory
Council; Jerold Lax, DDA Attorney.

2. Approval of Minutes - November 9, 1995

Mr. Fritz made a motion and Ms. Sipes supported that the DDA Board Meeting Minutes
dated November 9, 1995, be accepted.

A vote on the motion showed:


NAYS: None.

Absent: DeVarti, Gillett, Ungrodt.

The motion carried.
3. **Audience Participation**

**Warming Center Pilot Project**

Jean Carlberg, a City Councilmember, made a presentation to the Board regarding a warming center pilot project for homeless adults during very cold winter nights. She stated that it would include a study that will identify who the homeless population is in the City. The estimated cost of the project is $30,000. Funds are being sought from the University of Michigan, Washtenaw County Mental Health Agency, and the DDA. The City is requesting a $10,000.00 contribution from the DDA. Ms. Carlberg also presented a resolution to approve concept of a warming center. A draft copy of the estimated costs, proposed rules and guidelines, and the resolution were included in the Board package.

The Chair referred the request to the Housing Committee, and asked that they make a recommendation at the February 1996, DDA Board meeting.

Mr. Gillett entered the meeting.

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4. **DDA Citizens Advisory Council**

Ray Detter presented the following report:

**The Courthouse Square Apartments**

Work has begun on rehabilitation of the Ann Arbor Inn for senior citizen housing. Last week members of the Citizen Council reviewed the plans which were approved by the Building Department. We came away disappointed that the canopy and pillars will remain in front of the building. But we were pleased that a large solarium for tenants and guests will be provided on the tenth floor. The lobbies on the first and second floors will remain, as will the large ballroom on the second floor. A resident's lounge or lobby has been added to the first floor. These spaces could be used for public and building activities, as well as providing dining facilities, but there are no specific plans as yet on details for their use. A reception desk will be retained on the first floor, and the entry to the parking structure will be closed off for security. Large areas for retail space have been retained, but specific plans for their use have not been worked out. Basement storage lockers and a second floor laundry room have been added for tenants. Except for management offices, and a few remaining areas marked Library, Beauty Salon, etc., the rest of the building will be devoted to low income housing units.

Citizens Council members were cautiously pleased with the possibilities. We plan to work as closely as possible with First Centrum, as well as the Ann Arbor Housing Bureau for Seniors (Carolyn Hastings), to make sure this building has a positive impact upon the
downtown community, while inviting loyal permanency among its residents through the quality, comfort, security, convenience and aesthetic appeal of the housing it offers.

Development of Housing on Public and Private Lands at Main and Packard

On November 30th, DDA Chair, Leah Gunn, DDA Housing Committee Chair, David DeVarti, Joan Blos from the Citizens Council, and myself, met with Councilmembers Tobi Hanna-Davies, Jean Carlberg and Jane Lumm, and Planning Director, Karen Hart, to discuss with developer Steve Kaplan his emerging plans to construct at least twenty new $225-250,000 brick townhouses on the four lots which he owns, if they can be combined with the adjoining City-owned properties at Main and Packard. Steven Kaplan's objective in appearing before this group was to leave the concerns, expectations and requirements believed necessary for consideration if he were to purchase the City land or to work with the City in developing housing on the site. Steve Kaplan had already met with 5th Ward Councilmember Chris Koll whose ward includes those properties.

Everyone present at these meetings seemed to agree that of all City-owned sites, this particular location has the greatest potential for positive impact upon the future of downtown Main Street. The Citizen's Council hopes these exploratory discussions have served to open a dialogue favorable to the construction of housing on that site. For his part, Steve Kaplan is currently attempting to satisfactorily address the major three issues of density, "affordable" housing, and Request for Proposals vs. a city-developer cooperative approach, which were identified at these meetings. Further meetings are being scheduled with City departments and officials, and we hope the DDA will consider its possible role in encouraging the development of future housing on this site.

Downtown Historical Street Exhibit Program

Presentations of the project were made to Town and Gown Rotary and to the residents and business occupants of 101 North Main since your last meeting. The program was very well received by both groups and we are now very optimistic about fabricating and installing the Courthouse Square Exhibit by the fall of this year.

Downtown Loft Resident Parking Markers

Marlowe Bonner of the Citizens Council recently spoke with John Avendt, head of the Transportation Department to iron out details of our program to provide downtown loft residents with markers that will permit them to park briefly in commercial loading zones. We expect recommendations for amendments of City codes to be submitted to City Council in the near future.
Bicycles and Bicycle Racks

The Citizens Council asked me to urge you to do whatever possible to encourage the location of more convenient hoop-style bicycle racks in the DDA area. However, the consensus of our membership was that high-priced bicycle lockers would not be used, satisfied no identified need, and would not be a benefit to the downtown—in fact they were a waste of limited financial resources.

Michigan Statewide Preservation Conference

The Michigan Statewide Preservation Conference will be held in Ann Arbor in April. The Citizens Council will participate by helping organize and conduct a study and loft tour of the downtown as a part of the program. (Saturday, April 20, 2-4:30 P.M.)

Plan to Add Two New Dormitory-Type Apartments

Architect, Abe Kadushian and a representative from Campus Rentals presented a plan by developer John Stegeman to add two new dormitory-type apartment units, with five and six bedrooms each, rising four stories over a small alley between his two-story retail-residential building on the north side of South University between Washtenaw and Forest and Bill Martin's Bicycle Jim's building on the corner of Forest and S. U. The Citizens Council will support the project because of our commitment to additional downtown housing but with the proviso that some means be found to limit the number of students in each unit to one per bedroom.

New Business

Renewal of Contract with National Garages, Inc.

Ms. Relyea made a motion and Ms. Sipes supported that the DDA adopt the following resolution:

Resolution to Approve Contract with National Garages, Inc.

WHEREAS, National Garages, Inc., has performed satisfactorily according to the management agreement dated November 9, 1992; and

WHEREAS, this contract terminated November 30, 1995; and

WHEREAS, the contract has been verbal since that date,

THEREFORE BE IT RESOLVED, that the Ann Arbor Downtown Development Authority agrees to renew its contract with National Garages, Inc., for three (3) years from December 1, 1995 until November 30, 1998, for a management fee of $42,508.64 per year.
A vote on the motion showed:

**AYES:** Berlin, Fritz, Gates, Gillett, Gunn, Harshe, Relyea, Shaffran, Sipes.

**NAYS:** None.

**Absent:** DeVarti, Ungrodt.

The motion carried.

**Pedestrian Improvements Bond: Payment of Invoice**

Ms. Sipes made a motion and Mr. Fritz supported that the DDA adopt the following resolution:

**Resolution to Increase Operating Budget for Payment of Invoice Under Pedestrian Improvements Bond**

WHEREAS, the Pedestrian Improvements bond has been expended and there remains overhead/user fee charges; and

WHEREAS, the Downtown Development Authority has received an invoice for the sum of $26,766.09 due to the City of Ann Arbor General Fund/Engineering account per City Council mandate; and

WHEREAS, there remains sufficient funds in the Downtown Development Authority Operating Fund balance to pay the outstanding charges.

BE IT THEREFORE RESOLVED that the 1995-96 Downtown Development Authority Budget be increased by the sum of $26,766.09. The additional funds are to be appropriated from the Downtown Development Authority Operating Fund balance for payment to the City of Ann Arbor General Fund of the invoice for engineering services rendered for projects covered by the Pedestrian Improvements bonds.

A vote on the motion showed:

**AYES:** Berlin, Fritz, Gates, Gillett, Gunn, Harshe, Relyea, Shaffran, Sipes.

**NAYS:** None.

**Absent:** DeVarti, Ungrodt.

The motion carried.
6. **Financial Reports**

Ms. Sipes made a motion and Mr. Fritz supported that the Financial Reports for December 30, 1995, and December 31, 1995 (distributed at the meeting) be approved.

A vote on the motion showed:

**AYES:** Berlin, Fritz, Gates, Gillett, Gunn, Harshe, Relyea, Shaffran, Sipes.

**NAYS:** None.

**Absent:** DeVarti, Ungrodt.

The motion carried.

7. **Subcommittee Reports**

**Parking Subcommittee**

Karl Pohrt reported. He referred Board members to the resolution in the Board package, and the written report in the 12/30/95 DDA Board package regarding National Garages' Employee Bonus. The Parking Committee met on 12/14/95, and they discussed the status of the parking study. Richard Nau of BRW, Inc., will submit a draft of the parking study on January 15, and will meet with the Parking Committee on January 24, 1996. Also, he met with Ellie Sarris of Main Street Association concerning the Fourth and William "Shoppers' zone". The Forest Street parking structure repairs have been completed.

Mr. Pohrt made a motion and Mr. Gillett supported that the DDA adopt the following resolution:

**Resolution Regarding Additional Payments to National Garages, Inc.**

WHEREAS, the Agreement between the DDA and National Garages, Inc., dated November 9, 1992, as amended, provides, in paragraph 4(b), that the DDA shall pay to National Garages, Inc., an additional amount equivalent to no more than three percent of net revenue at the conclusion of each 12 month period (December 1 to November 30) if their performance has been to the satisfaction of the DDA,

WHEREAS, National Garages, Inc., has performed satisfactorily during the 12 month period beginning December 1, 1994 and ending November 30, 1995,
BE IT NOW THEREFORE RESOLVED, that the DDA, Board authorizes an additional payment in December 1995 of $32,692.82 to National Garages, Inc., in accordance with the provisions of paragraph 4(b) of the above mentioned agreement.

A vote on the motion showed:


NAYS: None.

Absent: DeVarti, Ungrodt.

The motion carried.

Pedestrian Improvement Subcommittee

David Fritz reported that the Pedestrian Improvement Subcommittee met and discussed allocation of funds to the four area merchant associations. They are recommending that the following resolutions be adopted by the DDA. He stated that there will be a distribution of $40,000.00 - $10,000.00 allocated to each area association.

Resolution Awarding a Promotional Fund Grant to the Kerrytown Historic District Association

WHEREAS the Ann Arbor Downtown Development Authority Development Plan (1982) contains a component for the encouragement of retail businesses, and for maintaining the economic vitality of downtown; and

WHEREAS the parking reviews have become increasingly profitable.

THEREFORE BE IT RESOLVED that the Ann Arbor Downtown Development Authority award to the Kerrytown Historic District Association a grant for the promotion of parking in its area for the fiscal years 1995/96, 1996/97, and 1997/98, the amount coming from parking revenues; and

BE IT FURTHER RESOLVED that the Kerrytown Historic District Association submit invoices for goods and/or services to the Downtown Development Authority for the amount of the grant in 1995/96 and a description of its planned use for future years.
A vote on the motion showed:


NAYS: Gillett - oppose.

Absent: DeVarti, Ungrodt.

The motion carried.

Mr. Fritz made a motion and Ms. Sipes supported the following resolution:

Resolution Awarding a Promotional Fund Grant
to the Main Street Association

WHEREAS the Ann Arbor Downtown Development Authority Development Plan (1982) contains a component for the encouragement of retail businesses, and for maintaining the economic vitality of downtown; and

WHEREAS the parking revenues have become increasingly profitable.

THEREFORE BE IT RESOLVED that the Ann Arbor Downtown Development Authority award to the Main Street Association a grant for the promotion of parking in its area for the fiscal years 1995/96, 1996/97, 1997/98, the amount coming from parking revenues; and

BE IT FURTHER RESOLVED that the amount for 1995/96 shall be $10,000; and

BE IT FURTHER RESOLVED that the Main Street Association submit invoices for goods and/or services to the Downtown Development Authority for the amount of the grant in 1995/96 and a description of its planned use for future years.

A vote on the motion showed:


NAYS: Gillett - oppose.

Absent: DeVarti, Ungrodt.

The motion carried.

Mr. Fritz made a motion and Ms. Sipes supported the following resolution:
Resolution Awarding a Promotional Fund Grant
to the South University Association

WHEREAS the Ann Arbor Downtown Development Authority Plan (1982) contains a component for the encouragement of retail businesses, and for maintaining the economic vitality of downtown; and

WHEREAS the parking revenues have become increasingly profitable,

THEREFORE BE IT RESOLVED that the Ann Arbor Downtown Development Authority award to the South University Association a grant for the promotion of parking in its area for the fiscal years 1995/96, 1996/97, and 1997/98, the amount coming from parking revenues; and

BE IT FURTHER RESOLVED that the amount for 1995/96 shall be $10,000; and

BE IT FURTHER RESOLVED that the South University Association submit invoices for goods and/or services to the Downtown Development Authority for the amount of the grant in 1995/96 and a description of its planned use for future years.

A vote on the motion showed:


NAYS: Gillett - oppose.

Absent: DeVarti, Ungrodt.

The motion carried.

Mr. Fritz made a motion and Ms. Sipes supported the following resolution:

Resolution Awarding a Promotional Fund Grant
to the State Street Association

WHEREAS the Ann Arbor Downtown Development Authority Plan (1982) contains a component for the encouragement of retail businesses, and for maintaining the economic vitality of downtown; and

WHEREAS the parking revenues have become increasingly profitable,

THEREFORE BE IT RESOLVED that the Ann Arbor Downtown Development Authority award to the State Street Association a grant for the promotion of parking in its area for the fiscal years 1995/96, 1996/97, and 1997/98, the amount coming from parking revenues; and

BE IT FURTHER RESOLVED that the amount for 1995/96, shall be $10,000; and
BE IT FURTHER RESOLVED that the State Street Association submit invoices for goods and/or services to the Downtown Development Authority for the amount of the grant in 1995/96 and a description of its planned use for future years.

A vote on the motion showed:


NAYS: Gillett - oppose.

Absent: DeVarti, Ungrodt.

The motion carried.

Public Relations Task Force

Karl Pohrt distributed a revised copy of the resolution from the Public Relations Task Force for a walking map in the downtown. He stated that the task force is recommending that $10,000 be allocated from the budget of the Public Relations Task Force to be used for the map.

There was discussion regarding the resolution. The DDA Attorney, and Board members recommended that the language in the resolution be modified, and the funds should be allocated by the four area associations from the $40,000 allocation to them by the DDA.

Mr. Pohrt made a motion and Mr. Fritz supported that the resolution be tabled until the February 1996, DDA Board meeting.

8. Other DDA Business

Job Description for a DDA Coordinator

The Chair stated that a task force has been implemented to develop a job description for a DDA Coordinator. Task Force members are Deanna Relyea, Paul Ungrodt, Lorri Sipes, Leah Gunn, and Winifred Northcross. She explained that it is the Board's responsibility to hire a DDA coordinator. Mr. Detter added that the Citizens Council should provide input also.
Annual Parking Allocation - First Centrum

Mr. Gillett made a motion and Ms. Sipes supported that the Resolution to renew First Centrum Parking Allocation Annually (page 59 of the Board package) be referred to the Parking Subcommittee for their review and recommendation.

A vote on the motion showed:

NAYS: None.
Absent: DeVarti, Ungrodt.

The motion carried.

8. University Grand Opening Celebration

Mr. Harshe stated that the South University merchants would like to have a grand opening celebration of the Forest Street parking structure, and would like DDA assistance.

The Chair referred the request to the Parking Subcommittee for their recommendation.

9. Adjournment

Mr. Gillett made a motion, and Ms. Sipes supported that the meeting adjourn. A vote on the motion showed:

NAYS: None.
Absent: DeVarti, Ungrodt.

The motion carried.

There being no further business, the meeting adjourned at 6:28 P.M.

Respectfully submitted by,

Leah Gunn, Chair