1. ROLL CALL

Present: Bob Guenzel, Roger Hewitt, Joan Lowenstein, Al McWilliams, John Mouat, Keith Orr, Rishi Narayan, Sandi Smith, John Splitt

Absent: Cyndi Clark, Steve Powers

Staff Present: Susan Pollay, Executive Director
Joseph Morehouse, Deputy Director
Amber Miller, Planning & Research Specialist
Jada Hahlbrock, Management Assistant

Audience: Art Low, Republic Parking
Ray Detter, Downtown Area CAC
Changming Fan
Ryan Gillies, Logan Restaurant
Mary Jo Callan, Washtenaw County OCED
Brett Lenart, Washtenaw County OCED
Kelley Rubelman, Peaceable Kingdom
Carol Lopez, Peaceable Kingdom
Maura Thomson, MSAA
Chip Smith, Westside Neighborhood Association
Alan Haber, Commons
Lauren Zinn
Elizabeth Hurwitz
Jan Davies McDermott, Davies House Inn
Judith Samonte

2. AUDIENCE PARTICIPATION

Alan Haber spoke in support of a community commons to be created on top of the Library Lane structure. He said that existing community strengths and qualities should be harnessed. Friendliness should not be outsourced.

Changming Fan said he supports the ambassador program but thinks local people should be employed as the ambassadors. Attention should be given to efficient communication between the volunteers and the community.
Lauren Zinn said the ambassador program sounds like a great idea but that local volunteers should be used. She said the Ann Arbor community has many kind, helpful people who would be great ambassadors.

Elizabeth Herwitz asked the DDA Board to provide more data and information on existing problems and how an ambassador program would solve them. She said cultural differences between Ann Arbor and other cities with ambassador programs need to be considered.

3. REPORTS FROM CITY BOARDS AND COMMISSIONS

**Downtown Area Citizens Advisory Council.** Mr. Detter said that after the CAC meeting many CAC members spoke at the City Planning Commission meeting. CAC members urged the Commission to always remember context when making zoning decisions. Properties at 336 East Ann should have a 10 foot setback, and properties on the north side of E. Huron should have a maximum height of 130 feet as well as a 25 foot separation from Sloan Plaza.

4. COMMUNICATIONS FROM DDA MEMBERS

None.

5. EXECUTIVE DIRECTOR REPORT

Ms. Pollay gave an update on snow removal. She said that despite frigid temperatures Republic Parking staff had been working around the clock to plow and shovel snow from the lots and the garage rooftops, as well as the sidewalks around the parking facilities. Ms. Pollay also reported that the Main Street BIZ contractor had begun hauling snow out of downtown at night.

Ms. Pollay thanked all of the DDA board members who made time to attend the DDA retreat. Many projects were discussed and the Board did a great job working together to distill a potential project list. It had been a busy month for DDA board members, with many meetings, and their commitment of time as volunteers is much appreciated.

6. APPROVAL OF MINUTES

Ms. Lowenstein moved and Mr. Hewitt supported approval of the January 2015 DDA meeting minutes.

A vote on the minutes showed:

**AYES:** Guenzel, Hewitt, Lowenstein, Mc Williams, Mouat, Narayan, Orr, Smith, Splitt

**NAYS:** none

**ABSENT:** Clark, Powers

**ABSTAIN:** none

The motion carried.
**7. A. SUBCOMMITTEE REPORTS - OPERATIONS COMMITTEE**

**DDA/AAATA Board Summit.** Mr. Orr thanked the DDA and AAATA board members who took time to attend. Areas of discussion included the AAATA 5 year service plan, the area around the Blake Transit Center and a downtown circulator. Mr. Orr reported that a subcommittee of the two boards will be formed to meet regularly to discuss projects of shared interest. This initial list may include creating a 3-5 year vision for the 4th Ave and Blake Transit Center area incorporating the findings of the Street Framework Plan, a downtown circulator, and park & ride lots.

**Ambassadors Program.** Mr. Hewitt said that the DDA had received a great deal of public input regarding the proposed ambassador program, both electronically and in person. He said that this feedback is very helpful and the Operations Committee will take time to reflect on what they’ve heard and consider this input as part of committee discussion about the project.

**Downtown Street Design Manual (Street Framework Plan).** Mr. Mouat said that staff comment continues to be received. A draft of the final document should be ready in March.

**4th & William Project.** Mr. Splitt said that the construction bids came in on Tuesday, delayed one day because of the snow storm. Bids came in higher than expected, and project engineers will review the bids and meet with the low bidder before providing an update at the February Operations Committee meeting. No resolution will be introduced today.

The next Operations Committee meeting will be on February 25th at 11:00 am.

---

**7. B. SUBCOMMITTEE REPORTS- PARTNERSHIPS/ ECONOMIC DEVELOPMENT COMMITTEE**

**Housing Affordability and Economic Equity Report.** Ms. Lowenstein moved and Mr. Guenzel supported the following resolution.

**RESOLUTION OF SUPPORT FOR THE FINDINGS OF THE WASHTENAW COUNTY WASHTENAW COUNTY HOUSING AFFORDABILITY AND ECONOMIC EQUITY REPORT**

Whereas, In support of its mission to encourage private investment and strengthen the downtown, the DDA Board created a DDA Housing Fund in 1997 to support the DDA goal to encourage downtown residential development at a variety of income levels, and more than $3 million in grants has since been provided from this fund;

Whereas, In June 2014 the DDA provided a grant to the Washtenaw County Office of Community and Economic Development for a Washtenaw County Housing Affordability and Economic Equity Report;
Whereas, This report was completed in January 2015, and includes numerical targets, budget needs, and policy suggestions related to affordable housing in Washtenaw County, including work force housing needs;

Whereas, The DDA Partnerships Committee has reviewed the findings of this report in detail, and urge the DDA to pursue recommendations within its purview, including targeted grants to encourage the construction of new affordable units in and near downtown, as well as support for strengthening transit connections between downtown Ann Arbor and Ypsilanti;

Whereas, The DDA Partnerships Committee also recommend that the DDA, as a sponsor of this study, take as its first step a board resolution of support for the Washtenaw County Housing Affordability and Economic Equity Report to demonstrate the DDA’s commitment to helping the City accomplish the goal to create 2,800 new affordable housing units within the next twenty years.

RESOLVED, The DDA approves this resolution of support for the Washtenaw County Housing Affordability and Economic Equity Report, including a DDA commitment to helping the City accomplish the goal to create 2,800 new affordable housing units within the next twenty years.

Ms. Lowenstein said that the committee continued their review of the report and spoke with County staff about next steps and ways in which the DDA could be supportive. She said the Partnerships Committee supported bringing a resolution to the full board to affirm DDA continuing support of affordable housing and the goals outlined in the report.

A vote on the resolution showed:
AYES: Guenzel, Hewitt, Lowenstein, McWilliams, Mouat, Narayan, Orr, Smith, Splitt
NAYS: none
ABSENT: Clark, Powers
The motion carried.
February 4, 2015

The next Partnerships & Economic Development Committee meeting will be on February 11th at 11:00 am.

7. C. SUBCOMMITTEE REPORTS - FINANCE COMMITTEE
FY15 2nd Quarter Financials. Reports were reviewed and questions answered.

Budget Preparation Process, Mr. Narayan reported that the Committee expects to complete work on a recommended budget at their next meeting, and will distribute it to the Board for
review prior to a vote at the March DDA meeting. He said that as a result of discussions at the
retreat, an amount would be shown for sidewalk repairs, water mains, and conduit. Ms. Smith
asked that the amount transferred to Housing be increased to $300,000.

Post-retreat, Mr. Narayan said that financial scenarios had been developed by staff that
demonstrated the financial feasibility of taking on the projects selected at the retreat but only if
the window of time during which these projects are taken on is expanded beyond five years.
The Finance Committee gave feedback to staff on how to convey the various scenarios at a
follow up retreat session to help the full board determine a recommended schedule for
implementation.

The next Finance Committee meeting will be February 24th at 8:30 am.

7. D. SUBCOMMITTEE REPORTS - COMMUNICATION COMMITTEE

Draft Communication Plan. Ms. Lowenstein said that work was postponed. Instead the time was
used to discuss ways the DDA could communicate its support for, and role in, enhancing and
growing the regional transit system.

The next Communication Committee meeting will be February 11th at 12:30 p.m.

7. E. SUBCOMMITTEE REPORTS – EXECUTIVE COMMITTEE

Committee had nothing to report.

The next Executive Committee meeting will be March 4th at 11:00 am.

8. NEW BUSINESS

Thanking Russ Collins. Mr. Hewitt said that Mr. Collins had recently stepped down off the DDA
board due to other commitments. He moved and Mr. Narayan supported the following
resolution.

Resolution Thanking Russ Collins

Whereas, Russ Collins has contributed a tremendous amount of dedication, time, and energy to
the Ann Arbor Downtown Development Authority since joining the board in 2005;

Whereas, Russ Collins brought great intelligence, creative thinking, and a much-appreciated
sprinkling of wit to the discussion of important DDA projects, as well as a firm commitment to
the values and mission of the DDA;
Whereas, Russ Collins gifted the DDA and public with an invaluable insight emphasizing the important elements that are part of an authentically urban environment, which are distinct from those things that are desired in suburbia;

Whereas, Russ Collins also conveyed the importance of downtown cultural institutions and their significant impact on the special quality and attractiveness of the downtown;

Whereas, Russ Collins’ passionate love for downtown Ann Arbor 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 Russ Collins 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.

Mr. Hewitt read the resolution out loud. Mr. Narayan suggested that in Mr. Collins’ honor, the resolution be tabled for a thorough discussion at a retreat. All laughed, and then all expressed support for the resolution.

A vote on the resolution showed:

AYES: Guenzel, Hewitt, Lowenstein, McWilliams, Mouat, Narayan, Orr, Smith, Splitt
NAYS: none
ABSENT: Clark, Powers
The motion carried.
February 4, 2015

9. OTHER AUDIENCE PARTICIPATION

Jan Davies McDermott said that Ann Arbor already has successful volunteer ambassador programs in place, noting that programs run by UM, the Chamber of Commerce and the CVB welcome and assist visitors and newcomers to Ann Arbor. She said increased coordination between these programs makes more sense than creating another new ambassador program.

Ryan Gillis shared an experience he had with an ambassador program in another city in which he was harassed due to the content of a private conversation overhead by an ambassador. He warned against similar free speech violations happening here in Ann Arbor.

Changming Fan thanked those who spoke in opposition to the ambassador program, but said he supports it. He said the program will help facilitate social, mobile and local advances in Ann Arbor.
Carol Lopez said that the board should listen to the people on the street, who are often more concerned with parking rates than other issues. An ambassador program should use local people and not bring in a faith based company from outside the community.

10. **ADJOURNMENT**

There being no other business, Mr. Guenzel moved and Mr. Hewitt supported a motion to adjourn. Mr. Mouat declared the meeting adjourned at 1:13 pm.

Respectfully submitted,
Susan Pollay, Executive Director