ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES  
Wednesday, March 5, 2014

Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104  
Time: Mr. Mouat called the meeting to order at 12:04 p.m.

1. ROLL CALL

Present: Russ Collins, Bob Guenzel, Roger Hewitt, Al McWilliams, John Mouat, Rishi Narayan,  
Keith Orr, Steve Powers, John Splitt

Absent: Cyndi Clark, Joan Lowenstein, Sandi Smith

Staff Present: Susan Pollay, Executive Director  
Joseph Morehouse, Deputy Director  
Jada Hahlbrock, Management Assistant

Audience: Art Low, Republic Parking  
Dave Askins, Ann Arbor Chronicle  
Nancy Shore, getDowntown  
Ray Detter, Downtown Area CAC  
Martha Valadez, P4T  
Edward Vielmetti, Damn Arbor  
Ryan Stanton, Ann Arbor News  
Dan Mooney, Edge Design Assoc.  
Chang Ming Fan, Tini Lite World

2. AUDIENCE PARTICIPATION

Martha Valadez, Partners for Transit, handed out materials and reminded the board about the May 6th millage vote to provide funding for expanded transit service. She said that many groups are working to spread the word about the vote and the benefits of additional transit.

3. REPORTS FROM CITY BOARDS AND COMMISSIONS

Downtown Area Citizens Advisory Council. Mr. Detter said that the CAC meeting had been devoted to a discussion of a recently filed lawsuit challenging the 2001 City of Ann Arbor’s footing drain disconnect ordinance which requires property owners to disconnect their footing drains from the sanitary system with the goal of reducing overflows and backups. The lawsuit claims the ordinance violates the prohibition against taking private property. If the lawsuit is successful, it would have an immediate impact on downtown development. CAC members affirmed their support for the May 6th AAATA millage, public art and age diversity in downtown. The CAC also supports the creation of a public plaza and walkways to Liberty Plaza as a part of a plan for a tax-producing, private development on the Library Lot. Mr. Detter said that a future private development should be encouraged to work cooperatively to integrate with, and complement, the adjoining plaza, the Library, the AAATA, and nearby public and private spaces.
4. COMMUNICATIONS FROM DDA MEMBERS

Mr. Hewitt gave an update on the Connector Study saying that this is the technical phase of the study and findings will be shared publicly this spring.

5. APPROVAL OF MINUTES

Mr. Powers moved and Mr. Hewitt supported approval of the February 2014 DDA meeting minutes.

A vote on the motion showed:
AYES:  Collins, Guenzel, Hewitt, Mc Williams, Mouat, Narayan, Orr, Powers, Splitt
NAYS: none
ABSENT: Clark, Lowenstein, Smith
The motion carried.

6. A. OPERATIONS COMMITTEE

Republic Parking. Mr. Hewitt moved and Mr. Guenzel supported the following resolution:

RESOLUTION TO APPROVE A 2013 YEAR-END MANAGEMENT FEE FOR REPUBLIC PARKING FOR MANAGEMENT OF DDA PARKING FACILITIES

Whereas, The DDA entered into a contract with Republic Parking Systems (RPS) beginning February 1, 2007 for management of the DDA’s parking system;

Whereas, According to this contract, RPS’s $200,000 management fees are to be paid in two parts; the first $150,000 is paid on a monthly basis with the remaining amount to be paid at the year-end as a management incentive based on quantifiable criteria;

Whereas, After reviewing RPS’s performance, and in acknowledgement of their exceptional efforts this year, the Operations Committee recommends that the DDA provide RPS with their full $50,000 year-end management incentive;

RESOLVED, The DDA authorizes a 2013 year-end management incentive of $50,000 for Republic Parking Systems.

Mr. Hewitt said that DDA staff and Operations Committee members reviewed performance data and this year Republic Parking excelled in all areas. Mr. Hewitt personally lent his praise for their quality work and innovation.

A vote on the motion showed:
AYES:  Collins, Guenzel, Hewitt, Mc Williams, Mouat, Narayan, Orr, Powers, Splitt
NAYS: none
ABSENT: Clark, Lowenstein, Smith
The resolution passed.

FY 2015 DDA Budget. Mr. Hewitt moved and Mr. Splitt supported the following resolution:

RESOLUTION TO PUT FORWARD THE DDA BUDGET FOR FISCAL YEAR 2015

Whereas, The DDA has developed a Ten-Year Financial Plan, including projected income and expenses for debt service, capital improvements projects and parking operations;

Whereas, The DDA Operations Committee has developed a 2015 fiscal year budget for the DDA based on the DDA’s most recent Ten-Year Plan;

Whereas, The Operations Committee recommends approval of this DDA budget by the DDA;

RESOLVED, The DDA accepts the recommendation of its Operations Committee and puts this budget forward to the City for approval.

Mr. Hewitt said that committee members reviewed and provided feedback on a draft budget at the committee meeting, and input from the discussion at the retreat had also been incorporated. Mr. Hewitt reviewed the draft budget and answered questions. Mr. Guenzel proposed an amendment to transfer $100,000 more into the Housing Fund, which would reduce the anticipated end of year fund balance, saying that it would enable the board to better assist with leveraging dollars if needed. Mr. Powers seconded.

A vote on the amendment to the proposed budget showed:
AYES: Collins, Guenzel, Hewitt, Mc Williams, Mouat, Narayan, Orr, Powers, Splitt
NAYS: none
ABSENT: Clark, Lowenstein, Smith
The amendment passed.

Mr. Guenzel asked for clarification as to when the recently adopted changes to the DDA ordinance, specifically the mandated $300,000 transfer to the DDA’s Housing fund, would begin. Mr. Morehouse said that the ordinance mandated this change beginning in Tax Year 2016, which would be reflected in the FY 2017 budget.

A vote on putting forward the budget as amended to the City showed:
AYES: Collins, Guenzel, Hewitt, Mc Williams, Mouat, Narayan, Orr, Powers, Splitt
NAYS: none
ABSENT: Clark, Lowenstein, Smith
The resolution as amended passed.
Transportation Support. Mr. Orr moved and Mr. Hewitt supported the following resolution:

RESOLUTION TO CONTINUE SUPPORT AND ENHANCEMENT OF TRANSPORTATION PROJECTS, FACILITIES AND PROGRAMS

Whereas, The getDowntown program began in 1999 and remains an active successful partnership between the Ann Arbor DDA, AATA and the City of Ann Arbor to provide transportation assistance to downtown employers, including the distribution of the DDA’s go!Pass;

Whereas, The Ann Arbor DDA has provided substantial funding for go!Passes and the getDowntown Program since 2001, and the number of downtown employers and employees participating in these programs has grown each year;

Whereas, Ann Arbor DDA approved more than $610,000 in funding in FY 2014, which included funding for enhanced service on routes that serve downtown employees, in support of downtown prosperity and new business attraction, and as a way of discouraging traffic congestion and the need to construct new public parking structures;

Whereas, AAATA has proposed a new transit millage that would provide the necessary funding to support a five year service plan and if approved, the Ann Arbor DDA would capture a portion of the proceeds from this millage through its TIF;

Whereas, The Ann Arbor DDA has a keen interest in using these new millage funds for transportation-related purposes in support of the DDA’s Renewal Plan;

Whereas, These purposes may include and are not limited to such projects and programs as a future downtown circulator, repairs and enhancements to bus stops and bus shelters, the Connector, bicycle facilities including bicycle parking, and other transportation-related facilities and services;

RESOLVED, If the voters support approval of a new five-year transit millage, the DDA, which has been a long-time supporter of transit as a key strategy to meet its mission, will work to increase its support for transportation-related programs and projects.

Mr. Orr explained the motivation behind the resolution, including the intent to reaffirm the DDA’s commitment to supporting transportation-related projects and programs in support of the DDA’s Renewal Plan.

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

Correction of vote record requested at 4/2/14 meeting. Corrected version is as follows-

AYES: Collins, Guenzel, Hewitt, Mouat, Narayan, Orr, Powers, Splitt
NAYS: none
ABSENT: Clark, Lowenstein, Smith
ABSTAIN: McWilliams
The resolution passed.

4th & William stair/ elevator. Mr. Splitt said that representatives from Carl Walker Inc. and architect Carl Luckenbach presented preliminary design ideas for a new stair/elevator tower at 4th & William. The first floor interior may be modified to expand the pedestrian walkway, and if undertaken, the project would be constructed in phases so a functional stair and elevator would always be available to patrons. Other improvements to the structure are being explored, including a build out along Fourth Avenue and improving the façade. It is anticipated that a final schematic design/phasing report will be ready by late March.

getDowntown/ GoPass. Mr. Orr said Nancy Shore presented the FY 2015 funding request. Questions were asked, and additional details will be presented at the next committee meeting.

The next Operations Committee meeting will be March 26th at 11:00 am.

6. B. PARTNERSHIPS/ ECONOMIC DEVELOPMENT AND COMMUNICATIONS COMMITTEE

Ann Arbor Housing Commission. Mr. Guenzel said that Jennifer Hall, Ann Arbor Housing Commission, provided budget details in support of the AAHC request for an additional $600,000 grant for Baker Commons and Miller Manor. The committee asked questions about scope of work and timing of payments from DDA. The discussion will continue at the next Partnerships committee meeting.

Partnerships Grants. Mr. Guenzel said that Mike Martin spoke to the committee about the 120 W. Huron project and requested a DDA grant to support certain project elements that have a public benefit, for example streetscape and lighting work, LEED certification, and preservation of the historic bus station façade. It was decided to set aside this request to allow time for a committee discussion about whether the DDA should revive its DDA Partnership Grant program. Discussion about this will begin at the next committee meeting.
The next Partnerships/ Economic Development and Communications Committee meeting will take place on March 12th at 9 am.

7. OTHER DDA BUSINESS
Ms. Pollay shared a Global Trends Report produced by Progressive Urban Management Associates (P.U.M.A.), a national consulting group focusing on downtowns and community development. This report indicates that many of the strategies utilized by the DDA line up with what research is indicating, including the need for regional transportation, implementation of “living street” improvements including 2-way traffic conversions and greater emphasis on design for bicycles and pedestrians, incorporating sustainability as part of the downtown brand, and being conscious of social equity issues, including the need for housing affordable to people at all income levels.

Ms. Pollay also reported that the closing on the 5th & William parking lot is anticipated soon, and the public parking lot would close within a week or so.

8. OTHER AUDIENCE PARTICIPATION
Chang Ming Fan said he was happy to be attending DDA meetings and pleased to see the enthusiasm around working for a successful downtown. He also introduced his company Tini Light World Inc. and spoke about how his technology could be used in public art.

Edward Vielmetti shared his concern about the snow piles downtown and how melting will impact pedestrian crossings. He said better engineering and maintenance of catch basins would go a long way to help eliminate puddles. He mentioned the intersection of Church and S University as particularly troublesome.

9. ADJOURNMENT
There being no other business, Mr. Guenzel moved and Mr. Hewitt supported a motion to adjourn. Mr. Mouat declared the meeting adjourned at 1:16 pm.

Respectfully submitted,
Susan Pollay, Executive Director