1. **ROLL CALL**

<table>
<thead>
<tr>
<th>Present:</th>
<th>Bob Guenzel, Roger Hewitt, Marie Klopf, Joan Lowenstein, Al McWilliams, John Mouat, Keith Orr, Steve Powers, Sandi Smith, John Splitt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Absent:</td>
<td>Cyndi Clark, Rishi Narayan</td>
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</tbody>
</table>
| 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  
Frances Todoro, State Street Area Association  
Maggie Ladd, South University Area Association  
Nancy Shore, getDowntown  
Nate Shiff  
Brad Shugoll  
Alan Haber |

2. **AUDIENCE PARTICIPATION**

Maggie Ladd provided a progress update on the creation of a South University BIZ. Focus groups and meetings with property and business owners have taken place and work has begun to prepare for the vote to formally create the BIZ. She asked that the DDA support extending its grant for another year to allow work to be completed.

Nate Shiff said that he uses a go!pass and is supportive of the program. He said he would like to see the program expanded to include the general public.

Mark Ferrel spoke in support of the Ann Ashley bike house. He said he will soon be a downtown employee and would greatly appreciate having easy-to-use and safe parking for his bike. He said a bike house would help promote cycling as a legitimate commuting option.

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

**Downtown Area Citizens Advisory Council.** Mr. Detter said the April CAC meeting will take place on April 7th. The CAC will meet with Megan Masson-Minock, of ENP Associates, to discuss possible changes to the system of zoning premiums offered to developers.
Mr. Detter said that on May 5th 160 Community High School students and their 4th grade buddies will tour downtown and visit the historical markers. On May 6th there will be a ceremony at noon to celebrate the dedication of 18 new historical markers that tell the history of historic Lower Town. The dedication will be followed by exhibit tours.

Mr. Detter invited the DDA to the annual Downtown Neighbors Spring Party, on June 4th.

4. COMMUNICATIONS FROM DDA MEMBERS

Mr. Mouat asked to add a 4th & William project update to the agenda.

Mr. Mouat welcomed new DDA member Marie Klopf; Ms. Klopf said she was pleased to join the board.

Mr. Hewitt said that work on the Connector Study continues. The University is still considering its options and role, but progress is being made.

Mr. Powers said DDA staff did a very nice job presenting the DDA budget information at the City Council work session. The Administrators budget will go to Council on April 20th.

5. EXECUTIVE DIRECTOR REPORT

Ms. Pollay said that a pre-proposal meeting for the Library Lane offering/RFP was held and there appears to be great interest. Responses are due in mid-May.

Ms. Pollay said that a board member has requested that a new Parking Committee be spun off from the Operations Committee. Discussion about this request will take place at the April Operations Committee meeting.

Ms. Pollay reminded the board that DDA Retreat 2.0 will take place at the DDA office on April 15th. The discussion will focus on defining the scope and timing of future DDA projects.

Ms. Pollay shared that staff are undertaking spring walk-arounds to identify areas in need of sidewalk maintenance. She welcomed board members or members of the public to bring areas of concern to the DDA’s attention using the City’s A2 Fix It app or by emailing the DDA at dda@a2dda.org. DDA sidewalk repairs will begin with the new fiscal year on July 1st.

6. APPROVAL OF MINUTES

Mr. Hewitt moved and Mr. Guenzel supported approval of the March 2015 DDA meeting minutes.

A vote on the motion showed:

AYES: Guenzel, Hewitt, Klopf, Lowenstein, Mc Williams, Mouat, Orr, Powers, Smith, Splitt
NAYS: none
ABSENT: Clark, Narayan
ABSTAIN: none
The motion carried.
7. A.  SUBCOMMITTEE REPORTS - OPERATIONS COMMITTEE

Resolution on the go!Pass, Transit Service, and The getDowntown Program. Mr. Orr moved and Ms. Smith supported the following resolution.

RESOLUTION PROVIDING FUNDING FOR THE GO!PASS, SUPPLEMENTAL TRANSIT SERVICE, AND THE GETDOWNTOWN PROGRAM FOR FY 2016

Whereas, The getDowntown program began in 1999 and remains a partnership between the 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, In support of its mission the DDA has provided funding for go!Passes and the getDowntown Program since 2001, and the number of downtown employers and employees participating in these programs has grown every year;

Whereas, The DDA Operations Committee recommends approval of the funding request for FY 2016 for the getDowntown program, go!pass, and other transportation programs as follows:

<table>
<thead>
<tr>
<th>Program or Service for Downtown Workers</th>
<th>FY 2015 Request</th>
<th>FY 2016 Request</th>
<th>Request Purpose/Details</th>
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<tbody>
<tr>
<td>getDowntown</td>
<td>$40,000</td>
<td>$35,000</td>
<td>TDM marketing to encourage employees to use a variety of options to get to work. Supports events, marketing, outreach &amp; more.</td>
</tr>
<tr>
<td>Go!Pass</td>
<td>$529,000</td>
<td>$610,600</td>
<td>Transit incentive for employees that increases bus use and frees up parking spaces for other users. Increase in cost because of estimated 7% increase in ridership over 2014-2015 season. $.90 per ride.</td>
</tr>
<tr>
<td>Route 4 support</td>
<td>$57,772</td>
<td>$59,200</td>
<td>Route with highest ridership for downtown employees. Important link to Ypsilanti talent pool. 2.5% estimated cost of living increase to reflect the change in operator wages.</td>
</tr>
<tr>
<td>Route 5 support</td>
<td>$16,992</td>
<td>$17,400</td>
<td>Route used by significant numbers of downtown employees. Important link to Ypsilanti talent pool. 2.5% estimated cost of living increase to reflect the change in operator wages.</td>
</tr>
<tr>
<td>NightRide Improvements and go!pass discount</td>
<td>$20,500</td>
<td>$21,000</td>
<td>Extremely important service for evening employees who depend on transit to get to work. 2.5% increase from FY 2015 ask.</td>
</tr>
<tr>
<td>ExpressRide</td>
<td>$10,000</td>
<td>$5,000</td>
<td>Encourages downtown employees to use transit</td>
</tr>
</tbody>
</table>
Whereas, The DDA is charged only for actual usage of the go!pass, and the NightRide and ExpressRide discounts, thus the amounts shown above are maximum/not-to-exceed amounts;

RESOLVED, The DDA approves funding for the transportation services and programs listed above, with funds coming from the DDA’s Fiscal Year 2016 (063) Parking Funds.

Mr. Orr reported that go!Pass use is strong, and robust transportation services help knit Ypsilanti and downtown Ann Arbor together. Board members expressed support for the work of the getDowntown program and noted that an array of commuting options help reduce the demand for parking. Questions were asked and answered.

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

Resolution for an Ann Ashley Bike House. Mr. Orr moved and Ms. Smith supported the following resolution.

RESOLUTION TO INSTALL A BIKE HOUSE IN THE ANN ASHLEY PARKING STRUCTURE

Whereas, Enhancing transportation into and through the downtown is a key strategy in the 2003 DDA Renewal Plan, and during its tenure the DDA has funded a wide variety of bicycle-related projects including the installation of approximately 1,000 downtown bike parking spots;

Whereas, DDA’s Street Framework Manual consultants Nelson/Nygaard have noted that Ann Arbor has a strong bicycle culture and that efforts should be made to support this further;

Whereas, An attractive, covered, secured parking location for bicycles in the Ann Ashley structure is being requested by employers and employees in the section of downtown where access to public parking options for commuters is limited;

Whereas, A highly visible location at the entrance to the structure has been selected for this facility in an area that doesn’t involve parking spaces;

Whereas, Early designs have been assembled, and a cost to fabricate and install this facility has been estimated at $60,000;
Whereas, With the help of the GetDowntown program, a survey was conducted with employees in several nearby businesses, and 50 people indicated an interest in or a commitment to using a quality bike house in support of a bicycle commute to work if it were created, thereby demonstrating strong demand;

Whereas, The DDA Operations Committee reviewed this concept at several meetings, including examining usage at the Maynard bike house and lessons learned from that pilot project to improve future facilities;

Whereas, The Operations Committee recommends DDA approval of a not-to-exceed project budget of $60,000 for this project;

RESOLVED, The DDA approves an expenditure of up to $60,000 to design, fabricate and install a bicycle storage facility in the Ann Ashley parking structure using its 063 Parking Fund.

Mr. Orr said that several Ann Ashley-area business have requested a secure bike parking facility. Car parking in the area is limited and Operations committee members discussed the importance of provided alternative commuting options. Mr. Orr said that a bike house would be in alignment with a recommendation from the Street Framework consultants to encourage a bike culture in Ann Arbor. Mr. Orr said the committee reviewed a survey of possible users, as well as refine project cost estimates. He also shared that Duo Security will provide $5000 to prepay for employee spaces, thus demonstrating private sector support for the project.

Questions were asked and answered about the capacity and scalability of the proposed design. The discussion touched on available free bike parking in the area and the possibility of adding additional covered, free bike parking spaces.

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

Downtown Street Design Manual (Framework Plan). Ms. Miller said that the final draft is under review. The last Advisory Committee meeting will take place on April 7 at 2:00 pm.

4th & William Stair/Elevator update. Mr. Splitt shared that the contract with Spence Brothers had been signed and project mobilization will begin the week of April 6.

The next Operations Committee meeting will be on April 29th at 11:00 am.

7. B. SUBCOMMITTEE REPORTS- FINANCE COMMITTEE
Mr. Hewitt said that the March meeting had been cancelled and there was no report.
The next Finance Committee meeting will be on Monday, April 27th at 8:30 am.

7. C. SUBCOMMITTEE REPORTS- PARTNERSHIPS/ ECONOMIC DEVELOPMENT COMMITTEE

Resolution for Library Grant Extension. Mr. Lowenstein moved and Mr. Splitt supported the following resolution.

RESOLUTION TO EXTEND THE DDA GRANT FOR A SIDEWALK REDESIGN IN FRONT OF THE ANN ARBOR DISTRICT LIBRARY ALONG SOUTH FIFTH AVENUE

Whereas, The mission of the DDA is to strengthen the downtown and the DDA undertakes pedestrian improvement projects in support of this mission, as it helps make downtown more walkable and attractive;

Whereas, The DDA Development Plan also sets forward that the DDA will work with and support other public and non-profit institutions in maintaining a strong downtown presence.

Whereas, In June 2014 the DDA approved a grant authorizing up to $125,000 from its FY 2015 (003) budget toward the cost to redesign and replace the public sidewalk in front of the Ann Arbor District Library property along South Fifth Avenue from Library Lane to William Street;

Whereas, By DDA policy, this grant is due to expire June 30, 2015;

Whereas, The project is scheduled to commence in July 2015 and the Partnerships Committee recommends that the grant period be extended to allow this project to be undertaken;

RESOLVED, The DDA approves an extension of its grant authorizing up to $125,000 toward the cost to redesign and replace the public sidewalk in front of the Library property along South Fifth Avenue from Library Lane to William Street until June 30, 2016;

Ms. Lowenstein explained the history and purpose of the grant, and said that the work is being done in coordination with the Library’s entrance improvement project.

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

Ms. Lowenstein shared partner updates from the meeting. Planning Commission reported on their zoning premiums review. Washtenaw Community College shared news about recent grants. AAATA reported that the GSA easement has been received. City Council has held budget-related work sessions in anticipation of the budget presentation on April 20th. Washtenaw County reported that several agencies have adopted the Housing Needs report.
The next Partnerships/ Economic Development Committee meeting will be April 8th at 11am.

7. D. SUBCOMMITTEE REPORTS - COMMUNICATION COMMITTEE

State of the Downtown Report. Ms. Lowenstein said Committee members discussed the possibility of creating a quarterly or semi-annual report, as a companion to the more detailed annual report. Discussion included what data to present and what the format should be. DDA staff will present a sample for the committee to provide feedback on at its April committee meeting.

The next Communication Committee meeting will be April 8th at 12:30 p.m.

7. E. SUBCOMMITTEE REPORTS – EXECUTIVE COMMITTEE

Mr. Mouat said the Executive Committee had no report.

The next Executive Committee meeting will be May 6th at 11am.

8. NEW BUSINESS

Mr. Mouat pointed to a practical joke resolution regarding Library Lane in the board packet and wished everyone a very happy April Fool’s Day.

9. OTHER AUDIENCE PARTICIPATION

Hylan Moises spoke on behalf of the Kerrytown District Association, saying he shared their support for an expansive DDA improvement project along N. Fifth/Detroit Street. He said that infrastructure improvements are needed to keep the area accessible and safe for the public.

Frances Todoro said the State Street Area Association urges the DDA to widen the west sidewalk on the 300 block of S. State Street by using the parking and loading zone spaces. She said they also support a pilot platform dining project in the State Street area, saying that it could take place quickly, in time for this summer.

Maggie Ladd said the South University area has not had a DDA project since 2000 and South University Area Association urges the DDA to include a S.U. capital improvements project.

Alan Haber said he is planning an Earth Day event on Library Lane on April 19th. He noted the challenges with holding outdoor events include meeting City insurance requirements and arranging for public restrooms, and that these should be provided by the City or DDA.

10. ADJOURNMENT

There being no other business, Mr. Orr moved and Mr. Splitt supported a motion to adjourn. Mr. Mouat declared the meeting adjourned at 1:10 pm.

Respectfully submitted,
Susan Pollay, Executive Director