MINUTES  
Downtown Development Authority Meeting  
Wednesday, November 3, 2004

Place: Kerrytown Concert House, 415 N. Fourth Avenue, Ann Arbor, MI 48104  
Time: DDA Chair Fred Beal called the meeting to order at 12:05 p.m.

1. ROLL CALL

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fred Beal, Gary Boren, Leah Gunn, Roger Hewitt, Sandi Smith, Dave Solo</td>
<td>Rob Aldrich, Ron Dankert, Dave DeVarti, Bob Gillett, Rene Greff, John Hieftje</td>
</tr>
<tr>
<td>Susan Pollay, Executive Director</td>
<td>Staff</td>
</tr>
<tr>
<td>Joe Morehouse, Deputy Director</td>
<td>Susan Pollay, Executive Director</td>
</tr>
<tr>
<td>Adrian Iraola, Project Manager</td>
<td>Present:</td>
</tr>
<tr>
<td>Sarah Armstrong</td>
<td>Adrian Iraola, Project Manager</td>
</tr>
<tr>
<td>Audience: Peter Allen, Kingsley Lane Condos</td>
<td>Staff</td>
</tr>
<tr>
<td>Brian Barrick, Pollack Design</td>
<td>Susan Pollay, Executive Director</td>
</tr>
<tr>
<td>Tony Bispsi, Republic Parking</td>
<td>Present:</td>
</tr>
<tr>
<td>Erica Briggs, Ann Arbor Area Chamber/Get Downtown Program</td>
<td>Joe Morehouse, Deputy Director</td>
</tr>
<tr>
<td>Newcombe Clark, Citizens Advisory Council</td>
<td>Adrian Iraola, Project Manager</td>
</tr>
<tr>
<td>Jim Corbett, Republic Parking</td>
<td>Sarah Armstrong</td>
</tr>
<tr>
<td>Bob Dascola, State Street Area Association</td>
<td>Audience:</td>
</tr>
<tr>
<td>Jeff Dehring, City of Ann Arbor Parks Department</td>
<td>Peter Allen, Kingsley Lane Condos</td>
</tr>
<tr>
<td>Ray Detter, Citizens Advisory Council</td>
<td>Brian Barrick, Pollack Design</td>
</tr>
<tr>
<td>David Esau, Ann Arbor Area Chamber/Arts Alliance</td>
<td>Tony Bispsi, Republic Parking</td>
</tr>
<tr>
<td>Paula Gardner, Business Review</td>
<td>Erica Briggs, Ann Arbor Area Chamber/Get Downtown Program</td>
</tr>
<tr>
<td>Donna Johnson, City Planning Department</td>
<td>Newcombe Clark, Citizens Advisory Council</td>
</tr>
<tr>
<td>Jan Nichols, Citizen</td>
<td>Jim Corbett, Republic Parking</td>
</tr>
<tr>
<td>Alice Ralph, Ann Arbor Greenway group</td>
<td>Bob Dascola, State Street Area Association</td>
</tr>
<tr>
<td>Mark Stasiak, AATA</td>
<td>Jeff Dehring, City of Ann Arbor Parks Department</td>
</tr>
</tbody>
</table>

2. AUDIENCE PARTICIPATION

Mr. David Esau said that the Ann Arbor Area Chamber/Arts Alliance works to support area cultural groups. The Alliance created a committee to explore whether the availability of affordable studio space is an issue, and he attended today’s meeting to see if the DDA would be interested in helping to fund this study and if it wanted to help shape the questions that would be asked. Chairman Beal suggested that Ms. Pollay arrange a subsequent meeting with DDA member DeVarti and Mr. Esau, as this had been an issue of interest to Mr. DeVarti.

Mr. Jeff Dehring, a landscape architect for the City of Ann Arbor Parks Dept, said that planning for improvements to the Farmers Market has been conducted over the past year by Johnson Hill Land Ethics with the goal of making improvements for vendors and customers. A brief presentation was made showing the elements of the draft plan, which would add additional vendor stalls, remove the central vending area and extend vending around the perimeter of the site, and provide for storm water management on site.

Ms. Erica Briggs, Get!Downtown Coordinator, gave a brief update on the Go!Pass program, as new passes were distributed last month. In 2003 they had 314 companies participating in the program and this year they have 309; 22 companies have not responded and 28 new
companies have signed up. This year the Go!Pass can be used as a discount card in participating stores. The co-pay was not increased due to the larger contribution by the DDA.

3. CITIZENS ADVISORY COUNCIL

I first want to congratulate three members of the DDA on their well-deserved election and reelection to public office: David Solo—Trustee of Sylven Township, Leah Gunn—Chair of the Board of Washtenaw County Commissioners, and John Hieftje—Mayor of the City of Ann Arbor. The DDA and the community are fortunate in having this kind of talent to serve us in so many important roles.

The CAC met on Monday of this week because of the election. In the process of completing our agenda, we did some further reflecting on the complexity of current downtown issues. We recognize that, in the process of pursuing a vision for downtown Ann Arbor, directions cannot often be decided in terms of black and white, “either or” decisions. The examples keep coming. I want to discuss a few:

Last month I reported to you on the CAC position in opposition to the N. Main Condominium proposal. We supported the preservation of downtown neighborhoods and the direction of City Master Plans over our commitment to more densely developed downtown housing. We will continue to support downtown neighborhoods and city master plans with the expectation that we will be able to support more densely developed downtown housing where it is proven appropriate.

The downtown density issue will be discussed before City Council on November 15. A group representing the Allen Creek Greenway Committee will also appear at that meeting to express their support for more parks and greenspace in the downtown as a part of their commitment to developing a central city greenway. Is this an issue of parks and a greenway vs. increased downtown density? We think not! We can have both. I attend the Allen Creek Greenway Committee meetings as a representative of the CAC. Yesterday, I reminded that group that they (along with Doug Cowherd) had not discovered the greenway concept. It is in the Downtown Plan, the Central Area Plan, the new DDA plan, and has been one of the CAC goals for the last twenty years. Ann Arbor planners were talking about it in the 1960’s. We believe the CAC as well as the DDA can support both goals—increased downtown density and a downtown greenway—by adhering to the guidelines provided in our adopted city plans.

This brings me to the issue of a possibly building a parking structure at First and William. Is this really an issue of a parking structure vs. a park and a portion of a greenway? Some people would like to make others think so. But the CAC doesn't believe it is. We can have both. But both a parking structure and a greenway must be planned and developed in relation to the values of this community. We support a parking structure because we believe it can not only incorporate a portion of a greenway, but can also improve the Allen Creek Drain and clean up contamination at the site. We are committed to achieving these benefits. But we also believe that this parking structure and park, bicycle and pedestrian greenway will make possible the development of other sites in the area that will support our commitment to increased density of housing and a creative vision for the future of the near West side.

The future development of the old YMCA site also suggests a conflict of interests to some people. Is our commitment to maintaining housing and social supports for a very special group of transient downtown residents impossible to achieve if we seek to develop this site to
encourage more diverse housing that will support an improved downtown business vitality? No! We believe we need both and can have both at this site. Shoving our more difficult housing problems down to city land on Fuller Street is not a satisfactory solution. We can find a desirable solution if we continue to seek the wise advice of social service suppliers rather than pursue expedient political solutions.

Finally, the issue of a new University dormitory proposed at Huron and State. Some might value the increased population density a new dorm will bring to this area. But not all bodies affect the downtown in the same way. There are many important questions that need to be resolved. Can we save all, or a portion, of the historic Frieze Building? Is this a good location for an undergraduate dorm? How will a dorm at this site affect parking in the neighborhood? What impact will it have upon the kind of commercial and retail future we hope to encourage in the State-Liberty area? What will happen to rents for first floor retail? Will a 500-bed dorm encourage or discourage dense housing of other types in the neighborhood? Short-sighted people might value 500 bodies here the same as other downtown residential groups. The CAC spent a lot of time helping to put together the State Street Study. How does this fit in? The issue is complex, but we must deal with it. Both the UM and State Street were a part of shaping the State Street Study. One wonders why the UM didn’t consult with the neighborhood before they made there decision. We need to do a better job dealing with the issues relating to a dorm at Huron and State than the University or the State Street Association has done so far.

Mr. Gillett enters.

4. APPROVAL OF MINUTES

Ms. Gunn moved and Ms. Smith seconded the approval of the October 6, 2004 minutes.

A vote on the motion showed:
AYES: Beal, Boren, Gillett, Gunn, Hewitt, Smith, Solo
NAYS: None
Absent: Aldrich, Dankert, DeVarti, Greff, Hieftje
The motion carried.

5. NEW BUSINESS

Ms. Pollay reported that the DDA had received an invitation from the Ann Arbor District Library Board for an informal meeting to discuss topics such as the Library’s plans for its downtown building, the redevelopment of the YMCA site, and Fifth Avenue improvements. Several dates were suggested, and Ms. Pollay will follow up with an email to the board members to determine what would be most convenient.

6. OLD BUSINESS

None.

7. SUBCOMMITTEE REPORTS

OPERATIONS COMMITTEE

In Mr. Dankert’s absence, Mr. Hewitt provided the highlights from the first quarter financial report. TIF income is on schedule from what was budgeted. TIF expenses are slightly over budget. Parking revenues are up and operating expenses are also up slightly. September revenue is down from last year but the actual number of patrons was up largely due to the Maynard structure. Mr. Hewitt suggested that this may be due in part to the reopening of Hill
Auditorium. The Housing Fund is showing regular payments on the YMCA note. Mr. Hewitt moved and Ms. Gunn seconded the financial report be accepted.

A vote on the motion showed:
AYES: Beal, Boren, Gillett, Gunn, Hewitt, Smith, Solo
NAYS: None
Absent: Aldrich, Dankert, DeVarti, Greff, Hieftje
The motion carried.

AATA request for Link funding-status. Mr. Hewitt reported that the Committee met with AATA representative Chris White who has provided new information the Committee will review at its next meeting.

CAPITAL IMPROVEMENTS COMMITTEE
State Street-Phase I. Mr. Beal said that dying trees have been tagged for removal and replacement and this work should be completed before November 22, which will then close the project.

State Street-Phases II & III. All punch list items have been completed. Streetlights are installed. Lighting cabinet installation is scheduled for November 12.

First/Washington. Maintenance continues and no significant deterioration has been detected.

Alley Inventory. The alley report has been completed, and includes ranking criteria which will allow us to determine the order of priority. We are conducting a lighting level survey to incorporate into the ranking.

Sidewalk Repairs. All work has been completed except for some miscellaneous brick repairs. The bricks are scheduled for delivery tomorrow.

Ann Street Repairs. Work is currently underway. One block at N. Fourth Avenue had been on hold due to its proximity to a building with foundation problems, but Building Department officials recently gave the go ahead so long as no heavy equipment is used.

Mr. DeVarti enters.

Ann/Ashley Fire Suppression System. Mr. Beal reported that the fire suppression system broke in the winter of 2001 and since then there’s been a number of efforts to address this. Ultimately it was decided to redesign the entire system to address the freeze/thaw problems that led to the original problem. An RFP was distributed and two bids were received. Mr. Beal moved and Mr. DeVarti seconded the following resolution:

RESOLUTION AUTHORIZING REPAIRS TO THE ANN ASHLEY PARKING STRUCTURE FIRE SUPPRESSION SYSTEM ($150,000)

Whereas, The fire suppression system in the Ann and Ashley Parking Structure froze, necessitating significant reconstruction;

Whereas, Early estimates indicated possible repair costs of approximately $225,000;

Whereas, The DDA Capital Improvements Committee resolved to request formal proposals for repairs to the system;
Whereas, On August 13, 2004 request for quotations were send to six known fire protection contractors, and three contractors responded on August 23rd, 2004;

Whereas, After the responses were received it was made clear that a system redesign would significantly reduce the likelihood of future damage due to freezing temperatures;

Whereas, The Capital Improvements Committee discussed the project, and authorized an amendment to the original bid, including redesigning changes to the Fire Suppression System;

Whereas, Two of the three contractors submitted bids;

Whereas, VFP Fire System’s is the lowest responsible bidder at $119,300, (Absolute Fire Protection submitted the other bid at $124,520);

Whereas, The total project cost is not anticipated to exceed $150,000, which would include a $31,000 contingency amount;

RESOLVED, That the DDA approves a project budget of $150,000 for repairs to the fire suppression system in the Ann Ashley Parking Structure, and the issuance of a repair contract to VFP Fire Systems, of Troy, MI, in the amount of $119,300 and a contingency amount of $31,000.

A vote on the motion showed:
AYES: Beal, Boren, DeVarti, Gillett, Gunn, Hewitt, Smith, Solo
NAYS: None
Absent: Aldrich, Dankert, Greff, Hieftje

The motion carried.

Mr. Beal moved and Mr. Solo seconded the following resolution:

RESOLUTION TO PROVIDE $50,000 TO THE CITY OF ANN ARBOR TOWARD THE COST OF DOWNTOWN TREE CARE IN 2004//05

Whereas, The DDA Renewal Plan sets forward the aims to make the downtown as pedestrian-friendly and environmentally healthy as possible;

Whereas, The City of Ann Arbor has reported that the Emerald Ash Tree Borer has had a devastating impact throughout the City, and has led to the removal and replacement of many hundreds of street and park trees at enormous cost to the City;

Whereas, The DDA provided a grant to the City in the amount of $50,000 in fiscal year 2003/04 to provide for tree care in the downtown, particularly the removal and replacement of dying and dead ash trees;

Whereas, DDA and City staff did an extensive inventory in late summer 2004 and made a note of additional trees in the DDA District that are now dying and will need to be replaced;

Whereas, The DDA Capital Improvements Committee has recommended that the DDA partner with the City to provide for the care and replacement of trees in the DDA District;
Whereas, The DDA set aside $50,000 in its 2004/05 budget for tree-related needs;

RESOLVED, The DDA authorizes a grant to the City forestry division in the amount of $50,000 to provide for tree care in the DDA District, including removal and replacement of trees as necessary;

RESOLVED, The DDA authorizes its Capital Improvements Committee and staff to work with the City Forestry Division to see this project through.

A vote on the motion showed:
AYES: Beal, Boren, DeVarti, Gillett, Gunn, Hewitt, Smith, Solo
NAYS: None
Absent: Aldrich, Dankert, Greff, Hieftje
The motion carried.

Mr. Beal moved and Mr. Gillett seconded the following resolution:

RESOLUTION AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR DESIGN OF HURON, FIFTH, & DIVISION IMPROVEMENTS

Whereas, At its June 4, 2003 meeting the DDA authorized its Capital Improvements Committee to commit resources to pursue the development of an improvement project along Huron Street, from Chapin to Thayer, and along Fifth and Division Streets, from Packard to Beakes;

Whereas, As part of this resolution, the DDA determined that this project would be undertaken in association with the City Alternative Transportation Coordinator and Committee, in order to meet the City’s alternative transportation and non-motorized goals;

Whereas, The Capital Improvements Committee resolved to begin by undertaking an in-depth examination of these corridors to lead to a shared vision, similar in scope to the Urban Workbook produced by the University of Michigan preceding the State Street Area Improvements Project;

Whereas, On October 27, 2003, the firm of Pollack Design Associates, in association with Quinn Evans/Architects, Washtenaw Engineering Co., Inc., The Greenway Collaborative, Inc., and Alexander Resources was selected to develop an Urban Design Workbook for the Fifth, Division, and Huron Streets Improvements Project;

Whereas, The consultant team elicited input from dozens of community organizations, agencies and individuals, and also worked closely with the City to ensure that their report would meet the City’s alternative transportation and non-motorized goals;

Whereas, The Urban Design Workbook has been completed and includes a list of recommended improvements along Huron, Division and Fifth;

Whereas, At several meetings the DDA Capital Improvements Committee discussed at length how best to proceed with the recommendations presented in the Workbook;
Whereas, The Committee has determined that it would be helpful to develop the design recommendations for all three corridors, in part because it would enable the DDA to pursue possible grant opportunities;

Whereas, The Capital Improvements Committee recommends that an RFP be issued by which a firm would be selected by the DDA to develop these designs;

RESOLVED, The DDA approves issuing a RFP for design services for the Fifth, Division, and Huron Streets Improvement Project, based on the Urban Design Workbook prepared for this project; and

RESOLVED, The DDA authorizes the Capital Improvements Committee to prepare and issue a Request for Proposals for design of improvements along Huron Street from Chapin to Thayer, and along Fifth and Division Streets, from Packard to Beakes.

RESOLVED, The DDA shall have the opportunity to approve the selection of project consultant once interviews have been completed and a recommendation put forward by the Capital Improvements Committee.

Mr. DeVarti asked that the resolution be amended to say that the board will review the RFP prior to it being mailed out. Mr. DeVarti moved and Mr. Gillett seconded to amend the resolution to strike “and issue” from the second resolved and add to the third resolved, “…The DDA shall have the opportunity to approve the RFP and to approve the selection of project consultant”.

A vote on the amendment showed:
AYES: Boren, DeVarti, Gillett
NAYS: Beal, Gunn, Hewitt, Smith, Solo
Absent: Aldrich, Dankert, Greff, Hieftje
The motion failed.

A vote on the original motion showed:
AYES: Beal, Boren, Gunn, Hewitt, Smith, Solo
NAYS: DeVarti
Abstain: Gillett
Absent: Aldrich, Dankert, Greff, Hieftje
The motion failed.

It was noted there is no provision for abstaining under DDA Bylaws, so Mr. Gillett changed his vote to a Yes and the motion then carried.

Ms. Pollay said that she would provide copies of the RFP to Mr. DeVarti and other interested board members prior to distribution to ensure that their input was incorporated into the document.

PARTNERSHIPS COMMITTEE
YMCA request for funding-status. Mr. Solo reported that Ms. Cathy Duchon provided additional information as requested, but no decision has been made yet.
First/Washington Site Redevelopment Planning-status. Mr. Solo reported they will be taking a multi-faceted approach to planning, because if the plan to consolidate parking at First/William does not materialize, the need for parking in that area will be great. City Land Development Coordinator Jerry Hancock attended the last meeting and reported on a $24,000 grant received by the City from FEMA to formulate a floodway/floodplain plan for the City. The project may take a year or two and several future Council policy decisions may come from this plan, such as building moratoria in City floodways and prohibitions on City projects in floodways. It was a timely meeting to ensure that the DDA and Mr. Hancock were both aware of the other’s efforts.

YMCA Site Planning – Mr. Solo said that the RFP for the former YMCA will come before City Council on November 22nd, which is the same night a resolution regarding Fuller Road will be presented. This will allow Council an opportunity to determine if one or both RFPs should be released.

RESEARCH AND OPPORTUNITY COMMITTEE
Downtown Vitality Index/benchmarking-status. Mr. Boren reported that data gathering continues. A recent discussion focused on what kind of data should be gathered from site plans. It was determined that the salient issue was quantity of new square footage and its projected value. Dr. Norm Tyler, an EMU Professor, has been invited to the next meeting to help the Committee in its work.

DDA Grant Decisions-Guidelines. Mr. Boren reported that the committee has come up with a draft proposal, which was included in the DDA packet. He asked that the board provide feedback to ensure that the document will be of use. Mr. Hewitt said that at first reading the document seemed to be on track with what the DDA had discussed at its last retreat.

Council Work Session on the Downtown Residential Taskforce. Mr. Boren said that Ms. Smith would attend the work session on November 15th as a committee liaison in hopes there is follow up action the Committee might undertake.

8. OTHER BUSINESS
None.

9. AUDIENCE PARTICIPATION
Mr. Bob Dascola thanked the DDA for sending him to the IDA Conference in Vancouver as the State Street Area representative. He said that the conferences provide a valuable opportunity to learn about best practices and policy issues from across the country. One idea from the 2003 conference was the fire hydrant painting project, which was enacted in Ann Arbor by elementary, high school and university students over the past year. He asked that Ms. Pollay come forward. He announced that on October 12th Ms. Pollay was a guest speaker at the Lions Club and for doing this, he presented her with a gift, which was a little lion’s statue.

10. ADJOURNMENT
As there was no further discussion the meeting was adjourned at 1:37 p.m.

Respectfully submitted,
Susan Pollay, Executive Director