Place: DDA Office
301 E. Liberty, Suite 690
Ann Arbor, MI 48104

Time: The Chair, Lorri Sipes, called the meeting to order at 12:09 p.m.

1. Roll Call

Present: Fred Beal, Neal Berlin, Ron Dankert, David Fritz, Bob Gillett, Maria Harshe, Karl Pohrt, Lorri Sipes, Skip Ungrodt
Absent: Leah Gunn, Rob Aldrich

Staff
Present: Sarah Armstrong, DDA
Joseph Morehouse, Fiscal and Administrative Manager

Audience: Ray Detter, Citizens Advisory Council for DDA
Bob Frazier, National Garages
Bob Henderson, Citizens Advisory Council for DDA
Adrian Iraola, City Engineering
Donna Johnson, City Planning Department
Audrey Libke, Citizens Advisory Council for DDA
Scott Munzel, Ashley Mews, LLC
Cathy O'Donnell, Ann Arbor News
Ed Shaffran, DDA
Andrew L. Wright, Citizens Advisory Council for DDA

2. Approval of Minutes

Mr. Pohrt moved, and Mr. Gillett seconded, that the minutes of the October 6 and October 14, 1999 meetings be approved. Mr. Gillett asked that the minutes of the October 6 meeting, page 6, clarify that the motion did pass.

A vote on the motion showed:
AYES: Aldrich, Beal, Berlin, Dankert, DeVarti, Fritz, Gillett, Harshe, Pohrt, Sipes, Ungrodt
NAYS: None
Absent: Aldrich, Gunn
The motion carried.

Mr. Aldrich enters.

3. Citizen Advisory Council

Parking Issues
The Citizens Advisory Council wishes to praise the brilliant “Other Voices” article on parking issues that recently appeared in the Ann Arbor News. Maria Harshe, Leah Gunn and Ron Dankert carefully argued for the city to come to its senses and recognize the necessity of merging the parking meter system with the city’s meters, including fines, to fund the present and future construction and maintenance of our parking structures. If the DDA ceases to exist in the year 2012, we need to have a parking system that is self sufficient.

The financial merging of the parking system has long been a goal advocated by the Citizens Advisory Council. Our members argued most recently before the Downtown Marketing Task Force that the first step should be the establishment of a policy of returning all increases in on-street parking meter rates to the DDA to use directly in paying for the current costs of parking and parking related improvements. This money would make it possible for the DDA to conserve its scarce TIF dollars to use for other, more creative, downtown improvements. The time has come for DDA parking committees to make serious proposals to the City Council on the ways in which all of the on-street parking meter money would be used to cover parking related expenses.

At the recent DDA Retreat, your membership discussed the preparation of a DDA 10-year financial plan and budget that would prove the necessity for the city to commit all or a portion of its on-street parking meter money to pay for parking construction
and maintenance needs. We hope that is still your intent. We must not permit the City of Ann Arbor to repeat the mistakes of the past that created the parking problems you have all worked so hard to correct.

On a related item, the Citizens Council hopes that the DDA will be involved in the installation of temporary parking meters in the South University and will collect all the funds received during this emergency period. We also expect that many of the meters will be removed when the construction of the Forest Street structure is completed.

**The Downtown Shelter Issue**

Members of the Citizens Advisory Council are housing advocates and we are concerned about needy, troubled and sometimes difficult people who may be homeless and the ways in which we can all do what is best for them. We have always expected there would be a downtown emergency shelter as part of a carefully developed County-wide solution to the County-wide problem of the homeless.

Nonetheless, the Citizens Council has asked me to express their view that the County and City should not support the present shelter proposal as we currently understand it. We firmly believe that a vote for approval would be premature because it would be based upon information that is both insufficient and imprecise.

Although several years have been devoted to the development of the shelter proposal, many questions still need to be answered and many matters need to be clarified. As we now understand it, program-by-program planning, operating expenses, long term fiscal responsibility, public policy and provision for oversight: also staff/client ratios, training and qualifications of staff, and mental health disciplines to be represented.

Who is accountable and to whom? Over the next weeks we will be seeking specific assurances and clarification of a number of key issues before we can consider supporting this proposal for a downtown emergency shelter. We feel it is unfortunate that this issue, known to be of great importance to many citizens, seems to be on a fast track process that does not require it to follow the normal pattern of City of Ann Arbor Zoning and Planning Commission approval.

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**FINANCE COMMITTEE/ PARKING OPERATIONS COMMITTEE**

Mr. Dankert reported that they met with the Mayor and Council member Kolb on the resolution regarding parking rates presented to Council and how to deal with the situation. They seem to be open to further discussions but wanted more information. Following that meeting, the committee met and updated the Ten Year Plan through December, 1999. It is available for review by the Board after which it will be presented to Council. More discussion followed and finally a motion was made by Mr. Dankert to resubmit the original resolution for the rate increases to Council as a response to their amended substitute resolution, seconded by Mr. Pohrt.

A vote on the motion showed:

**AYES:** Aldrich, Beal, Berlin, Dankert, Fritz, Gillett, Harshe, Pohrt, Sipes, Ungrodt

**NAYS:** DeVarti

**Absent:** Gunn

The motion was approved.
Mr. Dankert moved and Mr. Pohrt seconded the following resolution:

**RESOLUTION TO BEGIN CHARGING A LATE FEE FOR OVERDUE PERMIT PARKING PAYMENTS**

**WHERAS,** The DDA need to collect all fees due to it in a timely manner;  

**WHERAS,** Some parking permit customers have been delinquent with their payments, which uses up valuable staff time to inquire about the payment status; and  

**WHERAS,** The charging of late fees and interest on overdue payments will either reduce the number of payments late or will compensate the DDA for the time spent tracking down payments;  

**RESOLVED,** The DDA will charge a ten dollar ($10) late fee for all card payments received thirty (30) days after the beginning of the month for which payment was due; and  

**RESOLVED,** The DDA will add one and one-half percent (1.5%) interest to all outstanding balances at the end of any month.

Mr. Dankert reported that there is a resolution before the Board authorizing a late fee charge for overdue permit parking payments. Currently there is no penalty for late fees and this resolution will allow a late fee of 4% to be charged. After discussion is was moved by Mr. Dankert, seconded by Ms. Harshe, to have a late flat fee in the amount of $10 instead of a percentage. Current contracts will be rewritten incorporating this change and future contracts will include this late fee charge.

A vote on the motion showed:  
AYES: Aldrich, Beal, Berlin, Dankert, DeVarti, Fritz, Gillett, Harshe, Pohrt, Sipes, Ungrodt  
NAYS: None  
Absent: Gunn  
The motion was unanimously approved.

**2012 ISSUES COMMITTEE**  
No report.

**PARKING CONSTRUCTION COMMITTEE**

**Status Maynard Parking Structure**
Mr. Iraola reported that there are still some items to address as a result of the City Building Department’s latest inspection. A follow-up inspection has been scheduled for 3:30 p.m. today. If everything is acceptable, the majority of the structure will be opened to the public for hourly parking.

**Status Fourth/Washington**
Mr. Beal said there are issues the Building Department raised and attempts are being made to resolve them.

**Forest Status**
Mr. Beal reported that the Forest Parking Structure documents are out for bid. The bid opening will be at Noon on December 7, 1999.

**STATE STREET PROJECT**
Mr. Pohrt reported that the two-way street issue was discussed. Mr. Berlin said that Council directed City staff to look at the issues. The request to do the study will come back to Council for authorization. Out of that study will come recommendations, which will come back to Council. An outside consultant is to do a traffic study.
Mr. Pohrt reports that he had a phone call from Mr. Jack Stegeman who informed him that he has given up his option to purchase the property on State St., which was formerly Olga’s Restaurant. He will concentrate on building residential condominiums at the former NBD Bank building on William Street. This will be discussed at a later date.

Mr. Gillett also noted that he had met with Mr. Stegeman approximately two months ago to talk about where the Parking Partnerships Committee was going. This committee is meeting November 19 at noon for a full discussion of this issue.

**ALLEN CREEK COMMITTEE**
No report.

**TRANSPORTATION COMMITTEE**
No report.

**HOUSING ISSUES**
No report.

**FOURTH AVENUE**
No report.

**DOWNTOWN MAINTENANCE**
Mr. Fritz reports the Committee is trying to get a contract together to get Saladino Brothers to do some brick tree well repairs. Mr. DeVarti asked if the committee looked at the vaults under the sidewalk repair issue, as requested by Jim Curtis at the previous meeting. Mr. Fritz said they did discuss it and decided there were too many vaults in the downtown to take on this project at this time. It would be too costly.

**CONSTRUCTION MANAGER**
No report.

**AREA ASSOCIATIONS**
Mr. Pohrt reports that for the last 4 years the DDA has granted money for the various area associations. He will come forward at the next meeting with some recommendations on how to go about granting this money. Ms. Harshe requested that the associations be required to have regular meetings, we get the minutes of those meetings, a list of members, copy of bylaws, etc.

**SYNDECO PROJECT AT MAIN/PACKARD**
Mr. Gillett reminded the DDA that its Special Meeting on October 6th, it approved support for the Syndeco project with three contingencies. The first contingency was that the DDA would pay for the pedestrian improvements with the understanding that Syndeco would be responsible to maintain the improvements on an ongoing basis. DDA Attorney Jim Beuche and Mr. Gillett feel it is no longer an issue and can now be removed. The agreement between the City and Syndeco says that the developer or its successors will be responsible for maintenance.

The second issue made DDA support contingent on final project approval by Council as recommended by the Planning Commission. The City Council approved the project almost exactly as set forward by the Planning Commission, except for the deletion of one townhouse which would be in the flood plain; thus Mr. Gillett asked that this contingency be removed, as well.

The third contingency has to do with reaching an agreement with Detroit Edison regarding their parking contract at Fourth & Williams. Mr. Gillett explained the Parking Structure Use Agreement, stating that the issue is that Edison has a 20-year and then a renewal option contract for use of 100 parking spaces at the 4th/Washington structure. A new agreement clarifies Edison’s responsibility and confirms the language in the original contract for contributions towards repairs. The new contract has language specific to what repair costs are shared and the procedure for estimating and completing those repairs and improvements. The last paragraph is a concession to Edison expanding who can use the permits Edison has under contract to conform with what they are doing. Mr. Gillett would like the Board to approve these changes and authorize his Parking Partnerships Committee to finalize details with Detroit Edison.
After the discussion it was moved by Mr. Berlin to approve in concept the agreement and forward it to the City Attorney for review.

A vote on the motion showed:
AYES: Aldrich, Beal, Berlin, Dankert, DeVarti, Fritz, Gillett, Pohrt, Sipes, Ungrodt
NAYS: Harshe
Absent: Gunn
The motion was approved.

8. Adjournment
As there was no further discussion, upon motion, the meeting was adjourned at 2:10 p.m. An Executive Session followed.

Respectfully submitted,

Joseph Morehouse
Secretary