

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY  
OPERATIONS COMMITTEE MEETING MINUTES  
Wednesday, January 29, 2020**

Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104

Time: 11:05 am

Present: Micah Bartelme, Alexandra Dieck, Robert Guenzel, Tyler Kinley, Darren McKinnon, Phil Weiss

Absent: Marie Klopff, Howard Lazarus, Jessica A.S. Letaw, Molly McFarland, Rishi Narayan, Keith Orr

Staff: Susan Pollay, Sara McCallum, Jada Hahlbrock, Kelley Graves

Others: John Fournier/City, Mike McKiness/RPS, Chris Simmons/GetDowntown

Public: David Diephuis

Annual Structure Repairs: Ms. Hahlbrock described the DDA's annual repair program which is drawn from a 20-year assessment tri-annually assembled by WGI. This year's work will take place in several garages, is expected to run July 1-November 30 with some work deferred to Spring 2021, and the estimate for repairs is approximately \$1.5M. Ms. Hahlbrock said she recommends hiring WGI to serve as the DDA's engineer to oversee these repairs given their extensive knowledge of the garages. She said that separately she would like to commission from them studies that will enable her to develop a plan to install many additional electric vehicle (EV) chargers in the garages; these studies include an update to their 2013 electrical capacity assessment, an evaluation of cost and strategies to add significant electrical capacity to the garages, and an assessment of the parking system's electrical and mechanical systems. She said this future EV installation is directly tied to the City's recently approved 2030 Carbon Neutrality goals. There was consensus to bring the resolution to the Board to authorize a contract in the amount of \$122,570 with WGI for engineering services and repair oversight.

Parking Permit Wait List: Ms. Hahlbrock reminded the group about permit types, the policies contributing to permit wait list size, and the council member request that the list be placed on the DDA website, and a fee be assessed to be on this list. She explained that there were a couple ways the permit wait list could be shown on the DDA website; the quickest, no-cost option would be to post a regularly updated PDF. Another option that would take time to develop would be to work with the DDA's website designer to create online functionality for patrons to add themselves to the wait list. There was consensus to move immediately to begin posting updated wait list PDFs to the website. Separately, there was interest to develop online functionality for this and other parking-related options; Ms. Hahlbrock said she will investigate and make a recommendation. The Committee also discussed the councilmember suggestion to assign a fee for the wait list; there was consensus there was logic to a fee tied to the expense to create and update this online presence and asked staff for a recommendation to consider.

Permit Rate Changes: Ms. Hahlbrock said that at the last meeting there was interest to explore escalating future permit rates to attain a goal of creating cost equivalency between the permit and paying by the hour. Ms. Hahlbrock shared the currently approved 5-year rate change chart, and rate increases which would enable this equivalency to be attained by 2023, at which time the rate would be \$220. Separately, there was discussion about tying the cost of the premium parking permits to the standard permits, thus they would increase in tandem. There was discussion regarding retaining the reserved parking spaces or converting them to metered parking.

Parking Study: Ms. Pollay reported that DDA and Housing Commission staff are developing what may be an update the 2015 Nelson-Nygaard parking study as a way of providing the public with 2020 parking demand data as part of the public engagement about using city parking lots for affordable housing sites. Mr. Fournier asked if this could be included as part of the City's Transportation Master Plan effort; Ms. Pollay said yes, this was also an option and she will reach out to Transportation staff to talk about this. Mr. Kinley said that If the study is undertaken as part of the affordable housing analysis, Smith Group, not the DDA, should oversee N/N's work. Mr. McKinnon recommended that at the outset of the study the Kerrytown Association should be asked to provide questions to be answered by the study.

Ann Ashley: Ms. Pollay reported that she will ask the Board to include the Ann Ashley expansion/improvement project in the DDA's FY21 proposed budget, given the attention the project received during the discussion about using city parking lots for affordable housing.

Maynard Customer Service Space: Ms. Hahlbrock said a leasing opportunity has arisen near the garage. She said she recommended against it given the cost over 13 years to lease versus the one-time cost to construct at the Maynard garage. There was consensus by the Committee to pursue this lease and Mr. Kinley and Mr. McKinnon both offered to help her.

Parking & Transportation Report: Mr. Simmons reported TheRide will review its scheduling to improve on-time issues reported by patrons. Conquer the Cold data will be provided at the next meeting. The RTA's D2A2 service is up for approval at the February RTA Board meeting for potential March launch.

Public Comment: Mr. Diephuis said he supports including individuals' addresses on the published waitlist and he supports increasing monthly permit rates. He said he also agrees with reaching out the Kerrytown Association regarding the parking study and supports SmithGroup conducting the study.

The next Operations Committee meeting will be on Wednesday, February 26 at 11:00 am.

The meeting adjourned at 1:08 pm

Respectfully submitted,  
Susan Pollay, Executive Director