Ann Arbor Downtown Development Authority
Informational Meeting
Wednesday, June 3, 2020  12:00noon
Virtual Meeting—Zoom Link: https://us02web.zoom.us/j/84667208554
or by Phone: 1-877-853-5257
Meeting ID: 846 6720 8554  Password: 086860

Presentation about the 2020 Ann Arbor Downtown Development Authority Activities.
https://drive.google.com/file/d/1C5DZMP94YFu2BVurYE0GPZi4oH787MIT/view?usp=sharing

Ann Arbor Downtown Development Authority Meeting Agenda
(same Zoom link as above)
Wednesday, June 3, 2020  12:10 p.m.

1. Roll Call
   Micah Bartelme, Tom Crawford, Alexandra Dieck, Bob Guenzel, Tyler Kinley, Marie Klopf,
   Jessica A. S. Letaw, Molly McFarland, Darren McKinnon, Rishi Narayan, Keith Orr, Phil Weiss

2. Approval of the Board Meeting Agenda

3. Audience Participation (4 people maximum, 4 minutes each)
   1. 
   2. 
   3. 
   4. 

4. Reports from City Boards and Commissions

5. DDA Members Communications

6. Executive Director Report

7. Approval of May 2020 Minutes

8. Subcommittee Reports

   A. Capital Improvements Committee – J.A.S. Letaw, M. McFarland
      - Presentation: Pandemic Response—using streets to support downtown recovery, health, and safety
        https://drive.google.com/file/d/1qJB5-KUYgRnAKjMh9tbuyK0x8Kd07z8n/view?usp=sharing
      - Resolution to approve funds for sidewalk and separated bikeway pilot projects
      - Resolution to approve funds to partner with local artists and The Arts Alliance on DDA pilot projects
Resolution to approve barricade funding for commercial access during the time of mandated social distancing
Resolution to approve funds to rent, install, and service temporary hand washing/sanitizing stations downtown
Resolution to approve an amendment to the agreement with Heritage Lawn Care for general row repair services
Project Updates
Next meeting: Wednesday, June 17 at 11 am

B. Operations Committee – P. Weiss
- Presentation: COVID-19 Parking Expenditure Reduction Response
  https://drive.google.com/file/d/1eu2rxt7-PZrwqWAXjn7Wro48NO5JcTWm/view?usp=sharing
- Resolution to approve a project budget for Fourth & Washington parking structure elevator repairs
- Resolution to approve the annual management incentive fee for Republic Parking
- Parking System Updates
- Next Committee meeting: Wednesday, June 24 at 11 am

C. Partnerships Committee – T. Kinley
- Resolution approving a $265,000 grant to fund the costs to pursue approval of a pre-entitlement plan for the 350 S. Fifth Avenue site
- Partner Updates
- Next meeting: Wednesday, June 10 at 9 am (DDA only)

D. Finance Committee – B. Guenzel
- Resolution to approve the A2 DDA FY21 budget
- Quarterly Financial Statements
- Next meeting: Thursday, June 25 9:30 am

E. Executive Committee – K. Orr
- Next Committee meeting: Wednesday, July 1 at 11 am

9. New Business

10. Other Audience Participation (4 minutes each)

11. Adjournment
1. ROLL CALL

Present: Micah Bartelme, Tom Crawford, Alexandra Dieck, Bob Guenzel, Tyler Kinley, Marie Klopf, Jessica A.S. Letaw, Molly McFarland, Darren McKinnon, Rishi Narayan, Keith Orr, Phil Weiss

Absent: None.

Staff: Susan Pollay, Executive Director
Sara McCallum, Deputy Director
Jada Hahlbrock, Parking Services Manager
Maura Thomson, Communications Manager
Amber Miller, Capital Projects Manager
Kelley Graves, Management Assistant
Liz Rolla, Project Manager

Others: Mike McKiness/Republic Parking System
Chris Simmons/getDowntown

Public: Members of the public were on the Zoom meeting but did not identify themselves.

2. APPROVAL OF BOARD MEETING AGENDA

Ms. Klopf moved and Mr. McKinnon seconded the motion to approve the Board meeting agenda.

A consent vote on the motion showed:

Ayes: Bartelme, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon, Narayan, Orr, Weiss

Nays: None

Absent: None

By voice vote, the motion passed.

3. AUDIENCE PARTICIPATION

Ms. Sandra Andrade, President of the MSAA expressed appreciation of the DDA covering the cost of sidewalk permits for the downtown businesses. She also thanked the DDA for the bagged meters that are allowing for vital curbside pick-up and delivery for businesses during this time. Ms. Andrade stated the Main Street Area Association does not agree with the resolution being brought forward today to provide a discount of one permit per permit holder account. This does
not benefit or impact the downtown as a whole and is not in keeping with the DDA’s mission. She recommends the DDA look for more inclusive opportunities that benefit more stakeholders.

4. REPORTS FROM CITY BOARDS AND COMMISSIONS

Downtown Area Citizens Advisory Council: The meeting was cancelled. No report.

5. DDA MEMBER COMMUNICATIONS

None.

6. EXECUTIVE DIRECTOR REPORT

Ms. Pollay stated on June 3rd the DDA will present the first of its two informational presentations as required each calendar year by state statute. The presentation will be held at Noon, followed immediately by the regular monthly Board meeting.

7. APPROVAL OF MINUTES

Mr. Guenzel moved and Ms. Letaw seconded the motion to approve the April minutes.

A roll call vote on the motion showed:

Ayes: Bartelme, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon, Narayan, Orr, Weiss

Nays: None

Absent: None

By voice vote, minutes were approved.

8A. SUBCOMMITTEE REPORTS - OPERATIONS COMMITTEE

Presentation-COVID-19 Pandemic Revenue Impacts and Projections:

Staff gave the presentation they gave at the April 22 Ops Committee meeting on the COVID-19 pandemic revenue impacts and projections. Ms. Pollay provided an overview of the events of the last month due to the COVID-19 pandemic, emphasizing that impacts on downtown, both temporary and some permanent are still unknown. She stated that DDA staff is prioritizing parking system expenditures relative to the significantly reduced revenues considering what is essential and what can be delayed. Staff remains mindful of the DDA’s responsibility for the parking system to be self-supporting, fulfilling its debt service and operations obligations and being attentive to capital expenditures related to structural integrity and safety. This information will be shared at the May Operations Committee meeting.

Ms. Hahlbrock compared FY20 budgeted revenues against FY20 actual and FY19 actual totals for the three parking system revenue streams. She spoke to the impact of the pandemic over the initial 6-week period of March 2nd to mid-April 2020. On-street meter revenues saw three significant drops due to: U of M closure, local schools’ closures and Governor’s Stay Home/Stay Safe order. Off-street hourly followed a similar track to last year, until March 16th when COVID
safety measures and the Governor’s orders required sending RPS staff home; no hourly revenues have been collected since that time. Off-street permits are billed monthly. As of mid-April, 18% of all permit fees for May have been collected with approximately $930,000 remaining in outstanding accounts receivable. Ms. Hahlbrock stated the DDA and RPS are working on a phased reopening plan for the parking system.

Ms. McCallum laid out a worst-case and an optimistic scenario of the potential financial impact on the parking system through FY23 based on certain assumptions. She emphasized that staff will continue to modify them as new information becomes clear. Even with capital expenditures reduced by 50% and operating parking expenditures significantly reduced, optimistic predictions show the DDA’s Parking Fund balance expended by the end of FY21 and in the red by FY22 due to very reduced revenues. Questions were asked and answered.

There was discussion about whether to hold more frequent Operations Committee meetings due to the evolving situation. Ms. Pollay does not see that more frequent committee meetings would garner more results as parking system information is received the third week of the month, plus it takes additional time to assemble the level of detailed information as shared in today’s presentation, especially with staff working from home. Mr. Orr suggested and there was consent to keep to the one regularly scheduled Ops meeting at the end of the month.

Mr. Weiss moved and Ms. Letaw seconded the following resolution:

RESOLUTION TO DELAY PREAPPROVED JULY 2020 PARKING RATE INCREASES

Whereas, The DDA has worked diligently to operate, maintain and repair public parking facilities to meet its mission to encourage downtown vibrancy and private investment since 1992;

Whereas, Parking revenues are the primary source of funding used by the DDA to pay parking debt service, operations, maintenance, in addition to 20% of adjusted revenues transferred to the City;

Whereas, At its February 2018 meeting, the DDA voted to approve a five-year slate of parking rate increases that would begin on April 1, 2018 and end on July 1, 2022, including rates for monthly parking permits and hourly parking spaces on street;

Whereas, The rate increases scheduled for July 1, 2020 include:
  - Monthly permit increases of $5 for standard permits and $10 for premium permits
  - Flat rate increase from $4 to $5 at the 415 W Washington surface lot
  - Meter hourly rate increase of .10/hour

Whereas, The Operations Committee has recommended that the DDA delay implementation of its July 1, 2020 parking rate increases until January 1, 2021;
RESOLVED, The DDA supports the recommendation of its Operations Committee and approves delaying implementation of the parking rate increases scheduled to go into effect on July 1, 2020.

A roll call vote on the resolution showed:
Ayes: Bartelme, Crawford, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon, Narayan, Orr, Weiss
Nays: None
Absent: None
The resolution passed.

Ms. Klopf moved and Mr. Guenzel seconded the following resolution:

RESOLUTION TO APPROVE A DISCOUNT TO MONTHLY PARKING PERMIT HOLDERS

Whereas, The DDA has worked diligently to operate, maintain and repair public parking facilities to meet its mission to encourage downtown vibrancy and private investment since 1992;

Whereas, Parking revenues are the primary source of funding used by the DDA to pay parking debt service, operations, maintenance, in addition to 20% of adjusted revenues transferred to the City;

Whereas, The DDA has responded in a number of ways to help its community impacted by COVID-19, including providing downtown businesses with free on-street pickup/delivery spaces, and waiving penalties for late payment of monthly parking permits;

Whereas, As another effort to assist its community, the Operations Committee has recommended that the DDA provide a discount to every monthly parking permit account, with this discount calculated to be equal to one month’s permit fee for one permit;

Whereas, The Operations Committee recommends that this discount not be provided to permit accounts required by contract or City site plans;

RESOLVED, The DDA supports the recommendation of its Operations Committee and approves providing a discount to every monthly parking permit account other than those required by contract or by City site plan; with this discount calculated to be equal to the fee for one permit for one month.

A roll call vote on the resolution showed:
Ayes: Bartelme, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon, Narayan, Orr, Weiss
Nays: Crawford
Absent: None
The resolution passed.
The next Operations Committee meeting will be scheduled for Wednesday, May 27 at 11:00 am.

8B. SUBCOMMITTEE REPORTS – FINANCE COMMITTEE

Mr. Guenzel stated that the April Finance Committee was cancelled due to a lack of crucial business. Approval of the expense registers will be done at the May Finance Committee meeting. Meanwhile, the draft reports will be posted on the DDA website.

Council is scheduled to approve the FY21 budget at its May 18 meeting.

The next Finance Committee meeting is scheduled for Thursday, May 28 at 9:30 am (new time).

8C. SUBCOMMITTEE REPORTS – CAPITAL IMPROVEMENTS COMMITTEE

Project Updates: Ms. McFarland reported that the tree planting is finishing this week on Huron Street. Final striping is due to be completed next week. Installation and final pavement markings are waiting consistent temperatures above 50 degrees and no rain. Work is underway on First Street with watermain installation on the east side beginning at Liberty and moving north. Installation of the watermain to Huron Street may be completed by the end of next week. Washington Street will be closed Wednesday through Saturday this week for watermain installation and temporary paving. Work at Jefferson Street will also begin this week. Testing of the watermain and beginning installation of conduit on the east side of First Street will begin next week.

SmithGroup Presentation Highlights: Ms. McFarland provided highlights from SmithGroup’s presentation to the Committee on insights and ideas being explored by the Street Design Team. They emphasized the vital role of infrastructure investments like those undertaken by the City and the DDA in building resilient communities. Key elements of resilience in street design projects include ensuring equity, adaptable street design, focus on managing carbon emissions, reducing impacts of urban heat island, building strong flexible infrastructure capacity and supporting human health and wellness. The Team will continue to focus on how to move forward, stay informed, work on project planning and design, plan for public engagement and data collection and, be ready to make adjustments to construction schedules in response to short and long term social distancing guidelines that may impact street design.

The next Capital Improvements Committee meeting will be on Wednesday, May 20 at 11:00 am.

8D. SUBCOMMITTEE REPORTS- PARTNERSHIPS COMMITTEE

Mr. Kinley moved and Ms. Letaw seconded the following resolution:

RESOLUTION CHANGING THE RECIPIENT OF THE DDA’S MARCH 2020 HOUSING GRANT FROM THE CITY TO THE ANN ARBOR HOUSING COMMISSION TO SUPPORT THE CONSTRUCTION OF AFFORDABLE HOUSING ON DOWNTOWN CITY-OWNED PROPERTY
Ann Arbor DDA Monthly Meeting
May 6, 2020

Whereas, The DDA is a catalyst for strengthening economic vibrancy and quality of life in the downtown area, and to meet its mission, DDA has supported a variety of downtown affordable housing projects using its Housing Fund, with total grants now surpassing $5M;

Whereas, The lack of affordable housing in Ann Arbor has become urgent;

Whereas, The City has commissioned a feasibility analysis of the development of affordable housing on underutilized city-owned properties, including eight downtown sites;

Whereas, The DDA provided grants to the City totaling $100,000 to sponsor public engagement and analyses of 350 S. Fifth Ave. and 415 W. Washington by SmithGroup;

Whereas, Additional analysis and plan development are needed for these sites, and similar engagement and analysis are needed for the remaining downtown city-owned sites as follows;

<table>
<thead>
<tr>
<th>FY20 Grant Request to the DDA</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community engagement and analysis (SmithGroup)</td>
<td>$125,000</td>
</tr>
<tr>
<td>(353 S Main, 721 N Main, S Ashley lot, Catherine/4th lot)</td>
<td></td>
</tr>
<tr>
<td>Downtown Parking Study</td>
<td>$ 55,000</td>
</tr>
<tr>
<td>Downtown Housing Market Analysis</td>
<td>$ 20,000</td>
</tr>
<tr>
<td></td>
<td>$200,000</td>
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</tbody>
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Whereas, At its March 4, 2020 meeting the DDA approved a $200,000 grant to the City for this work but subsequently it was determined that the grant recipient designation should be changed to the Ann Arbor Housing Commission, as the AAHC will direct the next phase of work;

RESOLVED, The DDA approves changing the recipient designation for its previously approved $200,000 grant to support the creation of new affordable housing from the City to the Ann Arbor Housing Commission.

A roll call vote on the resolution showed:
Ayes: Bartelme, Crawford, Dieck, Guenzel, Kinley, Klopf, Letaw, McFarland, Narayan, Orr, Weiss
Nays: None
Absent: None
Recused: McKinnon
The resolution passed.

The next Partnerships Committee meeting is scheduled for Wednesday, May 13 at 9:00 am.
8E. SUBCOMMITTEE REPORTS- EXECUTIVE COMMITTEE
Mr. Orr reported the Committee did not meet today. A reminder, as Mr. Pollay reported earlier that on June 3rd the DDA will hold the first of two informational meetings it is required by state statute to hold each calendar year. This will take place at Noon, immediately followed by the regular June Board meeting.

The next Executive Committee is scheduled for Wednesday, June 3 at 11:00 am

9. NEW BUSINESS
Mr. Weiss shared that during his absence from the meetings over the past month he has been involved at his bank, Level One, with processing 25% of the bank’s 1800 loans approved for Southeast Michigan businesses under the federally funded PPP program in response to the COVID-19 pandemic.

10. OTHER AUDIENCE PARTICIPATION
None.

11. ADJOURNMENT
There being no other business, Mr. Crawford moved and Mr. McKinnon seconded the motion to adjourn. A consensus vote showed no objections. Mr. Orr declared the meeting adjourned at 1:10 pm.
PARTNERSHIPS & ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES
Wednesday, May 13, 2020

Place: Virtual Meeting-Zoom link: https://us02web.zoom.us/j/86280755418 or by phone 1-877-853-5257 (Meeting ID: 862 8075 5418 Password: 982968)

Time: 9:00 a.m.

Committee Present: Micah Bartelme, Bob Guenzel, Tyler Kinley

Committee Absent: None

Others: Matt Carpenter/AAATA, Ali Ramlawi/City Council, Jane Lumm/City Council, Josie Parker/AADL, Brandon Tucker/WCC, Jennifer Hall/A2HC

Other DDA Present: Jessica A.S. Letaw, Darren McKinnon, Keith Orr

Absent: Tom Crawford, Alex Dieck, Marie Klopf, Molly McFarland, Rishi Narayan, Phil Weiss

Staff: Susan Pollay, Amber Miller, Maura Thomson, Jada Hahlbrock, Sara McCallum, Kelley Graves

Public: Members of the public were on the Zoom meeting but did not identify themselves.

Partner Updates:

AAATA: Mr. Carpenter reported that due to the COVID-19 pandemic and the Stay Home, Stay Safe executive order, service routes were reduced 75%, ridership is down 90%, and additional buses are being added to routes to alleviate social distancing issues. The AAATA laid off 15% of its employees. The D2A2 bus service was suspended. A recovery plan will be presented to the AAATA Board this week.

Library: Ms. Parker reported AADL has been providing online services to patrons since closing its buildings in March. Employees are working from home. No curbside service is offered. A successful activity has been the Library’s “Bummer Games.” Ms. Parker said AADL doesn’t plan to reopen until the State reaches Phase 5 of the Governor’s Safe Plan (extensive testing and tracing processes are in place).

City Council: CM Lumm reported that a soft reopening plan for City Hall has been developed, including PPE for employees and signage outlining social distancing requirements. She encouraged the Chamber and the DDA to continue promoting participation in Entry Point’s COVID-19 business impact survey. CM Ramlawi said recent economic growth helped the City to be in a good financial position going into the COVID-19 crisis but negative impacts to the budget will be felt going into FY22. Council has heard from some patrons upset about paying permit fees. He expressed appreciation for the thoughtful discussion during the April DDA Operations Committee including the DDA’s obligation to paying debt service and ensuring equity in its assistance to the community. Mr. Ramlawi stated his continued interest in seeing affordable housing built at 415 W. Washington; Council asked the AAHC to conduct more public engagement which may slow but not deter progress toward the goal.

Mr. Ramlawi was asked about downtown street closures; he said he supported this. Ms. Thomson outlined staff work developing guidelines and programs for use of the downtown right of way to support downtown businesses and access during the period social distancing requirements are in place.
Bartelme said he supported this work, saying many businesses are clamoring for this. There was a lengthy discussion regarding street closures. Ms. Thomson reported that another meeting was scheduled for later that morning with the four downtown associations to get more input, and final recommendations will be presented to Interim City Administrator Tom Crawford to take forward to Council for approval. Questions were asked and answered.

**Washtenaw Community College:** Mr. Tucker reported said the College was able to respond quickly to moving the balance of its courses online. Summer enrollment is down. WCC leadership is discussing options for the fall semester, which will likely include a mostly online format, with the exception of some lab classes. The Ann Arbor, Ypsilanti and Washtenaw County campuses will remain closed for the near-term. All of the trade group events have been cancelled this summer, which Mr. Tucker said would represent a $13M hit to the local economy. The millage renewal approved in March was appreciated. WCC anticipates a $3M shortfall going into FY21 and they are working on a recovery plan.

**Planning Commission:** Ms. Gibbs-Randall said the Commission has been meeting virtually to review proposed development plans and to discuss ordinance changes for electric vehicles, lighting, floodway and solar panels. The solar panel ordinance would be modified to exclude rooftop mechanicals in the building’s total height calculation. Questions were asked and answered regarding floodway and flood fringe and the potential impact on the 415 W. Washington lot.

**DDA:** Ms. Thomson reported that the Huron Street project is anticipated to be complete by the end of May depending on weather conditions. The First Street project is underway with watermain testing being conducted on the east side and concrete work between Jefferson and First.

**Affordable Housing Funding Request:** Mr. Hall stated that City Council approved a resolution authorizing staff to develop a pre-entitlement plan for the former Y-Lot which would include affordable housing, market rate housing, and AAATA bus use on the first floor. Ms. Hall put forward a request to the DDA for a $265,000 grant so she could engage SmithGroup to develop and move forward a site plan for the Y-Lot for City Council approval. A draft resolution was shown. Ms. Letaw asked that the resolution be altered to show the DDA’s previous $745,000 commitment of its Housing Funds to this site. Questions were asked and answered regarding the DDA Housing Fund. Following discussion, Mr. Kinley asked DDA Committee members if there was support to move this resolution forward to the DDA; there was consensus support among the Committee members to take this resolution to the DDA.

**Public Comment:** Ms. Todoro stated State Street District and South University Area Association’s support of the downtown street closure planning efforts. She said that both organizations have Art Fair policies and procedures in place that can be utilized as part of a workable street closure plan to assist downtown businesses during the period the State mandates social distancing requirements.

The next Partnerships Committee meeting (DDA only) is scheduled for June 10 at 9 am.

The meeting adjourned at 10:50 am.

Respectfully submitted,
Susan Pollay, Executive Director
Virtual Meeting: https://us02web.zoom.us/j/89574796798 or by Phone: 1-877-853-5257 (US Toll-free)
Meeting ID: 895 7479 6798  Password: 148715

Time: 11:00 a.m.

Committee Present: Tyler Kinley, Jessica A.S. Letaw, Molly McFarland
Committee Absent: Micah Bartelme, Alexandra Dieck
Other DDA Present: Darren McKinnon, Keith Orr
Absent: Tom Crawford, Bob Guenzel, Marie Klopf, Rishi Narayan, Phil Weiss
Staff: Susan Pollay, Amber Miller, Maura Thomson, Liz Rolla, Jada Hahlbrock, Sara McCallum, Kelley Graves
Others Present: Bob Doyle, Oliver Kiley/SmithGroup
Megan McCarty-Graham, Addie Weber/Toole Design Group
Public: Members of the public were on the Zoom meeting but did not identify themselves.

Virtual Meeting Guidelines: Ms. Letaw read the virtual meeting guidelines outlining the authority given to municipalities to hold electronic meetings for a period of time during the COVID-19 pandemic to conduct necessary business of public bodies as outlined in Governor Whitmer’s Executive Order #2020-75.

Introduction and Check-in: Members of the committee, other board members and Ms. Pollay shared their thoughts and observations of the impact and possible outcomes of the COVID-19 health crisis on the community.

People Friendly Streets Phase 2: Mr. Kiley and Ms. Miller shared recommendations focused on enabling the DDA to support downtown during the pandemic recovery while also supporting its short and long-term goals and values. Based on research both locally and nationwide, staff has observed an increase in demand for adaptable street, sidewalk and parking space options including safe biking, walking, and recreation space. Also, continued curbside pick-up for businesses and expanded outdoor space as businesses reopen with decreased capacity, physical distancing requirements, and making customers feel more comfortable. Behavior changes are impacting public transit systems, like TheRide, that are adapting routes and capacity to accommodate distancing requirements. Vehicle travel is down by 50% in many areas including Washtenaw County. There is increased bike and pedestrian traffic encroachment into roadways. Ms. McCarty-Graham explained how communities are utilizing an enhanced “E” Plan approach for project design and implementation that incorporates the
original decades old design model of Engineering, Education and Enforcement with the more current methodology of Ethics, Equity and Empathy. Mr. Kiley added that Evaluation and Encouragement have also been added to the design and implementation to the PFS Phase 2 recommendations allowing for quicker responses and adapting streets to meet the changing environment.

**Pandemic Response:** Staff have been focused on a tactical urbanism approach to develop short-term, low-cost, quick-build interventions to support community and business needs. These interventions could fall into one or more of four categories-Demonstrations, Pilot, Interim Design and Full Installation. The process would include testing and evaluation, flexible response and, the opportunity to build awareness and understanding. The outcomes will help inform whether a project needs to be modified, enhanced, discontinued or warrants consideration for full implementation. Mr. Doyle stated that these intervention recommendations are informed by elements of the City’s plan and the DDA’s Design Manual. The advantage of a tactical urbanism approach is the opportunity to get a more immediate assessment of user experience.

Ms. Thomson and Ms. Miller reported that the DDA has been working the past few weeks with City staff and the area merchant associations to develop a street reopening plan with focus on safety to run through August 30th. The City received a Homeland Security grant last year and purchased PVB barriers, like the ones used by U of M. These barriers are more portable and offer more flexible response to business requests. These barriers replace the old jersey barriers. U of M has agreed to store the barriers for the City and place them when and where needed for a fee.

**Resolutions for Review:** Ms. Miller presented five (5) resolutions to the Committee related to the DDA’s pandemic response. The resolutions include piloting separated bike facilities and State Street improvements, partnering with The Arts Alliance to hire artists to create artwork to delineate social distancing spaces on the sidewalks, funding PVB barrier drop-offs and pick-ups for local businesses and, funding for rental, installation and service of temporary hand washing stations. The fifth resolution amends the Heritage Lawn Care agreement for general ROW repair services, extending it into FY21 to support the landscape and maintenance in the four merchant association sectors. Questions were asked and answered about temporary vs. permanent initiatives, communicating the plan to Council ahead of time to gain support. There was consensus by the Committee to bring all five resolutions to the Board.

**Projects Updates:** Ms. Miller reported that Huron Street milling and paving are expected to be finished between today and tomorrow and the project will be complete. Final pavement marking on William Street will be underway once the rain clears. Ms. Miller reported that all First and Ashley watermains tests passed. Conduit work between Washington and Liberty will begin next week, followed by water and sewer work.
Public Comment: Mr. Adam Oxner said his likes the proposed bike lane ideas, especially where there are gaps in the bike network. He agrees with reaching out to Council ahead of time on the street reopening plan. He thinks it aligns well with the City's climate emergency plan.

The next Capital Improvements Committee meeting will be on Wednesday, June 17 at 11 am.

The meeting adjourned at 12:45 pm.

Respectfully submitted,
Susan Pollay, Executive Director
Virtual Meeting Guidelines: Mr. Weiss read the virtual meeting guidelines outlining the authority given to municipalities to hold electronic meetings during the COVID-19 pandemic to conduct necessary business of public bodies as outlined in Governor Whitmer’s Executive Order #2020-75.

COVID-19 Parking Expenditure Reduction Response: Ms. McCallum began with a brief overview of projected parking revenue impacts due to COVID-19, and initial expense reductions, presented last month. Despite a 50% cut to capital projects and reductions in expenses tied to revenues, the impact to the fund balance indicated further expenditure cuts were needed to maintain a positive fund balance.

She said a revised Fiscal year-end 2020 revenue projection now includes actual revenues for April. Receivables as of 4/30 show a 10x increase over last year for this same time period as customers avail themselves of the late fee waiver approved by the board. Staff reviewed all parking system expense areas, and identified what could be cut, eliminated or deferred; taking this action now will put the DDA in a better FY20 year-end position than projected earlier.

Staff also reviewed all parking-related expenses for FY21. Debt service is one area where no cost reductions are possible. The City’s 20% and credit card fees which are tied to parking revenues will shrink as revenues decrease.

Ms. Hahlbrock reviewed the list of anticipated capital expenditures, indicating which will be reduced, deferred, or eliminated. Some expenditures must remain, including the new parking system equipment approved by the Board in January. Fortunately the bids had come in lower than anticipated providing a savings against budget. Once installed, this equipment will add
payment options across the system, although it is still anticipated RPS staff serve patrons in the facilities to assist customers. In light of the pandemic it is worth noting the new TIBA equipment will allow for testing frictionless and touchless payment options.

Working closely with WGI engineers, staff prioritized garage restoration projects to determine if they are urgent or can be delayed. This review netted a potential adjustment of $1.8M. Staff recommend moving forward with the lighting study but deferring the curb management study until downtown returns to a robust level of activity. Ms. Letaw said she supported this but questioned what the trigger would be to move the curb study forward; Ms. Hahlbrock said it isn’t yet clear, but staff will work towards having an RFQ ready for release when the timing is right. Spending in support of the City’s 2030 carbon neutrality plan such as adding electricity to the garages for EV chargers will be temporarily deferred but the DDA will reinstitute it as soon as possible. Dollars budgeted for the RPS office have been eliminated.

Ms. Hahlbrock reviewed proposed operational expense reductions including 30% in personnel costs and 20% reduction in administrative, maintenance and subcontractor costs. She stressed that deferring capital repairs is a short-term solution and these repairs must be addressed in a future year.

Ms. McCallum said that if the identified potential adjustments were implemented in their entirety, and if an optimistic set of assumptions about parking revenues are realized, the projected FY21 year-end parking fund balance would be $7.3M. And, while this is better than the projection provided at the April Committee meeting, Ms. McCallum stated that it is imperative the DDA remain mindful of the high level of uncertainty of these projections during an unprecedented time and that having a higher level of reserves is warranted. Mr. McKinnon suggested that perhaps more severe cuts should be made now. Ms. Hahlbrock and Ms. McCallum said staff will continue to review every expenditure and will continue to keep the Committee informed.

**Elevator Repairs Resolutions:** Ms. Hahlbrock presented two draft resolutions, asking for committee support to bring them to the board. The first was for elevator repairs at the 4th & Washington. She stated that this is good time to move forward with this repair because there is only one elevator in this garage, and given the current lack of downtown activity, now is a good time to take the elevator off-line. The second resolution would replace the floor, ceiling and canopies in both of the Ann Ashley elevators which are rusted and deteriorated. Both expenditures would in the FY21 budget. Approval now would allow staff to order the parts and get in the queue for installation. Questions were asked and answered regarding cost, the maintenance agreement with the elevator vendor, disruption, accessibility, aesthetics versus safety aspects of the project. A voice vote showed approval to take the 4th & Washington resolution to the Board and a deferral of the Ann Ashley resolution next month’s Committee meeting so more information could be provided.
Operations Committee
May 27, 2020

Annual RPS Management Fee: Ms. Hahlbrock said that by contract, Republic Parking’s annual management fee consists one part that is set, and another portion which is an up-to-$50,000 amount determined by the DDA. Ms. Hahlbrock outlined in a memo and verbally her view that RPS has done an excellent job this year managing the DDA’s parking system, including work that is outside their contract such as overseeing construction and responding quickly to directives from the DDA in response to COVID-19. She strongly recommended that the full $50,000 be provided to them. Several questions were asked and answered. There was discussion regarding the modifying the contract metrics for assessment; Ms. Hahlbrock said that staff will soon begin work to rebid the contract, and suggested changes will be incorporated into a future contract. There was Committee consensus to take the resolution to the Board.

Resuming Normal Parking System Operations: Ms. Hahlbrock reported that date was delayed again to 6/15/2020 in alignment with the Governor’s extended Stay at Home order. The RPS offices and cashier booths have been modified to protect staff and public and to support physical distancing. RPS staff will go through training and daily health screenings. Mr. McKinnon asked that the Committee discuss opening the garages sooner, suggesting that structures be closed to all but permit holders because there is plenty of on-street parking. There was discussion on the pros and cons of this suggestion. Mr. Crawford stated that City and DDA staff have been working with the downtown area associations to develop a plan for closing streets to allow for physical distancing for businesses, pedestrians and bicyclists. There was consensus not to make changes, but instead to reopen when possible by the Governor’s order.

Monthly Permit Receivables: Ms. Hahlbrock reported that as of last week 55% of the permit holder accounts are paid up-to-date compared to 90% at this same time last year. She said that at the next committee meeting the Committee will be asked to review a possible timeline for reinstating collection of past due accounts.

Public Comment: Mr. Honeyman expressed his disappointment that the street closure resolution won’t be in front of Council until June 15th. He was hoping it would be on this coming Monday’s agenda. He also stated that in his experience as a downtown resident and permit holder, the parking structures are currently significantly under-utilized. He also asked the DDA to reconsider the proposed deferment of carbon neutrality related initiatives, asking that they be prioritized and budget dollars be retained for those with high impact because carbon neutrality is critical to our future.

The next Operations Committee meeting is scheduled for Wednesday, June 24, 2020 at 11 am.

The meeting adjourned at 12:48 pm.

Respectfully submitted by Susan Pollay, Executive Director
Place: Virtual Meeting--Zoom Link:https://us02web.zoom.us/j/87614183425
by Phone: 1-888-475-4499
(Meeting ID: 876 1418 3425  Password: 686918)
Time: 9:30 am
Committee Present: Robert Guenzel, Marie Klopf, Rishi Narayan
Committee Absent: Phil Weiss
Other DDA Present: Keith Orr
Other DDA Absent: Tom Crawford, Micah Bartelme, Alexandra Dieck, Tyler Kinley, Jessica A.S. Letaw, Molly McFarland, Darren McKinnon
Staff: Susan Pollay, Sara McCallum, Jada Hahlbrock, Maura Thomson, Kelley Graves
Other Attendees: Matt Horning/City
Public: Member of the public were on the Zoom meeting but did not identify themselves.

Virtual Meeting Guidelines: Mr. Guenzel read the virtual meeting guidelines outlining the authority given to municipalities to hold electronic meetings for a period of time during the COVID-19 pandemic to conduct necessary business of public bodies as outlined in Governor Whitmer’s Executive Order #2020-75.

Resolution to Adopt the FY21 Budget: The DDA’s FY21 budget has been reviewed and approved by City Council. The budget was not adjusted to reflect any adjustments due to COVID-19. Ms. McCallum stated that the State Budget Manual recommends that municipalities adjust budgets when they become aware that expenditures will exceed budget levels. As the DDA is expecting reductions in revenues and expenditures, no budget amendments are required. Mr. Narayan noted and Ms. Pollay confirmed that the FY21 budget will be continually monitored and adjustments made in expenditures in response to the changing environment due to COVID-19. There was consensus to take the resolution to the Board.

Expense Registers: The February, March and April expense registers were reviewed. Ms. McCallum highlighted items of interest including debt payments and the Tally Hall bi-annual payment. She also discussed the implementation of vendor payments by ACH as approved in February by the Board, noting advantages to this method of payment that include safety, better internal controls, and consistency of process. There was discussion regarding RPS’s expenditures during this time. Ms. Klopf suggested the DDA review the RPS contract to ensure what is expected of RPS for events such as the COVID-19 pandemic. Ms. Pollay stated that the DDA and RPS have been following the State Executive Orders and originally thought the return to normal operations would be a quicker timeline. With the stay home extensions, Staff presented proposed expenditure reductions to the Operations Committee yesterday. Ms.
Hahlbrock reported that the RPS contract expires in June 2022. Due to the complexity of this process, she plans to engage a consultant to assist with defining the RFP based on best practices and incorporating the DDA’s requirements. Ms. Klopf requested and Mr. Guenzel agreed that the expenditure reduction presentation be shared with the rest of the Board next week.

**Third Quarter Financial Reports:** Ms. McCallum reviewed balance sheets by fund. She pointed out changes in these reports related to the pooling of cash and investment accounts and commented that this change has resulted in cleaner processing, clearer reporting, and less transfers between accounts. She highlighted other key items including increased Parking receivables, variances related to timing differences and, the closing of the temporary Parking Construction Fund. Also reviewed were a Cash and Investment Balances Report, and a Summary Revenues and Expenditures Report.

Mr. Horning commended Ms. Pollay and Ms. McCallum for switching to BS&A and for pooling investments under one account. He asked about the DDA’s investment portfolio and returns. Ms. McCallum offered to share the presentation given by Bank of Ann Arbor to the Finance Committee in January, and said another presentation is being planned for July. She anticipates them doing twice a year going forward.

Ms. McCallum asked the Committee for feedback on the pertinent content members would like to see and frequency of meetings. The DDA’s attorney has stated that expense registers may be posted as ‘draft’ online and received by the Finance Committee at a later date, perhaps when in-person meetings resume.

**Public Comment:** None.

The next Finance Committee meeting is scheduled for Thursday, June 25, 2020 at 11 am.

The meeting adjourned at 10:30 am.

Respectfully submitted by
Susan Pollay, Executive Director
MEMO

TO: DDA Capital Improvements Committee
FROM: Amber Miller, DDA Capital Projects Manager
DATE: 5.20.2020
REGARDING: Using streets to support downtown recovery, health, and safety

At our April 15th, 2020 meeting, we focused on the role of the DDA in building community resiliency and the need for both short and long-term action to respond and recover. Even as we combat the effects of the pandemic, we acknowledged that we must not lose sight of our pledge to address other urgent crises as well, including climate change, equity, and safe access. Today, we aim to build on that discussion by sharing a package of recommendations that enables the DDA to support downtown during pandemic recovery while also supporting our other goals. These recommendations align with DDA values and purpose and provide staff with the flexibility to respond quickly as needs change, while building toward long-term community objectives and downtown resiliency.

Cities across the country are having this same discussion; responding quickly with flexible, scalable programs and tactics. What staff are observing & hearing:

- Increased pressure on streets, sidewalks, and parking spaces to adapt to changing demands, including:
  - Safe biking, walking, and recreation space – particularly space that allows for physical distancing.
  - Safe and convenient business access, including curbside pick-up.
  - Outdoor space for restaurant and retail operations as businesses reopen with decreased capacity, physical distancing requirements, and the desire to make customers feel more comfortable.
- Decreased transit capacity and service as TheRide adapts to the pandemic.
- Decreased traffic and vehicle miles traveled (estimated to be down by 50% or more in Washtenaw County) and increased speeding as a result.

DDA staff worked quickly with our partners (I.E., City staff in Transportation, Police, Fire, and Community Services and the downtown Area Associations, businesses, and the arts community) to discuss issues and opportunities. These discussions and the work of other cities shaped our response and recommendations.

**Action Recommended:** DDA staff recommend approval of the following Resolutions:

- Resolution to approve funds for sidewalk and separated bikeway pilot projects ($60,000)
- Resolution to approve funds to partner with local artists and The Arts Alliance on DDA Pilot Projects ($35,000)
- Resolution to approve barricade funding for commercial access during the time of mandated social distancing ($50,000)
- Resolution to approve funds to rent, install, and service temporary hand washing/sanitizing stations downtown ($25,000)
- Resolution to approve an amendment to the agreement with Heritage Lawn Care for general ROW Repair Services ($100,000)
**DDA Goals:** The project meets the following DDA Renewal Plan Principles.

<table>
<thead>
<tr>
<th>DDA Plan Principles/Goals</th>
<th>Advances Fully</th>
<th>Helps Support</th>
<th>Counter To</th>
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<tbody>
<tr>
<td>Identity</td>
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<tr>
<td>Infrastructure</td>
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<td>Business Encouragement</td>
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<td>Housing</td>
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<td>Development Partnerships</td>
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<td>Community Services</td>
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<td>Sustainability</td>
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</table>
RESOLUTION TO APPROVE FUNDS FOR SIDEWALK AND SEPARATED BIKEWAY PILOT PROJECTS

Whereas, The DDA’s Development Plan highlighted identity, infrastructure, and transportation as key strategy areas, and included transformative and strategic street projects as important tools to achieve DDA goals;

Whereas, The DDA has taken action to support downtown in response to the COVID-19 pandemic, including providing 143 free pickup/delivery locations, covering the cost of annual sidewalk permits, providing a discount and deferring late payment penalties for monthly parking permit accounts;

Whereas, Over the past weeks DDA and City staff have developed strategies for how downtown streets, sidewalks, and parking lots can be utilized to support economic recovery and build a more resilient community, including supporting physical distancing, encouraging patronage of downtown businesses, and reinforcing core values of safety, mobility, equity, and downtown vitality;

Whereas, In December, 2019 the DDA Board approved a $10M project budget for People-Friendly Streets Round 2; installing pilot projects now can help address the need for safe biking and walking space and improve access for residents, employees, businesses, and others, while engaging the community and guiding future improvements

Whereas, The cost of pilot project implementation is estimated at $60,000, which includes expanded seating and sidewalk space on State Street and separated bike lanes installed in and within a ¼ mile of the DDA District to allow for meaningful connections;

Whereas, To support physical distancing and access, these pilots require lane reductions, which would need city council approval prior to implementation;

RESOLVED, The DDA Board approves a pilot project budget of $60,000 to be paid from the General Fund (248), allowing staff to respond quickly and flexibly with City Council approval;

RESOLVED, That the Ann Arbor DDA Executive Director is authorized to sign the necessary contracts to implement the pilot.
RESOLUTION TO APPROVE FUNDS TO PARTNER WITH LOCAL ARTISTS AND THE ARTS ALLIANCE ON DDA PILOT PROJECTS

Whereas, The DDA’s Development Plan highlights identity, infrastructure, and transportation as overarching strategy areas, which include improving safety and economic vitality through pedestrian & bicycle improvements;

Whereas, The DDA has taken action to support downtown in response to the COVID-19 pandemic, including providing 143 free pickup/delivery locations, covering the cost of annual sidewalk permits, providing a discount and deferring late payment penalties for monthly parking permit accounts;

Whereas, Over the past weeks DDA and City staff have developed strategies for how downtown streets, sidewalks, and parking lots can be utilized to support economic recovery and build a more resilient community;

Whereas, As part of the DDA’s pilot efforts, staff recommend partnering with the Arts Alliance, a non-profit arts organization, to involve local artists and build community during a time when many are economically effected by the pandemic and necessary stay at home order;

Whereas, Similar projects have been implemented all-over the Country pre-pandemic, including Spirit Plaza in Detroit, and Smart Growth for America is now encouraging communities to include artists in their rapid response projects;

Whereas, To support local artists while meeting other DDA goals for access, safety, and vibrancy, staff recommend that the DDA provide up to $35,000 to cover the costs for 4 project installations, including artist time and materials and the Arts Alliance cost to manage the program;

Whereas, The project would provide a living wage to artists, who would be asked to develop design elements for such street elements as including barricades, corner bump outs, bike lanes, and seating areas;

Resolved, The DDA approves spending up to $35,000 from the General Fund (248) to cover the cost of artist time, materials, and Arts Alliance support.
RESOLUTION TO APPROVE BARRICADE FUNDING FOR COMMERCIAL ACCESS DURING THE TIME OF MANDATED SOCIAL DISTANCING

Whereas, The DDA’s Development Plan highlights identity, infrastructure, and transportation as overarching strategy areas, which include improving safety and economic vitality through pedestrian & bicycle improvements;

Whereas, The DDA has taken action to support downtown in response to the COVID-19 pandemic, including providing 143 free pickup/delivery locations, covering the cost of annual sidewalk permits, providing a discount and deferring late payment penalties for monthly parking permit accounts;

Whereas, Over the past weeks DDA and City staff have developed strategies and programs for how downtown streets, sidewalks, and parking lots can be utilized to support economic recovery and build a more resilient community, including supporting physical distancing, encouraging patronage of downtown businesses, and reinforcing core values of safety, mobility, equity, and downtown vitality;

Whereas, A necessary part of these programs will be the use of PVB and Type 3 barricades, and grabber cones to temporarily close streets, repurpose on-street parking spaces;

Whereas, Staff have recommended that the DDA waive all meter bag fees and provide up to $50,000 total to the four downtown area associations to cover their cost of installing, removing, and renting this equipment during the time of mandated physical distancing and economic recovery and this recommendation is supported by the Capital Improvements Committee;

Resolved, The DDA approves waiving all meter bag fees and spending up to $50,000 from the General Fund (248), to cover the cost of the downtown area associations installing, removing, and renting barricades and grabber cones to temporarily close streets and repurpose parking spaces.
RESOLUTION TO APPROVE FUNDS TO RENT, INSTALL, AND SERVICE TEMPORARY HAND WASHING/SANITIZING STATIONS DOWNTOWN

Whereas, The DDA’s Development Plan highlights identity, infrastructure, and transportation as overarching strategy areas, which include improving safety and economic vitality through pedestrian & bicycle improvements;

Whereas, The DDA has taken action to support downtown in response to the COVID-19 pandemic, including providing 143 free pickup/delivery locations, covering the cost of annual sidewalk permits, providing a discount and deferring late payment penalties for monthly parking permit accounts;

Whereas, Over the past weeks DDA, City staff, and the downtown area associations have developed strategies and programs for how downtown streets, sidewalks, and parking lots can be utilized to support economic recovery and build a more resilient community, including supporting physical distancing, encouraging patronage of downtown businesses, and reinforcing core values of safety, mobility, equity, and downtown vitality;

Whereas, To improve safety and comfort as downtown restaurants and retail reopen, with a stronger outdoor presence, staff recommend that the DDA provide up to $25,000 to rent and install temporary hand washing/sanitizing stations downtown (approx. 6 – 8 stations);

RESOLVED, The DDA approves spending up to $25,000 to cover the cost of the renting, placing, and servicing temporary hand washing stations downtown to be paid from the General Fund (248).
RESOLUTION TO APPROVE AN AMENDMENT TO THE AGREEMENT WITH HERITAGE LAWN CARE FOR GENERAL ROW REPAIR SERVICES

Whereas, The DDA’s Development Plan highlights identity, infrastructure, and transportation as overarching strategy areas, which includes improving economic vitality through pedestrian improvements;

Whereas, In May 2017 the DDA issued a Request for Proposals (RFP) for general ROW repair services, including brick repairs, tree plantings, banner installation, bike parking, and landscape maintenance as needed;

Whereas, The DDA received two responses and selected Heritage Lawn Care based on their proposal response and lower fees and entered into an agreement for FY 18, and subsequent extensions for FY 19 and 20 services;

Whereas, The downtown area associations have experienced significant revenue shortfalls due to the impacts of COVID-19, and they have asked the DDA for assistance this year maintaining the planters and landscaping in their areas as they do not have the funds;

Whereas, To respond to this request as quickly as possible, staff recommend the DDA approve a one-year extension to its contract with Heritage that would also include landscape maintenance in the four commercial areas, and this recommendation is supported by the Capital Improvements Committee;

Resolved, The DDA Board approves an amendment to the Professional Services Agreement with Heritage Lawn Care not to exceed $100,000 for 2021 for General ROW Repair Services, including landscape support throughout the four commercial areas to be paid from the General Fund (248); and authorizes the DDA Board Chair and DDA Director to execute the contract amendment.
DDA LANDSCAPE SUPPORT & REQUESTS

Main Street Request
Landscape support for the 2020 season.

State Street Request
Landscape support for the 2020 season.

Kerrytown Commitment
3 years of committed 5th & Detroit project landscape maintenance.

South University Commitment
3 years of committed South University project landscape maintenance.
RESOLUTION TO APPROVE A PROJECT BUDGET FOR FOURTH & WASHINGTON PARKING STRUCTURE ELEVATOR REPAIRS

Whereas, The DDA mission is to strengthen the downtown area and attract new private investments, and it manages the public parking system as a means to help it accomplish its mission;

Whereas, The Fourth & Washington parking structure operates with a single elevator and the reliable operation of this elevator is integral to the functioning of the structure;

Whereas, The DDA’s elevator contractor, Schindler Elevator Corporation, recommends replacement of the door operating hardware, as the elevator is experiencing recurrent functional issues;

Whereas, The total cost for this work will be $79,344.00;

Whereas, A contingency equal to 15% of the estimated work will be set aside, thus creating a project budget of $91,245.00;

Whereas, The DDA Operations Committee approves this work;

RESOLVED, The DDA Board establishes a project budget for this elevator work at Fourth & Washington of $91,245.00, to be paid with funds from its FY21 parking budget.

RES 4th Washington elevators
June 3, 2020
RESOLUTION TO APPROVE THE ANNUAL MANAGEMENT INCENTIVE FOR REPUBLIC PARKING - CONTRACT YEAR 2019/2020

Whereas, The DDA entered into a contract with Republic Parking System (RPS) beginning July 1, 2017 for management of the DDA’s parking system;

Whereas, According to this contract the fee paid to RPS is paid in two parts: The first part, $125,000 is paid on a monthly basis. The second part, up to $50,000, is paid on the anniversary date of the contract based upon a DDA review of RPS’s performance;

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

RESOLVED, The DDA authorizes a 2019/2020 year-end management incentive of $50,000 for Republic Parking System.
MEMORANDUM

DATE: May 27, 2020
TO: DDA Operations Committee
FROM: Jada Hahlbrock, Manager of Parking Services
RE: Annual Management Incentive Recommendation for Republic Parking Systems

As per the July 1, 2017 management agreement between the DDA and Republic Parking, the management fee is paid in two parts. The first part is a set amount of $125,000, paid to Republic Parking on a monthly basis. The second amount described as a management “incentive” is paid on the anniversary date of the contract. This second portion is based upon a DDA review of Republic’s performance over the previous year.

Overall Assessment
DDA staff continues to be pleased with Republic’s operation of the parking system. This system has nearly 8,000 parking spaces, plays an important role for downtown, and serves many users daily. Republic Parking does an excellent job keeping the system well-maintained and running well. DDA staff is grateful for the work that Republic Parking does, including tasks that are beyond what is expected of them by contract.

The last few months in particular have proven that the management team in Ann Arbor is extremely capable and ready to respond to any circumstances they are confronted with. I would like to draw particular attention to their good work in response to the COVID-19 pandemic, including:

- Responding nearly overnight to install meter bags and signage to create convenient customer pick-up/delivery locations for nearly 150 downtown area businesses.
- Managing meter bag requests for construction and critical needs despite a much-reduced meter department staff. A good example was their quick response to a request to install meter bags in the area adjacent to the UM Hospitals for doctors, nurses, and other health care professionals.
- Developing and implementing a staffing plan to ensure the parking system was monitored daily for safety, security and basic maintenance needs during the period of Stay Home Stay Safe work restrictions.
- Creating a plan for resuming normal operations when restrictions are lifted, including details for staffing/work hour changes, modifications to workspaces, signage and distancing cues, and disinfecting protocols.
- Working closely with DDA staff to identify elements to be included in a COVID-19 parking expense reduction strategy for FY20 and FY21.

Also of note this year are the following:

- Providing excellent customer service and responding quickly to meter bag requests from DDA and City staff as related to capital improvement projects. As an example, this included meter bag, meter post and epark kiosk removals and adjustments related to the William Street Bike Way project.
- Overseeing the contractor’s work installing deterrent fencing in the upper levels in two parking structures.
• Assisting with five months of structure restoration work. This included managing the work area footprints, coordinating blocking off parking spaces, and ensuring safe access for pedestrians and drivers throughout the construction.
• Working to coordinate and install modem upgrades in the epark system with minimal impacts to parkers.
• Preparing for and implementing a system-wide parking rate change that included monthly permits, and on-street meters rates, including communications with customers and modifications to parking revenue equipment.
• Developing a tracking system for elevator issues including measuring down-time in order to identify and rectify recurrent problems. Republic Parking also created a new system for communicating elevator closures to patrons in a professional and informative way.
• Providing technical and planning expertise for the DDA’s parking equipment RFP. This included many hours of meetings, site visits, and reference calls. This purchase represents a large expenditure on equipment that is critical to the operation of the parking system. The important involvement of RPS staff in this process cannot be overstated.
• Overseeing paving repairs to the S Ashley (Kline) lot. Work was coordinated and managed in such a way as to reduce the down time for this important location. Great care was also taken to accommodate needs of neighbors.
• Working to right size and realign staffing for Art Fair to reduce overtime costs. This was accomplished while maintaining the excellent customer service our community and fair visitors are accustomed to.

Contract Metrics for Assessment
• Accounts Receivable: RPS administrative staff made great strides in tracking and resolving issues with past due accounts. With the exception of one large account with whom RPS staff is working, the February 2020 accounts receivable balance for parking permit accounts stood at $5,500, which was less than 1% of average monthly billing. This is well below the contract target of 5%.
• Lost Tickets: The Republic Parking lost ticket average for July 2019-February 2020 was 2%. This is slightly above our target of 1.75%.

Recommendation
In recognition of Republic’s excellent work this year, I recommend that the DDA give Republic Parking the full $50,000 incentive fee for the 2019-2020 contract year.
RESOLUTION APPROVING A $265,000 GRANT TO FUND THE COSTS TO PURSUE APPROVAL OF A PRE-ENTITLEMENT PLAN FOR THE 350 S. FIFTH AVENUE SITE

Whereas, The DDA is a catalyst for strengthening economic vibrancy and quality of life in the downtown area, and to meet its mission, DDA has supported a variety of downtown affordable housing projects using its Housing Fund, with total grants now surpassing $5M;

Whereas, The lack of affordable housing in Ann Arbor has become urgent;

Whereas, The City commissioned a feasibility analysis of the development of affordable housing on multiple city-owned properties which included eight downtown sites, including the 350 S. Fifth Avenue (former Y-Lot) property;

Whereas, On April 20, 2020 City Council approved Enactment R-20-139, which was a resolution to direct the City Administrator, Ann Arbor Housing Commission (AAHC) and Planning Commission to create proposed application materials, review and recommend development entitlements to the City Council for 350 S. Fifth Avenue;

Whereas, Funds are needed to support the cost of planners, material development, and other costs associated with this entitlement process;

Whereas, The AAHC has requested a $265,000 grant from the DDA’s Housing Fund FY21 budget to fund the cost to pursue pre-entitlement approval of a future development on 350 S. Fifth Avenue which will include a substantial number of new affordable housing units;

Whereas, The DDA has previously provided $300,000 in grants to sponsor public engagement and analyses of the 350 S. Fifth Ave, 415 W. Washington, 353 S. Main, 721 N. Main, S. Ashley lot, and Catherine/4th lot, in addition to a downtown parking study and downtown housing study;

Whereas, DDA staff recommends approval of this request and the Partnerships Committee also recommends approval of this request;

RESOLVED, The DDA approves grants to the City for $265,000 from its FY21 Housing Fund budget to support the pre-entitlement work on the 350 S. Fifth Ave site in pursuit of the future construction of affordable housing units on this site.

RES Grant for Affordable Housing Efforts 060320.doc
June 3, 2020
RESOLUTION TO ADOPT THE DDA BUDGET
FOR FISCAL YEAR 2021

Whereas, PA 57 of 2018 requires that the Director of the Authority will prepare and submit for the approval of the Board a budget for the operation of the Authority for the ensuing fiscal year;

Whereas, The statute also requires that the budget be prepared in the manner and contain the information required of municipal departments;

Whereas, The DDA has submitted its FY21-FY26 capital improvement items for inclusion in the City of Ann Arbor’s Capital Improvement Plan and that Plan has been approved by the Planning Commission for inclusion in the FY21 Budget;

Whereas, The DDA’s Finance Committee has reviewed the DDA’s updated Ten-Year Plan which includes long range capital improvements, debt service, parking operations, and details the financial assumptions that have gone into that Plan;

Whereas, Before the budget may be adopted by the board, the statute requires that it be approved by the governing body of the municipality;

Whereas, The Director has prepared and submitted a budget as required by PA 57, and the Ann Arbor City Council did approve the FY21 DDA budget as presented at its regular meeting on May 18, 2020;

Whereas, The Finance Committee now recommends the adoption of the FY21 Budget by the DDA Board as required by PA 57;

NOW THEREFORE, BE IT RESOLVED, That the Ann Arbor Downtown Development Authority hereby adopts the following revenue and expenditure appropriations as its fiscal year 2021 budget:

<table>
<thead>
<tr>
<th>Funds</th>
<th>246 Housing</th>
<th>231 Parking</th>
<th>248 General (TIF)</th>
<th>401 Parking CIP</th>
<th>494 TIF Construction</th>
<th>All Funds</th>
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<tbody>
<tr>
<td>Revenue</td>
<td>537,100</td>
<td>25,276,600</td>
<td>7,392,000</td>
<td>10,672,000</td>
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<td>Expenditure</td>
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<td>31,118,400</td>
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<td>Net Rev (Exp)</td>
<td>(764,400)</td>
<td>(5,841,800)</td>
<td>(2,523,400)</td>
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Ann Arbor DDA FY21 Budget
### Fund 231 DDA PARKING FUND

#### COMPARATIVE BALANCE SHEET FOR ANN ARBOR DDA

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<th>Description</th>
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<td>PREPAID EXPENSES</td>
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**Total Assets**

7,323,233.44 13,159,337.84

#### Liabilities

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>231-000-202.000</td>
<td>ACCOUNTS PAYABLE</td>
<td>0.00</td>
<td>1,844,720.60</td>
</tr>
<tr>
<td>231-000-210.000</td>
<td>DUE TO PARKING OPERATOR</td>
<td>(4,619.80)</td>
<td>0.00</td>
</tr>
<tr>
<td>231-000-214.000</td>
<td>DUE TO OTHER FUNDS</td>
<td>868,113.97</td>
<td>0.00</td>
</tr>
<tr>
<td>231-000-221.000</td>
<td>DUE TO CITY OF ANN ARBOR</td>
<td>0.01</td>
<td>0.00</td>
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</tbody>
</table>

**Total Liabilities**

863,494.18 1,844,720.60

#### Fund Balance

<table>
<thead>
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<th>Description</th>
<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>231-000-380.000</td>
<td>COMMITTED FUND BALANCE - PRG IMP</td>
<td>2,506,768.82</td>
<td>2,506,768.82</td>
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<tr>
<td>231-000-390.000</td>
<td>FUND BALANCE</td>
<td>3,083,508.62</td>
<td>5,613,868.83</td>
</tr>
</tbody>
</table>

**Total Fund Balance**

5,590,277.44 8,120,637.65

**Beginning Fund Balance**

5,590,277.44 8,120,637.65

**Net of Revenues VS Expenditures**

869,461.82 3,193,979.59

**Ending Fund Balance**

6,459,739.26 11,314,617.24

**Total Liabilities And Fund Balance**

7,323,233.44 13,159,337.84
### COMPARATIVE BALANCE SHEET FOR ANN ARBOR DDA

**Fund 246 DDA HOUSING FUND**

**Period Ended 03/31/2019**

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Period Ended</th>
<th>Description</th>
<th>Period Ended</th>
</tr>
</thead>
<tbody>
<tr>
<td>246-000-001.001</td>
<td>CASH-CHECKING BOAA</td>
<td>0.00</td>
<td>216,424.05</td>
<td></td>
</tr>
<tr>
<td>246-000-017.005</td>
<td>INVESTMENTS</td>
<td>1,113,308.02</td>
<td>799,076.40</td>
<td></td>
</tr>
</tbody>
</table>

**Total Assets**

<table>
<thead>
<tr>
<th></th>
<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Assets</strong></td>
<td>1,113,308.02</td>
<td>1,015,500.45</td>
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</table>

**Total Liabilities**

<table>
<thead>
<tr>
<th></th>
<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>276.78</td>
<td>149.58</td>
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**Total Fund Balance**

<table>
<thead>
<tr>
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<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Fund Balance</strong></td>
<td>861,119.76</td>
<td>939,584.93</td>
</tr>
</tbody>
</table>

**Beginning Fund Balance**

<table>
<thead>
<tr>
<th></th>
<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>861,119.76</td>
<td>939,584.93</td>
</tr>
</tbody>
</table>

**Net of Revenues VS Expenditures**

<table>
<thead>
<tr>
<th></th>
<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net of Revenues VS Expenditures</strong></td>
<td>251,911.48</td>
<td>75,765.94</td>
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</table>

**Ending Fund Balance**

<table>
<thead>
<tr>
<th></th>
<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ending Fund Balance</strong></td>
<td>1,113,031.24</td>
<td>1,015,350.87</td>
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</table>

**Total Liabilities And Fund Balance**

<table>
<thead>
<tr>
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<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Liabilities And Fund Balance</strong></td>
<td>1,113,308.02</td>
<td>1,015,500.45</td>
</tr>
</tbody>
</table>
## COMPARATIVE BALANCE SHEET FOR ANN ARBOR DDA

**Fund 248 DDA GENERAL (TIF) FUND**

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Period Ended 03/31/2019</th>
<th>Period Ended 03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>***** Assets *****</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>248-000-001.001</td>
<td>CASH-CHECKING BOAA</td>
<td>2,352.71</td>
<td>597,722.87</td>
</tr>
<tr>
<td>248-000-004.000</td>
<td>PETTY CASH</td>
<td>200.00</td>
<td>200.00</td>
</tr>
<tr>
<td>248-000-017.005</td>
<td>INVESTMENTS</td>
<td>10,979,827.08</td>
<td>9,576,369.71</td>
</tr>
<tr>
<td>248-000-028.000</td>
<td>TAXES RECEIVABLE - DELINQUENT PP</td>
<td>17,757.79</td>
<td>8,551.63</td>
</tr>
<tr>
<td>248-000-084.000</td>
<td>DUE FROM OTHER FUNDS</td>
<td>415,999.99</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td></td>
<td>11,416,137.57</td>
<td>10,182,844.21</td>
</tr>
</tbody>
</table>

| ***** Liabilities ***** | | | |
| 248-000-202.000 | ACCOUNTS PAYABLE | 3,623,560.54 | 39,710.27 |
| 248-000-214.000 | DUE TO OTHER FUNDS | 814,871.73 | 0.00 |
| 248-000-360.000 | DEFERRED INFLOW - DPP | 17,757.79 | 8,551.63 |
| **Total Liabilities** | | 4,456,190.06 | 48,261.90 |

| ***** Fund Balance ***** | | | |
| 248-000-390.000 | FUND BALANCE | 6,009,193.57 | 6,088,814.78 |
| **Total Fund Balance** | | 6,009,193.57 | 6,088,814.78 |

<table>
<thead>
<tr>
<th>Description</th>
<th>Period Ended 03/31/2019</th>
<th>Period Ended 03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance</td>
<td>6,009,193.57</td>
<td>6,088,814.78</td>
</tr>
<tr>
<td>Net of Revenues VS Expenditures</td>
<td>950,753.94</td>
<td>4,045,767.53</td>
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<tr>
<td>Ending Fund Balance</td>
<td>6,959,947.51</td>
<td>10,134,582.31</td>
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<tr>
<td>Total Liabilities And Fund Balance</td>
<td>11,416,137.57</td>
<td>10,182,844.21</td>
</tr>
</tbody>
</table>
### Comparative Balance Sheet for Ann Arbor DDA

**Fund 401 DDA Parking CIP Fund**

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Period Ended 03/31/2019</th>
<th>Period Ended 03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>401-000-001.001</td>
<td>CASH-CHECKING BOAA</td>
<td>0.00</td>
<td>225,513.27</td>
</tr>
<tr>
<td>401-000-017.005</td>
<td>INVESTMENTS</td>
<td>3,806,752.95</td>
<td>4,135,698.81</td>
</tr>
<tr>
<td>401-000-084.000</td>
<td>DUE FROM OTHER FUNDS</td>
<td>5,371,533.03</td>
<td>0.00</td>
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<tr>
<td></td>
<td><strong>Total Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>9,178,285.98</td>
<td>4,361,212.08</td>
</tr>
<tr>
<td>401-000-202.000</td>
<td>ACCOUNTS PAYABLE</td>
<td>0.00</td>
<td>15,050.79</td>
</tr>
<tr>
<td>401-000-214.986</td>
<td>DUE TO OTHER FUNDS</td>
<td>4,699,283.54</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td><strong>Total Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>4,699,283.54</td>
<td>15,050.79</td>
</tr>
<tr>
<td>401-000-390.000</td>
<td>FUND BALANCE</td>
<td>8,771,882.33</td>
<td>3,716,600.19</td>
</tr>
<tr>
<td>401-000-390.982</td>
<td>PRIOR YEARS FUND BALANCE</td>
<td>(4,696,163.54)</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td><strong>Total Fund Balance</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>4,075,718.79</td>
<td>3,716,600.19</td>
</tr>
<tr>
<td></td>
<td><strong>Beginning Fund Balance</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>4,075,718.79</td>
<td>4,518,846.00</td>
</tr>
<tr>
<td></td>
<td><strong>Net of Revenues VS Expenditures</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>403,283.65</td>
<td>629,561.10</td>
</tr>
<tr>
<td></td>
<td><strong>Fund Balance Adjustments</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>0.00</td>
<td>(802,245.81)</td>
</tr>
<tr>
<td></td>
<td><strong>Ending Fund Balance</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>4,479,002.44</td>
<td>4,346,161.29</td>
</tr>
<tr>
<td></td>
<td><strong>Total Liabilities And Fund Balance</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>9,178,285.98</td>
<td>4,361,212.08</td>
</tr>
</tbody>
</table>
### Comparative Balance Sheet for Ann Arbor DDA

**Fund 416 DDA Parking Construction Fund**

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>PERIOD ENDED 03/31/2019</th>
<th>PERIOD ENDED 03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**Assets**

**Total Assets**

**Liabilities**

- 416-000-214.000 DUE TO OTHER FUNDS: 551,487.17 0.00

**Total Liabilities**

- 551,487.17

**Fund Balance**

- 416-000-390.000 FUND BALANCE: (182,998.01) 0.00

**Total Fund Balance**

- (182,998.01)

**Details**

- **Beginning Fund Balance**: (182,998.01) (802,245.81)
- **Net of Revenues VS Expenditures**: (368,489.16) 0.00
- **Fund Balance Adjustments**: 0.00 802,245.81
- **Ending Fund Balance**: (551,487.17) 0.00
- **Total Liabilities And Fund Balance**: 0.00 0.00
### COMPARATIVE BALANCE SHEET FOR ANN ARBOR DDA

**Fund 494 DDA (TIF) CONSTRUCTION FUND**

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>494-000-001.001</td>
<td>CASH-CHECKING BOAA</td>
<td>0.00</td>
<td>176,132.76</td>
</tr>
<tr>
<td>494-000-017.005</td>
<td>INVESTMENTS</td>
<td>0.00</td>
<td>1,124,894.74</td>
</tr>
<tr>
<td>494-000-040.000</td>
<td>ACCOUNTS RECEIVABLE</td>
<td>0.00</td>
<td>4,319.87</td>
</tr>
<tr>
<td>494-000-071.000</td>
<td>DUE FROM CITY OF ANN ARBOR</td>
<td>39,453.36</td>
<td>318,624.90</td>
</tr>
<tr>
<td>494-000-084.000</td>
<td>DUE FROM OTHER FUNDS</td>
<td>2,651,914.79</td>
<td>0.00</td>
</tr>
<tr>
<td>494-000-084.993</td>
<td>DUE FROM OTHER FUNDS</td>
<td>(756,404.96)</td>
<td>0.00</td>
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<tr>
<td>494-000-084.994</td>
<td>DUE FROM OTHER FUNDS</td>
<td>(333,009.67)</td>
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</table>

**Total Assets**

1,601,953.52

**Liabilities***

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>03/31/2019</th>
<th>03/31/2020</th>
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</thead>
<tbody>
<tr>
<td>494-000-202.000</td>
<td>ACCOUNTS PAYABLE</td>
<td>0.00</td>
<td>23,937.32</td>
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**Total Liabilities**

0.00

**Fund Balance ***

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>03/31/2019</th>
<th>03/31/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>494-000-390.000</td>
<td>FUND BALANCE</td>
<td>0.00</td>
<td>1,334,217.51</td>
</tr>
<tr>
<td>494-000-390.987</td>
<td>PRIOR YEARS FUND BALANCE</td>
<td>(431,251.28)</td>
<td>0.00</td>
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<tr>
<td>494-000-390.990</td>
<td>PRIOR YEARS FUND BALANCE</td>
<td>(191,163.12)</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**Total Fund Balance**

(622,414.40) 1,334,217.51

**Beginning Fund Balance**

(622,414.40) 1,334,217.51

**Net of Revenues VS Expenditures**

2,224,367.92 265,817.44

**Ending Fund Balance**

1,601,953.52 1,600,034.95

**Total Liabilities And Fund Balance**

1,601,953.52 1,623,972.27
<table>
<thead>
<tr>
<th>Bank Code</th>
<th>Description</th>
<th>GL Number</th>
<th>Beginning Balance</th>
<th>Total Debits</th>
<th>Total Credits</th>
<th>Ending Balance</th>
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<tbody>
<tr>
<td>231-000-001.001</td>
<td>CASH-CHECKING BOAA</td>
<td></td>
<td>0.00</td>
<td>7,905,419.18</td>
<td>7,758,715.29</td>
<td>146,703.89</td>
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<tr>
<td>246-000-001.001</td>
<td>CASH-CHECKING BOAA</td>
<td></td>
<td>0.00</td>
<td>948,983.83</td>
<td>732,559.78</td>
<td>216,424.05</td>
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<tr>
<td>248-000-001.001</td>
<td>CASH-CHECKING BOAA</td>
<td></td>
<td>2,352.71</td>
<td>18,129,780.71</td>
<td>17,534,410.55</td>
<td>597,722.87</td>
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<tr>
<td>401-000-001.001</td>
<td>CASH-CHECKING BOAA</td>
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<td>0.00</td>
<td>1,293,885.95</td>
<td>1,068,372.68</td>
<td>225,513.27</td>
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<tr>
<td>494-000-001.001</td>
<td>CASH-CHECKING BOAA</td>
<td></td>
<td>0.00</td>
<td>7,791,979.47</td>
<td>7,615,846.71</td>
<td>176,132.76</td>
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<td>CHECKING</td>
<td></td>
<td>2,352.71</td>
<td>36,070,049.14</td>
<td>34,709,905.01</td>
<td>1,362,496.84</td>
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<td>231-000-001.002</td>
<td>CASH-CHECKING BOAA OFF-STREET</td>
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<td>176,967.76</td>
<td>13,961,614.19</td>
<td>13,982,919.27</td>
<td>155,662.68</td>
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<td>DEPOSIT - OFF STREET</td>
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<td>176,967.76</td>
<td>13,961,614.19</td>
<td>13,982,919.27</td>
<td>155,662.68</td>
</tr>
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<td>231-000-001.003</td>
<td>CASH-CHECKING BOAA ON-STREET</td>
<td></td>
<td>108,359.44</td>
<td>5,260,312.14</td>
<td>5,335,218.32</td>
<td>33,453.26</td>
</tr>
<tr>
<td></td>
<td>DEPOSIT - ON STREET</td>
<td></td>
<td>108,359.44</td>
<td>5,260,312.14</td>
<td>5,335,218.32</td>
<td>33,453.26</td>
</tr>
<tr>
<td>231-000-017.005</td>
<td>INVESTMENTS</td>
<td></td>
<td>7,393,457.35</td>
<td>26,898,500.65</td>
<td>22,411,517.46</td>
<td>11,880,440.54</td>
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<tr>
<td>246-000-017.005</td>
<td>INVESTMENTS</td>
<td></td>
<td>1,113,308.02</td>
<td>1,084,160.96</td>
<td>1,398,392.58</td>
<td>799,076.40</td>
</tr>
<tr>
<td>248-000-017.005</td>
<td>INVESTMENTS</td>
<td></td>
<td>10,979,827.08</td>
<td>13,036,920.87</td>
<td>14,440,378.24</td>
<td>9,576,369.71</td>
</tr>
<tr>
<td>401-000-017.005</td>
<td>INVESTMENTS</td>
<td></td>
<td>3,806,752.95</td>
<td>7,630,192.15</td>
<td>7,301,246.29</td>
<td>4,135,698.81</td>
</tr>
<tr>
<td>494-000-017.005</td>
<td>INVESTMENTS</td>
<td></td>
<td>0.00</td>
<td>4,665,908.00</td>
<td>3,541,013.26</td>
<td>1,124,894.74</td>
</tr>
<tr>
<td></td>
<td>INVESTMENTS</td>
<td></td>
<td>23,293,345.40</td>
<td>53,315,682.63</td>
<td>49,092,547.83</td>
<td>27,516,480.20</td>
</tr>
<tr>
<td></td>
<td>TOTAL - ALL FUNDS</td>
<td></td>
<td>23,581,025.31</td>
<td>108,607,658.10</td>
<td>103,120,590.43</td>
<td>29,068,092.98</td>
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</tbody>
</table>
## Revenue and Expenditure Report for Ann Arbor DDA

**Period Ending: 03/31/2020**

% Fiscal Year Completed: 75.14

<table>
<thead>
<tr>
<th>GL NUMBER</th>
<th>YTD BALANCE</th>
<th>END BALANCE</th>
<th>2019-20</th>
<th>YTD BALANCE</th>
<th>AVAILABLE BALANCE</th>
<th>% BDGT USED</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>03/31/2019</td>
<td>06/30/2019</td>
<td>AMENDED BUDGET</td>
<td>03/31/2020</td>
<td>NORM (ABNORM)</td>
<td>NORM (ABNORM)</td>
</tr>
</tbody>
</table>

### DDA Parking Fund:

**Total Revenues:** 17,032,352.73

**Total Expenditures:** 16,162,890.91

**Net of Revenues & Expenditures:** 869,461.82

**Beg. Fund Balance:** 5,590,277.44

**End Fund Balance:** 6,459,739.26

### DDA Housing Fund:

**Total Revenues:** 253,744.63

**Total Expenditures:** 1,833.15

**Net of Revenues & Expenditures:** 251,911.48

**Beg. Fund Balance:** 861,119.76

**End Fund Balance:** 1,113,031.24

### DDA General (TIF) Fund:

**Total Revenues:** 7,068,264.90

**Total Expenditures:** 6,117,510.96

**Net of Revenues & Expenditures:** 980,753.94

**Beg. Fund Balance:** 6,009,193.57

**End Fund Balance:** 6,959,947.51

### DDA Parking CIP Fund:

**Total Revenues:** 1,430,610.44

**Total Expenditures:** 1,027,326.79

**Net of Revenues & Expenditures:** 403,283.65

**Beg. Fund Balance:** 4,075,718.79

**End Fund Balance:** 4,479,002.44

### DDA Parking Construction Fund:

**Total Revenues:** 368,489.16

**Total Expenditures:** 368,489.16

**Net of Revenues & Expenditures:** (368,489.16)

**Beg. Fund Balance:** (182,998.01)

**End Fund Balance:** (551,487.17)

### DDA (TIF) Construction Fund:

**Total Revenues:** 2,691,368.15

**Total Expenditures:** 467,000.23

**Net of Revenues & Expenditures:** 2,224,367.92

**Beg. Fund Balance:** (622,414.40)

**End Fund Balance:** 1,601,953.52

### All Funds:

**Total Revenues:** 28,476,340.85

**Total Expenditures:** 24,145,051.20

**Net of Revenues & Expenditures:** 4,331,289.65

**Beg. Fund Balance:** 15,730,897.15

**End Fund Balance:** 20,062,186.80

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**Note:** Detailed figures are provided for each fund, showing the balances and changes in funds over time.