

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY  
OPERATIONS COMMITTEE MEETING MINUTES  
Wednesday, September 30, 2020**

Place: Virtual meeting—Zoom link: <https://us02web.zoom.us/j/84654426652>  
or Phone: 1-877-853-5227 (Mtg ID: 8846 5442 6652 Password: 623329)

Time: 11 am

Committee Present: Robert Guenzel, Tyler Kinley, Darren McKinnon

Committee Absent: Phil Weiss

Other Board Mbrs: Jessica A.S. Letaw

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

Other Attendees: Mike McKiness/RPS, Chris Simmons/GetDowntown, Simi Barr/City, Sean Havera/Hughes Properties

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

Virtual Meeting Guidelines: Mr. McKinnon outlined meeting details for everyone attending.

Parking System Financials: Sara provided FY20 year-end parking numbers and July and August parking revenue figures. She said the City had asked for revenue projections for the next five years to assist them with budgeting and in calculating these projections she was taking a more conservative stance than she had used in her earlier projections. There was agreement within the group go with the conservative projections. Questions were asked and answered about controllable expenditures such as parking operator staffing; Ms. Hahlbrock stated that RPS had been directed to reduce personnel expenses by 30% and operations by 20%, and she and Mr. McKiness continue to monitor the situation. It was noted that large expenses such as debt service cannot be altered.

Vic Village South Parking Permit Request: Ms. Hahlbrock stated that the DDA Board approved a resolution in October 2019, to provide 40 limited/overnight parking permits to the Vic Village South development, and the developer has asked to increase this total. Mr. Havera of Hughes Properties shared an update about their project and requested two additional limited/overnight permits. When asked if the project may need any additional permits to meet city code; he said there is always the possibility this may happen. There was consensus to bring a resolution to the Board to amend the earlier resolution to provide 'up to a maximum of 45 limited/overnight permits.'

Operations Update: Mr. McKiness reported that September occupancy was 33%; down from 43% in August. It isn't clear why, it may be attributable to colder weather, back-to school schedules and reduction in downtown employees returning to their workplaces due to COVID-related restrictions.

Parking Equipment Installation: Installation of the new equipment at the S. Ashley lot and 1<sup>st</sup>/Washington is complete, and work will begin soon at Liberty Square.

Annual Restoration Work: Work at Maynard and Ann Ashley is done, stair coating at 4<sup>th</sup> & William is underway, and initial prep work at 4<sup>th</sup> & Washington has begun with demolition of the stair to begin soon.

Transportation: Mr. Simmons reported only 40% of businesses have signed up for go! Passes to-date compared to previous years, and many are purchasing far fewer passes than in previous years. He is hearing that many businesses are intending for their staffs to continue working from home until next spring. Mr. Simmons reported ridership is currently at 25% compared to last year, including a 90% reduction in UM ridership.

Electric Vehicle Charging Update: Ms. Hahlbrock and Mr. Simi Barr of the City's Office of Sustainability gave a joint presentation on EV's in the parking system and opportunities for increasing the number of EV chargers. Ms. Hahlbrock noted how growing the EV system reinforces the DDA's identity not only as stewards of the parking system but also stewards of the downtown as a whole. Mr. Barr reported the City's goal is to have 30,000 EV charging stations installed by 2030 as part of its A2 Zero plan. Ms. Hahlbrock highlighted key elements of the recently completed Electric Capacity Study, which shows there is capacity to add approximately 220 stations to the parking system without having to invest in electrical service upgrades. Growth beyond that would require significant investment in infrastructure. To move forward with the goal of releasing an RFQ or RFP in 2021, Ms. Hahlbrock requested direction from the committee on the different ownership/management options available with EVs. The committee directed staff to obtain more information on charging for electricity including pricing and to continue exploring both the third-party owned and operated and the hybrid option of DDA owned and third-party operated options.

Public Comment: None.

The next Operations Committee meeting is scheduled for Wednesday, October 28 at 11 am.

The meeting adjourned at 12:20 pm.

Respectfully submitted by  
Susan Pollay, Executive Director