

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY  
CAPITAL IMPROVEMENTS COMMITTEE MEETING MINUTES  
Wednesday, February 17, 2021**

Place: Virtual Meeting: <https://us02web.zoom.us/j/87695441593> or by Phone: 1-877-853-5257 Meeting ID: 876 9544 1593 Passcode: 196854

Time: 11:00 am

Committee Present: Alex Dieck, Tyler Kinley, Jessica A.S. Letaw, Molly McFarland, Darren McKinnon

Committee Absent: Micah Bartelme

Other DDA Present: Jonathan Massey

Staff: Maura Thomson, Amber Miller, Liz Rolla, Sara McCallum, Kelley Graves

Others Present: Oliver Kiley, Bob Doyle/SmithGroup

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

Virtual Meeting Guidelines: Ms. Dieck outlined the guidelines for electronic meetings.

First & Ashley Street Construction: Ashley Street construction is scheduled to begin the first week of March. Two resolutions related to the project were brought forward for consideration. Staff recommends and the Committee supports the resolution to increase the contract with Wade Trim for re-engineering of portions of the project required due to the pandemic altering the original construction approach, resulting in the necessary re-engineering of portions of the project and to further emphasize coordination and responsiveness to the businesses. Staff recommends and the Committee supports the resolution to increase Smithgroup's design & engineering contract to ensure dollars for construction administration due to the pandemic altering the original construction approach, resulting in the necessary re-engineering of portions of the project. Mr. McKinnon abstained from the discussion as his spouse works at Smithgroup.

Pandemic Support: The 2020 programs for street closure barricades and sidewalk occupancy permits funding were reviewed. Questions were asked and answered. Staff recommends and the Committee supports the resolution to approve barricade funding to support street closures and the resolution to approve sidewalk occupancy permit funding in 2021. City Council approved the Transportation Commission to implement Healthy Streets pilots for this year. The DDA Staff does not have the capacity to participate in the pilot program this year but is able to support exploring which parts of the pilot can be made permanent through the People-Friendly Streets 2 projects.

ROW Repairs: The DDA's annual TIF budget includes \$550,000 for general capital improvements and maintenance. The City is in the process of selecting a contractor for its City Sidewalk Repair Program. Staff recommends the DDA use the same City-selected contractor to undertake as-needed ROW repairs for FY 21 and 22. Questions were asked and answered. The Committee supports the resolution to authorize a ROW repair contract for FY 21 & 22 with the City-selected contractor.

Grant Program to Encourage Vault Filling: Ms. Miller stated the key takeaways from the 2019 pilot vault program were the average vault cost is \$10,000 and that poor vault condition is the main motivator for a business to consider filling it in. Staff recommends creating a vault-filling program for FY 21 and 22. The Committee supports the resolution to create a grant program to encourage vault filling with the

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understanding staff will clarify the language on grant requests and amounts to bring to the Board for consideration.

Bond Update/People-Friendly Streets 2 Update: Once Huron, First, Ashley and William Street projects are complete, remaining bond funds may be spent on similar improvements by February 2022. There is approximately \$2.5M remaining. Division Street has been identified as a high priority corridor based on traffic data collected in 2020 and compared to data from 2015-2019. Staff recommends advancing the project to final design and construction documentation to create capacity to spend bond dollars in 2021. Public engagement to inform the final design is scheduled for March 9-11. The project would begin in early August and is projected to be completed by mid-November. Other projects include improvements to William Street (e.g., delivery/loading areas, bus stop changes, intersection adjustments and possible curb delineators) and the addition of streetlights on W. Liberty from First to Main. Questions were asked and answered. Staff recommends and the Committee supports the resolution to increase the People-Friendly Streets 2 design contract with Smithgroup. Mr. McKinnon abstained from the discussion as his spouse works at Smithgroup.

Public Comment: None.

The next Capital Improvements Committee meeting is scheduled for Wednesday, March 24 at 11 am.

The meeting adjourned at 12:03 pm.

Respectfully submitted,

Maura Thomson, Interim Executive Director

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