

**Ann Arbor Downtown Development Authority Meeting  
Wednesday, April 7, 2021 at 12:00 pm**

Place: Virtual Meeting: Zoom link:  
<https://us02web.zoom.us/j/83846924413?pwd=SzUwdHRZczhsdWsyTHlrMnF1WXc4Zz09>  
Phone: 877-853-5258 Meeting ID: 838 4692 4413 Passcode: 738453

Time: 12:00 Noon

**1. ROLL CALL**

Present: Tom Crawford, Bob Guenzel, Tyler Kinley, Marie Klopf, Jessica A.S. Letaw, Molly McFarland, Darren McKinnon

Absent: Micah Bartelme, Alex Dieck, Ji Hye Kim, Jonathan Massey, Rishi Narayan

Staff: Maura Thomson, Interim Executive Director/Communications Manager  
Sara McCallum, Deputy Director  
Jada Hahlbrock, Parking Services Manager  
Kelley Graves, Management Assistant

Others: Mike McKiness/RPS; Chris Simmons/TheRide

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

NOTE: As required by the amended OMA, all attending members stated they were attending remotely and were attending from Ann Arbor, except for Mr. McKinnon who was traveling to Jackson County.

**2. APPROVAL OF BOARD MEETING AGENDA**

**Mr. Guenzel moved and Ms. Klopf seconded the motion to approve the meeting agenda.**

**A consent vote on the motion showed:**

**Ayes: Crawford, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon**

**Nays: None**

**Absent: Bartelme, Dieck, Kim, Massey, Narayan**

**The motion was approved.**

**3. AUDIENCE PARTICIPATION**

Ms. Hugonot-Haber said that the Initiating Committee for the Ann Arbor Community Commons has requested permission to add plants to the planting beds on the Library Lot ahead of its Earth Day celebration. She said the City and the DDA are working on a waiver to allow the Initiating Committee members to work in the lot.

Mr. Mitchell expressed appreciation for the First and Ashley project work being done. He understands that sidewalk improvements initially planned for the 200 block of Ashley had to be removed from the project scope due to unfilled vaults. He has been in communication with the DDA and City staff about lighting options for the block.

**4. REPORTS FROM CITY BOARDS AND COMMISSIONS**

Bob Doyle from SmithGroup gave a presentation to the Downtown Area Citizens Advisory Council on the next round of People-Friendly Streets projects. Mr. Kaplan said the Council also discussed future topics and how the committee can best serve as an advisor to the DDA.

**5. DDA MEMBER COMMUNICATIONS**

None.

**6. EXECUTIVE DIRECTOR REPORT**

None.

**7. APPROVAL OF MINUTES**

**Mr. Kinley moved and Ms. Klopf seconded the motion to approve the March minutes.**

**A consent vote on the motion showed:**

**Ayes: Crawford, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon**

**Nays: None**

**Absent: Bartelme, Dieck, Kim, Massey, Narayan**

**The motion was approved.**

**8A. SUBCOMMITTEE REPORTS – FINANCE COMMITTEE**

**FY22 and FY23 Budgets:** Ms. Thomson and Ms. McCallum presented the DDA's FY22 and FY23 budgets to City Council on March 22. Council will consider adopting the City's budget, which includes the DDA's budget, in May. The Committee will bring a resolution to adopt the budget to the June Board.

The next Finance Committee meeting is scheduled for Thursday, April 29 at 9 am.

**8B. SUBCOMMITTEE REPORTS – AFFORDABLE HOUSING/ECONOMIC DEVELOPMENT**

**Partner Updates:** The Library is following the mistartmap that tracks the risk of spread of COVID statewide to inform its decision to re-open for browsing and computer use in early summer. Return to full in-person services is tentatively planned for fall. The Planning Commission is discussing revisions to ADU and transit oriented development (T1) standards to encourage more housing supply. The AAATA plans to restore all transit services in August, with the exception of a few under-performing routes. Public engagement presentations on the AAATA's long-range plans are forthcoming.

CM Ramlawi expressed appreciation for the DDA providing barricade funding for the area merchant associations weekend street closures approved by Council. The sidewalk snow removal resolution was moved to the Transportation Commission for further review. The Human Rights Commission released an article on anti-Asian violence and, CM Song reminded all that the City, Human Resource Commission and AAPD are available resources for those in need. The Ann Arbor Housing Commission closed on Lurie Terrace. CM Ramlawi thanked the DDA for its nearly \$1M in financial support for Lurie Terrace.

The next Committee meeting is scheduled for Wednesday, April 14 at 9:00 am (DDA only).

**8C. SUBCOMMITTEE REPORTS – CAPITAL IMPROVEMENTS COMMITTEE**

**First/Ashley Construction Update:** First Street construction near the Kingsley bend includes installation of concrete bike path, curbs, and sidewalk. The contractor is also installing the signal foundations at the Huron/First intersection. Ashley Street work continues at the Huron, Washington, and Liberty corners with the installation of signal foundations, storm sewer, concrete curb, light pole bases, and concrete sidewalks.

**People-Friendly Streets Phase II:** The Committee held a special meeting receive an update on the projects and the public engagement workshops and provided value-based feedback. The public engagement

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workshops focused on the Division Street improvements and bikeway, the Miller/Catherine Streets' improvements and bikeway, Fourth Avenue and its role in transit support, and the State Street streetscape and watermain project. A full report will be shared at the April CIC meeting.

Ms. Thomson said that the DDA, City staff and the First & Ashley design team are exploring possible sidewalk improvement options, including lighting, for the 200 block of Ashley.

The next Capital Improvements Committee meeting will be on Wednesday, April 21 at 11 am.

**8D. SUBCOMMITTEE REPORTS - OPERATIONS COMMITTEE**

The March Committee meeting was cancelled due to a lack of agenda items.

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

**8E. SUBCOMMITTEE REPORTS- EXECUTIVE COMMITTEE**

**Executive Director Search Update:** The Committee met with the search firm to review and approve the job description, advertisement, and recruitment brochure. The position will be posted next week. The Committee discussed the process for conducting interviews.

**DDA Bylaws/Conflict of Interest (COI):** The Committee reviewed the draft revisions to the Conflict of Interest section of the DDA's bylaws. A resolution to adopt the changes will be brought to the Board in May.

The Committee reviewed the agenda for today's meeting.

The next Executive Committee is scheduled for Wednesday, May 5 at 11:00 am.

**9. NEW BUSINES**

Ms. Thomson said the waiver to allow the Initiating Committee of the Ann Arbor Community Commons to add plantings to the Library Lot is near completion. For the safety of all, the Library Lot will be closed to parking for the next two weekends while the Committee completes its gardening work.

**10. OTHER AUDIENCE PARTICIPATION**

None.

**11. ADJOURNMENT**

**Mr. Crawford moved and Mr. Guenzel seconded the motion to adjourn.**

**A consent vote on the motion showed:**

**Ayes: Crawford, Guenzel, Kinley, Klopf, Letaw, McFarland, McKinnon**

**Nays: None**

**Absent: Bartelme, Dieck, Kim, Massey, Narayan**

**The motion was approved.**

The meeting adjourned at 12:35 pm

Respectfully submitted,  
Maura Thomson, Interim Executive Director