

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
OPERATIONS COMMITTEE MEETING MINUTES
Wednesday, May 26, 2021**

Place: Virtual meeting—Zoom link:

<https://us02web.zoom.us/j/88168739919?pwd=THBiUVpxSkdHWW5qcUVpcIBWYUhVdz09>

Phone: 1-877-853-5257 (Meeting ID: 881 6873 9919 Passcode: 728819)

Time: 11 am

Committee Present: Tyler Kinley, Darren McKinnon

Absent: Robert Guenzel

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

Other Attendees: Mike McKiness/RPS, Chris Simmons/GetDowntown

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

Resolution to Authorize Payment of Annual Performance Based Incentive Fee to RPS: Ms. Hahlbrock stated the management incentive fee is based on performance and not on revenue. She noted RPS's continued excellent work in operating and maintaining the parking system. She highlighted their good work in response to COVID-19 and overseeing the installation of the new parking revenue control equipment. The Committee agreed to bring the resolution to the Board to authorize payment of the full \$50,000 management incentive fee to Republic Parking. Ms. Hahlbrock said that improved metrics for assessment will be included in the new parking operator agreement.

Occupancy Trends: Data from IPMI on national parking activity impacts for 2019 vs 2020 was shared. It showed Ann Arbor is in alignment with other parking systems on occupancy and response to COVID-19, including curbside pickup and extended patios, and slow streets. Mr. McKiness said while Ann Arbor's parking system current occupancy rate of 33% is lower than pre-pandemic, it is significantly improved from last year's rate at this time. RPS is reporting an increase in off-street parking patrons as more people are starting to come back to downtown.

Parking System Updates: RPS staff has filled the planters with flowers for the season. The Treeline Conservancy plans to open the pilot path at 415 W. Washington in June. The Commons group continues its gardening efforts on the Library Lot. DDA and RPS staff are exploring changing the 5th & William lot (old Y-Lot) from a reserved parking permit lot to a metered lot. More information will be shared with the Committee when available.

Parking Equipment Installation: The Board approved replacing the old equipment in fall 2019. TIBA was selected during the bid process with a project cost of \$1.5M. Installations in seven structures began in fall 2020 and will be completed by the end of May 2021. Mr. McKiness highlighted the hardware and software improvements, cost-savings, and enhanced customer experience provided with the new equipment. Ms. Hahlbrock said that when appropriate, Staff will explore additional enhancements such as frictionless and Bluetooth functionality.

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Annual Restoration and Maintenance: The FY21 restoration work will be complete by mid-June. The bid for FY22 has been released. Priorities are repairs to 4th & William, 4th & Washington, and Ann Ashley. Staff will bring a resolution to select a vendor and establish project budget to the June Committee meeting.

Parking and Transportation: The parking and transportation report was included in the packet. Mr. Simmons said announcements will be forthcoming on TheRide's return to full-service in August. The AAATA continues to monitor health department guidelines on mask wearing and capacity limits for mass transit.

Parking System Financials: Ms. McCallum presented the Parking System financials for April 2021. Third-quarter actual revenues are on track with projections. Year-end expenses are expected to be lower than projected.

Public Comment: None.

Next Meeting: The next Operations Committee meeting is scheduled for Wednesday, June 23 at 11 am.

The meeting adjourned at 11:45 am.

Respectfully submitted by,
Maura Thomson, Interim Executive Director