

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
CAPITAL IMPROVEMENTS COMMITTEE MEETING MINUTES
Wednesday, September 14, 2022**

Place: DDA Office, 150 S. Fifth Ave., Suite 301, Ann Arbor, MI 48104

Time: 11:00 am

Committee Present: Alex Dieck, Tyler Kinley, Darren McKinnon

Committee Absent: Jessica A.S. Letaw

Staff: Amber Miller, Jeff Watson, Kelley Graves, Jada Hahlbrock, Shelby Mistor, Luke Ranker, Maura Thomson

Public: None.

DDA Construction Management: Ms. Miller provided an overview of the DDA's construction management process, including the DDA and Contractor roles, the contract progress clause, and standard specifications, and DDA requests during construction. She provided details on the construction parameters, restricted workdays, and monitoring and enforcement. She detailed the communication process for all DDA projects from the design phase and throughout construction. This includes press releases, door hangers, and letters ahead of the project start-date. Ms. Thomson sends out a monthly newsletter, provides social media updates, sends out weekly email updates, and provides signage as needed. The project team inspector is available during construction. The engineer and DDA staff make regular on-site visits to listen to and assist with concerns and issues that arise.

Ms. Miller talked through the specific construction management process for the current Miller Catherine and State Street projects. She shared opportunities for improvement, the pros/cons, and staff recommendations. Questions were asked and answered.

Project Updates: Mr. Uribe of Wade Trim provided updates on the Miller Catherine and State Street projects. For the Miller Catherine project, the installation of the upsized watermain between Main Street and 4th Avenue is underway. Fourth Avenue may be open to local traffic by the end of next week.

The State Street contractor has prioritized work on the west side. The goal is to allow businesses to resume outdoor dining as soon as possible. Most of the concrete work between William and North University expected to be complete by 9/23/22. Paver work will be underway 9/26/22. Overall, concrete work is about four weeks behind schedule. Questions were asked and answered.

CIP Overview and Recommendations: Ms. Miller said some minor adjustments have been made to the recommended CIP for 2024-2029 shared with the Board last week, based on ongoing meetings with City staff. Staff recommends continuing the 2021/22 CIP implementation with minor adjustments including expanding the bikeway network to include West Park and river connections, the 4th Avenue infrastructure work in support of the AAHC's project at 350 S. Fifth Avenue, partnership opportunities with City Engineering projects, and including capacity to partner on

public restroom capital investment. There will be focus on following through on the PFS2 commitments including studies and planning. Questions were asked and answered. The Committee agreed to bring the resolution to support the DDA's capital projects for inclusion in the City CIP for 2024-2029 to the Board.

Resolution for ROW Repair Work in 2023 and 2024: The DDA is responsible for specific ROW repairs and improvements to sidewalk bricks and extension areas. The City selected Doan Construction Co for its City Sidewalk Repair Program. Staff recommends using Doan for as-needed ROW repairs. The Committee agreed to bring to the Board the resolution to authorize a \$600,000 contract with Doan Construction Co for as-needed ROW repair work in 2023 and 2034.

Public Comment: None.

The next Capital Improvements Committee meeting is scheduled for Wednesday, October 19, 2022 at 11 am.

The meeting adjourned at 12 Noon.

Respectfully submitted,
Kelley A. Graves, Board Secretary

STAFF DRAFT