

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
WORK SESSION MINUTES
Wednesday, August 16, 2023**

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

Time: 11:00 am

Board Members Present: Milton Dohoney, Tyler Kinley, Mike Michelin, Thressa Nichols, Danielle Vaughn

Staff: Maura Thomson, Jada Hahlbrock, Amber Miller, Sara McCallum, Kelley Graves, Hayett Chater

Other: Jon Forster/Fishbeck
Chris Taylor /PCI MS

Public: Members of the public were present

Welcome and Introductions: Ms. Thomson provided an overview of the new work session format.

Parking System Rate Study: Ms. Hahlbrock summarized the principles behind the five-year parking rate schedule that was approved by the Board in 2018, the impact of COVID on revenues, maintenance projects, and revenue. She discussed the decision to release a rate study RFP, the selection of Fishbeck to conduct the study, and introduced Jon Forster from Fishbeck.

Mr. Forster presented an overview of the Parking Rate Analysis Study process including priorities, current conditions and comparisons, assumptions, and rate modeling tool. Questions were asked and answered.

There will be a demonstration of the Muniworth rate modeling tool at the September 20th DDA Work Session. The Parking Rate Analysis Study information will be shared with City Council at the October 10th DDA-City Annual Joint Work Session.

DDA Renewal/Comparison Research: The DDA Development Plan and Tax Increment Financing Plan is set to expire in 2033. Ms. Miller presented a draft of the DDA Renewal/Comparison Research as the first step in the DDA renewal process. Staff had met with representatives from the Grand Rapids and Traverse City DDA's to learn more about their organizations as they are comparable in size to the Ann Arbor DDA. She provided information on the various downtown economic development tools, and an overview of what a DDA is in terms of authority, purpose and funding. Ms. Miller shared the similarities and differences between the Ann Arbor DDA, Grand Rapids, and Traverse City in terms of missions and values, use of TIF revenue, organizational structure, funding tools, frequency of development plans and boundary updates, and revenue sharing. Questions were asked and answered.

Information regarding statutory requirements of the Development and Tax Increment Financing Plans, benefits of a DDA, and the next steps in the renewal process will be shared at the September DDA Work Session.

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Board Meeting Agenda Update: Ms. Thomson shared a draft of the new board meeting agenda including the addition of a consent agenda line item to approve those items that do not generally require discussion (i.e., draft minutes, monthly disbursement of expenditures reports, and contracts for general services).

Public Comment: Mr. Peter Honeyman expressed the importance of board members to attend the work sessions. He shared his thoughts on the Parking Rate Analysis Study and DDA Renewal/Comparison research.

The next Work session is scheduled for Wednesday, September 20th at 11 am.

The meeting adjourned at 12:25 pm.

Respectfully submitted by:

Kelley A. Graves, Board Secretary

STAFF DRAFT