1. Roll Call
   Bob Guenzel, Marie Klopf, Howard Lazarus, Jessica A. S. Letaw, Joan Lowenstein, Molly McFarland, Darren McKinnon, John Mouat, Rishi Narayan, Keith Orr, John Splitt, Phil Weiss

2. Approval of the Board Meeting Agenda

3. Audience Participation (4 people maximum, 4 minutes each)
   1. 
   2. 
   3. 
   4. 

4. Reports from City Boards and Commissions
   · Ray Detter, Downtown Area Citizens Advisory Council

5. DDA Members Communications
   Welcome to Molly McFarland

6. Executive Director Communications

7. Approval of Minutes: May meeting minutes

8. Subcommittee Reports
   A. Operations Committee – J. Splitt, K. Orr
      · Report on Impacts from AAATA 2014 Transit Millage
      · Resolution To Recommend Renewal of the 2014 AAATA Transit Millage
      · Resolution to Approve a Contract for Structure Repairs with Meridian Restoration and Establish a Structure Repair Project Budget
      · Resolution to Approve a 2017 Year-End Management Fee for Republic Parking
      · Resolution to Modify the Architectural Scope of the Ann Ashley Expansion Project
      · Monthly Parking Report
      · Next Committee meeting: Wednesday, June 27 at 11am

   B. Capital Improvements Committee – J. Mouat
      · Resolution to Approve the Huron Street Improvements Design
      · People Friendly Streets Projects (Huron, First, Ashley, William) – Public Meetings
      · Fifth/Detroit project – construction status
      · Resolution to Approve An Agreement with the City For Sidewalk Repairs
      · Next meeting: Wednesday, June 20 at 11am
C. Finance Committee – M. Klopf
   · Resolution to Adopt the DDA Budget for Fiscal Year 2019
   · Next Committee meeting: Thursday, June 28 at 1:00 pm.

D. Partnerships/Economic Development Committee – J. Lowenstein
   · Next Committee meeting: Wednesday, June 13 at 9am

E. Executive Committee – P. Weiss, M. Klopf, D. McKinnon, J. Lowenstein, R. Narayan
   · Next Committee meeting: Wednesday, July 11 at 11am

9. New Business
   · Reminder: July Board Meeting & Annual Meeting moved one week later to July 11

10. Other Audience Participation (4 minutes each)

11. Adjournment
1. **ROLL CALL**

Present: Bob Guenzel, Marie Klopf, Joan Lowenstein, Jessica A. S. Letaw, John Mouat, Rishi Narayan, Phil Weiss, Keith Orr, Darren McKinnon

Absent: Howard Lazarus, John Splitt

Staff: Susan Pollay, Executive Director
      Joseph Morehouse, Deputy Director
      Maura Thomson, Communications Manager
      Amber Miller, Capital & Private Projects Manager
      Jada Hahlbrock, Manager of Parking Services
      Kelley Graves, Management Assistant

Audience: Ray Detter, Downtown Citizens Advisory Council
          Chris Simmons, Get!Downtown
          Michael McKiness, RPS

Public: Dave Devarti

2. **APPROVAL OF THE BOARD MEETING AGENDA**

Ms. McKinnon moved and Mr. Guenzel seconded to approve the meeting agenda.

A vote on the motion showed:

Ayes: Guenzel, Klopf, Orr, Letaw, Narayan, McKinnon, Weiss, Mouat, Lowenstein

Nays: None

Absent: Lazarus, Splitt

The motion was approved.

3. **AUDIENCE PARTICIPATION**

Dave Devarti asked the DDA to redirect funds earmarked in the Ann Ashley project budget for louvers and stain into affordable housing for people earning below 30% of AMI.

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

Downtown Area Citizens Advisory Council: Mr. Detter distributed a flyer for the annual Old Fourth Ward and Downtown Neighbors Spring Party on June 6th at 6:30 p.m. at 120 & 126 N. Division. All are welcome to attend.

He said that at their meeting, Ms. Pollay asked for input on the Ann Ashley project, and she also
reported on the status of other DDA projects. The group discussed the City Council vote to repurchase the former YMCA lot and expressed their support for developing that space.

5. DDA MEMBER COMMUNICATIONS
Ms. Letaw reported on her “Downtown Hall” on May 9 from 7-8:30 p.m. at Black Diesel Coffee and a Walk & Talk on May 12 at 10am the Blake Transit Center. Ms. Letaw also noted that the Planning Commission will be discussing the Master Plan at its May 16 meeting and she encouraged everyone to attend.

6. EXECUTIVE DIRECTOR COMMUNICATIONS
Ms. Pollay reported on the next round of People Friendly Streets public sessions that will be held at the Downtown Library during the week of June 4th.

7. APPROVAL OF MINUTES
Mr. Letaw moved and Ms. Klopf seconded to approve the April meeting minutes.

A vote on the motion showed:
Ayes: Guenzel, Klopf, Orr, Letaw, Narayan, McKinnon, Weiss, Mouat, Lowenstein
Nays: None
Absent: Lazarus, Splitt
The motion was approved.

8A. SUBCOMMITTEE REPORTS- CAPITAL IMPROVEMENTS COMMITTEE
Huron Improvements: Mr. Mouat introduced Bob Doyle, who gave a presentation on the recommended Huron design. Mr. McKinnon asked about the possibility of adding bike lanes to Huron; Mr. Mouat and Mr. Doyle both noted that the design team had explored this and found it infeasible. However, quality bike facilities are being planned on nearby streets. Mr. Doyle said that the design will be refined and presented at the next CIC meeting.

First, Ashley, William Streets: Mr. Mouat said that important public feedback was received in the March meetings, such as requests for slower traffic speeds, improved bike facilities, and safeguarding loading zones. “Starter concepts” include:
- Restoring two-way traffic on First and Ashley Streets appears feasible
- It appears feasible to install a 2-way protected bike lane on the east side of 1st St
- It appears feasible to install a 2-way protected bike lane on the north side of William St

These concepts will be refined with more analysis and input received from the public meetings to be held the week of June 4-7.

Fifth/Detroit Project: Mr. Mouat reported that rain caused some delay but the project is largely on schedule. Fonson and DDA Project Manager Liz Rolla were praised for managing construction while minimizing negative impacts. DDA staff are meeting with stakeholders regularly to hear construction concerns and to share information.
Other Projects: Mr. Mouat reported the CIC came to consensus to support the replacement of uneven brick in the walking area of N. Main sidewalks with concrete to improve pedestrian conditions; brick will remain in the extension area. Work will be done later this spring.

The next Capital Improvements Committee meeting will be on Wednesday, May 16 at 11am.

8B. SUBCOMMITTEE REPORTS - FINANCE COMMITTEE
Ms. Klopf reported that the Committee reviewed Third Quarter financial statements. She said that at its next meeting the Finance Committee will review the current Ten Year Plan as part of their work to formulate a resolution in support of a construction bond for the Huron, First, Ashley and William Street Improvement projects.

The next Finance Committee meeting will be on Thursday, May 31 at 1:00 pm.

8C. SUBCOMMITTEE REPORTS - PARTNERSHIPS COMMITTEE
Ms. Lowenstein moved and Mr. McKinnon seconded the following resolution:

RESOLUTION TO RECOMMEND DOWNTOWN MARIJUANA DISPENSARY ZONING CHANGES

Whereas, The DDA advocates on important issues affecting downtown in pursuit of its mission to maintain and improve the economic health and quality of life in the downtown area;

Whereas, In December 2017 City Council adopted a Medical Marijuana Facility Zoning Ordinance which regulates the five marijuana facility types defined by the State of Michigan MMFLA;

Whereas, This ordinance did not establish limits on the number of medical marijuana facilities, but instead limited where they can locate by zoning district and spacing requirements, which in the downtown are 600 feet between provisioning centers and 1,000 feet from K-12 schools;

Whereas, The Partnerships Committee notes the potential negative impact of such facilities in downtown, including:

- Cannabis businesses must do their transactions in cash since banks will not work with enterprises that are illegal under federal law, which creates potential for crimes such as armed robbery and burglary, thus placing strain on limited downtown public safety resources
- Marijuana facilities will likely place undue upward pressure on downtown rents
- Marijuana facilities work against the goal of making downtown feel safe for people of all ages, including teenagers who should feel welcomed to come downtown unchaperoned

Whereas The Partnerships Committee recommends that the DDA approve a resolution asking the City’s Planning Commission to modify its current ordinance as follows:
In addition to the buffer around K-12 schools, the City should likewise establish a 1,000 foot buffer around buildings where young people congregate such as the YMCA, Neutral Zone, Ann Arbor Music Center, Hands On Museum and the Downtown Library.

The City should establish a 1,000 foot buffer around downtown drug rehabilitation centers such as are operated by Dawn Farm for the purpose of helping people become and remain sober, including its Spera Center on Huron St and its outpatient services center on Miller St.

Planning Commission is asked to overturn the current 600 foot buffer between marijuana facilities, and revisit its previous recommendation for a 1,000 foot buffer between facilities.

Planning Commission should establish a total number of downtown marijuana facilities, which we recommend to be XXXXXXXX.

Resolved, The Ann Arbor DDA respectfully requests that the City Planning Commission work to modify its current zoning regulations to include new and expanded buffers around marijuana facilities as recommended above.

Ms. Lowenstein explained the resolution; Mr. McKinnon said that there is currently a City moratorium to allow time for more input on this topic.

Mr. McKinnon moved and Ms. Lowenstein seconded to recommend establishing a maximum number of downtown marijuana facilities as 10.

There was a discussion about whether there was a need to establish a maximum number if the buffers between buildings are in place. Questions were asked and answered.

A vote on the motion to approve this amendment showed:
Ayes: Guenzel, Klopf, Orr, Letaw, Narayan, McKinnon, Weiss, Mouat, Lowenstein
Nays: None
Absent: Lazarus, Splitt
The motion was approved.

Mr. Mouat said he would abstain from voting because he didn’t feel he knew enough about this topic plus he felt this resolution was moralistic. Mr. Orr said he didn’t know enough about the best practices to support this resolution, thus he would vote no. Mr. Narayan agreed. Ms. Lowenstein said this was not a moralistic matter, but it involved zoning for things like active ground floor uses. Mr. McKinnon said he felt there was an urgency due to a massive rush of applications. Mr. Narayan said that if the only point had been to recommend a well-thought out maximum number, this would have made more sense to him.

A vote on the amended resolution showed:
Ayes: Guenzel, Klopf, Letaw, Lowenstein, McKinnon, Weiss
Nays: Narayan, Orr
Absent: Lazarus, Splitt
Abstain: Mouat
The motion failed for lack of 7 votes.
Ms. Lowenstein said that the Committee would like to facilitate a discussion about security for downtown events with Police and event organizers. Mr. Mouat asked that this include the question about where events are held; Ms. Lowenstein agreed, saying there should be a larger discussion about special events.

The Next Partnerships Committee meeting will be on Wednesday, May 9 at 9am.

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

Mr. Orr moved and Ms. Letaw seconded the following resolution:

RESOLUTION TO APPROVE A PARKING CONTRACT WITH THE 1101 S. UNIVERSITY DEVELOPMENT

Whereas, The DDA mission is to strengthen the downtown area and attract new private investments, and it manages the public parking system as a way to meet this mission;

Whereas, Ann Arbor City zoning requires that downtown projects seeking premiums include parking and in 2012 City Council set forward a Contribution in Lieu Parking Policy that defines how projects can meet this requirement through a long-term parking contract for parking;

Whereas, The architect for the 1101 S. University development met with the Operations Committee to discuss the project’s zoning requirement for one (1) parking permit, and requested that this permit be accommodated in the Forest Avenue structure by the DDA using the City’s Contribution in Lieu framework;

Whereas, The Operations Committee discussed the request and determined that the project accomplishes the criteria set forward in the DDA’s Long Term Parking Permit Policy, and because the project is not dependent on daytime parking, that the permit to be provided should be a Limited Overnight Parking Permit;

Whereas, The Operations Committee recommends that this Limited Overnight permit be provided in the Forest garage and covered by a 15-year agreement, with language that would allow the termination of this agreement if zoning requirements no longer necessitate this parking;

Whereas, In March 2017 the DDA approved recommendations to the City to modify the City’s Contribution in Lieu policy and to revisit current downtown zoning requirements for parking, which if acted on, perhaps may have eliminated the parking requirement for this project;

Whereas, The Operations Committee recommends that this project pursue a parking variance from the Zoning Board of Appeals, even as it pursues a parking agreement with the DDA;

Resolved, The DDA approves the recommendation of its Operations Committee to provide one
(1) Limited/Overnight parking permit to this project in the Forest Avenue garage, with language that would allow the termination of this agreement if zoning requirements no longer necessitate this agreement;

Resolved, The DDA strongly supports the petition of this developer before the Zoning Board of Appeals to waive the parking requirement for its project;

Resolved, the DDA Operations Committee Chairs and Executive Director are authorized to work with the DDA Attorney and City to execute a parking contract consistent with the provisions of this resolution and the City Contribution in Lieu Policy.

Mr. Orr explained the resolution. Mr. McKinnon asked to postpone to provide time for the developer to pursue a parking variance with the Zoning Board of Appeals.

Ms. Tina Fix, Midwestern Consulting, said she was attending to represent the client, and there is urgency because the project seeks to align with the Collegian North construction already underway if they are to limit how long the sidewalk is closed. She said the Planning Commission requires DDA approval of a permit so the site plan can go to City Council; Mr. McKinnon suggested the client temporarily agree to the Payment in Lieu so the site plan can go to City Council, after which it could ask ZBA for a variance. To assist them, he offered to have the DDA write a letter of support. Ms. Fix said that the Payment in Lieu option is not affordable to the developer. Mr. Guenzel said that he understood Mr. McKinnon’s point, but he thought this strategy was making things unnecessarily hard for the developer.

Mr. McKinnon moved to postpone action on this resolution; Ms. Lowenstein seconded postponement.

Ms. Miller was asked for clarification; she said that given the developer’s statement that they can’t afford the Payment in Lieu option, without DDA action, the site plan cannot move forward to City Council. Mr. McKinnon disagreed, saying that the developer can temporarily agree to a Payment in Lieu and after City Council approval, they could go to ZBA to ask that their parking requirement be waived.

Ms. Pollay was asked about recent parking agreement; Ms. Pollay said that the DDA agreed to provide permits for the Collegian North similar to what was being asked for today. Mr. Weiss noted the DDA’s long term parking permit policy includes the statement “generally the DDA will default to seeking a payment-in-lieu over issuance of monthly permits through a parking contract…. but the DDA may make exceptions to this in order to fulfill its mission of encouraging private investments and a stronger downtown.” Mr. Weiss said this allows the DDA to consider requests on a case-by-case basis. It was noted that providing a permit helps prevent a curb cut on S.U.; Mr. McKinnon said that the site plan didn’t show curb cuts. He said that not giving a permit would strengthen the request to the City that it change its parking requirements.

Mr. Narayan asked if the DDA policy needed to be revised; Mr. Guenzel said that if DDA
members had concern about the policy this should be addressed. Ms. Fix said they will agree to contract language returning the permit if future zoning no longer requires this permit. Mr. McKinnon said that it is unfair to the DDA to place the urgency on the DDA, and he realizes that the development is being brought into a larger question about the City changing its parking requirements. Mr. McKinnon suggested again that the development agreement include a Payment in Lieu so it can be approved by City Council, then if the ZBA does not agree to waive the parking requirement, the developer can come back to the DDA for a permit. Mr. Orr said that the ZBA will see that the developer has agreed to a Payment in Lieu so is likely to deny their appeal. Mr. Orr said his concern is that what is being suggested is that this one developer is being placed in the position to help force a desired zoning change. Mr. Narayan said he agreed with Mr. Orr, and said that this one should be allowed to go forward. Mr. Orr called the question and Mr. Narayan seconded this.

A vote on the motion to call the question showed:
Ayes: Guenzel, Klopf, Orr, Letaw, Narayan, McKinnon, Weiss, Mouat, Lowenstein
Nays: None
Absent: Lazarus, Splitt
The motion was approved.

A vote on the motion to postpone action on the resolution:
Ayes: Klopf, Letaw, Lowenstein, McKinnon, Mouat, Narayan, Weiss
Nays: Guenzel, Orr
Absent: Lazarus, Splitt
The motion was approved.

Ann Ashley Expansion Project. Mr. Orr said that the preliminary design was reviewed by the Design Review Board and the next step is a Citizens Participation meeting that night. He said that the project engineer will attend the next Committee meeting to provide an update.

Monthly Parking & Transportation Report. Mr. Orr asked for questions; there were none.

Next Operations Committee meeting will be held on Wednesday, May 30 at 11am

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<th>8.E.</th>
<th>SUBCOMMITTEE REPORTS – EXECUTIVE COMMITTEE</th>
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<td>Mr. Weiss said the Committee reviewed the Board meeting agenda.</td>
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The next Executive Committee meeting will be Wednesday, June 6 at 11am

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<th>NEW BUSINESS</th>
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<td>The board and public was reminded that the July DDA Board Meeting &amp; Annual Meeting has been moved one week later, to July 11.</td>
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| 10. | OTHER AUDIENCE PARTICIPATION |
11. ADJOURNMENT

There being no other business, Mr. Orr moved and Mr. Narayan supported a motion to adjourn. Mr. Weiss declared the meeting adjourned at 1:30 p.m.

Respectfully submitted,
Susan Pollay, Executive Director
ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
Executive Committee Meeting
Wednesday, May 2, 2018

Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104
Time: 11:05 a.m.
Present: Marie Klopf, Joan Lowenstein, Darren McKinnon, Phil Weiss, Susan Pollay (ex officio)
Absent: Rishi Narayan (ex officio)
Others: Jessica Letaw

Committee actions and discussions

Agenda Review. The Committee members reviewed the May DDA monthly meeting agenda. Ms. Pollay noted that there would be a presentation on the recommended Huron streetscape design, to elicit any remaining DDA feedback before the design is presented for approval at the June DDA meeting. Mr. McKinnon recommended that a map of the proposed downtown marijuana facilities be provided to assist the board in its discussion of the proposed resolution. Mr. McKinnon said that he would not support the resolution to provide an off-peak parking permit as requested, because he believed the City staff had made its calculation incorrectly and the petitioner should go to the Zoning Board of Appeals to have its parking requirement waived. He was asked questions about this, which he answered.

There being no other business, the meeting adjourned at 11:45 a.m.
Susan Pollay, Executive Director
ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY  
PARTNERSHIPS & ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES  
WEDNESDAY, MAY 9, 2018

Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104  
Time: 9:00 a.m.  
Present: Bob Guenzel, Jessica A.S. Letaw, Joan Lowenstein, Keith Orr, Phil Weiss  
Absent: Marie Klopf, Howard Lazarus, Darren McKinnon, Rishi Narayan, John Splitt, John Mouat  
Others: Shannon Gibb-Randall/City Planning Commission, Jane Lumm/City of Ann Arbor  
Staff: Susan Pollay, Kelley Graves  
Public: None

Partner Updates

**City of Ann Arbor:**
Ms. Lumm reported that the City received 28 medical marijuana dispensary applications, and a moratorium was established to allow further discussion of details such as whether to return to the Planning Commission’s original recommendation of a 1,000’ buffer between facilities. Ms. Lowenstein said that the DDA considered, but ultimately didn’t approve a resolution that would have recommended that the City also add a buffer around buildings where children congregate and buildings where people are coming for drug rehabilitation. Ms. Lumm asked if the DDA had plans to revisit this resolution; Ms. Lowenstein said no.

Ms. Lumm reported that City Council voted to repurchase the former YMCA property, and it is currently looking to develop affordable housing on the site with retail on the ground floor. Ms. Pollay said the DDA can assist the City as needed. She recommended that a multi-site approach be used that includes a focus on supporting the Library and utilizing all the transportation options in this location, especially transit.

Ms. Lumm said that the City is working to solve solid waste issues, in particular in the alleys. She said that it is difficult to do enforcement, as owners may argue there is no proof their employees are responsible for debris. Ms. Lumm said the City is considering Noise Ordinance changes to allow an extension of solid waste pickup hours in the commercial alleys.

Ms. Lumm said the City will be creating a new Special Events Committee.

**City Planning Commission:**
Ms. Gibbs-Randall said that the existing medical marijuana licenses expire in mid-June. Ms. Lumm added that the State’s Department of Licensing and Regulatory Affairs (LARA) is not reviewing the renewals in a timely manner.

Ms. Gibbs-Randall said that parking was a major topic of discussion at the Planning Commission’s annual retreat. There is strong interest to review current zoning policies with the goal of
considering changes. Ms. Pollay said that the DDA had hoped to encourage this kind of review, and suggested a joint working session on this topic between the DDA and Planning Commission.

**DDA:**
Ms. Pollay described the proposed elements in the Ann Ashley expansion project, and said the design had been reviewed by the Design Review Board and the public at a Citizen Participation meeting. Ms. Gibbs-Randall suggested that “Live Wall” be used, as they are more long-lasting than screen planters. Ms. Pollay said she anticipates the project will be submitted to the City in July.

Ms. Pollay said that the 5th/Detroit St project is underway. Mr. Orr said that he felt there are relatively few disruptions given that most businesses are not located directly on 5th Ave. Ms. Lumm said that she received merchant complaints about parking changes on Kingsley; Ms. Pollay said that DDA heard similar concerns and had conveyed this to City staff who are overseeing this portion of the project.

Ms. Pollay said that the DDA will be asked to approve the design for Huron Street improvements at their June board meeting. The design works to make the street more pedestrian friendly, including an investment in trees as a priority. The plan also includes traffic recommendations to improve pedestrian safety and comfort by making Huron a parking street except at rush hour, new dedicated left turn signals at First and Fifth, and not allowing turns on red. Mr. Orr stated that this mirrors best-practices in other communities. Ms. Pollay said that there will be another round of People Friendly Street public meetings June 4-7 so the public can help shape the future design of First, Ashley, and William. She said earlier meetings drew large numbers of people; Mr. Orr credited DDA Communications Manager Thomson for her efforts to encourage participation and awareness. Ms. Pollay concurred, and also mentioned the exceptional work by other DDA staff members, Liz Rolla and Amber Miller, on these projects.

Ms. Lumm inquired about the progress on installing deterrent fencing at the parking structures; Ms. Pollay said that fencing has been installed on all garage rooftops, and additional fencing was placed on additional levels in several garages. More installations will be made next fiscal year.

**Public Comment:**
None.

**Next Meeting:**
The next meeting of the Partnerships Committee will be June 13 at 9am (DDA only).

The Partnerships Committee meeting adjourned at 10:27 am.

Respectfully submitted,
Susan Pollay, DDA Executive Director
Huron Street Improvements
Ms. Miller said a goal for the meeting was agreement on the final design for the Huron project to put forward to the full DDA for approval. Mr. Doyle presented the updated design renderings. He said new details include recommended street light fixtures, tree grates, and permeable sidewalk pavers. The design also indicates some possible locations for artwork along the corridor, including at the rail road trestle. The design team recently met with representatives of The Ride to discuss transit stops on Huron, and to discuss bus shelter ideas, such as a shelter that would protect patrons from weather and water splashed up from the roadway using a cantilevered glass roof and sides. Mr. Orr recalled previous DDA discussions about encouraging whimsical and artistic bus shelters, and suggested that this may be an opportunity to revisit this idea. Ms. Pollay noted the very large and colorful banners suggested on street light poles and suggested that this could be another art location. She asked that if possible within budget that the design also include electrical outlets so trees could be lit and personalized tree grates to reflect Ann Arbor.

Ms. Miller said that other recent project meetings were held with the City Traffic Engineers and Traffic Planner, Forestry, and representatives of the Police Dept. A meeting was also held with Ann Arbor Railroad representatives, and they indicated support for painting the railroad trestle. Ms. Miller said that a recent meeting with the owners of the new Meadery on S. Fourth they reported that they were more confident to open their business in this location in part due to the DDA’s proposed Huron improvement project.

There was support to bring a resolution to the next DDA meeting asking support for the Huron design.

Sidewalk Repairs Millage and Agreement
Ms. Pollay stated that since approval of the City’s Sidewalk Repair Millage five years ago the DDA has annually provided its portion back to the City (approx. $20K/year) and the city takes responsibility to repair the downtown sidewalks. She asked Committee support to bring a resolution to the next DDA meeting that would continue this practice for another five years. There was support for this resolution.

People-Friendly Streets (First/Ashley/William and Huron)
Ms. Miller outlined the status of work to establish the feasibility of restoring two-way traffic on First & Ashley. A meeting was held with Toole Design, City Traffic Engineers and Planner, WATS, and others to discuss the goals of the project and the data that will be needed. Important areas of discussion included anticipated traffic growth rate and designing the street so all modes of travel are encouraged and induced traffic demand is not encouraged. She said that it is possible that staff review may take longer than
Mr. Mouat expressed his concern regarding delays and the timing of projects. Ms. Miller will send an Outlook invite to the DDA for the upcoming workshops the week of June 4-7.

5th and Detroit – Construction Status
Ms. Rolla said that the new water main on 5th has been installed, tested, and approved. Conduit installation is complete. The as-builts for a storm water main on Kingsley proved to be incorrect, as it was discovered that this main wasn't there, and instead a bypass was used to funnel storm water from one street to another. So the city will need to install a new storm main. She noted that the project had been delayed a few days due to rain, but is largely on schedule. Mr. Orr noted that current construction is less impactful than one would think as most businesses are not located directly on 5th. He also noted that many people are excited about the final result.

Public Comment
Mr. Detter said that the DDA, City and others are all talking about the importance of transportation. He urged the group to consider the close proximity of Lower Town and the Huron River to the downtown.

Next Meeting:
The Committee will meet Wednesday, June 20, 2018 at 11:00 am at the DDA office.

The meeting adjourned at 12:30 p.m.
Susan Pollay, Executive Director
The meeting was called to order at 11:06 a.m.

**Ann Ashley Expansion:** Mr. Ortlieb provided a project overview, including the anticipated schedule. He said that the proposed design had been reviewed by the Design Review Board and Citizen Participation meeting; Ms. Pollay said that thus far there appears to be support for nearly all project elements, but opposition to demolishing the north end of the garage and the louvers that had been proposed to create an architectural “veil”. She recommended that these elements be removed from the project. After discussion, Mr. Splitt recommended and received consensus support from the Committee that a resolution to modify the Ann Ashley Expansion project as proposed by Ms. Pollay be taken forward to the Board for a vote.

**RPS Assessment:** Ms. Hahlbrock presented a report assessing Republic Parking’s work this year, and said based on their excellent work she recommended that the full $50,000 incentive fee be provided. The committee consensus was to recommend this to the DDA for approval. Mr. McKinness asked that operating expenses be added to the metrics for future assessments.

**Parking Repairs:** Mr. Morehouse reported on the bids; Committee supported the selection of Meridian Restoration as the lowest responsible bidder, and the establishment of a repair budget of $645,000. A resolution will be taken forward to the Board next week.

**AAATA Millage Renewal:** Ms. Pollay asked if the Committee would concur with asking the DDA to support the renewal of the 2014 AAATA transit millage given the downtown benefits from increased weekend, evening, and fixed route service. There was committee support for this; additionally they requested a brief presentation or report from AAATA on the millage impacts.

**Parking and Transportation Report:** Ms. Hahlbrock provided an overview of the monthly report. Questions were asked and answered. Mr. McKinness reported on the Customer Service
training RPS cashiers are currently undergoing. Ms. Hahlbrock reported on the recent Parking Enforcement Committee meeting discussion about switching taxi stand signage to passenger loading/unloading. Structure wash downs are expected to be completed in June. The 4th & Catherine solar panel project is still delayed, pending coordinating schedules of the concrete contractor and the City inspector. Mr. Simmons shared Go!Pass statistics, and said that Commuter Challenge statistics will be available in June. He said that the RFP for a new Arbor Bike Program operator has been released. Mr. McKinnon suggested the bike docks could be installed in the structures so bikes could still be used in the winter, as well as installations in locations such as the Amtrak station.

1101 S. U. Permit Request: Ms. Pollay reported that after the DDA vote to postpone action to allow time for the petitioner to ask the Zoning Board of Appeals for a waiver of their parking requirements, the developer determined that this wasn’t a viable alternative, and chose instead to reduce the size of their development so that a parking permit was no longer needed.

YMCA Lot Update: Ms. Pollay reported that the City voted to repurchase the property, and she anticipates the DDA may be asked to manage public parking on this site until it is redeveloped.

DDA Personnel: Ms. Pollay introduced the DDA’s new intern, Ms. Harshe. Ms. Thomson said Ms. Harshe was very helpful in the publication of the DDA’s first monthly newsletter. People can subscribe to receive these publications via the DDA website.

Public Commentary
None.

Adjournment
The meeting adjourned at 1:05 p.m.

The next meeting is scheduled for Wednesday, June 27 at 11 am at the DDA.

Respectfully submitted,
Susan Pollay, DDA Executive Director
The meeting was called to order at 1:10 p.m.

**Financial Statements.** The April expense register was reviewed and questions were answered.

**Ten-Year Plan.** Mr. Morehouse reviewed the updated plan; questions were asked and answered. It was noted that the Ann Ashley repairs will be included in the expansion project bond. Mr. Crawford asked about the revenue impacts at Ann Ashley during construction; Ms. Pollay said that a construction phasing plan will be developed which can help staff to better predict how many spaces will be out of use and when.

**Preliminary Bond Worksheets.** Mr. Morehouse reviewed his analysis for how much he anticipates the Ann Ashley expansion project bond and street improvements bond will cost per year, and how much will be needed for the 15% down payments.

**New Business.** The committee reviewed resolutions that will be presented at the June DDA meeting. The first would approve a contract with Meridian Restoration, LLC for summer 2018 parking structure repairs and a project budget of $645,000. The second resolution adopts the DDA budget for FY19.

Mr. Crawford reported that a proposed parking fine increase is on the June 4 City Council agenda. It will take effect in August.

Ms. Hahlbrock noted that the Operations Committee approved a recommendation for a $50,000 incentive fee for Republic Parking for 2017/18.

**Adjournment**
There not being any further business, the meeting adjourned at 1:35 p.m.

The next Finance Committee meeting is scheduled for June 28 at 1:00 p.m. at the DDA office.

Respectfully submitted,
Susan Pollay, DDA Executive Director
RESOLUTION TO RECOMMEND RENEWAL OF THE 2014 AAATA TRANSIT MILLAGE

Whereas, The DDA helped establish the getDowntown program in 1999 and in support of its mission remains an active partner and funder of transportation services such as the go!Pass;

Whereas, The DDA’s encouragement of transportation alternatives has been a key contributor to downtown’s growth, prosperity and quality of life, including new business attraction, and lessening traffic congestion and parking demand;

Whereas, In 2014 AAATA asked for voter approval of a new transit millage to support a five-year service plan, that included new evening and weekend service, and increased local service, and this millage was strongly supported by the voters;

Whereas, Over the past few years this service plan has been fully implemented;

Whereas, A renewal of this millage will be presented to the voters in August 2018, which if approved would enable these new transit services to be continued;

Whereas, The DDA’s transportation programs are overseen by its Operations Committee, and the Operations Committee recommends that the DDA show its support for this millage renewal;

RESOLVED, The DDA recommends support for the renewal of the AAATA transit millage.
RESOLUTION TO APPROVE A CONTRACT FOR PARKING STRUCTURE REPAIRS WITH MERIDIAN RESTORATION LLC. AND ESTABLISH A PROJECT BUDGET ($645,000)

Whereas, The DDA has managed the public parking system since 1992 in support of its mission;

Whereas, The DDA’s engineer’s, Carl Walker Inc., has provided the DDA with a list of recommended parking structure repairs for the 2018 construction season;

Whereas, The list of needed repairs was bid out to four qualified companies, and three companies submitted bids;

Whereas, Meridian Restoration, LLC, submitted the lowest responsible bid in the amount of $537,460;

Whereas, a contingency equal to 20% of the estimated work will be set aside, thus creating a project budget of $645,000;

RESOLVED, The DDA establishes a project budget for calendar year 2018 repairs of $645,000;

RESOLVED, The DDA selects Meridian Restoration, LLC, for its summer repairs and authorizes the Board Chair and the Executive Director to sign a contract with Meridian Restoration, LLC, of, in the amount of $537,460.

RES Repairs 2018 060618
June 6, 2018
RESOLUTION TO APPROVE A 2017/18 CONTRACT YEAR-END MANAGEMENT FEE FOR REPUBLIC PARKING FOR MANAGEMENT OF DDA PARKING FACILITIES

Whereas, The DDA entered into a contract with Republic Parking System (RPS) beginning July 1, 2017 for management of the DDA’s parking system;

Whereas, According to this contract the fee paid to the contractor is paid in two parts. The first part, $125,000 is paid on a monthly basis. The second part, up to $50,000, is paid on the anniversary date of the contract based upon a DDA review of Republic’s performance;

Whereas, After reviewing RPS’s performance, and in acknowledgement of their efforts this year, the Operations Committee recommends that the DDA provide RPS with a $50,000 year-end management incentive;

RESOLVED, The DDA authorizes a 2017 year-end management incentive of $50,000 for Republic Parking System.

RES Republic Incentive 2017
June 6, 2018
DATE: May 30, 2018  
TO: DDA Operations Committee  
FROM: Jada Hahlbrock, Manager of Parking Services  
Joe Morehouse, Deputy Director  
RE: Annual Management Incentive Recommendation for Republic Parking Systems

As per the July 1, 2017 parking management agreement between the DDA and Republic Parking, the fee paid to the contractor is paid in two parts. The first part, $125,000, is paid on a monthly basis. The second amount, up to $50,000, is paid on the anniversary date of the contract based upon a DDA review of Republic’s performance using the following criteria:

- General satisfaction of Republic’s performance.
- Level of customer satisfaction as measured by a sampling of parking patrons on a quarterly basis.
- Increases in the net operating income as compared to a target level set jointly by Republic and DDA.
- Cleanliness and maintenance of the parking facilities as measured by the DDA.
- Control of “lost tickets” by the Manager as measured by the DDA.

**Overall Assessment**

DDA staff continues to be pleased with Republic’s operation of the parking system. The parking system plays an important role for downtown and serves many users daily. DDA staff is grateful for the work that Republic Parking does, including tasks that are beyond what is expected of them by contract.

Of note this year are the following tasks:

- Providing both immediate action and sustained focus towards the goal of safety on structure rooftops. RPS worked to get staffing in place on rooftops within a matter of days of the request. RPS helped to plan for and oversee two rounds of fencing installation in the structures.
- Support from the RPS corporate office during turnover in the controller position.
- Creating monthly statistical and improvement reports for presentation to the Operations Committee.
- Assisting DDA staff in responding to questions from the DDA Board by providing accurate and timely reports and data.
- Providing technical and planning expertise for various DDA projects including the solar carport at 4th & Catherine, 4th & William stair elevator project, Farmers Market lot redesign, and the annual restoration work.
- Acting quickly to address facility issues including a sinkhole at 1st & Huron and a car fire at Ann Ashley.
- Helping to select and then leading the installation of new parking equipment (software and hardware) at 4th & William. Working with DDA staff after installation to review selection and installation process and begin to assess equipment choice.
Developing a software tool to allow for easier, and more frequent audits of monthly permits. A permit audit performed by the DDA in March showed discrepancies with only .5% of the total permits billed, most of which were easily resolved.

Developing a software tool and system for tracking and billing Limited Permit overstays.

Preparing for and implementing a system-wide rate change that included monthly permit, on-street and meter bag rates.

Decommissioning 2 parking lots. This work included creating and planning for multiple scenarios.


Implementing new accounting practices to reduce staff time needed to process accounts payable and payroll.

Working to keep the parking system compliant with the ever-changing payment card industry (PCI) standards.

Working to implement a free parking pilot at Ann Ashley in support of the 5th & Detroit project.

Maintaining beautiful landscaping elements that include planter boxes and vegetables that provide a more pleasant and enjoyable walking experience.

Embracing technology as the parking industry evolves. Being willing to change systems and practices as technology changes.

Providing excellent customer service and responding quickly to meter bag requests from DDA and City staff as related to projects and AAPD as related to events.

Other Metrics for Assessment

1. Customer Service Surveys- The DDA did not have sufficient data this year to use this as a measurement tool. Over the past years responses to both paper and emailed surveys have declined. In 2018 the DDA will be exploring the option of instituting a secret shopper system to measure levels of customer service.

2. Net Operating Income- Republic’s operating expenses for the 2017 Fiscal Year were $550,000 less than budgeted. Since the parking rates are not under Republic’s control we will not consider parking income for this comparison.

3. Facility Inspections- The DDA’s independent Parking Inspector completed 53 written reports that assessed facility cleanliness. These ratings averaged 89.09% for the entire system through the April ratings, which is a slight increase over last year’s score of 86.47%.

4. Accounts Receivable- The March 2018 accounts receivable balance for parking permit accounts stood at $27,455 or 4.8% of our average monthly billing. This is below the target of 5%.

5. Lost Tickets- The Republic Parking lost ticket average was 1.77% for the year which is slightly above our target of 1.75%.

Recommendation

In recognition of Republic’s excellent work this year, we would like to recommend that the DDA give Republic Parking the full $50,000 incentive fee for the 2017-2018 contract year.
RESOLUTION TO MODIFY ANN ASHLEY EXPANSION PROJECT SCOPE TO ELIMINATE THE DEMOLITION OF THE NORTH END OF THE GARAGE AND ARCHITECTURAL LOUVERS

Whereas, The DDA has managed public parking in pursuit of its mission since 1992;

Whereas, At its October 2017 meeting the DDA voted to construct a three floor expansion of the Ann Ashley parking structure;

Whereas, At its April 2018 meeting, the DDA voted to increase its project budget and to add a variety of architectural improvements to the Ann Ashley structure;

Whereas, The approved design was reviewed by the City’s Design Review Board and by members of the public at a Citizens Participation meeting, and at both meetings there was support for nearly all project elements, but opposition to demolishing the north end of the garage and the louvers that had been proposed to create an architectural “veil”;

Whereas, It was recommended by the Operations Committee that the DDA be asked to approve removing these elements from the project, but leave intact other architectural improvements including concrete stain, opening up the stair/elevator towers with more windows, and enhanced landscaping;

RESOLVED, The DDA modifies the Ann Ashley expansion project scope to eliminate the proposed louvers and demolition of the north end of the garage, but allow all other approved project elements to remain as part of the project.
Parking & Transportation Report May 2018

Parking Operations

**Special Events in May**
- 5/5 Free Comic Book Day
- 5/5 Tios Cinco de Mayo Celebration
- 5/13 Goddess 5K
- 5/18 Ladies Night
- 5/19 A2 Blooms Day
- 5/20 Ann Arbor Marathon
- 5/29-6/11 Cinetopia

**Special Event Meter Bag Fee Waivers/ Free Parking in May**
- 5/19 A2 Blooms Day- validation coupons for participants $51.60
- 5/29-6/11 Cinetopia- parking during festival $825

**Personnel**
There were no changes in personnel during the month.

**Meters**

Epark Ann Arbor- In April there were 51,297 transactions totaling $129,878 in revenue.

The meter department completed their annual spring "walk-through" where each meter and piece of equipment is checked. Now, along with their daily duties, staff is working to straighten bent meter posts, replace worn/missing decals on e-park machines and space markers, and to tighten space markers that became loose over the winter months. As time permits meter posts are also being painted.
General Operations
Customer Service Training for cashiers is under way and should be complete by June 5th.

RPS managers are working to develop a Maintenance Equipment Operator Training Program. This will include an updated training and certification program for operators of machinery and equipment.

City/DDA Parking Enforcement Committee
The Committee met on May 17th. Discussion included parking enforcement equipment, elimination of taxi stand signage and the City budget proposal regarding parking fines. The next meeting will be Thursday, June 14th.

Tally Hall Condominium Meeting
A meeting was held on May 1st. Discussion included alley parking issues, power washing schedule, and updates to elevators and door lock system. The next meeting will take place on August 7th.

First & Washington Condominium Meeting
No meeting was held this month. The structure opened in late 2013 and a condominium board has yet to be formally established.

Parking System Maintenance
The spring parking structure wash downs have been completed at Ann Ashley, 4th & Washington, 1st & Washington, Library Lane and Liberty Square. Work at the remaining facilities is underway and should be complete mid-June. During this work Republic Parking must work within noise ordinance limits and be sensitive to neighboring residents and businesses. They work to notify near neighbors and businesses by direct contact or letters. Republic Parking must also perform and stage the work so that it has minimal impact on available parking.

<table>
<thead>
<tr>
<th>Location</th>
<th>Status</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ann &amp; Ashley</td>
<td>Completed</td>
<td>4/14 – 4/22</td>
</tr>
<tr>
<td>4th &amp; Wash</td>
<td>Completed</td>
<td>4/23 – 4/28</td>
</tr>
<tr>
<td>Library Lane</td>
<td>Completed</td>
<td>4/29 – 5/9</td>
</tr>
<tr>
<td>1st &amp; Wash</td>
<td>Completed</td>
<td>5/5 – 5/21</td>
</tr>
<tr>
<td>Liberty Square</td>
<td>Completed</td>
<td>5/10 – 5/18</td>
</tr>
<tr>
<td>Maynard</td>
<td>In Progress</td>
<td>5/17 – 5/29</td>
</tr>
<tr>
<td>Forest</td>
<td>Scheduled</td>
<td>5/30 – 6/9</td>
</tr>
<tr>
<td>4th &amp; William</td>
<td>Scheduled</td>
<td>6/9 – 6/16</td>
</tr>
</tbody>
</table>

Windows in elevator shafts have been cleaned at Ann Ashley, 4th & William, Forest and 4th & Washington.

Maintenance staff worked to plant flowers and place mulch at all parking facilities. Hanging flower baskets have been added at some facilities.
Parking Equipment

Elevators
There were 4 elevator calls for service in the last month. They were located at:
1- 4th & Washington
1- Ann Ashley south
1- Ann Ashley north
1- Maynard alley

Equipment
Work to update the intercom system at 4th & William is complete. These intercoms allow patrons to communicate with the RPS command center from the pay stations or drive lanes.

Parking Construction

4th & Catherine Solar Project
Foundations will be poured in late May. The concrete needs time to cure so installation of the carport will take place in June.

Ann Ashley
A Citizens Participation meeting was held on May 2. Meeting was well attended. Citizen comments are included in the Operation’s Committee packet.

Transportation

Go!pass Summary
Go!pass Outreach

- 2016-2017 - Renewal orders received to date: 404 companies
- 2016-2017 - New orders received to date: 42 companies
- 2017-2018 - Renewal orders received to date: 386 companies
- 2017-2018 - New orders received to date: 37 companies

New go!pass companies for May, 2018
- Ursa Space Systems (Cahoots)
- Trove Analytics
- Sottini’s
- Richner & Richner
- Law Office of Noel Saleh


Quarterly ridership
Next report will be year-end report in July.
Bike Parking

Current rentals good till 3/31/19

- Bike Locker Rentals as of 5/22/18: 7 rentals of 12 available lockers (58%)
- Maynard Bike House Rentals as of 5/22/18: 13 rentals of 28 spaces (46%)
- Ann Ashley Bike House Rentals as of 5/22/18: 37 rentals of 27 spaces (137%)

Other Activities

- Final Commuter Challenge statistics will be reported with the June report, after the conclusion of the campaign. We saw good participation with Bike to Work Day around the area, and a great first Bike to Work Day celebration event on May 18. The campaign will end on May 31st, with the ability to log commutes taken during May closing on June 4th.

- The re-launch of the ArborBike Program is proceeding, with a Request for Proposals for a new operator now available to the public. Information on that proposal is available at http://www.theride.org/AboutUs/Doing-Business-With-Us/Current-Bids.

- As work continues on the Fifth and Detroit reconstruction project, any business that is interested in receiving additional assistance in helping their employees get to and from work should contact the getDowntown office. Program staff will be available to provide business-specific assistance upon request.

- Programming difficulties have been resolved on the getDowntown Program Survey, and we are now confident in its ability to deliver the intended information. We expect the survey to launch in the first full week of June.

- Work is proceeding on the getDowntown website redesign, with the difficult content choices now being made. As expected, work on the Commuter Challenge has slowed down staff’s ability to contribute to the content on the project, but we still expect the site to go live close to the end of June.
RESOLUTION TO APPROVE A SCHEMATIC DESIGN FOR THE HURON STREET IMPROVEMENT PROJECT

Whereas, The DDA’s Development Plan highlights identity, infrastructure, and transportation as overarching strategy areas, which include improving safety and economic vitality through pedestrian improvements;

Whereas, In July 2016 the DDA began work on its Huron Street improvements project, including selecting its consultants and establishing its project budget, and in November 2017 set the project boundaries as Third Street to Division Street;

Whereas, In March 2018, the DDA approved a slate of important Huron Street transportation improvements based on public input and detailed analysis, and these improvements were also approved by the City’s Transportation Commission;

Whereas, A schematic design has taken shape that responds to extensive public input and reinforces the project goals and recommended transportation improvements;

Whereas, The DDA Capital Improvements Committee reviewed the proposed final schematic design and recommends approval;

Resolved, The DDA Board approves a schematic design for the Huron Street Improvement Project as recommended by its Capital Improvements Committee;

Resolved, The DDA Capital Improvements Committee will bring the DDA a resolution to initiate construction services after construction bids have been received.

Res Approve Huron Street Design 060618.doc
June 6, 2018
PEOPLE-FRIENDLY STREETS

FIRST & ASHLEY PROJECT & WILLIAM STREET BIKEWAY
A safe and comfortable street for everyone for all modes of travel.

Improves the city’s sustainability by encouraging active transportation, using resources efficiently, and using practices that protect air and water quality.

Streets designed to increase access to local businesses while supporting commercial operations.

Connects people to where they want to go and makes it easy to get there by foot, bike, car and bus. Designed to encourage people to connect to each other and the community around them.

Keeps people in mind throughout the process. Design streets that make the best use of public dollars for the benefit of all.

Streets that are fun and interesting and celebrate the character of downtown. They invite you to linger, to talk to your neighbors and to shop.

Will improve safety and comfort
Will promote green design
Will strengthen businesses
Will increase access & connectivity
Will design responsibly
Will celebrate civic life & activity
Streets are PLACES and CORRIDORS

Downtown Street Plan Key Points:

Acknowledge the land use context. Streets are places.

Not all streets can support all modes of travel equally.

Emphasize modes of travel on to create safe and comfortable networks for movement.
Street Design Manual: #1 Goal: Mobility, Access, & Safety

Goal 1: Mobility, Accessibility & Safety

Criteria for evaluating mobility, accessibility and safety

- Manages and normalizes vehicle speed
- Improves pedestrian environment: ground floor activity, lighting, shade
- Enhances comfort and accommodation for non-motorized transit: Clear Walk Zone, slope(s) and curb ramps, bicycle and facilities, transit passenger information and amenities
- Reduces pedestrian risk: crossing distance, unprotected crossings, crossing time and signal operations
- Enhances access: bicycle and vehicle parking, number and design of curb cuts, alley design reinforces management
- Improves predictability for all street users: turn lanes, driveway design, yielding behavior, visibility
Goals: First & Ashley Project

• Improve Safety and Comfort
  – Improve the overall safety and comfort for all street users
  – Emphasis on vulnerable users.
  – All ages and abilities from a Vision Zero perspective.

• Increase Connections
  – Advance implementation of the Treeline.
  – Make the streets easier to navigate.
  – Connect bike-friendly streets together, enhancing the bike network.
  – Support existing and future transit service

• Strengthen Businesses
  – Create an active, vibrant street environment that supports businesses
    and helps improve essential business activities on the street.
  – Increase the visibility and access to existing businesses by increasing
    the number of people driving, biking and walking by businesses.

• Promote Green Design
  – Incorporate stormwater management to improve water quality in the
    Allen Creek Watershed and the Huron River.
  – Encourage bicycling to reduce emissions and fuel consumption and
    make downtown more livable.
Goals: William Street Bikeway

• **Improve Safety and Comfort**
  – Provide a safe and comfortable bicycle route for residents, workers and visitors of all ages and abilities to connect between the downtown and nearby areas.
  – Provide a new way to encourage people to ride their bikes downtown and go visit places they wouldn’t otherwise.
  – Design the street with all ages and abilities in mind and from a Vision Zero perspective.

• **Increase Connections:**
  – Become Ann Arbor’s first protected bike lane to connect to the Downtown, the University, the Treeline and neighborhoods.

• **Strengthen Businesses**
  – This project is intended to Increase commercial activity and prosperity. More people biking means more people shopping.

• **Promote Green Design:**
  – Send a clear message that Ann Arbor is a bike-friendly city and encourage cycling to reduce emissions and make downtown more livable.
**Under Study: Two-Way Travel on First & Ashley**

Based on existing traffic volumes, the two-way restoration is feasible – need to complete traffic analysis to confirm.

1. Generally one travel lane in each direction

2. Includes two-way travel on Kingsley to the North Main Intersection
Under Study: First & Ashley Protected Bike Facility

Proposed two-way bicycle facility from Kingsley to William Street on the eastside of First Street

1. Parking and loading generally preserved on west side of First Street.
2. Parking and loading generally preserved/expanded on both sides of Ashley.
3. Northbound bicycle lane on Ashley transferred to bikeway.
4. Connection to Treeline at Kingsley.
5. Transition to residential “slow street” south of William on First and Ashley streets.
Under Study: William Street Bikeway

Protected two-way bicycle facility from First Street to State Street

1. Corridor works with one travel lane in each direction. Left turn lanes preserved between Main & 4th Ave.

2. Parking and loading maintained on one side of the street.

3. Transition to residential “slow street” west of First Street.
Other Design Features & Considerations

• Bump-outs added throughout
  – Shorten cross-walks
  – No bump-outs at larger commercial loading zones to allow vehicles to pull directly into the loading zone

• Analyzing intersection control including:
  – Potential for 4-way stop
  – Leading pedestrian + bicycle signals for two-way protected bike lanes to get them into the intersection before vehicles

• Review location and size of loading and ADA parking zones
  – Looking to add, not remove, loading and other curb-side use zones

• Generally work within existing curb
  – Opportunities for curb modifications/other improvements will be noted
1. **Mode split** – Understand existing patterns/context and potential shift

2. **Safety and crash impacts** – Incident analysis and crash modification factors

3. **Pedestrian experience** – Counts and qualitative assessment

4. **Transit Service** – Route adjustments, bus operations and amenities at stops

5. **Bicycle Level of Traffic Stress** – Ability to capture additional riders

6. **Vehicle/Traffic Operations:**
   - Changes to travel patterns
   - Vehicle daily & peak volumes, turning movements, queuing
   - Vehicle speeds, average speeds, travel time
Study Area

- 29 intersections
- 3 corridors
- 15 signals
- 10 two-way stops
- 4 all-way stops

Turning Movement Count Data
- Peak hours captured:
  - 7AM – 9 AM, 11AM-1PM, 2PM-6PM
  - Pedestrians/Bicyclists/Vehicles

Automatic Traffic Recorder Data
- 6 locations
- 7-day period
- Volume/Speed
- Vehicle Class (Heavy Vehicle Data)
Mode Splits

Study Area

- Personal Vehicle: 41%
- Public Transportation: 12%
- Walk: 37%
- Bicycle: 5%
- Other: 5%

City Wide

- Personal Vehicle: 62%
- Public Transportation: 15%
- Walk: 11%
- Bicycle: 8%
- Other: 5%
Safety Analysis

- Historic crash data and trends for latest 5 years (2013 - 2017) from Transportation Improvement Association’s Traffic Crash Analysis Tool
- Total of 650 crashes
  - 15% resulted in injury
  - 43 involved vulnerable users - 7%
  - 91% of vulnerable user crashes resulted in reported injury – 40% of overall injuries
  - Disproportionally injured
- Crash Types
  - Angle/Sideswipe are most common
    - 54% on First Street
    - 58% on Ashley Street
    - 64% on William Street
  - This crash type is common with multi-lane roadways, due to the friction along the corridor, as sited by FHWA.
- Ann Arbor has Vision Zero goal by 2025
Safety Analysis

- Highest vulnerable user crash locations –
  - First at Huron – 5 crashes
  - First at Miller – 3 crashes
  - Ashley at Huron – 3 crashes
  - Ashley at William – 2 crashes
  - William at Fourth – 2 crashes
  - William at Division – 2 crashes

Source: Tefft, Brian C. Impact speed and a pedestrian’s risk of severe injury or death. Accident Analysis & Prevention. 50. 2013
<table>
<thead>
<tr>
<th>Safety Issue</th>
<th>Recommendation</th>
<th>Crash Modification Factor (CMF) or Research Results</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Turning vehicle conflicts</strong></td>
<td>Restrict parking to increase visibility between turning vehicles, pedestrians, and bicyclists.</td>
<td>0.44 CMF for fatal crashes when increasing sight distance</td>
</tr>
<tr>
<td></td>
<td>Daylight corners.</td>
<td>33% crash reduction; 40% increase in yield rates</td>
</tr>
<tr>
<td><strong>Bicyclist accommodations</strong></td>
<td>Installation of colored bicycle lanes at intersections</td>
<td>0.61 CMF for vehicle/bicycle crashes</td>
</tr>
<tr>
<td></td>
<td>Provide separated bicycle lanes.</td>
<td>0.65 CMF for vehicle/bicycle crashes, 0.41 CMF for vehicle/bicycle injury crashes</td>
</tr>
<tr>
<td><strong>Signal operations</strong></td>
<td>Add Leading Pedestrian Intervals to signalized intersections.</td>
<td>0.41 CMF for vehicle/pedestrian</td>
</tr>
<tr>
<td><strong>Lane Geometry</strong></td>
<td>Designate left turn lane.</td>
<td>0.67 CMF for all crash types</td>
</tr>
<tr>
<td></td>
<td>Reduce number of travel lanes.</td>
<td>0.71 CMF for all crash types when converting from 4-lanes to 2-lanes</td>
</tr>
</tbody>
</table>
Leading Pedestrian Intervals (LPIs) of 4 seconds

- Gives pedestrians a head start, increasing visibility
- These LPIs will also accommodate the bicyclists in proposed facilities
- Reduce vehicle/pedestrian conflicts and crashes (CMF 0.41)

<table>
<thead>
<tr>
<th>LOS</th>
<th>Pedestrian Delay (s/p)</th>
<th>Likelihood of Noncompliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>&lt; 10</td>
<td>Low</td>
</tr>
<tr>
<td>B</td>
<td>≥ 10–20</td>
<td>Moderate</td>
</tr>
<tr>
<td>C</td>
<td>&gt; 20–30</td>
<td>High</td>
</tr>
<tr>
<td>D</td>
<td>&gt; 30–40</td>
<td>Very High</td>
</tr>
<tr>
<td>E</td>
<td>&gt; 40–60</td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>&gt; 60</td>
<td></td>
</tr>
</tbody>
</table>

Cycle Lengths

- Generally 80 - 90 seconds
- Two phase operations
- Pedestrian LOS D-E throughout study area
- May consider all-way stops or shorter cycle lengths to improve this condition
- Removal of the “double threat”
- Qualitatively, pedestrians will enjoy a better walking experience with anticipated slower vehicular speeds, as well as being protected by bicycle facility

- Sidewalk riding will reduce with the presence of enhanced bicycle facilities on-street

Source: FHWA
Transit Environment

Ann Arbor Area Transportation Authority operation 7 routes along the study area corridors

Consolidate Route 32 to either First Street or Ashley Street
Stops are designated by a small sign. AAATA expressed enthusiasm for enhancements along William Street.
Bicycle Level of Traffic Stress

BICYCLIST DESIGN USER PROFILES

Interested but Concerned
51%-56% of the total population

Often not comfortable with bike lanes, may bike on sidewalks even if bike lanes are provided; prefer off-street or separated bicycle facilities or quiet or traffic-calmed residential roads. May not bike at all if bicycle facilities do not meet needs for perceived comfort.

Somewhat Confident
5-9% of the total population

Generally prefer more separated facilities, but are comfortable riding in bicycle lanes or on paved shoulders if need be.

Highly Confident
4-7% of the total population

Comfortable riding with traffic; will use roads without bike lanes.

LOW STRESS TOLERANCE

LTS 1 (children) – Low Stress
LTS 2 (adults) – Moderately Low Stress

HIGH STRESS TOLERANCE

LTS 3 – Moderately High Stress
LTS 4 – High Stress
Analysis considers:
- Level of separation
- Vehicles speeds
- Number of travel lanes
- Vehicle volumes
- On-street Parking

Separation as proposed on 1st and William is always LTS 1
Bicycle Level of Traffic Stress

- Existing captures 9-16% of population with LTS 3
- Gaps in the low stress network discourage interested riders
- One-way travel requires riders to circulate the study area to reach destinations on 1st and Ashley

- Proposed captures 100% of interested population
- Improvements in LTS level are experienced or maintained throughout the corridors
- Two-way travel is now available to riders, especially valuable for bicycling destinations along 1st and Ashley
Bicycle Facilities
– Washtenaw Area Transportation Study (WATS) Model
  • Demonstrates increases in volume will be experienced on Ashley Street and decreases in volume on 1st Street

– StreetLight Data Analysis
  • WATS aligns with StreetLight analysis projections
Daily Vehicle Volumes

Average Weekday Daily Traffic Volumes (VPD)

- First, north of Ann: 5,954 VPD
- Ashley, north of Ann: 5,595 VPD
- First, south of William: 2,248 VPD
- Ashley, south of William: 1,626 VPD

LEGEND
- Existing ADT
- Projected ADT

First, north of Ann: 5,954
Ashley, north of Ann: 5,595
First, south of William: 2,248
Ashley, south of William: 1,626
Comparison Streets

First Street:

– First Street, north of Ann Street:
  • Summit Street, west of Wildt Street (ADT of 4,380 in 2005)
  • Ashley Street, north of Ann Street (ADT of 3,314 in 2018)

– First Street, south of William Street:
  • Arborview Boulevard, east of Paul Street (ADT of 1,310 in 2006)
  • Ashley Street, south of William Street (ADT of 1,780 in 2018)

Ashley Street:

– Ashley Street, north of Ann Street:
  • First Street, north of Ann Street (ADT of 5,954 in 2018)
  • 4th Avenue, south of Huron Street (ADT of 5,820 in 2005)

– Ashley Street, south of William Street:
  • Summit Street, west of Wildt Street (ADT of 4,380 in 2005)
  • Arborview Boulevard, east of Paul Street (ADT of 1,310 in 2006)
  • First Street, south of William Street (ADT of 2,394 in 2018)
- Reducing the number of travel lanes is cited by the FHWA as a countermeasure for reducing mean vehicular speeds between 2 and 4 miles per hour
- Speed is directly correlated to likelihood of injury
- Approximately 45 people crossing these corridors in any one hour of the day at uncontrolled locations
VEHICLE LEVEL OF SERVICE – MORNING PEAK HOUR

2017 Existing Geometry and Volume

2037 Proposed Geometry and Future Volume

- Grown 6%
- Includes Ann Ashley Parking Exp. Trips
- Two-Way on Ashley Street, First Street and Kingsley Street
- Lane Reductions on William Street
- Leading Pedestrian Intervals at Signals
- Maintains Existing Traffic Controls
- Doesn’t consider mode shift
VEHICLE LEVEL OF SERVICE – MIDDAY PEAK HOUR

2017 Existing Geometry and Volume

- LOS A or B
- LOS C or D
- MD Peak
- LOS E or F

2037 Proposed Geometry and Future Volume

- Grown 6%
- Includes Ann Ashley Parking Exp. Trips
- Two-Way on Ashley Street, First Street and Kingsley Street
- Lane Reductions on William Street
- Leading Pedestrian Intervals at Signals
- Maintains Existing Traffic Controls
- Doesn’t consider mode shift
VEHICLE LEVEL OF SERVICE – EVENING PEAK HOUR

2017 Existing Geometry and Volume

2037 Proposed Geometry and Future Volume

- Grown 6%
- Includes Ann Ashley Parking Exp. Trips
- Two-Way on Ashley Street, First Street and Kingsley Street
- Lane Reductions on William Street
- Leading Pedestrian Intervals at Signals
- Maintains Existing Traffic Controls
- Doesn’t consider mode shift
2017 Existing Geometry and Volume

- Includes Ann Ashley Parking Exp. Trips
- Two-Way on Ashley Street, First Street and Kingsley Street
- Lane Reductions on William Street
- Leading Pedestrian Intervals at Signals
- Maintains Existing Traffic Controls
- Doesn’t consider mode shift

2017 Proposed Geometry and Existing Volume

- Includes Ann Ashley Parking Exp. Trips
- Two-Way on Ashley Street, First Street and Kingsley Street
- Lane Reductions on William Street
- Leading Pedestrian Intervals at Signals
- Maintains Existing Traffic Controls
- Doesn’t consider mode shift
RESOLUTION TO APPROVE AN AGREEMENT WITH THE CITY FOR SIDEWALK REPAIRS WITHIN THE DDA DISTRICT

Whereas, The DDA’s Development Plan highlighted identity, infrastructure, and transportation as key strategies, and also recognized that an enjoyable pedestrian experience is one of downtown’s principal attractions, as well as a necessary element in its social and economic life;

Whereas, The City and DDA desire to approve a five year agreement so that the City will treat sidewalks within the DDA District like sidewalks outside the DDA District for purposes of repair, for which the DDA will transmit its portion of the special Streets, Bridges, and Sidewalk Millage that is captured by the DDA;

Resolved, The DDA Board approves an agreement with the City for sidewalk repairs within the DDA District as indicated above.

RES Sidewalk Millage Agreement 060618
June 6, 2018
AGREEMENT BETWEEN THE CITY OF ANN ARBOR AND
THE DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF ANN ARBOR
FOR SIDEWALK REPAIRS WITHIN THE DOWNTOWN DEVELOPMENT DISTRICT

The City of Ann Arbor, a Michigan municipal corporation with its principal offices at 301 E. Huron Street, Ann Arbor, Michigan 48104 ("City"), and the Downtown Development Authority of the City of Ann Arbor, a public corporation organized and existing pursuant to the authority of Act 197, Public Acts of Michigan, 1975, MCL 125.1651 et seq. with its principal offices at 150 S. Fifth Avenue, Suite 301, Ann Arbor, Michigan 48104 ("DDA"), enter into this Agreement this ___ day of ___________, 2018, in accordance with Subsection 4:58(D) of Chapter 49 of the Ann Arbor City Code to govern the repair of sidewalks within the Downtown Development District.

Whereas, Subsection 4:58(D) of Chapter 49 of the Ann Arbor City Code allows the City and the DDA to enter into an agreement regarding responsibilities for repairs and for the payment for such repairs of sidewalks within the Downtown District; and

Whereas, The City and DDA desire to enter into an agreement in accordance with Subsection 4:58(D)(1) of Chapter 49 of the Ann Arbor City Code so that the City will treat sidewalks within the Downtown Development District like sidewalks outside the Downtown Development District for purposes of repair and the DDA will compensate the City for such repairs;

THEREFORE, the City and the DDA agree as follows for the term beginning July 1, 2017, and ending June 30, 2022:

1. Sidewalks that are both within the Downtown Development District's boundaries, as established by Section 1:154 of Chapter 7 of the Ann Arbor City Code, and adjacent to and abutting real property against which the City levies property taxes, including property with a single- or two-family house, will be exempt from the requirements of Subsection 4:58(A) of Chapter 49 (A) of the Ann Arbor City Code that the sidewalk shall be kept and maintained in good repair by the owner of the land adjacent to and abutting upon the same.

2. The DDA shall transmit to the City for the five fiscal years starting July 1, 2017 and ending June 30, 2018, starting July 1, 2018 and ending June 30, 2019, starting July 1, 2019 and ending June 30, 2020, starting July 1, 2020 and ending June 30, 2021, and starting July 1, 2021 and ending June 30, 2022, the portion of 0.125 mill of the 2.125 mill age, bridges and sidewalks millage, as adjusted by any required millage roll backs, that is captured by the DDA for each of those fiscal years.

   a. Sometime during the April - June 2018 time period, during the April - June 2019 time period, during the April - June 2020 time period, during the April - June 2021 time period, and during the April - June 2022 time period, following the close of the tax roll and settlement for FY 2018, FY2019,
FY2020, FY2021, and FY2022, respectively, the City will calculate the 
amounts due from the DDA and will bill the DDA for those amounts.

b. Payment by the DDA shall be within 30 days.

3. The City may use the funds transmitted under Paragraph 2 to repair the 
sidewalks identified in Paragraph 1.

4. The City may use the amount transmitted under Paragraph 2 only within the 
Downtown Development District's boundaries, as established by Section 1:154 of 
Chapter 7 of the Ann Arbor City Code, provided that this Agreement neither obligates 
the City to use the full amount transmitted under Paragraph 2 nor limits the City to using 
only the amount transmitted under Paragraph 2 for repairs of sidewalks identified in 
Paragraph 1.

5. The City will give notice to the DDA in advance those areas within the Downtown 
Development District's boundaries where the City will be performing sidewalk repairs. 
Following the repairs, the City will communicate to the DDA where the sidewalk repairs 
took place.

6. The sidewalk repairs the City will perform under this Agreement do not include 
the snow and ice removal required by Section 4:60 of Chapter 49 of the Ann Arbor City 
Code.

7. The City's obligation to perform repairs pursuant to this Agreement does not 
apply to sidewalks within the Downtown Development District's boundaries that are 
adjacent to and abutting real property against which the City does not levy property 
taxes, which properties are not be exempt from the requirements of Subsection 4:58(A) 
of Chapter 49 of the Ann Arbor City Code that the sidewalk shall be kept and 
maintained in good repair by the owner of the land adjacent to and abutting upon the 
same.

ANN ARBOR DOWNTOWN 
DEVELOPMENT AUTHORITY, a 
public corporation

CITY OF ANN ARBOR, a Michigan 
municipal corporation

By: ________________________   By: ________________________
Susan Pollay, Executive Director         Christopher Taylor, Mayor

By: ________________________
Jacqueline Beaudry, City Clerk
Approved as to substance:

____________________________
Howard S. Lazarus, City Administrator

____________________________
Craig A. Hupy, Public Services Area Administrator

Approved as to form:

____________________________
Stephen K. Postema, City Attorney
RESOLUTION TO ADOPT THE DDA BUDGET FOR FISCAL YEAR 2019

Whereas, The DDA Finance Committee developed a budget for the DDA’s 2019 fiscal year and this budget was approved by the DDA at its March 2018 meeting;

Whereas, The State DDA Statute states that “before the budget may be adopted by the DDA board, it shall be approved by the governing body of the municipality;”

Whereas, Ann Arbor City Council approved its FY19 budget in May, which included the DDA FY19 budget;

RESOLVED, The DDA adopts its FY19 budget.

DDA Statute current 2018:
Sec. 228. (1) The director of the authority shall prepare and submit for the approval of the board a budget for the operation of the authority for the ensuing fiscal year. The budget shall be prepared in the manner and contain the information required of municipal departments. Before the budget may be adopted by the board, it shall be approved by the governing body of the municipality. Funds of the municipality shall not be included in the budget of the authority except those funds authorized in this part or by the governing body of the municipality.