1. Roll Call
   Sava Lelcaj Farah, Bob Guenzel, Marie Klopf, Howard Lazarus, Joan Lowenstein, Darren McKinnon, Al McWilliams, John Mouat, Rishi Narayan, Keith Orr, John Splitt, Phil Weiss

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

3. Reports from City Boards and Commissions
   - Ray Detter, Downtown Area Citizens Advisory Council

4. DDA Members Communications

5. Executive Director Communications

6. Approval of Minutes: July and August meetings (pages 3 – 15)

7. Subcommittee Reports
   A. Finance Committee – M. Klopf
      - Resolution To Construct Additional Floors to the Ann Ashley Parking Structure (co-sponsored with Operations Committee) (pages 16 – 18)
      - Resolution to Segregate Parking Funds To Enable the Future Construction of Additions to the Public Parking System or Alternative Transportation Infrastructure (page 19)
      - Audit process
      - Financial statements
      - Next Committee meeting: Tuesday, September 26 at 1pm

   B. Operations Committee – J. Splitt, K. Orr
      - Resolution to Provide A Grant for Ann Arbor Bike Share (pages 20-29)
      - Circulator feasibility study - status
      - Solar panel installation feasibility analysis (pages 30 – 32)
      - Monthly parking & transportation report (pages 33 – 41)
      - General operations
      - 4th & William Improvements Project – completion
      - Next Committee meeting: Wednesday, September 27 at 11am

   C. Capital Improvements Committee – J. Mouat
· Fifth/Detroit project - status
· South University improvements project - status
· Huron Street improvements project – status
· Next meeting: Wednesday, September 20 at 11am

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

e. Executive Committee – R. Narayan, A. McWilliams, M. Klopf, P. Weiss
· Next Committee meeting: Wednesday, October 4 at 11am

8. New Business
· Resolution Thanking Al McWilliams (page 42)

9. Other Audience Participation (4 minutes each)

10. Adjournment
Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104
Time: Mr. Narayan called the meeting to order at 12:00 p.m.

1. ROLL CALL

Present: Bob Guenzel, Howard Lazarus, Sava Lelcaj-Farah, Joan Lowenstein, Darren McKinnon, Rishi Narayan, Keith Orr, John Splitt, Phil Weiss

Absent: Marie Klopf, Al McWilliams, John Mouat

Staff: Susan Pollay, Executive Director
Joseph Morehouse, Deputy Director
Amber Miller, Capital & Private Projects Manager
Jada Hahlbrock, Manager of Parking Services
Patti Wheeler, Management Assistant
Liz Rolla, DDA Project Manager
Lauren Groves, DDA Intern

Audience: Ray Detter, Downtown Citizens Advisory Council
Dave Orfield, RPS
Chris Simmons, Get Downtown
Maura Thomson, MSAA
Josie Parker, AADL
Bob Doyle, SGJJR
Erik Majcher
Jeff Haynor

2. AUDIENCE PARTICIPATION

Mr. Majcher said that his development team is redeveloping 321 N. Main St and asked the DDA to undertake improvements in the alley paralleling N. Main Street between Miller and Kingsley.

Ms. Thomson thanked the DDA for its thoughtful conversations about parking at its retreat and committee meetings. She summarized the DDA’s work as maximizing parking as an asset with the goal of downtown vitality and quality of life. And that the DDA strives to maximize the effective use of the parking system using pricing and other tools. As another possible tool, she suggested the DDA offer 1-2 hours free parking in the structures if on-street parking rates were increased.

Mr. Haynor expressed concern about increasing parking rates, lack of motorcycle parking, and loading zones being used for taxi stands after 6pm saying that there are very few taxis. He said that many commercial businesses like his needed access to loading zones 24/7. Ms. Pollay was asked to respond about the taxi stands, and she reported that changes had been made, either
releasing many zone spaces back to public use after 6pm or changing the signage to “passenger pickup/drop off” after 6pm.

3. REPORTS FROM CITY BOARDS AND COMMISSIONS

Downtown Area Citizens Advisory Council. Mr. Detter said the CAC…………………………………

4. DDA MEMBERS COMMUNICATIONS

Mr. Narayan said that Mr. McWilliams had decided not to renew his board seat. He thanked Mr. McWilliams for his service on the DDA.

5. EXECUTIVE DIRECTOR COMMUNICATIONS

Ms. Pollay thanked Ms. Thomson for her description of the DDA’s efforts regarding maximizing the benefit parking could bring to the goal of downtown vitality and quality of life. She also thanked Ms. Thomson for making time to attend numerous DDA meetings to present MSAA member concerns and to keep her members informed. She also thanked the DDA members for making time to participate in the June retreat. She said that as requested, staff had located information about a possible expansion to Ann Ashley, noting the various costs for a bond issue and the estimated time to construct.

6. APPROVAL OF MINUTES

Mr. Guenzel moved and Mr. McKinnon supported approval of the June 2017 DDA meeting minutes.

A vote on the minutes showed:
AYES: Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss
NAYS: none
ABSENT: Klopf, McWilliams, Mouat

The motion was approved.

7. A. SUBCOMMITTEE REPORTS – CAPITAL IMPROVEMENTS COMMITTEE

Ms. Miller and Mr. Doyle presented the final Fifth/Detroit project schematic design. Questions were asked and answered.

Mr. Weiss moved and Mr. Orr supported the following resolution.

RESOLUTION TO APPROVE A SCHEMATIC DESIGN FOR THE 5th AND DETROIT STREETSCAPE 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 October 2015 the DDA selected SmithGroup JJR and subconsultants FTC&H and Nelson Nygaard as the streetscape design and engineering team for the North Fifth and Detroit Streetscape project and in January 2016 approved a resolution to begin a collaborative design process with the City of Ann Arbor Project Management Unit;

Whereas, Over the course of 18 months the project team has shaped a schematic design through extensive technical analysis and public outreach, including:

- A pilot study to test alternatives with the community
- Two Pop-up workshops to gather feedback from users of the corridor
- Numerous committee, focus group, and one-on-one conversations with stakeholders:
  - Kerrytown District Association
  - Community High School students, staff, and PTO
  - Ann Arbor Public Schools Traffic Safety Committee
  - Old 4th Ward Historic Neighborhood Association
  - Downtown Area Citizens Advisory Council and other nearby residents
  - Individual property and business owners along the corridor
  - Farmer’s Market Staff & vendors
  - Historic District Commission
  - Downtown Street Design Team, including staff representing City Forestry, Stormwater, Project Management, Systems Planning, Planning, Field Operations, Traffic, and AAATA
  - Two public Open House meetings

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

Resolved, The DDA Board supports the recommendation of its Capital Improvements Committee, and approves a schematic design for the North Fifth Avenue and Detroit Streetscape project;

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

A vote on the resolution showed:

AYES: Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss
NAYS: none
ABSENT: Klopf, McWilliams, Mouat

The resolution was approved.

Mr. Weiss moved and Ms. Lowenstein supported the following resolution.

RESOLUTION TO MODIFY THE PROJECT BUDGET FOR THE FIFTH AND DETROIT STREETSCAPE 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, Through Board Retreats in January and April of 2015, the DDA prioritized four streetscape projects through 2020 and came to consensus on project timing, scope, and budgets;

Whereas, Based on cost estimates provided at the Retreats, the DDA Board approved a project budget of $2.9M for the DDA’s share of the Fifth and Detroit Street project at its January 2016 meeting;

Whereas, Since this time, material costs for the DDA’s portion of the project have increased significantly, in particular the elements needed to meet the Historic District requirements that the historic brick street be restored, and it has been estimated that an additional $500,000 will be needed;

Whereas, The DDA Finance and Capital Improvements Committee reviewed the budget impact of this cost increase and recommend Board approval, with the understanding that it may require using a portion of funds reserved for future projects;

Resolved, The DDA Board approves a modified budget for the Fifth and Detroit Streetscape project of $3.4M, which reflects an increase of $500,000;

Resolved, The DDA Capital Improvements Committee will bring the DDA subsequent resolutions to initiate and approve construction services.

A vote on the resolution showed:
AYES: Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss
NAYS: none
ABSENT: Klopf, McWilliams, Mouat
The resolution was approved.

S. University. Mr. Weiss said that installation of the new water main was complete and businesses were being contacted to schedule water turn-offs to allow connections to this new main.

Huron St. Mr. Weiss said pop-up sidewalk workshops are being scheduled to elicit feedback from the public. A list of project stakeholders is being developed.

Future Projects. Mr. Weiss said Ms. Miller is developing an RFP to enable the DDA to select a consultant for the First/Ashley/William Street project sometime this fall.
Cancel Committee meetings. Mr. Weiss said that the Committee had decided to cancel its July and August committee meetings.

The next Capital Improvements Committee meeting will take place September 20 at 11:00 am.

7. C. SUBCOMMITTEE REPORTS- OPERATIONS COMMITTEE

Monthly Parking & Transportation Report. Mr. Splitt said the June report was in the Board packet. He asked for questions; there were none.

General Operations. Mr. Splitt said RPS staff provided two reports: 1) a project painting and replacing damaged meter posts and space markers, and 2) an examination of monthly permit use during a period of time, including estimating the number that were never used and the number that were returned to the system.

Suicide Deterrence Efforts. Mr. Splitt said only one bid for rooftop fencing was submitted & it came in considerably over the engineer’s estimate. An effort has been made to reach out to other fencing companies in hopes of securing other bids.

4th & William Project. Mr. Splitt stated punch list items are being worked on. A new sign will be installed over the William Street entrance.

Board Retreat Debrief. Mr. Orr reported the committee continued the dialogue begun at the retreat about possible rate changes and other TDM-based recommendations. He said the group will continue its discussion at its next committee meeting in August.

Circulator feasibility study. There will be an update at the next committee meeting.

Cancelled July meeting. The committee opted to cancel its July committee meeting.

The next Operations Committee meeting will be August 30 at 11:00 am.

7. C. SUBCOMMITTEE REPORTS- FINANCE COMMITTEE

Monthly Expenses. Mr. Weiss said the committee reviewed the May expense registers.

Retreat Debrief. Mr. Weiss said the committee reviewed a graph prepared by Mr. Morehouse examining what a 30-, 20- and 10-year construction bond might look like if Ann Ashley was expanded. Discussion was had regarding bonding options.

FY17 Audit. Mr. Weiss reported Mr. Morehouse met with the City’s new auditors and he is assembling materials for them.

Meeting Cancellation. Mr. Weiss said the July Finance Committee meeting was cancelled.
5th & Detroit. Mr. Weiss stated Ms. Miller provided an opportunity to weigh in the Capital Improvements Committee recommendation to increase the 5th & Detroit Street project budget. He stated the committee had no problem supporting the project budget increase.

The next Finance Committee meeting will take place August 29 at 1:00 pm

7. D. SUBCOMMITTEE REPORTS- PARTNERSHIPS Committee

DDA Brownfield Grants. Ms. Lowenstein stated after much discussion, the consensus was that the current policy is sufficient and the committee doesn’t recommend any changes.

DDA Retreat. Ms. Lowenstein said the committee had provided agenda suggestions to staff before the retreat.

Meeting Cancellations. The July and August Partnerships meetings are cancelled.

The next Partnerships Committee meeting will be September 13 at 9:00 am with partners.

7. E. SUBCOMMITTEE REPORTS – EXECUTIVE COMMITTEE

Mr. Narayan said the committee reviewed the agenda.

Mr. Weiss moved and Mr. Splitt supported the following resolution.

RESOLUTION APPROVING A COMPENSATION CHANGE FOR THE DDA EXECUTIVE DIRECTOR OF THE ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY FOR FY18

Whereas, Susan Pollay has served as the DDA Executive Director since 1996;

Whereas, DDA members evaluated Ms. Pollay’s efforts in FY17, and these reviews noted many accomplishments, including working effectively with DDA board members, adept management of DDA operations and administration, and oversight of important DDA projects including:

- South University improvements have been designed, bid and are now under construction
- Fifth & Detroit improvements design has been finalized, to be under construction in FY18
- Parking operator contract went through an extensive bid process, and a new contract signed
- Epark system was doubled in size and a new mobile parking payment app launched
- Annual parking structure repairs planned, bid and are now underway
- The new stair/elevators project at 4th & William has been completed
- DDA grants were approved, including transportation grants for getDowntown and go!Pass, grants to the Ark and Art Center, and a storm water management grant for Farmers Market
- DDA received a clean audit once again.
- ED led the board in two retreats focused on streetscape projects, parking policies and priorities
- ED represented the DDA in downtown association summits, presentations to community groups, university classes and downtown stakeholders, as well as with the media
Whereas, Ms. Pollay is often called upon to address City Council and does so with tact and proficiency, and she serves as a vital resource for downtown stakeholders, and the community at large;

Whereas, The DDA Executive Committee recommends that Ms. Pollay be provided with a 2.25% compensation change retroactive to July 1, 2017;

Whereas, The City of Ann Arbor is also offering its employees a one-time one-half percent lump sum payment, and the Executive Committee also wishes Ms. Pollay to be receive this payment;

RESOLVED, The DDA board recognizes Ms. Pollay’s performance and accomplishments, and approves a salary adjustment as recommended by its Executive Committee.

A vote on the motion showed:
AYES: Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss
NAYS: none
ABSENT: Klopf, McWilliams, Mouat

The resolution was approved.

The next Executive Committee meeting will be September 6 at 11:00 a.m.

8. NEW BUSINESS
Mr. Narayan stated there is no August Board meeting and that the DDA’s Annual Meeting will directly follow the conclusion of this meeting.

Mr. Weiss stated he used the epark smartphone app, and likes it.

9. OTHER AUDIENCE PARTICIPATION
None.

10. ADJOURNMENT
There being no other business, Ms. Lowenstein moved and Mr. Weiss supported a motion to adjourn. Mr. Narayan declared the meeting adjourned at 12:47pm.

Respectfully submitted,
Susan Pollay, Executive Director
**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY ANNUAL MEETING MINUTES**  
**Wednesday, July 5, 2016**  
**DDA Offices, 150 S. Fifth Avenue, Ann Arbor, MI  48104**

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**Place:**  
DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104

**Time:**  
DDA Chair Mr. Narayan called the meeting to order at 12:47p.m.

### 1. ROLL CALL

**Present:**  
Bob Guenzel, Howard Lazarus, Sava Lelcaj-Farah, Joan Lowenstein, Darren McKinnon, Rishi Narayan, Keith Orr, John Splitt, Phil Weiss

**Absent:**  
Marie Klopf, Al McWilliams, John Mouat

**Staff:**  
Susan Pollay, Executive Director  
Joseph Morehouse, Deputy Director  
Amber Miller, Capital & Private Projects Manager  
Jada Hahlbrock, Manager of Parking Services  
Patti Wheeler, Management Assistant  
Liz Rolla, DDA Project Manager  
Lauren Groves, DDA Intern

**Audience:**  
Ray Detter, Downtown Citizens Advisory Council  
Dave Orfield, RPS  
Chris Simmons, Get Downtown  
Maura Thomson, MSAA  
Josie Parker, AADL  
Bob Doyle, SGJJR  
Erik Majcher  
Jeff Haynor

### 2. NEW BUSINESS

**A. Election of Officers**

**Treasurer:**  
Mr. Narayan asked for nominations for the position of Treasurer.  
Mr. McKinnon was nominated by Mr. Orr and seconded by Mr. Splitt.  
There were no other nominations.  
A vote on the motion to approve the nomination showed:

- **AYES:** Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss
- **NAYS:** none
- **ABSENT:** Klopf, McWilliams, Mouat

The motion carried.

**Secretary:**  
Mr. Narayan asked for nominations for the position of Secretary.  
Ms. Lowenstein was nominated by Mr. Splitt and seconded by Mr. Orr.  
There were no other nominations.  
A vote on the motion to approve the nomination showed:

- **AYES:** Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss
- **NAYS:** none
- **ABSENT:** Klopf, McWilliams, Mouat

The motion carried.
Weiss
NAYS:  none
ABSENT:  Klopf, McWilliams, Mouat
The motion carried.

Vice-Chair:  Mr. Narayan asked for nominations for the position of Vice-Chair.  Ms. Klopf was
nominated by Mr. Weiss and seconded by Ms. Lowenstein  There were no other nominations.
A vote on the motion to approve the nomination showed:
AYES:  Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss
NAYS:  none
ABSENT:  Klopf, McWilliams, Mouat
The motion carried.

Chair:  Mr. Narayan asked for nominations for the position of Chair.  Mr. Weiss was nominated by
Mr. Splitt and seconded by Mr. Guenzel.  There were no other nominations.
A vote on the motion to approve the nomination showed:
AYES:  Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss
NAYS:  none
ABSENT:  Klopf, McWilliams, Mouat
The motion carried.

B. DDA Committees for FY 2018
Mr. Weiss moved and Mr. Splitt supported the following resolution.

RESOLUTION TO REAPPOINT THE DDA CAPITAL IMPROVEMENTS COMMITTEE.
A vote on the motion to reappoint the committee showed:
AYES:  Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss
NAYS:  none
ABSENT:  Klopf, McWilliams, Mouat
The motion carried.
Capital Improvements Committee Chair(s): John Mouat

Mr. Weiss moved and Ms. Lowenstein supported the following resolution.

RESOLUTION TO REAPPOINT THE DDA OPERATIONS (PARKING & TRANSPORTATION)
COMMITTEE.
AYES:  Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss
NAYS:  none
ABSENT:  Klopf, McWilliams, Mouat
The motion carried.
Operations Committee Chair(s): Keith Orr and John Splitt

Mr. Weiss moved and Mr. Splitt supported the following resolution.

**RESOLUTION TO REAPPOINT THE DDA PARTNERSHIPS (PARTNERSHIPS/ECONOMIC DEVELOPMENT) COMMITTEE.**

AYES: Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss

NAYS: none

ABSENT: Klopf, McWilliams, Mouat

The motion carried.

Partnerships Committee Chair(s): Joan Lowenstein

Mr. Weiss moved and Mr. Orr supported the following resolution.

**RESOLUTION TO REAPPOINT THE DDA FINANCE COMMITTEE.**

AYES: Guenzel, Lazarus, Lelcaj-Farah, Lowenstein, McKinnon, Narayan, Orr, Splitt, Weiss

NAYS: none

ABSENT: Klopf, McWilliams, Mouat

The motion carried.

Finance Committee Chair(s): Marie Klopf

**Executive Committee**

The Executive Committee will consist of all officers of the Board and the past previous DDA Chair. The previous Chair shall be a non-voting member and the Executive Director shall be a non-voting ex officio member of this committee. There was no need to reappoint this Committee, as it is set forward by DDA bylaws.

3. **STAFF THANK YOU TO THE BOARD AND OUTGOING DDA CHAIR**

Ms. Pollay thanked the DDA board members for their hard work this year in support of the DDA’s mission. On behalf of the DDA staff, Ms. Pollay thanked Mr. Narayan for serving as Chair this year, and for his leadership.

4. **ADJOURNMENT**

There being no other business, Mr. Orr moved and Mr. Guenzel seconded the motion to adjourn. Mr. Narayan declared the meeting adjourned at 12:55 p.m.

Respectfully submitted,

Susan Pollay, Executive Director
Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104
Time: 1:00 p.m.
Present: Marie Klopf, Joan Lowenstein, John Mouat, Phil Weiss
Absent: Bob Guenzel, Howard Lazarus, Sava Lelcaj-Farah, Darren McKinnon, Al McWilliams, Rishi Narayan, Keith Orr, John Splitt
Staff: Susan Pollay, Joseph Morehouse, Jada Hahlbrock, Patricia Wheeler
Other: Tom Crawford/City of Ann Arbor
Public: Neethi Kheterpal

Financial Statements. The Committee reviewed the June and July expense listings. Questions were asked and answered.

Fourth Quarter and Year-End Parking Comparisons to Prior Year. The Committee reviewed the reports. Questions were asked and answered.

Other Financial Statements. The FY17 Year End Statements, FY17 Fund Obligation Report, and FY18 Beginning Fund Obligation Report were presented by Mr. Morehouse. Questions were addressed.

2017 Art Fair Results. The results from this year’s Art Fair were presented and reviewed. Ms. Hahlbrock will send the results to the Art Fair organizers for their information.

Reserving Funds. Mr. Morehouse presented a recommendation to set aside another $1 million for future parking additions and/or alternative transportation infrastructure, matching the amount set aside last year. There was support to bring this recommendation to the next DDA meeting.

Fiscal Year 2017 Audit. Mr. Morehouse said he has assembled information for the auditors, who will begin their work the following week. It was noted that these are new auditors this year.

Future Parking Additions. After discussion, it was decided to present a resolution to pursue the expansion of Ann Ashley, including establishing a project budget. The group will recommend that a shorter term bond (10 or 15 years) be issued so there would not be outstanding debt if predictions about autonomous vehicles are correct.

Public Comment. None.

Next Meeting. The next meeting will take place on Tuesday, September 26 at 1:00 pm.

The meeting adjourned at 2:20 pm
Susan Pollay, Executive Director
Place: DDA Office, 150 S. Fifth Avenue, Suite 301, Ann Arbor, 48104
Time: 11:00 a.m.
Present: Bob Guenzel, Marie Klopf, Joan Lowenstein, Darren McKinnon, John Mouat, Keith Orr, John Splitt, Phil Weiss
Absent: Howard Lazarus, Sava Lelcaj-Farah, Al McWilliams, Rishi Narayan
Staff: Susan Pollay, Joe Morehouse, Amber Miller, Jada Hahlbrock, Patricia Wheeler, Lauren Grove
Public: Ray Detter

Circulator Study. Nelson/Nygaard presented their work so far on the Circulator Feasibility Study, including historic data and benchmark cities, as well as possible routes, estimated capital and operating costs, potential economic outcomes, and constraints and risks. Committee members provided feedback and asked questions. It is anticipated that a final report will be brought to the September Committee meeting.

Get Downtown. Mr. Simmons said goPass rides totaled 630,000 this year. He said AAATA is awaiting approval from MDOT to conduct a fare study, which will include the goPass.

Bike Share Grant. Ms. Pollay presented information about Ann Arbor Bike Share, and asked if there would be committee support to present a $20,000 grant resolution to the board. Questions were asked and answered, and it was determined to bring the request to the board.

4th & William Parking Equipment. Ms. Hahlbrock said an RFP had been issued which garnered three responses. A staff committee including UM and RPS staff agreed to pursue more information about two of the responses, including conducting reference checks, seeing equipment in use in the field, and interviewing two equipment providers. She said a recommendation is anticipated to be brought to the September Committee meeting.

Solar Electric. Said that two analyses had been commissioned looking at the feasibility and impact of adding solar electric to parking facilities. Mr. Geisler said the City’s Climate Action Plan includes a goal to generate 24 megawatts of renewable energy by 2025. Mr. Naud explained how other cities install solar panels and what works best. Mr. Konkle suggested installing a carport solar array over four spaces in the 4th & Catherine lot. Staff will bring more information about this possibility to the next committee meeting.
General Operations. Mr. Winston and Mr. Lareau presented reports on maintenance improvements for control equipment, including rigorous preventative maintenance in the field and “hot swaps,” as well as a maintenance data snapshot.

Parking. The June and July Parking & Transportation report was not reviewed.

Ann Ashley. Ms. Pollay reported that a resolution will come from the Finance Committee to the board to add to the Ann Ashley parking structure. It was asked that this resolution be cosponsored by the Operations Committee. It was noted that if approved, the project would be added to the Operations Committee work plan similar to previous parking construction projects.

Public Comment. None.

Next Committee Meeting: The next meeting will take place on September 27 at 11:00 am.

The meeting adjourned at 1:20pm.
Susan Pollay, Executive Director
RESOLUTION TO CONSTRUCT ADDITIONAL FLOORS TO THE ANN ASHLEY PARKING STRUCTURE

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

Whereas, In 2015 the DDA commissioned a parking study, which recommended that the DDA add spaces to the system when opportunities arose which meet the DDA Mission;

Whereas, A parking addition at Ann Ashley would be strategically in alignment with the DDA’s streetscape investments west of Main Street aimed at improving pedestrian conditions and spurring private development;

Whereas, There is also general agreement that adding spaces to the Ann and Ashley parking structure can be done relatively quickly and at less cost than other options currently available;

Whereas, The Ann Ashley structure was designed to carry up to three additional floors, each containing approximately 125 spaces, and the cost to add three floors has been estimated to be $18M, which includes an amount for project contingency;

Whereas, The DDA Finance and DDA Operations Committees recommend that the DDA vote to establish a project budget of $18,000,000 for the design and construction of up to three additional floors to the Ann Ashley parking structure, and begin work immediately to refine the existing 90% construction drawings to meet current Building Code standards and develop a site plan for submission to the city;

RESOLVED, The DDA shall establish a $18,000,000 project budget for the construction of additional floors to the Ann Ashley parking structure;

RESOLVED, The DDA Executive Director and Operations Committee Co-Chairs are authorized to contract with Carl Walker Inc. to prepare a site plan and construction drawings for this project, and oversee issuance of bid documents;

RESOLVED, The DDA shall have the opportunity to approve the selection of contractor for this project once bids have been received and a recommendation put forward by the Capital Improvements Committee;

RESOLVED, The DDA shall also have the opportunity to approve at a later date the total number of floors and/or spaces to be added to the Ann Ashley structure through this project, as well as the details of the project bond, including its duration.
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Additional Information about an Ann Ashley Expansion

There are 80% completed construction drawings, which need only to be updated in context with the current Building Code.

<table>
<thead>
<tr>
<th>Estimated Timeline for Construction: Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Design</strong></td>
</tr>
<tr>
<td>A site plan must be approved by City Council</td>
</tr>
<tr>
<td>Construction drawings brought to 100% completion</td>
</tr>
<tr>
<td><strong>Bidding</strong></td>
</tr>
<tr>
<td><strong>Contractor selection/start construction</strong></td>
</tr>
<tr>
<td><strong>Complete construction</strong></td>
</tr>
</tbody>
</table>

It is assumed that as part of the contractor’s bid they will provide a plan for how they will stage construction while still enabling patrons to utilize the structure safely and comfortably.

**Ann Ashley:**
A high demand parking location in the daytime (little weekend & evening)
Currently 827 spaces on 6 floors. Designed to carry 3 add’l levels = + 375 spaces
Double thread design with exits to Ashley and Ann, very convenient.
May encourage Washtenaw County to partner using their Main/Ann lot
2007 cost estimates: $30K/space (includes 25% soft costs)
2017 cost estimate $15M + soft costs = $18M
RESOLUTION TO SEGREGATE PARKING FUNDS TO ENABLE THE FUTURE CONSTRUCTION OF ADDITIONS TO THE PUBLIC PARKING SYSTEM OR ALTERNATIVE TRANSPORTATION INFRASTRUCTURE

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

Whereas, In 2015 the DDA commissioned a parking study, which determined that the DDA parking system is at full capacity in terms of accommodating any new growth in midday parking demand;

Whereas, This report included a forecast of future parking demand, and based on residential and employment growth predictions, projected an additional peak demand for long-term parking within the DDA system;

Whereas, The DDA has a strong and long-standing commitment to encouraging the use of alternative transportation modes;

Whereas, The DDA also has an interest in planning for the construction of additional parking in the future to support downtown’s growth and vitality;

Whereas, The DDA Finance Committee recommended that the DDA set aside funds on an annual basis to enable the future construction of additional public parking spaces or alternative transportation infrastructure;

Whereas, In July 2016 the DDA approved a resolution to separate funds to use in the construction of future parking spaces or alternative transportation infrastructure, and set aside $1 million in FY 2016 for this purpose;

Whereas, The DDA Finance Committee recommends the DDA set aside $1 million from its FY2017 parking budget for this purpose;

RESOLVED, The DDA approves the recommendation of its Finance Committee to set aside $1 million in FY2017 for this purpose.

RES Future Parking Addition Fund separation 090617.doc
September 6, 2017
RESOLUTION TO PROVIDE A GRANT FOR ANN ARBOR BIKE SHARE

Whereas, The DDA has supported the use of bicycles in the downtown in a variety of ways as a strategy to meet its mission;

Whereas, Ann Arbor’s bike share program began in 2014, and there are 13 ArborBike stations located in the DDA & UM campus housing 125 bikes, which offer bicycles for rent by the day, the month, or the year;

Whereas, The system is owned and operated by the Clean Energy Coalition (CEC) in partnership with the AAATA, UM, and City;

Whereas, A $20,000 grant requested from DDA to support Ann Arbor bike share operations this year;

Whereas, The Operations Committee recommends the DDA approve a transportation grant for this purpose, as some of the highest usage Arborbike stations are located within the DDA;

RESOLVED, The DDA approves a $20,000 transportation grant from its FY2018 063 Parking funds to support Ann Arbor bike share this year.
ArborBike Bike Share

Shared Use Mobility Center reports there are 120 bike share programs in the U.S.

Ann Arbor’s “ArborBike” program began in 2014.

There are 13 ArborBike stations located in the DDA & UM campus, housing 125 bikes. Bikes are available for rent with a credit card by the day, the month or the year.

ArborBike is a bike share system intended for short trips around town. Members have access to an unlimited number of 60-minute trips while their membership is active with no additional fees outside of the initial membership fee. Trips over 60 minutes incur usage fees at a rate of $3 per half hour, or portion thereof.

The system is owned and operated by the Clean Energy Coalition (CEC) in partnership with the AAATA, UM, and City.

CEC applied for/received a CMAQ grant for startup funds. UM provided the majority of the local match, providing $200K annually for first three years.

$20,000 grant requested from DDA

A grant would be in line with the DDA’s mission and development plan which sets forth a transportation strategy to encourage a “menu” of downtown transportation options.

Some of the highest usage Arborbike stations are located within the DDA: State/N.U., E.U./S.U., Kerrytown/Farmers Market, Washington/Main, Library Lane, and City Hall. In FY16 it was estimated that 63.59% of checkouts were from within the DDA (36.41% of the checkouts were from within UM campus).

Bike share provides first/last mile complement to transit, helping people efficiently get to and from the transit center or a transit stop. And as part of a multi-modal network of options they can contribute to making downtown less automobile-dependent.
### Unique Members vs. Total Membership

<table>
<thead>
<tr>
<th></th>
<th>2015 (Actual)</th>
<th>2016 (Projected)</th>
<th>2016 Aug YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unique Users</td>
<td>3,347</td>
<td>3,850</td>
<td>2,661</td>
</tr>
<tr>
<td>Total Memberships</td>
<td>4,474</td>
<td>5,145</td>
<td>3,706</td>
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<tr>
<td>% Unique</td>
<td>74.81%</td>
<td>74.8%</td>
<td>71.80%</td>
</tr>
<tr>
<td>Station</td>
<td>2015 (Actual)</td>
<td>2016 (Projected)</td>
<td>2016 Aug YTD</td>
</tr>
<tr>
<td>------------------------------</td>
<td>---------------</td>
<td>------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>S. University &amp; E. University</td>
<td>2264</td>
<td>2,604</td>
<td>2750</td>
</tr>
<tr>
<td>State &amp; N. University</td>
<td>1899</td>
<td>2,183</td>
<td>1400</td>
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<tr>
<td>CCRB</td>
<td>1651</td>
<td>1899</td>
<td>1189</td>
</tr>
<tr>
<td>Madison &amp; State</td>
<td>1524</td>
<td>1753</td>
<td>1047</td>
</tr>
<tr>
<td>Kerrytown</td>
<td>1219</td>
<td>1402</td>
<td>933</td>
</tr>
<tr>
<td>Murfin &amp; Hubbard</td>
<td>1043</td>
<td>1199</td>
<td>661</td>
</tr>
<tr>
<td>Zina Pitcher &amp; Catherine</td>
<td>835</td>
<td>960</td>
<td>605</td>
</tr>
<tr>
<td>Washington &amp; Main</td>
<td>807</td>
<td>928</td>
<td>667</td>
</tr>
<tr>
<td>Murfin &amp; Bonisteel</td>
<td>780</td>
<td>897</td>
<td>513</td>
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<tr>
<td>Library Lane</td>
<td>743</td>
<td>855</td>
<td>525</td>
</tr>
<tr>
<td>State &amp; N. Quad</td>
<td>725</td>
<td>834</td>
<td>1258</td>
</tr>
<tr>
<td>City Hall</td>
<td>376</td>
<td>433</td>
<td>296</td>
</tr>
<tr>
<td>S. Division/Hill</td>
<td>347</td>
<td>399</td>
<td>468</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>14,213</strong></td>
<td><strong>16,346</strong></td>
<td><strong>12,312</strong></td>
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</table>

<table>
<thead>
<tr>
<th>% DDA 2015</th>
<th>% DDA 2016 YTD</th>
<th>% UM 2015</th>
<th>% UM 2016 YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>56.52</td>
<td>63.59</td>
<td>43.48</td>
<td>36.41</td>
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</table>

bridging needs. advancing change.
### Operations Cost Per Trip & Fare Box Recovery

<table>
<thead>
<tr>
<th>Cost Per Trip</th>
<th>2015 (Actual)</th>
<th>2016 (Projected)</th>
<th>2016 Aug YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trip Count</td>
<td>14,189</td>
<td>16,317</td>
<td>12,299</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>$227,109</td>
<td>$268,352</td>
<td>$181,221</td>
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<tr>
<td>Cost/Trip</td>
<td>$16.01</td>
<td>$16.45</td>
<td>$14.75</td>
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</table>

<table>
<thead>
<tr>
<th>Fare Box Recovery</th>
<th>2015 (Actual)</th>
<th>2016 (Projected)</th>
<th>2016 Aug YTD</th>
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<tbody>
<tr>
<td>Member Revenue</td>
<td>$41,363</td>
<td>$50,146</td>
<td>$33,146</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>$227,109</td>
<td>$268,352</td>
<td>$181,221</td>
</tr>
<tr>
<td>FBR %</td>
<td>18.21%</td>
<td>18.69%</td>
<td>18.29%</td>
</tr>
</tbody>
</table>
Project to Install Solar Panels on Parking Facilities: Overview

The DDA embraces sustainability projects as a way to meet its mission, including:

- Grants to provide free energy audits to downtown businesses and downtown buildings, in addition to grants for sustainability projects
- Grant to the City to make all downtown streetlights LED
- Grants to the City to install solar panels at the Farmers Market
- Housing grants to Avalon Housing & A2 Housing Commission for energy-saving renovations
- Parking equipment including epark pay stations powered by solar, LED & low-energy fluorescent light installations in the structures, and 23 Electric Vehicle (EV) chargers
- Library Lane was constructed to Silver LEED standards, including 100% storm water capture and aggregate from the site reused in structural concrete
- Former YMCA parking lot constructed with permeable pavement

In December 2012 City Council approved the city’s Climate Action Plan (CAP), which sets forward an ambitious vision to reduce our community-wide greenhouse emissions 25% by 2025, and 90% by 2050, relative to year 2000 baseline carbon dioxide equivalent (CO2e) emissions levels. To accomplish these goals the CAP recommends that multiple solar electric systems be installed.

The DDA recently commissioned two complementary studies to examine how solar panels might be installed, and how much electricity might be generated. The studies also looked at the feasibility of installing solar on the 4th & Catherine parking lot.

Parking Structures

The studies excluded Liberty Square, Library Lane, and Ann Ashley structures because they may one day be expanded or built upon, and First & Washington has residences above. Fourth & Washington, Fourth & William, and Maynard were analyzed to determine how solar could be installed, the estimated amount of solar power that could be generated, the estimated cost for installation, and how this arrangement would work with DTE.

The studies showed that adding solar to the garages would be an expensive endeavor, costing more than the electricity savings that would be received. But there are valuable benefits that would be gained by this undertaking; not only creating attractive covered parking spaces on the roof top, but most importantly helping the city and community make a significant inroad toward its sustainability goals.

Preferred Approach

A common approach to solar panel installation is the construction of individual “canopies”, with columns located to avoid interference with parking. This design is generally consists of the solar panels supported on a structural frame, similar in appearance to a carshed. DDA engineers at CWI do not recommend these systems, as they are not waterproof and will leak water at the joints, and shed water, snow, and ice at the bottom of the slope which creates concerns about the safety of pedestrians and vehicles in certain weather conditions.
Instead, what is recommended is to use structural framing consisting of galvanized steel and high-performance paint that spans to the parking structure columns thus avoiding interference with vehicle circulation and parking. Engineering the parking structure to support the added loading (gravity, as well as wind/seismic) is fairly standard, as long as the base structural framing has the capacity to support the system (we have not yet evaluated the structural capacity of these three garages). In addition it is important to consider the effect of snow and ice on parking, and at a minimum, sealants need to be installed between panels, adding a water collection system, and protecting against falling ice and snow. Bird netting may also be needed.

Preliminary Cost Estimates (2018 dollars) Full Coverage of the roof level

- Fourth & Washington Parking Structure (approximately 15,500 sf) - $1,875,000. There are 35 parking spaces on the roof. An early estimate suggests that by installing solar it might generate 79,893 kWh/yr which is 15.9% of the annual electric load for the facility.

- Fourth & William Parking Structure (approximately 41,000 sf) - $4,875,000. There are 139 parking spaces on the roof. An early estimate suggests that solar it might generate 285,687 kWh/yr, which is 59% of the annual electric load for the facility.

- Maynard Parking Structure (approximately 61,500 sf) - $7,775,000. The two roof levels have 185 parking spaces. An early estimate suggests that by installing solar it might generate 285,687 kWh/yr, which is 59% of the annual electric load for the facility.

Preliminary Cost Estimates (2018 dollars) Partial Coverage

A reduction in solar area will result in a proportional reduction in cost. It is likely that less solar panels will be recommended by the solar consultant due to shade areas and design requirements.
Fourth & Washington – reduced solar area - approximately 5,450 sf: $775,000

Fourth & William – reduced solar area - approximately 4,850 sf: $700,000

Maynard – reduced solar area - approximately 5,050 sf: $775,000

All cost estimates includes a 7.5% design contingency, an escalation factor for 2018 construction, and a 30% soft cost factor that represents design and project management, parking operator coordination, testing, and construction contingency. They also include a $35/SF cost for solar panels, inverters, and electrical distribution costs. It was determined that batteries to increase savings from solar energy makes no sense, thus no costs are shown for batteries.

**Vertical Solar Collector Installations**

Also looked at was the feasibility of installing solar panels on the southern and western exteriors of the parking structures. This would not be very impactful because there is relatively little area upon which to install solar collectors. The structure are designed to be open air, leaving only limited outer wall space, and only the highest levels remain unshaded by nearby buildings.

**Fourth & Catherine Surface Lot**

An installation approximately 4,800-5,000 SF was examined, excluding the areas in the southern and northern sections of the lot because they are too tree-shaded. Assuming material and configuration costs at $3-3.50/watt that brings an installed cost to $210,000-$250,000.

While much smaller than an installation on one of the parking structures, this would still constitute the largest City-affiliated solar array in existence.
Parking & Transportation Report July 2017

Parking Operations

Special Events in July
7/4 Firecracker 5K and Jaycees Parade
7/7 Sonic Lunch
7/13 Sonic Lunch (with street closure)
7/14 Rolling Sculpture Car Show
7/17 Townie Party & Ann Arbor Mile
7/20-23 Art Fair
7/27 Kerrytown After Dark
7/28 Sonic Lunch

Special Event Meter Bag Fee Waivers in July
6/5 -7/5 Summer Festival $27,640 (June & July)
7/4 Firecracker 5K and Jaycees Parade $620
7/7 Sonic Lunch $160
7/13 Sonic Lunch (with street closure) $360
7/14 Rolling Sculpture Car Show $3,000
7/17 Townie Party & Ann Arbor Mile $4,160
7/20-23 Art Fair Approx. $68,000
7/27 Kerrytown After Dark $300
7/28 Sonic Lunch $160

Art Fair
Overall revenue increased 6.41% to $326,926. Thursday revenue was down $5,500. Friday and Saturday were both up about $6,500. The largest increase from 2016 was on Sunday. Sunday revenue was up $17,000. Despite the heat this year there were no big storms during the fair. The Sunday increase indicates that visitors are becoming accustomed to the new fair schedule.

A total of 322 $100 weekly vendor passes were sold: 144 for on-street spaces and 178 for off-street spaces. This amount is $5000 less than in 2016.

Art Fair operations went very well. The facilities and equipment were ready for pay on entry system. Thanks to training meetings in early July Republic Parking staff was well prepared to handle both the operational and customer service aspects of the fair. No major problems occurred. Sunday parking for parishioners also went well.

Earlier this year DDA staff met a few times with Art Fair representatives to reexamine parking. This resulted in more metered spaces available to the public, more consistent allocation, and smoother artist move in and move out.

Meters
The epark Ann Arbor mobile app launched June 1st. In June there were 10,106 transactions for a total of $23,139 in parking revenue. In June of 2016 the revenue collected from the former pay by phone system was $2,719.35. Staff will monitor usage of the former system and make a plan to phase it out.

In addition to the Art Fair preparations meter staff worked daily to coordinate meter bag installation for the
many construction and street projects underway downtown.

City/DDA Parking Enforcement Committee
The Committee met on July 13th. Committee members provided updates on preparation for Art Fair 2017, including timing of meter bag placement, vendor passes and preparation for accommodating Church visitors on Sunday.

The next Committee meeting will be Thursday, August 17th.

Tally Hall Condominium Meeting
No meeting has been held in the past month.

First & Washington Condominium Meeting
The condominium association has not yet been created.

Meeting with City of Ann Arbor Emergency Management Staff
RPS and DDA staff members met with the City of Ann Arbor Emergency Management Director. He shared updates on the City’s emergency evacuation planning efforts. Traffic direction and communication during Art Fair was also discussed.

Meeting with City of Ann Arbor Commission on Disability Issues Partners in Access Sub-Committee
DDA staff attended the meeting. Discussion included accessible on-street parking, the new epark app, and ways accessible parking options can be communicated to parkers. The DDA is now working to update the interactive parking map to include accessible meters. Staff plans to meet with the Partners in Access Sub-Committee again in the future.

Parking System Maintenance
The annual preventative maintenance work continues. The work at Liberty Square was completed by the end of June as scheduled. Work in July has included concrete repair, caulking and sealing work at Maynard. Work was on hold and equipment removed for the week of Art Fair.

Parking Equipment

Elevators
There were 4 service calls for elevator repairs in the last month, they were:

- 2 Fourth & Washington
- 1 Maynard Alley
- 1 Maynard

Parking Construction

Fourth & William Stair/Elevator Improvement Project
Project is essentially complete. Final punch list review will happen in early August.

Transportation

Go!pass Summary

Go!pass Outreach
- Renewal orders received to date: 405 companies
- New orders for 2016-2017 received to date: 45 companies
Add on orders received to date: 142
Reached out to:
- Chela’s
- LaTaqueria
- Oxford Properties
- LlamaSoft!

New go!pass companies for June
- Ripple Science
- Breadcrumb Insights

2015-2016 - Go!pass sales as of July 19, 2016: 6,135 passes distributed to 470 organizations (Google passes removed from count)
2016-2017 – Go!pass sales as of July 19, 2017: 6,147 passes ordered by 453 organizations

Note: go!pass renewals will open in August

Quarterly Ridership

<table>
<thead>
<tr>
<th></th>
<th>Apr-17</th>
<th>Prior Yr Chg</th>
<th>May-17</th>
<th>Prior Yr Chg</th>
<th>Jun-17</th>
<th>Prior Yr Chg</th>
</tr>
</thead>
<tbody>
<tr>
<td>go!Pass Riders</td>
<td>52,494</td>
<td>1%</td>
<td>57,310</td>
<td>11%</td>
<td>54,801</td>
<td>6%</td>
</tr>
<tr>
<td>NightRide w/go!pass</td>
<td>416</td>
<td>-4.4%</td>
<td>304</td>
<td>15%</td>
<td>323</td>
<td>-8.5%</td>
</tr>
</tbody>
</table>

DDA Fiscal Year 2017 go!Pass recap

<table>
<thead>
<tr>
<th></th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>48,213</td>
<td>55,439</td>
<td>52,832</td>
<td>52,212</td>
<td>45,403</td>
<td>50,148</td>
<td>55,296</td>
<td>53,830</td>
<td>59,777</td>
<td>52,494</td>
<td>54,801</td>
<td>54,801</td>
<td>637,755</td>
</tr>
</tbody>
</table>

Fiscal year total of 637,755 trips is 3rd highest total since 2008
4.26% increase in trips over last fiscal year
To place this figure in parking terms, this is an average of slightly more than 1,700 trips per day or a potential average diversion of 870 vehicles per day from the parking system.

Bike Parking
Current rentals good till 3/31/18
- Bike Locker Rentals as of 7/19: 15 rentals of 23 available lockers (65%)
- Maynard Bike House Rentals as of 7/19: 13 rentals of 28 spaces (46%)
- Ann Ashley Bike House Rentals as of 7/19: 39 rentals of 27 spaces (144%)

Republic Parking coordinated the removal and relocation of on-street bike racks during Art Fair.

The DDA order of on-street bike hoops was received and installation will begin in August.
Parking & Transportation Report August 2017

Parking Operations

Special Events in August
8/2 NJATC Block Party
8/3 Sonic Lunch w/ street closure
8/4 Arbor Brewing Anniversary Party
8/4-6 Outfest
8/10 Sonic Lunch
8/10 Kerrytown After Dark
8/12 Zingermans Anniversary Party
8/14 UA Block Party & Run
8/17 Sonic Lunch
8/17 NashBash
8/24 Sonic Lunch
8/24 Kerrytown After Dark
8/31 Sonic Lunch

Special Event Meter Bag Fee Waivers in August
8/2 NJATC Block Party $400
8/3 Sonic Lunch w/ street closure $320
8/4-6 Outfest $2820
8/10 Sonic Lunch $160
8/10 Kerrytown After Dark $300
8/14 UA Block Party & Run $4080
8/17 Sonic Lunch $160
8/17 NashBash $300
8/24 Sonic Lunch $160
8/24 Kerrytown After Dark $300
8/31 Sonic Lunch $160

Meters
Use of the epark Ann Arbor mobile app continues to grow.
June 2017- 10106 transactions for a total of $23,139 in parking revenue
July 2017- 13182 transactions for a total of $31,155 in parking revenue

In August the meter department began the fall preventative maintenance work on the epark kiosks. This work takes about 30-45 minutes per machine to complete and includes 28 steps. About 30% of all meter posts have been repainted and painting will continue as time and weather permits.

Republic Parking Personnel
The Controller at Republic Parking resigned. The search for his replacement has already begun.

City/DDA Parking Enforcement Committee
The Committee met on August 17th. Discussion included a debrief on Art Fair operations and updates from Community Standards and Republic Parking staff.

The next Committee meeting will be Thursday, September 28th.
Tally Hall Condominium Meeting
No meeting has been held in the past month.

First & Washington Condominium Meeting
The condominium association has not yet been created.

Parking System Maintenance
The annual preventative maintenance work continues. Work in August has included concrete repairs, caulking, sealing and deck coating work at Maynard. Work will begin at the 4th & William structure in late August or early September. All work should be complete in November.

In mid-August pavement markings in areas of the Fourth & William structure were re-painted. This work included the re-marking of accessible parking spaces following the completion of the stair/elevator work.

Parking Equipment
An RFP for parking equipment at the Fourth and William structure was released in July. Three responses were received and reviewed by a small group of DDA staff and others. Staff will provide a project update to the Operations Committee.

Elevators
There were 4 service calls for elevator repairs in the last month, they were:
2 - Fourth and Washington
1 – Ann & Ashley South
1 – Maynard

Parking Construction

Fourth & William Stair/Elevator Improvement Project
Project is complete. The new sign for the William Street side was installed on August 22.

Transportation

Go!pass Summary

Go!pass Outreach
E-news sent to 3,523 recipients on 8/17/17
Go!pass Renewal email sent to 464 recipients on 8/18/17

• Renewal orders received to date: 405 companies
• New orders for 2016-2017 received to date: 48 companies
• Add on orders received to date: 96 companies

New go!pass companies for June
• Driven Technology
• Gage Associates
• Excelsior Massage Therapy

2015-2016 - Go!pass sales as of August 23, 2016: 6,311 passes distributed to 478 organizations (Google passes removed from count)
2016-2017 – Go!pass sales as of August 23, 2017: 6,297 passes ordered by 456 organizations

Note: go!pass renewals opened August 18, 2017 – 40 orders received to date and counting!
Quarterly Ridership will be included in Oct. report.

**Bike Parking**
DDA staff is overseeing maintenance on existing bike hoops and the installation of 24 new bike hoops.

Current rentals good till 3/31/18
- Bike Locker Rentals as of 8/23: 15 rentals of 23 available lockers (65%)
- Maynard Bike House Rentals as of 8/23: 15 rentals of 28 spaces (54%) – Increased 8% from July!
- Ann Ashley Bike House Rentals as of 8/23: 39 rentals of 27 spaces (144%)

**Other Activities**
- AAATA has submitted a grant application to MDOT for a study of the fare structure of the agency to be conducted in 2018. getDowntown staff will be involved in the planning and review of this study.
- AAATA staff will be conducting a detailed route and equity analysis in 2018, to include the possibilities being enabled by new mobility options. getDowntown staff has been involved in these discussions as they relate to downtown services, and is expecting to brief the Board as appropriate.
- Conquer the Cold planning has begun. Members interested in a sponsorship prospectus should contact staff for information.
Ann Arbor Downtown Development Authority
Gross Revenues/ Hourly Patrons
4th Quarter Fiscal Year, 2017 & 4th Quarter, Fiscal Year 2016

<table>
<thead>
<tr>
<th>Revenues:</th>
<th>2017</th>
<th>2016</th>
<th>Increase (Decrease)</th>
<th>% Increase (Decrease)</th>
<th>FY 2017</th>
<th>FY 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Washington/First</td>
<td>$182,489</td>
<td>$180,187</td>
<td>$2,302</td>
<td>1.28%</td>
<td>12.48%</td>
<td>240</td>
</tr>
<tr>
<td>Maynard</td>
<td>$734,452</td>
<td>$664,681</td>
<td>$69,771</td>
<td>10.50%</td>
<td>4.03%</td>
<td>808</td>
</tr>
<tr>
<td>Washington/Fourth</td>
<td>$246,686</td>
<td>$244,624</td>
<td>$2,062</td>
<td>0.84%</td>
<td>(3.09%)</td>
<td>281</td>
</tr>
<tr>
<td>Forest</td>
<td>$439,028</td>
<td>$490,478</td>
<td>($51,449)</td>
<td>(10.49%)</td>
<td>(7.06%)</td>
<td>578</td>
</tr>
<tr>
<td>Liberty Square</td>
<td>$584,265</td>
<td>$413,657</td>
<td>$170,608</td>
<td>41.24%</td>
<td>(18.42%)</td>
<td>581</td>
</tr>
<tr>
<td>Ann/Ashley</td>
<td>$529,169</td>
<td>$543,582</td>
<td>($14,413)</td>
<td>(2.65%)</td>
<td>(10.01%)</td>
<td>827</td>
</tr>
<tr>
<td>Library Lane</td>
<td>$457,873</td>
<td>$409,250</td>
<td>$48,623</td>
<td>11.88%</td>
<td>(3.27%)</td>
<td>783</td>
</tr>
<tr>
<td>Huron/Ashley/First</td>
<td>$220,719</td>
<td>$240,642</td>
<td>($19,923)</td>
<td>(8.28%)</td>
<td>(17.18%)</td>
<td>166</td>
</tr>
<tr>
<td>Fifth &amp; Huron</td>
<td>$33,825</td>
<td>$33,825</td>
<td>$0</td>
<td>0.00%</td>
<td>56</td>
<td>56</td>
</tr>
<tr>
<td>First &amp; Williams</td>
<td>$42,005</td>
<td>$48,341</td>
<td>($6,336)</td>
<td>(13.11%)</td>
<td>112</td>
<td>112</td>
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<tr>
<td>415 W. Washington</td>
<td>$45,068</td>
<td>$53,375</td>
<td>($8,307)</td>
<td>(16.35%)</td>
<td>(17.56%)</td>
<td>149</td>
</tr>
<tr>
<td>Palio Lot</td>
<td>$9,907</td>
<td>$5,806</td>
<td>$4,101</td>
<td>70.62%</td>
<td>22</td>
<td>16</td>
</tr>
<tr>
<td>Broadway Bridge</td>
<td>$666</td>
<td>$781</td>
<td>($115)</td>
<td>(14.70%)</td>
<td>16</td>
<td>16</td>
</tr>
<tr>
<td>Main &amp; Ann</td>
<td>$30,328</td>
<td>$26,170</td>
<td>$4,157</td>
<td>15.89%</td>
<td>45</td>
<td>45</td>
</tr>
<tr>
<td>Farmers Market</td>
<td>$6,259</td>
<td>$7,158</td>
<td>($899)</td>
<td>(12.66%)</td>
<td>75</td>
<td>75</td>
</tr>
<tr>
<td>City Hall</td>
<td>$1,656</td>
<td>$1,268</td>
<td>$388</td>
<td>30.57%</td>
<td>16</td>
<td>16</td>
</tr>
<tr>
<td>Fourth &amp; Catherine</td>
<td>$37,261</td>
<td>$28,503</td>
<td>$8,758</td>
<td>30.73%</td>
<td>47</td>
<td>47</td>
</tr>
<tr>
<td>Meters</td>
<td>$1,020,357</td>
<td>$892,056</td>
<td>$128,301</td>
<td>14.38%</td>
<td>1,890</td>
<td>1,900</td>
</tr>
<tr>
<td>Meter Bags</td>
<td>$132,738</td>
<td>$130,591</td>
<td>$2,147</td>
<td>1.64%</td>
<td>7,820</td>
<td>7,824</td>
</tr>
</tbody>
</table>

1. Weather -

Number of Business Days
- 2017: 77
- 2016: 77

Number of Weekend Days (F & S)
- 2017: 26
- 2016: 28

Average Monthly Number of Business Days & Year:
- Quarter Average 17: 26
- Quarter Average 16: 28
- Variance Average: 2.33

Average Monthly Temperature & Year:
- Quarter Average 17: 61.33
- Quarter Average 16: 59.00
- Variance Average: 2.33

Average Monthly Total Precip. & Year:
- Quarter Average 17: 9.83
- Quarter Average 16: 8.86
- Variance Average: 0.97

2. Variance Explanations by Location -

Washington & First - More permits have been issued allowing for less nighttime parking
Maynard - More transient customers with less construction parking
Forest - Less transient with more construction parking
Palio Lot - Construction in FY 16
### Gross Revenues/ Hourly Patrons

**Ann Arbor Downtown Development Authority**  
**Gross Revenues/ Hourly Patrons**  
**Fiscal Year, 2017 & Fiscal Year 2016**

<table>
<thead>
<tr>
<th>Revenues:</th>
<th>FY 2017</th>
<th>Hourly Revenues</th>
<th>FY 2016</th>
<th>Hourly Revenues</th>
<th>Hourly Increase (Decrease)</th>
<th>% Increase (Decrease)</th>
<th>FY 2017</th>
<th>Hourly Patrons</th>
<th>FY 2016</th>
<th>Hourly Patrons</th>
<th>% Increase (Decrease)</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Washington/First</td>
<td>$728,147</td>
<td>38,667</td>
<td>$731,620</td>
<td>37,649</td>
<td>($3,473)</td>
<td>0.47%</td>
<td>2.70%</td>
<td>$3.98</td>
<td>$3.78</td>
<td>5.51%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maynard</td>
<td>$2,771,511</td>
<td>535,477</td>
<td>$2,726,865</td>
<td>538,404</td>
<td>$44,826</td>
<td>1.64%</td>
<td>0.54%</td>
<td>$5.13</td>
<td>$4.86</td>
<td>5.59%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Washington/Fourth</td>
<td>$968,063</td>
<td>227,222</td>
<td>$990,547</td>
<td>240,293</td>
<td>($22,484)</td>
<td>2.27%</td>
<td>5.44%</td>
<td>$4.27</td>
<td>$4.13</td>
<td>3.27%</td>
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</tr>
<tr>
<td>Forest</td>
<td>$1,808,937</td>
<td>230,646</td>
<td>$1,904,060</td>
<td>253,295</td>
<td>($95,123)</td>
<td>5.00%</td>
<td>8.94%</td>
<td>$5.27</td>
<td>$4.33</td>
<td>21.50%</td>
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<td></td>
</tr>
<tr>
<td>Fourth/William</td>
<td>$2,620,556</td>
<td>241,500</td>
<td>$2,748,673</td>
<td>262,530</td>
<td>($128,117)</td>
<td>4.66%</td>
<td>8.01%</td>
<td>$3.83</td>
<td>$3.42</td>
<td>11.98%</td>
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<td></td>
</tr>
<tr>
<td>Liberty Square</td>
<td>$2,170,944</td>
<td>129,759</td>
<td>$1,883,005</td>
<td>142,203</td>
<td>$287,939</td>
<td>15.29%</td>
<td>8.75%</td>
<td>$4.38</td>
<td>$3.93</td>
<td>11.53%</td>
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</tr>
<tr>
<td>Ann/Ashley</td>
<td>$2,167,660</td>
<td>144,557</td>
<td>$2,191,759</td>
<td>149,912</td>
<td>($24,099)</td>
<td>1.10%</td>
<td>3.57%</td>
<td>$4.16</td>
<td>$3.85</td>
<td>8.13%</td>
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</tr>
<tr>
<td>Library Lane</td>
<td>$1,759,554</td>
<td>148,034</td>
<td>$1,732,472</td>
<td>160,126</td>
<td>$27,082</td>
<td>0.00%</td>
<td>0.00%</td>
<td>$4.29</td>
<td>$3.65</td>
<td>17.46%</td>
<td></td>
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</tr>
<tr>
<td>Kline Lot</td>
<td>$685,759</td>
<td>150,399</td>
<td>$681,363</td>
<td>176,892</td>
<td>($15,604)</td>
<td>2.29%</td>
<td>14.98%</td>
<td>$4.26</td>
<td>$3.64</td>
<td>17.09%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Huron/Ashley/First</td>
<td>$900,514</td>
<td>213,346</td>
<td>$969,207</td>
<td>256,553</td>
<td>($68,963)</td>
<td>7.09%</td>
<td>16.84%</td>
<td>$4.16</td>
<td>$3.57</td>
<td>16.39%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fifth &amp; Huron</td>
<td>$135,300</td>
<td>$135,310</td>
<td>$0</td>
<td>0</td>
<td>$164</td>
<td>0.09%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>First &amp; Williams</td>
<td>$175,861</td>
<td>$175,697</td>
<td>$0</td>
<td>0</td>
<td>$164</td>
<td>0.09%</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>415 W. Washington</td>
<td>$191,764</td>
<td>24,018</td>
<td>$209,154</td>
<td>22,899</td>
<td>($17,390)</td>
<td>8.31%</td>
<td>1.94%</td>
<td>$3.94</td>
<td>$3.77</td>
<td>4.41%</td>
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</tr>
<tr>
<td>Palio Lot</td>
<td>$25,540</td>
<td>$21,119</td>
<td>$0</td>
<td>0</td>
<td>$4,421</td>
<td>20.93%</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Broadway Bridge</td>
<td>$2,606</td>
<td>$3,400</td>
<td>$0</td>
<td>0</td>
<td>($795)</td>
<td>(23.37%)</td>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Main &amp; Ann</td>
<td>$102,313</td>
<td>$101,600</td>
<td>$713</td>
<td>0.70%</td>
<td>($795)</td>
<td>(23.37%)</td>
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<td></td>
</tr>
<tr>
<td>Farmers Market</td>
<td>$28,015</td>
<td>$29,274</td>
<td>$1,258</td>
<td>4.30%</td>
<td>($1,258)</td>
<td>(4.30%)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Hall</td>
<td>$4,879</td>
<td>$5,112</td>
<td>$234</td>
<td>4.57%</td>
<td>($234)</td>
<td>(4.57%)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fourth &amp; Catherine</td>
<td>$113,380</td>
<td>$105,692</td>
<td>$7,688</td>
<td>7.27%</td>
<td>($7,688)</td>
<td>7.27%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meters</td>
<td>$3,629,609</td>
<td>$3,583,301</td>
<td>$46,308</td>
<td>1.29%</td>
<td>($46,308)</td>
<td>(1.29%)</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Meter Bags</td>
<td>$439,052</td>
<td>$876,464</td>
<td>($437,412)</td>
<td>(49.91%)</td>
<td>($437,412)</td>
<td>(49.91%)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$21,409,962</td>
<td>$2,083,624</td>
<td>$21,805,514</td>
<td>2,242,351</td>
<td>($395,552)</td>
<td>(1.81%)</td>
<td>(7.08%)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Number of Business Days**  
2017: 308  
2016: 308

**Number of Weekend Days (F & S)**  
2017: 103
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>4th &amp; Washington</td>
<td>$16,070.00</td>
<td>$16,275.00</td>
<td>$18,630.00</td>
<td>$19,410.00</td>
<td>$20,125.00</td>
<td>$24,444.00</td>
<td>$21,912.00</td>
<td>$24,318.00</td>
<td>$29,097.00</td>
<td>$26,031.00</td>
<td>$28,315.00</td>
<td>8.77%</td>
</tr>
<tr>
<td>1st &amp; Washington</td>
<td>$3,300.00</td>
<td>$2,635.00</td>
<td>$2,980.00</td>
<td>$3,020.00</td>
<td>$2,805.00</td>
<td>-$</td>
<td>-$</td>
<td>$10,632.00</td>
<td>$10,275.00</td>
<td>$8,968.00</td>
<td>$11,999.00</td>
<td>33.80%</td>
</tr>
<tr>
<td>Maynard</td>
<td>$38,109.00</td>
<td>$39,105.00</td>
<td>$40,355.00</td>
<td>$39,570.00</td>
<td>$34,780.00</td>
<td>$43,732.00</td>
<td>$40,885.00</td>
<td>$47,348.00</td>
<td>$46,248.00</td>
<td>$49,490.00</td>
<td>$53,315.00</td>
<td>15.14%</td>
</tr>
<tr>
<td>Forest</td>
<td>$26,624.60</td>
<td>$26,495.00</td>
<td>$28,020.00</td>
<td>$28,695.00</td>
<td>$27,685.00</td>
<td>$42,888.00</td>
<td>$36,330.00</td>
<td>$45,280.00</td>
<td>$40,776.00</td>
<td>$40,885.00</td>
<td>$42,196.00</td>
<td>3.21%</td>
</tr>
<tr>
<td>3rd &amp; William</td>
<td>$35,840.00</td>
<td>$31,985.00</td>
<td>$42,015.00</td>
<td>$38,305.00</td>
<td>$36,275.00</td>
<td>$45,116.00</td>
<td>$41,275.00</td>
<td>$48,204.00</td>
<td>$52,559.00</td>
<td>$42,470.00</td>
<td>$48,575.00</td>
<td>14.23%</td>
</tr>
<tr>
<td>Liberty Square</td>
<td>$13,750.00</td>
<td>$12,823.60</td>
<td>$17,325.00</td>
<td>$16,430.00</td>
<td>$19,434.00</td>
<td>$23,802.00</td>
<td>$22,602.00</td>
<td>$24,866.00</td>
<td>$27,946.00</td>
<td>$25,654.00</td>
<td>$21,836.00</td>
<td>6.68%</td>
</tr>
<tr>
<td>Ann Ashley</td>
<td>$31,195.00</td>
<td>$28,275.00</td>
<td>$36,000.00</td>
<td>$31,590.00</td>
<td>$33,345.00</td>
<td>$42,918.00</td>
<td>$40,626.00</td>
<td>$43,158.00</td>
<td>$43,830.00</td>
<td>$43,930.00</td>
<td>$45,213.00</td>
<td>13.83%</td>
</tr>
<tr>
<td>Library Lot</td>
<td>$9,721.00</td>
<td>$10,275.00</td>
<td>$8,968.00</td>
<td>$11,999.00</td>
<td>$10,632.00</td>
<td>$10,275.00</td>
<td>$9,213.00</td>
<td>$10,632.00</td>
<td>$10,275.00</td>
<td>$8,968.00</td>
<td>$11,999.00</td>
<td>11.91%</td>
</tr>
<tr>
<td>Maynard</td>
<td>3,030.00</td>
<td>3,031.00</td>
<td>3,031.00</td>
<td>3,031.00</td>
<td>3,031.00</td>
<td>3,031.00</td>
<td>3,031.00</td>
<td>3,031.00</td>
<td>3,031.00</td>
<td>3,031.00</td>
<td>3,031.00</td>
<td>3.21%</td>
</tr>
<tr>
<td>Grand Totals</td>
<td>$220,343.60</td>
<td>$216,163.60</td>
<td>$244,180.00</td>
<td>$218,230.00</td>
<td>$213,250.00</td>
<td>$302,110.00</td>
<td>$285,420.00</td>
<td>$314,820.00</td>
<td>$341,108.00</td>
<td>$307,241.00</td>
<td>$326,926.00</td>
<td>6.41%</td>
</tr>
</tbody>
</table>
RESOLUTION THANKING AL McWILLIAMS

Whereas, Al McWilliams has contributed time, energy and passion to the Ann Arbor Downtown Development Authority since 2013;

Whereas, Al McWilliams contributed important and perceptive insights into DDA discussions, conveying an experienced awareness of such matters as the importance of pedestrian safety, bicycling in an urban environment, and the value of public transit;

Whereas, Al McWilliams skillfully utilized social media and one-on-one conversations as a way to increase community awareness of and support for the DDA as it works toward the goal of a vibrant, walkable, and interesting downtown that is uniquely Ann Arbor;

Whereas, Al McWilliams ‘s disarming humor and dexterous intelligence has been appreciated by all who have had the pleasure of working with him at the DDA;

RESOLVED, The Ann Arbor Downtown Development Authority extends its great thanks and best wishes to Al McWilliams for his contributions to the downtown, and indeed to the community as a whole, through his work on the Ann Arbor Downtown Development Authority.