

MUTUALLY BENEFICIAL GROUP DISCUSSIONS:

DDA Management of Downtown Parcel Redevelopment (draft elements for discussion)

Current process – who and how

City Council sponsors a resolution to distribute an RFP for a city-owned property

A member of city staff drafts the RFP

RFP is placed on the City's website, sent via email to developers who express an interest

Generally 3 +/- responses to these RFPs from professional developers

An "advisory" (or "selection") committee is approved by City Council

Interviews are held with the developers.

Sometimes this is the last step (e.g. 415 W. Washington). In other instances the committee recommendation is put forward for Council approval.

Outcomes

Year	Site	Outcome	DDA role
2000	Main/Packard	"Ashley Mews". Project approved by City. Constructed. Occupied 2001	Facilitated negotiations. Parking agreement plus grants for affordable housing (8 units) and pedestrian improvements.
2005	Fifth/William	HDC selected by Selection Committee. City staff negotiated terms. Site plan approved. Developer didn't meet terms during final extension.	DDA helped with the RFP. DDA member served on Selection Committee. Parking agreement and approval of additional parking spaces.
2006	1 st & Washington	Village Green	
2007	415 W. Washington	City staff wrote and distributed RFP. 3 responses (all local). Interviews. No further actions.	A member of the DDA served on the Selection Committee.
2009	Library Lot		

Proposed new process overseen by the DDA

1. Background research
 - Downtown development sites inventoried by DDA including public and private property
 - Detailed information assembled for all sites
 - Consultant hired to help develop process and to help with public visioning process

- Real estate consultant hired to provide current overview of downtown assets and opportunities
- Representatives from other downtowns (Council members, DDA directors, stakeholders) asked for input on how they have redeveloped including lessons learned. Possible panel of downtown stakeholders from other communities brought to Ann Arbor for Q & A, and more.

Visioning

- Work session held with City Council to elicit vision elements
- Focus group and larger community meetings
- On-line surveys
- UM (and EMU) faculty involved. Meeting with UM Planner to elicit UM project information/goals.
- Comparable communities researched
- Goal - a strategies plan for downtown. Individual site don't need to provide everything – but collectively all things can be provided for within downtown. A comprehensive list of downtown amenities, services, and uses – what current exists, and what is missing. Recommendations for each site as possible depending on such things as physical constraints, zoning and location, possible adjacent partners, opportunities, etc.

Processes

- Sites are prioritized. DDA presents its recommendations for Council approval.
- Site 1: DDA develops a first draft of an RFP for the first site. DDA approves any incentives (parking, affordable housing, pedestrian improvements, etc.) to be written into the RFP
 - DDA consultant edits/revises the RFP, oversees the distribution
 - Advisory committee selected by DDA with strategic strengths. E.g. project financing experience
 - RFP responses are reviewed
 - Interviews
 - Advisory committee frames recommendation.
 - DDA approves recommendation – forwards recommendation to City Council
 - City Council approves recommendation or gives direction
 - DDA consultant assists with DDA –managed negotiations
 - DDA approves agreement – forwards to City Council
 - Site plan developed

Ongoing DDA responsibilities

- Matrix of site information continually updated on DDA website
- Meetings held with prospective developers and property owners
- DDA plans capital improvements to complement development strategies report so necessary infrastructure is in place
- Site 2 RFP developed when appropriate following the same process as site 1.