

**ANN ARBOR CITY COUNCIL MINUTES  
WORKING SESSION - MONDAY, JANUARY 13, 1997**

The working session of the Ann Arbor City Council was called to order at 7:08 p.m. in the City Hall Council Chamber by Mayor Ingrid B. Sheldon.

**ROLL CALL OF COUNCIL**

PRESENT : Councilmembers Tobi Hanna-Davies, Patricia Vereen-Dixon, Jane Lumm, David Kwan, Jean Carlberg, Heidi Cowing Herrell, Patrick A. Putman, Christopher Kolb, Elisabeth L. Daley, Mayor Ingrid B. Sheldon, 10.

ABSENT : Councilmember Stephen C. Hartwell, 1.

**QUARTERLY UPDATE FROM CITY ADMINISTRATION**

City Administrator Berlin presented the first quarterly update from the City administration. He stated that a tentative schedule for working sessions is currently being prepared and that additional sessions on particular topics may be necessary. Mr. Berlin encouraged Councilmembers to submit suggestions for future quarterly work session topics. Questions and comments from Councilmembers followed each presentation. (Project descriptions, goals and time lines are on file in the City Clerk's Office)

DOWNTOWN DEVELOPMENT AUTHORITY PROGRAMS

DDA Executive Director Susan Pollay and DDA Board Members Lorri Sipes, David DeVarti, Edward Shaffran, Robert Gates and Chairman Karl Pohrt presented an update of the DDA's current activities:

Pedestrian Improvements

Lori Sipes, member of the DDA Pedestrian Improvements Committee, reviewed the DDA pedestrian improvement projects completed in the last 15 years, totaling approximately \$8,000,000. She reported that current projects include Kerrytown lights and the historic street exhibit on Main Street (\$215,000), and that future projects, not yet approved, include Washington Street repairs, bicycle hoops and State Street improvements (\$1,565,000).

Housing

David DeVarti, member of the DDA Housing Committee, distributed the DDA housing policy statement (on file in the City Clerk's Office), and stated that the downtown needs to reemphasize its use as a

residential center to maintain a viable economy. He further stated that the Housing Committee has an opportunity to take a more active role and serve as a driving force behind downtown housing developments with such programs as land purchases. Mr. DeVarti reported that the committee is considering the City garage facility site for potential purchase by the DDA for housing.

#### Parking

Edward Shaffran, member of the DDA Parking Committee, reviewed the engineering conditions and appraisals of the parking structures. He reported that the Fourth/Washington, First/Washington and Forest parking structures need replacement due to extreme deterioration, while the other structures need major repairs, totaling \$22,250,000. Mr. Shaffran stated that the DDA is also involved in alternatives to building parking structures which include working with the AATA for a downtown shuttle, working with the University of Michigan and other property owners for use of outlots, and educating the public about car pooling. He further stated that the DDA will be asking Council to help fund a downtown transportation study to facilitate better traffic patterns and a shuttle system.

#### Finance

Robert Gates, member of the DDA Finance Committee, reviewed the sources of DDA funds and how the funds are used (1996/1997 Budget on file in the City Clerk's Office). He stated that reduced Tax Increment Financing revenues, due to Proposal A and stagnant assessed values in the DDA district, will severely limit the DDA's ability to fund capital improvements. Mr. Gates reported that the DDA's project costs for the next three years total \$24,030,000, with the bulk of the costs coming from parking repairs and replacement, and that the projected budget shortfall is \$6,930,000. He stated that the most likely way to finance the shortfall would be to issue bonds serviced from parking fee revenues, and that other alternatives include tax levies and parking fee increases.

#### Community Involvement

Karl Pohrt, Chair of the DDA Board, reported that community involvement for the parking structure projects will be a three step process: 1) Identifying the people and organizations that have a stake in a healthy downtown parking system; 2) Establishing a public awareness campaign; and 3) Inviting all interested parties to the table to decide on a project's direction. Mr. Pohrt informed Council that a permanent citizens advisory committee will be established.

Council agreed that the DDA should encourage alternatives to downtown parking

such as outlot parking with AATA shuttle service and public education on car pooling and public transportation. Suggestions were also made for converting excess office space into housing and involving housing representatives in the process of developing downtown housing.

#### CONSTRUCTION PROJECTS

Public Services Director William Wheeler presented an update on the following two major construction projects:

##### Broadway Bridges

Mr. Wheeler reported that as a result of the public and government involvement process for the Broadway Bridges project, focus is being placed on two issues: 1) The replacement alternative, which will cost slightly more than rehabilitation but would last 50 to 60 years and would address functional problems; and 2) The construction process, which will involve leaving half of each bridge in service while the other half is being replaced. The outbound lane of traffic and one sidewalk will be maintained, while the inbound traffic will be detoured. Mr. Wheeler further reported that the project is included in the proposed Capital Improvements Plan, with the design phase scheduled for next fiscal year and construction scheduled for the following two fiscal years. He stated that after completion of the environmental assessment, a formal public hearing will be held in April before approval is sought from the Planning Commission and City Council. Mr. Wheeler further stated that the total cost of the project will be approximately \$8,000,000, and that Critical Bridge Funding should provide 95% of the construction costs.

##### Maintenance and Operations Facility

Public Services Director Wheeler stated that the goal of the maintenance facility project is the relocation and potential consolidation of the City maintenance and operation facilities at 415 W. Washington St., 721 N. Main St. and Washtenaw County's operation on Hogback Rd. He reported that a general assessment of the facilities has shown poor conditions and inadequate space at the Washington St. and N. Main facilities. Mr. Wheeler stated that after receiving input from the employees at the facilities, a Request for Proposal for a replacement facility feasibility study was sent out.

Associate Administrator/Parks and Recreation Superintendent Ronald Olson added that employee involvement will continue to play a key role in the planning process, that a consultant for the feasibility study should be selected by March 1, and that citizen task forces will be established for the project's feasibility, design and

relocation phases.

#### INFORMATION SERVICES

Information Services Director James Amin presented an update on the following projects:

##### Internet/Home Page

Mr. Amin reported that by early March the City will be present on the Internet and that anyone will be able to connect to the City's World Wide Web server. He further reported that by July 1 all City staff will be able to connect to the Internet from their desktop workstations and be able to visit other Web sites, transfer files, and send and receive electronic mail.

##### Strategic Plan

Mr. Amin reported that a Request for Proposal is being prepared for development of a strategic plan to guide the City's use of information technologies and resources for the next five years. He stated that the successful proposal should include a continuous improvement and evaluation process to facilitate ongoing evaluation and planning by city staff. Mr. Amin informed Council that a contract will be awarded by April.

#### HUMAN RESOURCES

Human Resources staff members presented updates on the following projects:

##### Supervisory Skills and Conflict Management Training

Jackie Dearing, Human Resources Training Coordinator, reported that the current Strategic Training Plan identifies supervisory skills and conflict management training as priority programs. She stated that a consultant has already been chosen to develop a supervisory skills training program, and that a Request for Proposal for development of a conflict management resolution training program is currently being reviewed, with a consultant to be chosen by April.

##### Workplace Violence Prevention Policy

Supervisor of Parks Anthony Fletcher of the Parks and Recreation Department and Captain Dick DeGrand of the Police Department reported that a Workplace Violence Prevention Policy has been drafted and approved by the Administrator and City Attorney. The policy will serve as the vehicle for informing City employees of the City's position of zero tolerance of violence in the work place. As part of the program, a Crisis Management Team has been

established to handle and diffuse an immediate crisis, while a proactive program is being developed to prevent violence. A handbook on how to prevent violence in the workplace will be distributed to City employees in March.

Sexual Harassment Policy

Julie Steiner, Human Rights Investigator, reported that the City's sexual harassment policy was updated in 1993, and was recently revised to provide consistency in handling complaints and better centralization of record keeping. The changes include funneling all complaints to the Human Resources Director rather than to a supervisor or department head. She stated that once the policy is adopted (within the month), efforts will be made to educate all City employees about these issues. (Revised Sexual Harassment Policy and Procedures booklet on file in the City Clerk's Office).

Classification/Compensation Plan

Interim Human Resources Director Sue Jahn reported that a process is underway for developing a new job classification system for City employees to replace the system which has been in existence for 25 years. She stated that the process will identify mechanisms for equitable compensation, reducing the number of classifications by consolidating roles, and creating career channels. Ms. Jahn further reported that a Request for Proposals entitled "A Compensation/Role Evaluation Study" will be sent to vendors within the next week and that an evaluation of the responses will be completed in March.

**ADJOURNMENT**

There being no further business to come before Council, the Mayor declared the meeting adjourned at 10:37 p.m.

W. Northcross  
Clerk of the Council

Janet L. Chapin  
Recording Secretary