ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES

Wednesday, January 7, 2015

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

Time: Mr. Mouat called the meeting to order at 12:05 p.m.

1. ROLL CALL

Present: Cyndi Clark, Roger Hewitt, Joan Lowenstein, Al McWilliams, John Mouat, Keith

Orr, Rishi Narayan, Steve Powers, John Splitt

Absent: Russ Collins, Bob Guenzel, Sandi Smith

Staff Present: Susan Pollay, Executive Director

Joseph Morehouse, Deputy Director Jada Hahlbrock, Management Assistant

Audience: Art Low, Republic Parking

Ray Detter, Downtown Area CAC

Changming Fan

Ryan Stanton, Ann Arbor News

2. AUDIENCE PARTICIPATION

Changming Fan said he supports the use of technology in the ambassador program to bring all Ann Arbor residents together. He said that a wide range of jobs downtown, including manufacturing, would be a benefit to everyone.

3. REPORTS FROM CITY BOARDS AND COMMISSIONS

<u>Downtown Area Citizens Advisory Council.</u> Mr. Detter said that the CAC meeting was devoted to a discussion of recent downtown developments, including the City Council decision to set new height limits for development of the property located at South Main Street at William. For the CAC, the Council decision is a compromise that can be accepted.

4. COMMUNICATIONS FROM DDA MEMBERS

Mr. Hewitt said that the Connector study is in a holding phase while the new UM President sets priorities. Work and meetings are expected to resume this spring.

5. EXECUTIVE DIRECTOR REPORT

Ms. Pollay reminded the board that the DDA retreat will take place on Wednesday, January 28 at 8:00 am at the Blake Transit Center. Board members will be asked to select a project to give a short two minute presentation about at the retreat. Details about the session will be sent to the board next week.

6. APPROVAL OF MINUTES

Mr. Hewitt moved and Mr. Powers supported approval of the December 2014 DDA meeting minutes.

A vote on the minutes showed:

AYES: Clark, Hewitt, Lowenstein, Mc Williams, Mouat, Narayan, Orr, Powers, Splitt

NAYS: none

ABSENT: Collins, Guenzel, Smith

ABSTAIN: none The motion carried.

7. A. SUBCOMMITTEE REPORTS - PARTNERSHIPS/ ECONOMIC DEVELOPMENT COMMITTEE

<u>Washtenaw County Affordable Housing Needs Assessment.</u> Ms. Lowenstein said County staff members gave a presentation on the soon-to-be-released report. Much of the focus looked at the challenge of increasing demand for housing in Ypsilanti City and Ypsilanti Township, while at the same time increasing the supply of affordable housing in Ann Arbor and Pittsfield Township. The presentation and discussion will continue at the January Committee meeting, including ideas for ways the DDA can get involved.

The next Partnerships & Economic Development Committee meeting will take place on January 14th at 11:00 am.

7. B. SUBCOMMITTEE REPORTS - COMMUNICATION COMMITTEE

<u>Draft Communication Plan.</u> Mr. McWilliams said the Committee reviewed goals that could become the focus of a DDA communications plan. These included a goal to increase general awareness of the DDA to 100% in the next year, a goal to increase downtown-stakeholder awareness to 100% within the next year and a branding strategy. There was also discussion about whether a consultant or a new staff member might be hired to oversee these efforts.

The next Marketing Committee meeting will take place on January 14th at 12:30 pm.

7. C. SUBCOMMITTEE REPORTS - FINANCE COMMITTEE

Resolution. Mr. Narayan moved and Mr. Hewitt supported the following resolution.

RESOLUTION TO ACCEPT THE DDA FISCAL YEAR 2014 FINANCIAL AUDIT

Whereas, The auditing firm of Rehmann Robson, LLC. was contracted by the DDA to audit the DDA's financial records for the fiscal year ending June 30, 2014;

Whereas, The Finance Committee went through the document in detail with the DDA auditor and recommends acceptance of the audit by the DDA;

RESOLVED, The DDA accepts the Fiscal Year ending June 30, 2014 financial audit prepared by Rehmann Robson, LLC.

Mr. Narayan said the auditor Mark Kettner, Rehmann reviewed the DDA's FY 2014 audit with the committee in detail. It was a clean audit, meaning that the financial statements were considered to have been presented fairly in all material respects. Discussion also included a timeline for next year's audit process.

A vote on the resolution showed:

AYES: Clark, Hewitt, Lowenstein, McWilliams, Mouat, Narayan, Orr, Powers, Splitt

NAYS: none

ABSENT: Collins, Guenzel, Smith

ABSTAIN: none

The resolution passed.

<u>Budget Preparation.</u> Mr. Narayan reported that the committee began work preparing the FY 16 and FY 17 budgets, including a discussion about the best ways to present information to help the board makes its decisions.

The committee will meet on Tuesday, February 3rd at 3:00 p.m.

7. D. SUBCOMMITTEE REPORTS - OPERATIONS COMMITTEE

<u>DDA/AAATA Board Summit.</u> Mr. Orr said that the session will take place on January 20th at 9:00 am at the Blake Transit Center, and is intended to provide an opportunity for the boards to talk about projects of shared interest. He said he hoped this would begin an ongoing collaboration between the boards.

<u>4th & William Project.</u> Mr. Splitt reported that site plans were submitted last month, and City staff review is anticipated to be completed this week. The construction bid package will be released soon, and it is anticipated that bids will be back in time for a board vote at the February board meeting. Mr. Splitt outlined the anticipated project phasing.

<u>Downtown Street Design Manual (Street Framework Plan).</u> Mr. Mouat said that last month the Advisory Committee met and technical review meetings were held with City staff.

<u>Ambassadors Program.</u> Mr. Hewitt reported that the Operations Committee discussed information the DDA received from an RFQ, RFP, and interviews. Block-by-Block was selected by the committee as the recommended firm to negotiate a contract with. Next steps will

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include meeting with a representative of Block-by-Block to begin work shaping proposed project details.

The next Operations Committee meeting will be January 21st at 11:00 am.

7. E. SUBCOMMITTEE REPORTS – EXECUTIVE COMMITTEE

Nothing to report from the Committee.

The next Executive Committee meeting will be February 4th at 11:00 am.

8. NEW BUSINESS

2015 DDA meetings. The Board approved the 2015 meeting calendar.

9. OTHER AUDIENCE PARTICIPATION

Mr. Fan said the City of Ann Arbor Master Plan needs to be changed to better include the 6 P's: parks, parking, potholes, property, production and people. He said that the manufacturing of an Ambassador light could and should happen in downtown.

10. ADJOURNMENT

There being no other business, Mr. Hewitt moved and Mr. Orr supported a motion to adjourn. Mr. Mouat declared the meeting adjourned at 12:58 pm.

Respectfully submitted, Susan Pollay, Executive Director

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY

Executive Committee Meeting Wednesday, January 7, 2015

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

Time: 11:10 a.m.

Present: Roger Hewitt, John Mouat, Rishi Narayan, Keith Orr, Susan Pollay (ex officio)

Absent: Sandi Smith (ex officio)

Others: Changming Fan, TiniLite World

Joan Lowenstein, DDA

Committee actions and discussions

Agenda Review. The group reviewed the January DDA meeting agenda. A second individual had asked to speak during Audience Participation.

AAATA/DDA Board Summit. Mr. Orr asked Ms. Pollay to send him and others the board the agenda for the session; Ms. Pollay said that she would follow up. Mr. Hewitt said that it would be valuable to encourage regular meetings between committees of the boards. Mr. Mouat suggested that time limits be shown on the Summit agenda to ensure that time is used efficiently. He also suggested that a goal for the session be established to help make the meeting more impactful.

Budget Process. Mr. Narayan said that he would report on the committee work so far to shape next year's budget, and include some thoughts about important budget issues the board may want to reflect on, including: 1) money spent on grants versus capital projects, and 2) the benefit gained from being more specific about when grant dollars must be spent and the potential to spread partnerships grant funds over a greater period of time.

Ambassador Program. Ms. Pollay said that she was waiting for a confirmation, but tentatively the meeting with the representative of Block by Block would take place on January 12th at 3pm.

There being no other business, the meeting adjourned at 11:45 a.m. Susan Pollay, Executive Director

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY FINANCE COMMITTEE MEETING MINUTES Tuesday, January 6, 2015

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

Time: 3:00 p.m.

Present: Cyndi Clark, Roger Hewitt, Rishi Narayan, Steve Powers, John Split

Absent: Russ Collins, Bob Guenzel, Joan Lowenstein, John Mouat, Al McWilliams, Keith Orr,

Sandi Smith

Also Present: Tom Crawford, City of Ann Arbor

Staff: Susan Pollay, Joseph Morehouse, Jada Hahlbrock

Public: None

1. FY 16 and FY 17 DDA Budgets

a. The Committee set a goal for itself to have the proposed budget ready to present to the DDA Board in February.

- b. The Committee reviewed draft FY 16 and FY 17 budget documents presented by DDA staff by fund. Line item details were reviewed and discussed.
- 2. Budget preparation will continue at a meeting of the Finance Committee on Tuesday February 3rd at 3 pm at the DDA office. The DDA board meeting will take place the next day, so it was recognized that the DDA board approval of its recommended budget may not take place until the March board meeting, but this timing will benefit Mr. Crawford's staff as they assemble the budget for the city.
- 3. Public Comment- None

The meeting adjourned at 5:10 pm Susan Pollay, Executive Director

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS AMBASSADOR SUBCOMMITTEE MEETING MINUTES Monday, January 12, 2015

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

Time: 3:00 p.m.

Present: Cyndi Clark, Roger Hewitt, Joan Lowenstein, John Mouat, John Split

Absent: Russ Collins, Bob Guenzel, Al McWilliams, Rishi Narayan, Keith Orr, Steve Powers, Sandi Smith

Also Attending: Blair McBride, Block by Block

Staff: Susan Pollay, Amber Miller, Jada Hahlbrock

Public: Changming Fan; Ray Detter, CAC

- 1. Ambassador Program. This meeting with Blair McBride of Block by Block was intended to help the DDA members begin framing what would become eventually a recommended scope of services. Areas of discussion included: services to be provided, peak periods of activity in the downtown, weighing staffing levels versus the amount available in the project budget, and reporting.
- 2. Next Steps- Block by Block will send a reviewed proposal that would respond to ideas he heard at this meeting. This document will be shared at an upcoming Operations Committee meeting to elicit feedback from the Committee members. A follow up meeting (perhaps in person or perhaps virtual) will be held with Mr. McBride to continue program development, including possible means to gather metrics that could be used to determine impact, as well as what data types would be captured in monthly reports.
- 3. Public Comment- None.

The meeting adjourned at 4:50 pm. Susan Pollay, Executive Director

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY PARTNERSHIPS & ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES WEDNESDAY, JANUARY 14, 2015

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

Time: 11:00 a.m.

Present: Cyndi Clark, Joan Lowenstein, John Mouat, Keith Orr, John Split

Absent: Bob Guenzel, Roger Hewitt, Al McWilliams, Rishi Narayan, Steve Powers, Sandi Smith

Other Participants: Jane Lumm/City Council; Jeremy Peters/Planning Commission

Staff: Susan Pollay, Joseph Morehouse, Amber Miller, Jada Hahlbrock

Public: Ryan Stanton; Ray Detter, CAC

Also Attending: Mary Jo Callan and Brett Lenart / Washtenaw County

1. Partner Updates-

<u>Planning Commission</u>- Mr. Peters said the CPC will consider recommendations in the Affordable Housing Needs Assessment. Mr. Peters gave an update on the Redevelopment Ready certification process.

<u>WCC-</u> Mr. Morgan shared (via email) that WCC is eager to learn more about Presidents Obama's pledge to support access to a community college education and how this may impact the College. Mr. Morgan also shared that enrollment remains steady, despite declines at other community colleges around the state.

<u>City</u> - Ms. Lumm reported on the Redevelopment Ready certification process and reiterated the City Council's interest in pursuing accessory dwelling units.

<u>DDA</u>- Ms. Lowenstein said a AAATA/DDA Board summit will take place on January 20th. The DDA Board retreat will be on January 28th. Ms. Lowenstein provided an update on the downtown ambassador program, saying that representatives of the DDA met with a representative of Block by Block to begin work framing a scope of services. The discussion will continue at the January 21st Operations Committee meeting.

2. <u>Washtenaw County Affordable Housing Needs Assessment</u>- Ms. Callan and Mr. Lenart led a discussion on recommendations, highlighting areas where the DDA could play a role. The Committee supported bringing a resolution to the DDA Board to affirm DDA support of affordable housing and the goals outlined in the report.

3. Public Comment-

None

4. Next meeting.

The next committee meeting will take place Wednesday, February 11th at 11:00 am.

The meeting adjourned at 12:45 pm.
Respectfully submitted, Susan Pollay, Executive Director

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY COMMUNICATION COMMITTEE MEETING MINUTES

Wednesday, January 14, 2015

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

Time: 12:50 p.m.

DDA Present: Cyndi Clark, Joan Lowenstein, John Mouat, Keith Orr, John Splitt

DDA Absent: Bob Guenzel, Russ Collins, Roger Hewitt, Al McWilliams, Rishi Narayan, Steve Powers,

Sandi Smith

Staff Present: Susan Pollay, Executive Director

Amber Miller, Planning & Research Specialist Jada Hahlbrock, Management Assistant

Public: None

1. Creating a Communication Plan.

- a. Ms. Pollay shared an article from Business Monthly which cited the DDA as the source of information about downtown.
- b. The Committee discussed ways in which the DDA can communicate its support for, and role in, regional transit. Board members noted that strengthening the level of service and visibility of the transit services linking downtown Ann Arbor and neighboring communities is important. It was noted that this may be a possible topic to address at the DDA/AAATA Board summit next week.

2. Next meeting.

The next committee meeting will take place Wednesday, February 11th at 12:30 pm.

3. Public Comment.

None

The meeting adjourned at 1:25 pm.

Respectfully submitted, Susan Pollay, Executive Director

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY DDA BOARD RETREAT MEETING MINUTES WEDNESDAY, JANUARY 28, 2015

Place: Blake Transit Center, 358 S. Fifth Avenue, Ann Arbor, 48104

Time: 8:00 a.m.

DDA Present: Cyndi Clark, Bob Guenzel, Roger Hewitt, Joan Lowenstein, Al McWilliams, John

Mouat, Rishi Narayan, Keith Orr, Steve Powers, Sandi Smith, John Split

DDA Absent: none

DDA Staff: Susan Pollay, Joe Morehouse, Amber Miller, Jada Hahlbrock, Christine Knight

Public: Nancy Shore, Eleanor Hagan, Casey Ketda, Ray Detter

1. <u>Welcome-</u> Mr. Mouat and Ms. Pollay welcomed everyone and stated the desired outcomes for the day.

- 2. <u>Street Framework Plan and CIP-</u> Ms. Miller used maps to share key findings from the Framework Plan. She also provided information about downtown projects included in the City's CIP.
- 3. <u>Financial Considerations-</u> Mr. Morehouse reported on available project & grant funds for FY 2016-2020. Questions were asked and answered, including about funds set aside in the Housing and Parking Maintenance funds.
- 4. <u>DDA Project List-</u> Ms. Pollay shared an updated version of the DDA project list. She said Smith Group/JJR developed cost estimates for many of the projects.
- 5. <u>DDA Presentations</u>- Board members each took a few minutes to talk about a project that interested them. They spoke to the impacts and benefits of the project, as well as how it would meet the DDA mission.
- 6. <u>Evaluating and Scheduling Potential Projects-</u> Board members worked in small groups to evaluate projects and consider timing as related to City CIP work and the DDA budget.
- 7. Report Out. There was Board consensus to implement improvements on 5th/Detroit Streets, Huron Street, a pilot project to test a wider sidewalk on S. State, and restoring two-way traffic on First and Ashley Streets. There was also consensus about budgeting funds annually for sidewalk repairs and for water mains and conduits. There was interest in funding studies such as traffic counts, finding ways to support quality of life, and funding a parking demand study that would lead to a set of parking and transportation strategies.
- 8. <u>Next Steps-</u> DDA staff will develop scenarios for these projects that will be presented first to the Finance Committee to ensure their feasibility, and then brought to the full board for

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prioritization. DDA staff will also work with AAATA on the transportation-related items, including downtown circulator and demand study

- 9. <u>Organizational Preparedness-</u> Mr. Mouat said that board and staff changes in the future that could impact how the DDA moves forward with these projects.
- 10. <u>Public Comment-</u> Ray Detter said that his role as chair of the Downtown Citizens Advisory Council is to represent the interests of downtown residents. He feels the current DDA board is one of the best ever.

Nancy Shore said she supports the DDA's work on transportation related projects and goals. She said there is a lot of data available at getDowntown and AAATA that could help in the decision making process and she is happy to be a resource.

The meeting adjourned at 11:50 am.
Respectfully submitted, Susan Pollay, Executive Director

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS COMMITTEE MEETING MINUTES Wednesday, January 21, 2015

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

Time: 11:00 a.m.

Present: Cyndi Clark, Roger Hewitt, Joan Lowenstein, Al McWilliams, John Mouat, Rishi Narayan,

Keith Orr, Sandi Smith, John Split

Absent: Bob Guenzel, Steve Powers

Staff: Susan Pollay, Joseph Morehouse, Amber Miller, Jada Hahlbrock

Public: Jean Henry, Ali Ramlawi, Jeremy Peters, Linh Song, Joe Malcoun, Chip Smith, Matt Bradish, Sanford Bledsoe, Art Low/RPS; Changming Fan, Ray Detter/CAC

Due to many members of the public wishing to address the committee, public comment was held at the beginning of the meeting, followed by a discussion on the proposed ambassador program.

1. Public Comment

Jean Henry spoke in opposition to the ambassador program. She said that Ann Arborites are quite willing and able to be ambassadors for their own community.

Ali Ramlawi spoke in opposition to the ambassador program. He said he supports DDA efforts that are directly tied to the DDA mission but said that if there are safety concerns they are better addressed by the police.

Jeremy Wheeler spoke in opposition to the ambassador program. He said downtown Ann Arbor is already safe and easy and not comparable to Grand Rapids.

Linh Song spoke in opposition to the ambassador program. She said she has deep community ties and encouraged the DDA to empower local residents and volunteers rather than bring in an outside firm.

Joe Malcoun spoke in opposition to the ambassador program. He said he hires people from all over the world who are excited to come to Ann Arbor. Unlike other DDA programs that help him attract employees, he felt an ambassador program would be an embarrassment.

Chip Smith spoke in opposition to the ambassador program. He said he appreciated the work of the DDA but he felt that there has to be a better way to address the issues facing downtown.

Kelly R. spoke in opposition to the ambassador program. She said she sees many downtown business owners and employees serve as ambassadors on a daily basis, and that existing base of downtown supporters should be used rather than bring in outsiders.

Matt Bradish spoke in opposition to the ambassador program. He said the DDA should think about a program to educate people about available services and how to make decisions about giving to panhandlers.

Sanford Bledsoe spoke in opposition to the ambassador program. He said he feels the community is great already and the idea of the program is insulting.

Mariah C spoke in opposition to the ambassador program. As a downtown employee she sees fellow employees and citizens serve as ambassadors daily. Issues need to be better defined.

Changming Fan spoke in support of the ambassador program. He said that if local people were hired the program could be a support to the homeless and jobless.

2. Possible Ambassador Program

Ms. Pollay let audience members know that no vote on the program was scheduled. The previously passed board resolution only spoke to creating a place in the budget for a program, but requires more work to be done to shape program details before going back to the board for a vote

Mr. Hewitt said that board members met with Mr. McBride of Block by Block to begin the work shaping what may become program details. Block by Block was tasked with creating a revised proposal, which will be reviewed by the Operations Committee.

There were many comments from Committee members responding to what they had heard from members of the public. They discussed elements to be considered including seasonality. There were comments about the need to measure the impact of this program, and comments that it isn't always possible to quantifiably measure the impact of all programs and projects.

3. New Business none

4. Transportation

- a. DDA/AAATA Summit- Mr. Orr reported that the summit was very well attended and very useful. Areas of focus included planning for the Blake/4th Ave area, enhancing transit options for downtown employees living east of US-23, the role of Park and Ride lots, and a possible downtown circulator. Staff from both organizations will work to create a sub-committee to meet more regularly.
- b. Greyhound- Ms. Pollay shared that AAATA staff at Blake have begun to gather data on the number of Greyhound users asking questions of staff at the BTC. This and other data will be useful when considering how successful this multi-modal experiment has been.

Parking

- a. County Parking Contract- Ms. Pollay reported that a meeting with County staff had taken place. No additional information available at this time.
- b. Other Parking Updates- Mr. Low shared information on RPS's online payment portal for monthly parkers. He also gave an update about snow/ice equipment and products.

c. 5th/William Lot- Ms. Pollay said there had been no response yet regarding the DDA's resolution.

6. Construction

a. 4th & William Update- Mr. Splitt said a pre-bid meeting had taken place. The importance of communication with the neighbors and responsiveness was conveyed to prospective bidders.

7. Other

- a. Street Framework Update- Ms. Miller shared that final feedback and comments are being assembled. A draft of the plan should be ready in March.
- b. Future Parking Demand- Ms. Pollay said that DDA staff would begin the process of drafting what a possible parking supply and demand study would look like. Additional discussion of desired data and information will occur at the next Operations Committee meeting.

8. Public Comment

a. Changming Fan spoke about the City Council discussion regarding homeless camps.

Next meeting- Wednesday February 25th at 11:00 am.

The meeting adjourned at 2:03 pm. Susan Pollay, Executive Director

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY DDA/AAATA BOARD SUMMIT MEETING MINUTES TUESDAY, JANUARY 20, 2015

Place: Blake Transit Center, 358 S. Fifth Avenue, Ann Arbor, 48104

Time: 9:00 a.m.

DDA Present: Cyndi Clark, Roger Hewitt, Joan Lowenstein, Al McWilliams, John Mouat, Rishi Narayan,

Keith Orr, Steve Powers, Sandi Smith, John Split

DDA Absent: Bob Guenzel

DDA Staff: Susan Pollay, Amber Miller, Jada Hahlbrock

AAATA Board: Sue Gott, Charles Griffith, Roger Kerson, Larry Kreig

AAATA Staff: Michael Benham, Dawn Gabay, Nancy Shore, Mary Stasiak, Elizabeth Tibai, Chris White

Public: Luanne Bollington, Ray Detter

- 1. AAATA TIP. Mr. White provided an overview of the 5 year Transit Improvement Plan. DDA Board members asked questions about existing and upcoming new services that are important to downtown, including evening and weekend service. Questions were asked and answered about the timing of a future express bus service between Ypsilanti and Ann Arbor. Given the recent release of the Washtenaw County Affordable Housing Needs Report interest was expressed to explore new ideas to enhance transit between the two communities.
- 2. <u>Blake Transit Center / 4th Ave Area Planning-</u> DDA and AAATA staff shared information on existing transit services taking place in and around the Blake Center and the 300 block of S. Fourth Avenue. There was discussion about how the area is serving as a multi-modal transportation hub, and how this could be enhanced. Questions were asked and answered about patron amenities in and around Blake, including way finding and more robust shelters along 4th Ave. There was support for a continuing dialogue between AAATA and DDA to find ways to work together to enhance this area.
- 3. <u>Downtown Circulator-</u> Mr. White shared a history of the Link circulator. He said planning for a downtown circulator means first determining what the goal for the service would be and the intended audience. Frequency of service and route are also very important in determining success. DDA and AAATA staff will work to develop a cost estimate for a downtown circulator.
- 4. Next Steps- DDA and AAATA Board members agreed that they share many interests and goals, and that future joint meetings would be very useful. It was agreed that the full boards should meet annually. Staff from both organizations will work to create a AAATA/DDA committee to meet more frequently and focus on finding projects of shared interest. The committee's initial tasks will include creating a 3-5 year vision for the 4th Ave and BTC area, incorporating the finding of the Street Framework Plan, discussing what a downtown circulator might look like, and how additional park & ride lots could be sited and operated.

5. Public Comment-

None

The meeting adjourned at 10:59 am.
Respectfully submitted, Susan Pollay, Executive Director