

**ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
OPERATIONS COMMITTEE MEETING MINUTES
Friday, January 28, 2022**

Place: DDA Office, 150 S. Fifth Ave., Suite 301, Ann Arbor, MI 48104
Time: 11:00 am
Committee Present: Tyler Kinley, Darren McKinnon
Committee Absent: Jonathan Massey
Staff: Jada Hahlbrock, Sara McCallum, Maura Thomson, Kelley Graves
Public: None.

Parking System Financials: Ms. McCallum presented the parking system financials for December 2021. Questions were asked and answered.

Resolution to Establish Project Budget for Parking Operator Transition: Ms. Hahlbrock outlined the anticipated transition costs associated with onboarding the new parking operator (e.g., handheld payment devices, credit card merchant accounts, firewall, employee onboarding, etc.). Questions were asked and answered. The committee agreed to bring the resolution forward to the board.

Resolution to Approve PSA with Fishbeck: Fishbeck was approved by the board in December 2021 to provide parking system engineering and administration services on an 'as-needed' basis. Ms. Hahlbrock provided an overview of the resolution and corresponding PSA for Fishbeck for the FY23 parking system maintenance and restoration work. Contractor selection and a project budget for the work will be brought to the Committee in May. Work to begin in July. The committee agreed to bring the Fishbeck resolution forward to the board.

Resolution to Establish Project Budget for DDA Curb Management Study with Walker Consultants: Ms. Hahlbrock said Walker Consultants was selected to conduct the curb management study based on its strong parking background, experience creating curb management toolkits for other communities, and network of resources for data collection. Their RFP response including deliverables and timeline were included in the packet. Questions were asked and answered. The committee agreed to bring the Walker Consultants resolution forward to the board.

Go!Pass Update: Ms. Hahlbrock provided the getDowntown updated on behalf of AAATA's Mary Boonin who is handling the getDowntown functions on an interim basis since Chris Simmons' departure. There is a decrease in the number of employers enrolled in the go!Pass program this year compared to 2021 but an increase in the number of passes purchased. Ms. Boonin will bring the getDowntown FY23 grant request to the February Operations Committee meeting.

Public Comment: None.

The next Operations Committee meeting is scheduled for Wednesday, February 23, 2022 at 11 am.

The meeting adjourned at 11:50 am.

Respectfully submitted by, Jeff Watson, Executive Director