

**DOWNTOWN ADVISORY BOARD  
WORK SESSION  
October 13, 2020**

**ATTENDANCE**

- Tim Fortune, Chair
- Adam Harris, Vice Chair
- Kelly Brunette
- Brandon Devito
- Laura Cunningham
- Jerry Michael
- Diane Litynski
- Kathy Steinbrueck
- Also Attending: Village Staff: Jamie Konkoski and Cassandra Hopkins; Ex Officio: Melinda Little

**DISCUSSION**

- Village budget process/DAB input
  - Process and timeline for developing Village budget was presented.
  - DAB can recommend project(s) for inclusion in the budget, especially projects that lead to implementation of adopted plans.
  - DAB members will discuss ideas with members of other advisory boards at the next committee meeting for the Bug Crawl project.
- Semi-Annual Report
  - Purpose: highlight accomplishments/goals of DAB.
  - Preference for combined report if other boards agree.
  - Reviewed list of DAB accomplishments since its inception.
  - Jamie will share the list of accomplishments by email and request feedback.
  - Report will be used to update the DAB webpage.
- DAB Terms/Members/Recruitment
  - 4 terms expiring; 3 members interested in serving another term; 1 vacancy.
  - Outreach for new member will begin this month with the goal of having letters of interest by the Nov. meeting.
- General discussion about goals/priorities/next steps
  - Community Development Department priority for the next year will be DRI project implementation.
  - Banner committee is working on a concept for winter banners.
  - Chamber will be working on Shop Local initiative; DAB members will set meeting with Director to discuss partnership.
  - Overlap with other boards: public art, wayfinding signage maps.
  - Other areas of interest: Rail Trail/Depot area design; parking maps; wifi signage in parks; winter marketing campaign; more streetscape & park amenities