MINUTES
Downtown Development Authority Meeting
Wednesday, August 2, 2000

Place: DDA Office
301 E. Liberty, Suite 690
Ann Arbor, MI 48104

Time: The Chair, Ron Dankert, called the meeting to order at 12:04 p.m.

1. ROLL CALL

Present: Rob Aldrich, Ron Dankert, Dave DeVarti, Dave Fritz, Bob Gillett, Leah Gunn, Karl Pohrt
Absent: Fred Beal, Neal Berlin, Maria Harshe, Lorri Sipes, Skip Ungrodt
Staff: Susan Pollay, Executive Director
Present: Sarah Armstrong, DDA
Joe Morehouse, Fiscal and Administrative Manager
Audience: Jerry Billiter, National Garages, Inc.
Ray Deter, Citizens Advisory Counsel
Russell B. Collins, Michigan Theater Foundation
Bob Frazier, National Garages, Inc.
Sue Gott, University of Michigan
Adrian Iraola, City of Ann Arbor, Engineering Division
Donna Johnson, City Planning Department
Susan Lackey, Ann Arbor IT Zone
Jonathan Levine, University of Michigan
Theodoros Natsinas, University of Michigan
Cathy O'Donnell, Ann Arbor News
Lara Thomas, Get Downtown, Ann Arbor Area Chamber of Commerce

2. APPROVAL OF MINUTES

Ms. Gunn moved and Mr. Gillett seconded approval of the June 20, 2000 meeting minutes.

A vote on the motion showed:
AYES: Aldrich, Dankert, DeVarti, Fritz, Gillett, Gunn, Pohrt
NAYS: None
Absent: Beal, Berlin, Harshe, Sipes, Ungrodt
The motion carried.

3. AUDIENCE PARTICIPATION

Mr. Peter Pollock, Commission on Art in Public Places, spoke about the process of selecting artwork for the Fourth and Washington Parking Structure. All funding had been provided privately, and Council would be asked to approve the selection. He asked DDA support, as well. Ms. Pollay said that on behalf of the DDA, she extended her thanks to CAPP for their hard work.

Mr. Gillett moved and Ms. Gunn supported the following resolution:

RESOLUTION OF SUPPORT FOR CAPP'S SELECTION OF ARTWORK FOR THE FOURTH & WASHINGTON PARKING STRUCTURE

WHEREAS, the Ann Arbor Commission on Art in Public Places (CAPP) is the body acting on behalf of City Council and citizens of Ann Arbor to facilitate the inclusion of works of fine art in the public domain;

WHEREAS, CAPP and the Downtown Public Arts Committee (DPAC) have successfully completed the competition and selection process for three locations at the Fourth and Washington Parking Structure;
WHEREAS, DPAC has successfully raised funds from the community for the design, fabrication and installation of these artworks;

WHEREAS, The Public Services Department, Engineering Division, has accepted the conceptual design and agrees to the location of the artwork;

WHEREAS, The DDA was presented with information at its August 2, 2000 meeting about proposed installations on the Washington Street façade, the Fourth Avenue Street level façade and the Fourth Avenue pedestrian walkway;

THEREFORE, BE IT RESOLVED that the DDA supports the installation of the selected artwork at the Fourth & Washington Parking Structure.

A vote on the motion showed:
AYES:       Aldrich, Dankert, DeVarti, Fritz, Gillett, Gunn, Pohrt
NAYS:       None
Absent:     Beal, Berlin, Harshe, Sipes, Ungrodt
The motion carried.

Mr. Beal enters.

Mr. Russell Collins, of the Michigan Theater Foundation, thanked the DDA again for its support of their efforts to restore the Michigan Theater façade, and expressed regret that the adjacent building owner hadn't taken advantage of the DDA's offer to help fund restoration of the adjacent building façade as well. He said that the Michigan Theater wanted to go ahead with restoration work on this adjacent façade, and had committed funds for this project. He asked the DDA to match its funding ($9,000) to enable this work to go forward. Mr. Dankert referred the request to the Partnerships Committee.

Ms. Sipes enters.

Dr. Jonathan Levine, UM, requested DDA funding for a research project to learn how other communities have increased bicycle use. The request is for $5,000 and was referred to the Planning Committee.

Ms. Sue Gott, a professor with the UM School of Urban Planning reported that her winter semester class project would undertake an update of the Downtown Plan. She asked DDA members participation, including talking to the class and critiquing draft recommendations. Ms. Sipes said that perhaps her Committee members, in particular, might play a part in this project.

4. CITIZEN ADVISORY COUNCIL

Mr. Detter presented the following report:

The Citizens Advisory Council is very excited about, and very supportive of, current DDA initiatives in the downtown. This is particularly true of a number of important areas. We support your encouragement of a mixed-use, public-private development on W. Washington and First. We welcome your consideration of a parking structure on the First and W. William site in a possibly relationship to future development of the Kline's lot and the GT Products property. We are delighted with your commitment to implementing the pedestrian improvement and two-way traffic plans of the State Street Study. We support your approval of a resolution to proceed with the design and improvements in the Fourth Avenue pedestrian corridor. We also agree with your willingness to negotiate with the County to proceed with plans to locate the courts in downtown Ann Arbor. We hope to work closely with the DDA as you turn these goals into accomplishments.

As you know, the Citizens Advisory Council has devoted a lot of time and effort to make sure that any Washtenaw County plans for a downtown homeless shelter were the best we could help to make them. It has
been very important to us that these plans take into consideration the impact of the shelter upon the downtown and nearby residential neighborhoods as well as the needs of the homeless. We feel that we have been somewhat successful in our efforts.

We believe we now have a firm commitment from the County Commissioners and the County Administrator that federal and state grants will be used to build at least 75 units of shelter-related transitional and affordable housing somewhere in the county other than in downtown Ann Arbor. As you negotiate with the county on future issues, we hope you will keep their commitment in mind and perhaps even encourage them to expand it.

We have been very concerned that plans for the future shelter might be expanded to include other properties in the nearby area. We believe a heavier concentration of social services in this area would have a negative impact upon the downtown and nearby neighborhoods. We are now pleased to report that plans for the county to take or purchase the Eilmann legal office property to the east of the planned shelter have been dropped.

We also wanted the existing men's shelter property sold to the private sector after the property was no longer needed as a night shelter. This has been a strongly contested issue. We were recently delighted to learn from Ellen Schulmeister, head of the Washtenaw Shelter Association, that City Council pressure has led them to place a deed restriction on the existing men's shelter property. The restriction prohibits its future use for shelter-related or social-welfare, client-related services.

All of our concerns have had to do with the nature of shelter impact. We believe we need to know about impact—not just upon clients and providers, but in relation to neighborhoods and the future of the downtown. As you know, there was enormous opposition from shelter proponents to our desire to undertake a serious impact study before the shelter was approved. We are pleased, however, with the potentially positive results we now have on this issue. The Ann Arbor City Council's resolution approving $1,000,000 for the shelter expressed the Council's willingness to work with interested stakeholders, the County, the Housing Alliance, a Shelter Advisory Board and the DDA to undertake such an impact study. Next week, City Council members John Hieftje and Joe Upton will be meeting with neighborhood representatives to begin planning the possible nature of that impact study. We can learn from the successes and failures of others at the same time that we can build a model for evaluating the future success of our own shelter. Such evaluation is key to a tightly organized system of accountability. A strong neighborhood advisory group is also essential.

The Ann Arbor City Council also made their financial contribution contingent on the county's creation of a citizen advisory board to advise and assist in the operation of the new shelter. The County Commissioners responded by approving a resolution that provided for County appointment this November of a neighborhood Advisory Board. Because of its formal connections to the County, the City and the Shelter Alliance, we believe this Advisory Board will be a strong one. It will also be truly representative of downtown and nearby neighborhood interests. Members will be appointed by the county from selections made by the old West Side Association, the West Park Association, Chapin Street Residents, nearby commercial property owners and the Citizens Advisory Council for the DDA. Ann Arbor City Council will also appoint one member. The group will report to the Housing Alliance and have a place on their regular meeting agenda. They will also report to the County Commissioners and the Ann Arbor City Council as needed. They may be periodically report to you.

We were pleased that last month's DDA resolution supporting the shelter included among its goals the provision that "Once operational the new shelter will continue to receive input from a neighborhood advisory committee to ensure that negative impacts of the facility are minimized." We were delighted that a recommendation by Robert Gillett and Karl Pohrt added the following sentence to the final goal of the resolution: "The DDA is willing to work with the City and other stakeholders to assess and minimize any negative impact of the new shelter in the neighborhood."

As the new Shelter Advisory Board moves forward in its efforts to develop an impact study and to carefully encourage and monitor the success of the new shelter, they will undoubtedly appear before the DDA to inform you of developments and they will seek your cooperation. We all intend to be good neighbors to this new
downtown shelter. With cooperation and everyone keeping their commitments, we hope to make this facility the best it can be.

5. **NEW BUSINESS**

Mr. Dankert thanked DDA staff for the symbols of power provided him as the new Chair, which included a slightly used office chair and a hammer to be used as a meeting gavel.

6. **OLD BUSINESS**

None

7. **SUBCOMMITTEE REPORTS**

**OPERATIONS COMMITTEE**

Mr. Aldrich reported on the financial statements included in the packet for May and June, 2000. He highlighted the TIF and parking fund balances, reported that parking revenues are 11% over budget.

Ms. Gunn moved and Ms. Sipes seconded the following resolution:

**RESOLUTION TO RAISE PERMIT PARKING RATES IN DDA-MANAGED FACILITIES**

Whereas, The DDA is progressing through a $53 million parking structure repair and replacement program;

Whereas, The DDA has determined that parking revenues will be the primary source of funding for these repairs and replacements, in addition to the costs for on-going parking operations and maintenance;

Whereas, A ten-year schedule of anticipated revenues and expenses has been developed, including a forecast of proposed monthly rate increases, and this schedule has been regularly reviewed and updated by the DDA Finance/Budget Committee;

RESOLVED, That the monthly permit parking rate in the structures and lots shall be raised from $90.00 to $100.00 per month;

RESOLVED, That the City Council shall be notified of this resolution per its Agreement with the DDA, with the expectation that these rates shall go into effect no later than October 9, 2000.

Mr. Aldrich said that Mr. Morehouse had indicated a permit wait list of 900 names, and that the Committee did not anticipate much cessation of demand even with a significant rate increase. Mr. DeVarti said that he had recently been in Chicago where parking rates were $20/day despite hotel validations. He said he knew that the proposed monthly rate would impact low wage earners in particular, but was pleased that options such as a free Go!Pass were available to all downtown employees. Moreover, the capital costs for repair and replacement necessitated this steady increase in monthly permit rates.

A vote on the motion showed:

**AYES:** Aldrich, Beal, Dankert, DeVarti, Fritz, Gillett, Gunn, Pohrt, Sipes

**NAYS:** None

**Absent:** Berlin, Harshe, Ungrodt

The motion carried.

Mr. Aldrich reported that 2000 Art Fair parking revenues were up, partially due to a new five-day flat rate of $75. Previously, vendors and artists had paid $8/day for a total of $40, but it was clear that there was a loss of parking revenues as parking spaces didn’t turn over as they would with Fair visitors.
The 2000/2001 Operations Committee work plan was presented. Mr. Aldrich said that much of the work of his committee would be to support the work of other DDA committees.

Mr. Aldrich also stated that his committee will soon begin an RFP process relative to the parking management contract. The current contract expires on January 31, 2001. An RFP would be distributed August 15th.

Mr. Pohrt moved and Ms. Gunn seconded the following resolution:

RESOLUTION APPROVING A TWO-YEAR GRANT TO THE IT ZONE

Whereas, The mission of the DDA is to undertake public improvements that have the greatest impact in strengthening the downtown area and attracting new private investments;

Whereas, One of the most significant developments across the country is the relocation of small and emerging information technology companies to downtown, including in downtown Ann Arbor;

Whereas, The Ann Arbor IT Zone was created as a 501 (c)(3) non-profit corporation to foster and promote the information technology industry in Washtenaw County;

Whereas, The Zone offers a series of services to information technology companies including the Launch Pad, a business services center in downtown Ann Arbor, and was designed to be the focal point for the information technology community in Washtenaw County, including central meeting space;

Whereas, Launch Pad workshops and speakers regularly draw 300-600 people to the downtown each month, in addition to the services currently offered to the 160 members of the Zone;

Whereas, The IT Zone requests a grant from the DDA in the amount of $50,000 for fiscal years 2000/2001 and 2001/2002 to support T-3 telephony infrastructure within the Ann Arbor IT Zone Launch Pad;

Whereas, This high speed data connectivity will enable additional programming in the Launch Pad and will support I.T. companies who require high speed data resources to test or demonstrate new product lines;

Resolved, The DDA approves a grant to the IT Zone in the amount of $50,000 for fiscal years 2000/2001 and 2001/2002 for a total of $100,000 to support telephony infrastructure within the Ann Arbor IT Zone Launch Pad.

Mr. Pohrt expressed gratitude to Sue Lackey for her work shaping a proposal to develop IT Zone services in support of small downtown businesses, including an adjunct membership category, web site development support, and monthly informational programming. Ms. Gunn said she was very supportive of the work of those associated with the IT Zone to promote Washtenaw County, and downtown Ann Arbor in particular, as a regional high tech center.

Mr. Beal asked Ms. Lackey if the TIF capture within the Ann Arbor DDA district would be affected by recent State legislation enabling Smart Parks, to which Ms. Lackey said no. Ms. Lackey then added her thanks to Mr. Pohrt for taking the time to help the IT Zone formulate programming that they knew was necessary, but hadn't yet found time to organize. Mr. DeVarti said that unfortunately he had not been able to attend a scheduled tour of the IT Zone, and although he understood the merit of the project, he would need additional information before he could support the project.

A vote on the motion showed:

AYES: Aldrich, Beal, Dankert, Fritz, Gillett, Gunn, Pohrt, Sipes

NAYS: DeVarti

Absent: Berlin, Harshe, Ungrodt

The motion carried.
PARTNERSHIPS COMMITTEE
Mr. Gillett moved and Mr. Pohrt seconded the following resolution:

RESOLUTION REQUESTING REVIEW OF DENSITY GUIDELINES

Whereas, the DDA is charged with fostering development in the downtown;

Whereas, the DDA is interested in working with developers to foster quality developments that will make a significant long term contribution to the vitality of the downtown;

Whereas, the DDA is interested in working with the Planning Commission, the City Administration, and other relevant governmental entities to assure that the development process is understandable and accessible to developers and that developments meet the goals and requirements of all governmental interests;

Whereas, the Planning Commission has the authority under 1:183 of the City Code to develop plans regulating the distribution and density of population;

Whereas, under the Code, these plans are advisory in nature;

Whereas, under this authority, the Planning Commission has adopted a general guideline that a project should not have a floor area density greater than 400% of a lot surface area and, whereas, certain premiums may permit increased density up to a maximum ratio of floor area to surface area of 600%;

Whereas, this guideline was adopted approximately fifteen years ago;

Whereas, the DDA has identified as a priority the development of additional housing in the downtown;

Whereas, the DDA believes that greater density in downtown development would benefit both the downtown and the entire community in the following ways: it would attract higher quality developments, especially in the housing area, to the downtown; it would increase downtown development, where the infrastructure and transportation systems exist, and thereby lessen development pressure on surrounding rural areas; it would increase the long term viability of the downtown; it would build the City's tax base;

Whereas, based on its review of planned developments in the downtown, the DDA has concluded that these density guidelines should be reviewed;

Therefore, be it resolved that the DDA urges the Planning Commission and City Council to review the Planning Commission's current "400% - 600%" density guideline with the goal of increasing the permissible density of downtown development in appropriate sites;

Be it further resolved that the DDA, City Council, and the Planning Commission shall work together to assess the impact of denser developments on the downtown and, if appropriate, to develop proposals to mitigate those impacts.

A vote on the motion showed:
AYES: Aldrich, Beal, Dankert, DeVarti, Fritz, Gillett, Gunn, Pohrt, Sipes
NAYS: None
Absent: Berlin, Harshe, Ungrodt
The motion carried.

Mr. Gillett moved and Mr. Aldrich seconded the following resolution:

RESOLUTION SUPPORTING WASHTENAW COUNTY’S PROPOSED COURTHOUSE EXPANSION IN DOWNTOWN ANN ARBOR
Whereas, Downtown Ann Arbor has historically benefited from the strong presence of Washtenaw County offices, as the County annually draws thousands of people downtown to utilize County services;

Whereas, Washtenaw County has announced plans to construct a six-story courthouse building atop the County parking lot at the corner of N. Fourth Avenue and Ann Street;

Whereas, This new "one-stop justice center" would house the 22nd Circuit Court, Juvenile Court, Probate Court, 14A-1 District Court, 15th District Court (including the Probation Department) and Friend of the Court, making it more efficient and convenient for County citizens to receive services;

Whereas, The County Commissioners have endorsed a millage that permit the construction of this new court facility;

Whereas, The County's current court facilities have not been subject to significant renovation or expansion for over forty years and the current facilities are inadequate from the standpoints of public access to the courts, public access to court-related services, and public safety.

Whereas, The County plan would enable the City of Ann Arbor to expand its own court facilities and maximize the benefits of working collaboratively with the County;

Whereas, The County plan would require 250 additional parking spaces for citizen access to the courts, which may include the potential expansion of the Ann Ashley parking structure;

Whereas, This additional parking would be paid for with bond money supported by a millage issue on the November ballot;

Whereas, The overall goal of the DDA Development Plan is to undertake public improvements that have the greatest impact in strengthening the downtown area including the construction of parking facilities to support existing and new developments;

Whereas, The DDA seeks opportunities to work in partnership with Washtenaw County on projects which benefit the entire County, as well as downtown Ann Arbor;

RESOLVED, The DDA strongly endorses the proposed Washtenaw County plan to locate additional court services in downtown Ann Arbor, as it will provide enormous benefit to County residents, as well as to downtown Ann Arbor;

RESOLVED, The DDA commits itself to work with County and City representatives to determine the best means to provide for the additional parking spaces required by this expansion, including such options as constructing one or more additional floors to the Ann Ashley parking structure, rearranging current permit and hourly arrangements in nearby parking structures, and other arrangements as mutually-agreeable to the County and DDA.

Mr. Fritz asked about juror parking impacts. Ms. Pollay said that approximately 200 jurors were typically called in on Mondays, and on each successive day the number of jurors were reduced as groups were empanelled or individuals were released from service. She said the proposed expansion would require an additional 250 hourly spaces for court system users. Ms. Gunn asked if jurors could be moved to Fourth & Washington, to which Ms. Pollay said that the County had indicated support, and that this would be discussed as part of comprehensive approach to addressing County parking needs. Mr. DeVarti expressed concern about adding two floors to Ann Ashley, as he felt it already appeared large. Mr. Beal said that there would be a great deal of investigations made before a decision was made to add any floors to the deck.

A vote on the motion showed:
AYES: Aldrich, Beal, Dankert, DeVarti, Fritz, Gillett, Pohrt, Sipes
NAYS: None
Abstention: Gunn
Absent: Berlin, Harshe, Ungrodt
The motion carried.

Mr. Gillett said a first draft of a Request for Qualifications for the First/Washington structure was provided to DDA members. He asked that members review it and pass along comments or suggestions to him or Ms. Pollay as the Committee hoped for DDA action at the next meeting. Ms. Sipes noted that the previous minutes reflected her non-support of this project but not the reasons. She said that she felt the site was too small for a parking structure and would be very expensive per space to construct.

Mr. Gillett said the committee discussed a possible lease of the bottom space at Ann/Ashley for a restaurant. They hope to have an outline for a lease at the next meeting. He said that the DDA had received a funding request from First Centrum to support repairs to Courthouse Square Apartments. The committee will meet with Bob Solomon of First Centrum and report back to the Board at a later date.

The committee's draft 2000/2001 work plan was presented.

CAPITAL IMPROVEMENTS COMMITTEE
Mr. Beal moved and Mr. DeVarti seconded the following resolution:

RESOLUTION TO REPAIR THE FOURTH & WILLIAM PARKING STRUCTURE

Whereas, In 1997 the DDA approved repairs and waterproofing for the Fourth & William Parking Structure as part of its comprehensive parking structure repair plan;

Whereas, These repairs and waterproofing were originally planned for 1998 but were postponed due to exigencies created by repairs and construction at the Fourth & Washington, Maynard, and Forest parking structures;

Whereas, The DDA received from Carl Walker Inc. (CWI) a Conditional Appraisal Update of the Fourth and William Parking Structure which reported that deterioration had increased since its earlier report in 1997;

Whereas, This Conditional Appraisal outlined current conditions, recommended repairs and waterproofing, as well as a series of possible upgrades and enhancements to the structure, including functional, operational, and architectural improvements;

Whereas, CWI also provided the DDA with probable construction costs;

Whereas, The DDA Capital Improvements Committee has met with a representative of CWI and National Garages to discuss these repairs and potential structural improvements and has considered a variety of options before setting forward its recommendation to the full DDA;

Resolved: The DDA shall authorize general repairs, deck coating, painting, lighting, signage and electrical improvements, new parking office and restroom, and miscellaneous architectural improvements for the Fourth & William Parking Structure in the amount of $4 Million.

Mr. DeVarti said he was interested in possibly adding an additional floor, as the $2 million cost estimate was an affordable way to add 100 parking spaces. Others indicated their support for this, as well. Ms. Sipes proposed a friendly amendment to add a second RESOLVED that the DDA would consider supporting the addition of another floor to the structure, and would investigate the possible costs and design implications, and would do this as part of a united project.
Mr. Beal said he would support this amendment, and would work with CWI to get the necessary information. Mr. Beal also said that the Committee would spend approximately $50,000 to minimize damage to the deck during the upcoming winter, and that they would work with CWI to complete construction drawings.

A vote on the revised motion showed:
AYES: Aldrich, Beal, Dankert, DeVarti, Fritz, Gillett, Gunn, Pohrt, Sipes
NAYS: None
Absent: Berlin, Harshe, Ungrodt
The motion carried as amended.

Mr. Beal moved and Mr. Fritz seconded the following resolution:

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A PROJECT BUDGET OF $300,000 FOR PEDESTRIAN IMPROVEMENTS ON FOURTH AVENUE AND THE SELECTION OF MITCHELL AND MOUAT ARCHITECTS AS PROJECT DESIGN CONSULTANTS

Whereas, DDA Plan objectives include undertaking improvements to existing streets and public utilities in order to stimulate new private investment in the area;

Whereas, The DDA has undertaken extensive pedestrian improvement projects throughout the DDA District, including the Main Street, Kerrytown, and South University areas;

Whereas, In 1997 the DDA began discussions about future sidewalk improvements to Fourth Avenue between Kingsley and William Streets in fulfillment of the Downtown Plan's goal to transform Fourth Avenue into a connector between the Kerrytown and Main Street areas;

Whereas, At its June 20, 2000 meeting the DDA authorized $10,000 for a consultant to design the improvements and establish a project budget for this project;

Whereas, The DDA received three proposals for this work and a subcommittee of DDA members and staff reviewed these proposals and interviewed prospective consultants on July 19, 2000;

Whereas, A proposal from Mitchell & Mouat Architects was deemed to be the most responsive proposal;

RESOLVED, The DDA shall establish a project budget for the Fourth Avenue improvements project of $300,000.

RESOLVED, The DDA Executive Director, Project Manager and Fourth Avenue Committee Chair shall retain Mitchell & Mouat to oversee design for this project under the direction of the DDA Capital Improvements Committee.

Mr. DeVarti asked if the DDA hadn't limited its support for this project to design costs with its previous resolution. Ms. Pollay said yes, that City staff concerns about limits to the DDA's TIF funds had proved unfounded, and that these concerns had limited the DDA's prior actions. Ms. Pollay said that setting a project budget would enable the contractors to understand the scope of the DDA's expectations, and that this was only a first step, as DDA members would be asked later for approval of the design as well as the construction bid.

A vote on the motion showed:
AYES: Aldrich, Beal, Dankert, DeVarti, Fritz, Gillett, Gunn, Pohrt, Sipes
NAYS: None
Absent: Berlin, Harshe, Ungrodt
The motion carried.
Mr. Beal reports that an RFQ for the State Street Area Pedestrian Improvements Project had been provided to several dozen design firms. Of the seven who responded, four were selected to be interviewed.

The Capital Improvements Committee's 2000/2001 draft work plan was presented.

PLANNING COMMITTEE
Ms. Sipes presented the committee's 2000/2001 workplan.

Ms. Sipes asked Ms. Thomas to provide details on the status of the Go!Pass program. Ms. Thomas said that over 10,000 Go!Passes have been distributed and AATA busses now have fare boxes installed which will record usage.

8. Other DDA Business
Ms. Pollay said that she would ask the Planning Committee to consider alternate dates for the fall retreat, as the October 5th date selected previously was fast approaching. Ms. Pollay also reminded the Board of the International Downtown Association Conference scheduled for September 16-19, 2000, and asked DDA members to let her know if they wished to attend so accommodations could be made.

9. Adjournment
As there was no further discussion, upon motion, the meeting was adjourned at 2:04 p.m.

Respectfully submitted,
Susan Pollay, Executive Director