

**Minutes of the Downtown Development Authority  
City of Portland**

Held on Thursday, February 17, 2005  
In Council Chambers at City Hall

Members Present: Antaya, Barnes, Dempsey, Dumas, Hoppes, Kavanagh, Kolarik, Ward.

Members Absent: Clement, Schrauben, Urie, Williams.

Guests: David Brown, Kathy Parsons.

Chairman Dumas called the meeting to order at 3:32 P.M.

Motion by Kavanagh, supported by Ward, to approve the agenda as presented, after adding E. Boardwalk Project Meeting, under Director's Report.  
All in favor. Adopted

Motion by Kolarik, supported by Ward, to approve the minutes of the January 20, 2005 D.D.A. meeting.  
All in favor.

Motion by Barnes, supported by Kavanagh, to approve the Treasurer's Report.  
All in favor. Adopted

D.D.A. Director Don Flanders gave a presentation on the Portland Area Marketing and Advertising Cooperative (PAMAC), and requested funds from the D.D.A. for assistance in funding a Marketing and Promotion Campaign to further economic development in Portland. He stated the purpose of the advertising is to promote "Shop Portland First". Mr. Flanders introduced David Brown owner of Rivertown Book Store and Periculum Services both in Portland. Mr. Flanders stated Mr. Brown in the chairman of the Portland Area Marketing and Advertising Cooperative. Mr. Brown passed out information about PAMAC, and explained what brought about the inception of the Cooperative. Mr. Brown stated it is their intent to obtain matching financial commitment for advertising from corporate sponsors like large banks and industrial entities. Mr. Flanders stated he would like to suggest a financial commitment from the D.D.A. City Manager Dempsey stated he would like to see a specific request for funds before making a final decision.

Motion by Kavanagh, supported by Antaya, to support the concept of a Portland Area Marketing and Advertising Cooperative.  
All in favor. Adopted

Chairman Dumas stated the 14<sup>th</sup> edition of On the Street was mailed this month.

D.D.A. Director Flanders stated he met with representatives of Cool Cities on Wednesday, February 16th.

He stated we already received the MEDC Catalyst Grant of \$100,00 for the Boardwalk Project. Mr. Flanders showed plans and concepts of the Boardwalk Project as prepared by Fleis and VandenBrink Engineering. Mr. Flanders stated they will be meeting again with property owners on the west side of the 100 block of Kent Street on February 23<sup>rd</sup> to discuss the Boardwalk Project. Mr. Flanders stated in addition to the boardwalk there would possibly be bump outs, sitting vistas, and a dining area constructed along the boardwalk. Mr. Flanders states we have received notice that the Michigan State Housing Authority would be funding the balance of the project or \$675,000. Mr. Flanders stated he has met with all the property owners several times, and they are in total support of the project. He also stated we are working on receiving easements from the property owners, and are in the process of applying for permits from D.E.Q. He stated in having the boardwalk attached to the buildings it would provide a second ingress/egress for the buildings.

Commissionmember Ward stated there will be a meeting with the State Historic Office on March 7<sup>th</sup> to get an update on the Façade Program. She stated there would be a meeting at 7:00 P.M. on February 23 to discuss the Streetscape Project. She also stated we will be meeting with residents of the community to solicit suggestions and ideas for the project.

Mr. Flanders stated he is still working with Bob Christianson to get downtown Portland designated as a Historic District. He stated it would open up investment potentials of tax credits for the buildings if we get a historic designation. He stated it is moving quickly to the National Park Service for recommendation.

Mr. Flanders stated he is still working with prospects for the downtown and uptown areas. He also stated he is working with 3 properties in the downtown area to upgrade their buildings.

Mr. Flanders stated he attended the Main Street Training Program on Real Estate Development, and one on Volunteer Recruitment and Training. He stated the programs provided him with important information needed to assist prospects and property owners in readying their property to be marketable.

Mr. Flanders discussed a preliminary D.D.A. Budget for FY 2005-2006. City Manager Dempsey questioned a \$75,000 local match for the Boardwalk Project, and that Mr. Flanders wages were missing from the budget. Mr. Flanders informed City Manager Dempsey that the City no longer needed a \$75,000 local match for the Boardwalk Project.

Motion by Barnes, supported by Antaya, to adjourn the meeting at 5:08 P.M.  
All in favor. Adopted

Respectfully submitted,

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Becky Ward, Secretary

