

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

Held on Thursday, February 26, 2009  
In Council Chambers at City Hall

Members Present: Dumas, Kavanagh, VanSlambrouck, Barnes, Urie, Dempsey, Antaya

Members Absent: Trappen, Briggs

Staff: DDA/Main Street Director Clement, City Clerk Miller

Guests: None

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

Motion by Kavanagh, supported by VanSlambrouck to approve the Agenda as presented.  
All in favor. Adopted.

Motion by Barnes, supported by Urie to approve the Minutes as presented.  
All in favor. Adopted.

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

Under Old Business City Manager Dempsey gave a budget analysis related to the hiring of a full-time DDA/Main Street Director.

There was discussion among the Board regarding the budget outlook.

Mayor Barnes stated that the Main Street organization has the goal of being a self-sustaining entity and should be raising money. There will be a process involved in getting this organization to a point that it is revenue producing.

Member VanSlambrouck stated that the Main Street Board is getting stronger in leadership and volunteers and will communicate better with both the State and National organizations. This will hopefully lead to growth that will help with fundraising.

DDA/Main Street Director Clement gave his Director's Report. Rivertown Bookstore has downsized and moved to Raffael's Marketplace.

On January 7<sup>th</sup> the Main Street Board attended training put on by the State and the four committees each attended two training sessions hosted by the State. The first sessions were the basics for each of the committees. The second sessions were on work planning where each committee worked intently on work plans for 2009-2010.

There are a number of people who will be attending the National Main Street Conference in Chicago where they each plan to attend different seminars and then share the information with the others.

There has been much interest shown in the Façade Program but there have been no applications turned in at this time.

Students with the MSU Extension Practicum Course are now conducting research for the traffic/parking study they are conducting.

MSHDA has increased its staff so there is now a separate person assigned to help each of the Main Street Committees.

Motion by Dempsey, supported by VanSlambrouck to adjourn to Closed Session to review applicants for the DDA/Main Street Director position at 4:04 P.M.  
All in favor. Adopted.

The Board returned from Closed Session at 4:34 P.M.

Motion by Dempsey, supported by Barnes to remove the request by Member Trappen at the last meeting for the \$8250.20 raised by Main Street to be transferred to the Main Street budget to cover expenses for this Fiscal Year.

The Board discussed this issue and whether the funds earned should go back to the DDA or stay with the Main Street Board. It was decided that this decision would be deferred to some time in the future when Main Street events earn a profit.

Motion by Barnes, supported by Urie, to adjourn the meeting at 4:45 P.M.  
All in favor. Adopted

Respectfully submitted,

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Georgina Trappen, Secretary