

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

Held on Thursday, March 19, 2009
In Council Chambers at City Hall

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

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

Guests: Patrick Reagan

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

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

Motion by Antaya, supported by VanSlambrouck to approve the Minutes as presented.
All in favor. Adopted.

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

DDA/Main Street Director Clement presented an addition to the Treasurer's Report for Main Street expenses incurred at the National Main Street Conference in Chicago. These expenses will be reflected on next month's Treasurer's Report.

Motion by VanSlambrouck, supported by Antaya to approve the Main Street Expenses for the National Main Street Conference in Chicago.
All in favor. Adopted.

Under Old Business, Member VanSlambrouck gave a report on the hiring process for the full-time DDA/Main Street Director position. The Interview Committee went through many resumes of which many were for qualified applicants. Interviews were held for seven candidates. Member VanSlambrouck presented information on the compensation package and resume for Patrick Reagan who the Interview Committee is recommending to fill the position.

City Manager Dempsey stated that Council has passed a resolution for the DDA to approve this position as long there are no budget amendments required. The DDA/Main Street Director will be an employee of the City. City Manager Dempsey went over the DDA budget in relation to hiring a full-time DDA/Main Street Director.

Patrick Reagan introduced himself and stated how excited he is about the opportunity in Portland. He stated that he is very impressed by the community and would be proud to be a part of it. He gave his background and stated that he would available to begin employment by April 15th.

Motion by Dempsey, supported by Urie to offer the DDA/Main Street Director position to Patrick Regan at a salary of \$34,000 per year to also include \$500 for moving expenses, 2 weeks vacation and holidays and benefits equivalent to non-union City employees.

All in favor. Adopted.

Chairman Dumas acknowledged and thanked Rush Clement for stepping in as Interim DDA/Main Street Director and doing an exemplary job.

City Manager Dempsey explained the process for Rush to be reappointed to the DDA.

Motion by Dempsey, supported by Trappen to honor Rush Clement's written agreement through April 15, 2009.

All in favor. Adopted.

Mayor Barnes thanked the individuals on the Interview Committee for the time and effort they put into the hiring process.

Under the Director's Report Director Clement went over some of the information he had gained at the National Main Street Conference in Chicago. This information will be incorporated into the next set of committee work plans.

Director Clement went over the DDA budget and how Main Street revenues are reflected. He recommended looking at the net of revenues minus expenditures in next year's budget.

There was discussion about how to best reflect the Main Street revenues and expenditures in the DDA budget. It was agreed by Mr. Dempsey and Member Trappen that the Main Street Board budget for 2009-2010 should show both the projected revenues as well as expenses when presented to the DDA next month with the work plans.

Member Urie acknowledged the Boardwalk photo that the Promotions & Marketing Committee got on the Portland phone book along with the Main Street website address. The photo was taken by Portland resident Doug Snitgen.

Motion by Urie, supported by Briggs, to adjourn the meeting at 4:10 P.M.

All in favor. Adopted

Respectfully submitted,

Georgina Trappen, Secretary