

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

Held on Thursday, April 16, 2009
In Council Chambers at City Hall

Members Present: Dumas, VanSlambrouck, Trappen, Barnes, Clement, Dempsey, Kavanagh, Antaya

Absent: Urie, Briggs

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

Guests: Diane Smith, Chair of the Economic Restructuring Committee

Chairman Dumas called the meeting to order at 3:34 P.M.

Motion by Dempsey, supported by Trappen to approve the Agenda as presented.
All in favor. Adopted.

Motion by Trappen, supported by Clement to approve the Minutes as presented.
All in favor. Adopted.

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

DDA/Main Street Director Patrick Reagen greeted the DDA members.

Interim DDA/Main Street Director Clement presented the work plans for each of the committees which also included the budget for each.

Member Trappen stated that the work plans were completed with a great deal of help from the State.

Interim DDA/Main Street Director Clement presented and the Board discussed the proposed FY 2009/2010 budget for the DDA.

Options for Oktoberfest were discussed. DDA/Main Street Director Reagen made some suggestions and shared some ideas for adding to the event.

City Manager Dempsey addressed the projected deficit of the FY 2009/2010 budget.

The Board discussed upcoming bond payments, balances in DDA accounts, and the budget as a whole.

City Manager Dempsey urged caution and attention to the budget and the cash flow of the DDA.

Member VanSlambrouck stated that he agreed with City Manager Dempsey that proactive management of the DDA budget will be needed. He also stated that the organization is well

structured and with an experienced manager and a treasurer on the Board with planning and attention the Board should be able to accurately predict the direction things should go.

Mayor Barnes stated that with City Manager Dempsey's attention to the budget situation he feels comfortable spending money to make money in order to see what can be done in Portland. This situation was taken into consideration when Patrick was hired. We now need to see what the Main Street program can do.

There was further discussion of the budget.

Member Kavanagh questioned the 2% revenue increase projected for each year.

City Manager Dempsey stated that he is comfortable with the number for 2009/2010 but there may be some exposure in the future years.

Motion by Barnes, supported by VanSlambrouck to recommend the DDA budget to the City Council.

All in favor. Adopted.

Motion by Trappen, supported by Barnes to approve the Main Street Committee work plans as presented.

All in favor. Adopted.

City Manager Dempsey noted that expenditures in the committee work plans will be subject to change due to cash flow.

Member Trappen presented a recommendation from the Design Committee that the condition on façade projects that requires that not more than 50% of a project be for painting be waived for the Around the Block Quilt Shop due to the nature of their project and the economy. Their façade project would be 70% paint which the building needs.

There was discussion among the Board about this requirement. City Manager Dempsey stated that this requirement is imposed by the DDA not the State.

Mayor Barnes stated that the intent of the condition was to prevent someone from applying for a façade restoration and just painting. Due to the cinder block construction this is likely the only restoration that can be done to this building.

City Manager Dempsey stated that the project is waiting on the approval of the State. Although State approval is not required, Main Street wants to ensure that funded facades don't hurt historic preservation. The owners of the Quilt Shop would like to do the work in May.

Motion by Dempsey, supported by VanSlambrouck to approve the Design Committee recommendation to approve a façade project for the Around the Block Quilt Shop and waive the requirement that no more than 50% of a project be for painting, in this instance because they were the only façade applicant when a call for projects was made. In light of the economic circumstances in the State of Michigan and the country as a whole, to encourage investment in keeping buildings

looking good the DDA should waive the condition in this instance. In the future, projects will be considered on a case by case basis.

All in favor. Adopted.

Under the Director's Report, Interim DDA/Main Street Director Clement thanked the Board for the opportunity to work with the DDA and Main Street. He stated that it has been a rewarding experience and he is looking forward to working with Patrick. He also informed the Board that Around the Block Quilt Shop is expanding their business into 125 Kent St. and a new business, Tom & Jerry's Antiques is opening on Kent St. The Portland Pay Day event will be getting started soon. A Volunteer Recognition Party will be held tonight, April 16th at 7:00 P.M. at Jerry's Place.

DDA/Main Street Director Reagen stated that he is excited to get started and that he has learned a lot from Rush over the past few days.

Mayor Barnes thanked Rush for stepping into the position when he was needed. He has done a great job and it is appreciated very much.

Vice-Chairman Antaya stated that the kick off for the Relay for Life event will be held tonight at the Wagon Wheel at 6:30 P.M.

Member Trappen questioned the construction by Consumers Energy on Kent St. referenced in Volume 2 of the Main Street Gab.

City Manager Dempsey explained that the permit for the construction has not been issued yet. A number of gas leaks in the 200 block of Kent St. have occurred. Construction will likely take place on the west side of the street in the parking area between Bridge St. and Academy St. He stated that he is working with Consumers Energy to figure out the construction schedule to minimize the impact to the businesses.

Motion by Clement, supported by Trappen, to adjourn the meeting at 4:30 P.M.

All in favor. Adopted

Respectfully submitted,

Georgina Trappen, Secretary