

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

Held on Thursday, July 9, 2015  
In Council Chambers at City Hall

Members Present: Dumas, Barnes, Gorman, Antaya, Briggs, Blastic, Grimminck

Absent: Clement, Urie, VanSlambrouck

Staff: Interim DDA/Main Street Director Perry, City Clerk Miller

The meeting was called to order at 4:00 P.M.

Motion by Antaya, supported by Briggs, to approve the Agenda as presented.  
All in favor. Adopted.

Motion by Blastic, supported by Grimminck, to approve the minutes of the Regular Meeting held on June 18, 2015 with grammatical corrections as suggested by Member Grimminck.  
All in favor. Adopted.

Motion by Barnes, supported by Gorman to approve the Treasurer's Report with the addition to reimburse Interim Director Perry for payment of \$520 to Unity Security.  
All in favor. Adopted.

Under New Business, the nomination and election of officers for the 2015-2016 Fiscal Year was held. Interim Director Perry stated that currently Dumas is the Chair, Antaya is the Vice Chair, and Blastic is the Secretary. The Treasurer was Smith but she did not submit an application for reappointment to the DDA.

There was discussion.

Motion by Briggs, supported by Gorman that the Board remain the same with the addition of Barnes as the Treasurer.  
All in favor. Adopted.

Interim Director Perry presented a request to submit Special Event Liquor License applications for the August 1, 2015 "Beerfest on the Bridge" and the August 15, 2015 "Wine the Walk".

Motion by Dumas, supported by Barnes to approve the request to submit Special Event Liquor License applications for the August 1, 2015 "Beerfest on the Bridge" and the August 15, 2015 "Wine the Walk".  
All in favor. Adopted.

Interim Director Perry presented a request for approval of beer expenses for the "Beerfest on the Bridge", up to \$4,000.00.

Motion by Antaya, supported by Blastic to approve the request approval of beer expenses for the “Beerfest on the Bridge”, up to \$4,000.00.

All in favor. Adopted.

Under the Director’s Report, Interim Director Perry stated that Debra Johnson, Design Specialist for the Michigan Main Street Center offered free sketches and design suggestions for both Fabiano’s River House Grill and Terry Piggott’s property at 226/228 Kent St.

Under Committee Reports, Interim Director Perry reported that the Promotions & Marketing Committee’s Portland Pay Day campaign is underway. The prize drawing will be held on Thursday, August 27, 2015 at the Thursdays on the Grand event.

The Wine the Walk event will be held on August 15, 2015.

The Design Committee has two ash towers for cigarette butts ordered to be placed in the downtown. The hanging flower baskets have been hung and an individual that needs to do community service has volunteered to water the baskets.

The Economic Revitalization Committee hosted a well-attended business networking session in conjunction with the Portland Area Chamber of Commerce June 18, 2015 at 6:30 P.M. at Fabiano’s River House Grill.

Chris Tyler has developed a questionnaire he will be distributing to downtown businesses to determine how the customer service update content can be utilized.

The Organization and Finance Committee published the July 2015 On the Street Newsletter that was mailed with the City utility bills.

The “Beerfest on the Bridge” will be held on August 1, 2015. There are currently 14 breweries committed to the event.

The Main Street Facebook page is up to 1,931 “likes”.

Motion by Briggs, supported by Barnes, to adjourn the meeting at 4:18 P.M.

All in favor. Adopted

Respectfully submitted,

---

Kory Blastic, Secretary