

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

Held on March 20, 2014
In Council Chambers at City Hall

Members Present: Blastic, Smith, Dumas, Barnes, Briggs, Antaya, Clement

Absent: Tyler, Urie, Sunstrum

Staff: Interim City Manager & DDA Director Reagan, Main Street Manager Perry, City Clerk Miller

The meeting was called to order at 3:35 P.M. by Chair Dumas.

Motion by Barnes, supported by Antaya, to approve the proposed Revised Agenda including the excusal of Members Tyler and Urie.

All in favor. Adopted.

Motion by Antaya, supported by Briggs, to approve the Minutes of the February 20, 2014 Regular Meeting as presented.

All in favor. Adopted.

Motion by Barnes, supported by Dumas, to approve the March 2014 Treasurer's Report as presented

All in favor. Adopted.

Under New Business, Director Reagan presented the proposed Fiscal Year 2014-2015 DDA Budget.

Member Clement arrived at 3:38 P.M.

Motion by Briggs, supported by Blastic, to approve the proposed Fiscal Year 2014-2015 DDA Budget.

All in favor. Adopted.

Under the Director's Report, Director Reagan reported that the 2014 National Main Street Conference will be held in Detroit on May 18th – 20th. Both he and Member Sunstrum will be speaking at the conference.

Main Street Manager Perry reported that the Michigan Main Street Center (MMSC) held Associate Level Training at Portland City Hall on Wednesday, March 12th. It was a very good meeting with a lot of good information shared.

Under Committee Updates, Main Street Manager Perry reported the Design Committee has opened the Sign Incentive Grant application process focused on creative signage. To this point, an application is expected from Hot Shots.

The Promotions & Marketing Committee is planning the 5th Annual Block Party, scheduled for Saturday, May 17th. Planning for Portland Pay Day is also underway, and is scheduled to begin on June 1st.

The Organization and Finance Committee is offering, as a competitive based service, a free webisode service to five selected Main Street District businesses which will highlight the chosen businesses, their products, goods, and services, and will give a glimpse to the wider world why Portland is a great place to do business. The recordings have been completed and should be finished by the end of May. The March 2014 edition of the “On the Street” newsletter was also completed.

Motion by Antaya, supported by Blastic, to adjourn the meeting at 3:50 P.M.
All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary