

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

Held on Thursday, April 19, 2012
In Council Chambers at City Hall

Members Present: Dumas, Antaya, Blastic, Dempsey, VanSlambrouck, Barnes, Briggs, Sunstrum, Smith

Absent: Urie, Clement

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

The meeting was called to order at 3:32 P.M.

Motion by VanSlambrouck, supported by Dempsey, to approve the Revised Agenda.
All in favor. Adopted.

Motion by Barnes, supported by VanSlambrouck, to approve the Minutes of the March 15, 2012 Regular Meeting as presented.
All in favor. Adopted.

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

Under New Business, Director Reagan presented information on the proposed bidding of the sculpture pad for the "Woodwind" sculpture planning to be installed at Will Toan Park in cooperation with the City of Portland and the Arts Council. The artist, Mike Pline, has recently passed away. The planned placement of his "Woodwind" sculpture was underway before his passing. Director Reagan and City Manager Dempsey have since been working with his wife, Robin Pline, to place the sculpture. The Design Committee has committed its remaining Fiscal Year funds to pay for the cement pad for the foundation of the sculpture. It is hoped the sculpture can be installed at the park by the end of May.

Director Reagan presented the proposed bid specifications and stated they meet the standard MDOT sidewalk and foundation specification standards. If approved, the bid specifications will be sent out immediately with the bid opening to be held on Tuesday, May 1st.

Due to the proposed timeline a Special Meeting of the DDA would need to be held to meet the deadlines. Director Reagan proposed holding a Special Meeting on Thursday, May 3rd at 3:30 P.M. in the Council Chambers.

Motion by Briggs, supported by Dumas, to approve the distribution of bids for the pad for the 2012 sculpture installation and to approve a Special Meeting to be held on Thursday, May 3rd, 2012 at 3:30 P.M. at City Hall.
All in favor. Adopted.

Under the Director's Report, Director Reagan stated that he attended the National Main Street Conference in Baltimore, Maryland with Eric Frederick, Joel VanSlambrouck, Julie Clement, and Chuck Dumas April 1st – 4th. They received a lot of good information to help grow and build the Portland Main Street program. The program in Portland appears to be ahead of the curve as many of the suggestions made Portland is already implementing.

Member VanSlambrouck stated that it was very interesting to hear how other small communities are investing in their downtowns. It was also good to see the winners of the GAMSA awards; most of whom overcame adversities to rebuild their communities.

Chairman Dumas stated that he was impressed with how large and well organized the conference was. He took special interest in the technology available to help communities.

Director Reagan stated the Michigan Main Street Center will hold its quarterly training in Portland in December 2012. This is an excellent opportunity to introduce many new people to what Portland has to offer.

Under Committee Updates, Director Reagan stated the Design Committee will accept applications for the Façade Grant program through May 15th.

The Promotions and Marketing Committee is planning The Downtown Block Party which will be held Saturday, May 19th. There will be a larger car show, great music, great local food, and the return of the "Party Pavilion", a petting zoo, and other fun activities from Bouncers and More and the Portland Rodeo Days organization.

The Portland Pay Day Promotion will be held June 1st through August 24th. The prize drawing will be held Thursday, August 30th in conjunction with the final Thursdays on the Grand event.

The Economic Revitalization Committee will hold "Social Media" classes at the Portland High School Computer Lab on April 30th and May 8th. It will also hold an Opera House Meeting on Saturday, April 21st at 10:00 a.m. at Jerry's Restaurant & Pub. The interest in a possible revitalization project is growing.

The April 2012 issue of "On the Street" was mailed with the monthly utility bills thanks to the efforts of Organization & Finance Committee Chair Julie Clement.

Under Board Comments, Member Blastic commented that the newly forming Rotary Club will hold a meeting on Tuesday, May 8th at the Wagon Wheel in the Oak Room.

Member Briggs commented that the Portland District Library will hold a book sale today through Saturday, April 21st. Also, the Portland Garden Club is currently holding its annual Geranium Sale. All pre-orders for geraniums must be submitted by Monday, April 23rd. Pre-order forms are available at many local businesses and the Portland District Library. The public sale will be held on Saturday, May 12th from 8:00 a.m. to noon in the garden of Two Rivers Counseling at 307 Kent St.

Motion by Barnes, supported by VanSlambrouck, to adjourn the meeting at 3:49 P.M.
All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary