

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

Held on December 20, 2012
In Council Chambers at City Hall

Members Present: Briggs, Dempsey, Barnes, Blastic, Antaya, and VanSlambrouck

Absent: Dumas, Clement, Smith, Sunstrum, Urie

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

The meeting was called to order at 3:30 P.M. by Vice Chair Antaya.

Motion by Barnes, supported by Dempsey, to excuse the absence of Dumas, Clement, and Smith.
All in favor. Adopted.

Motion by VanSlambrouck, supported by Blastic, to approve the Agenda as presented.
All in favor. Adopted.

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

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

Under New Business, Director Reagan presented a request to renew the contract with The Verdin Company for maintenance of the Downtown Clock; the terms would be the same as in the past.

Motion by Dempsey, supported by Briggs, to approve the contract renewal with The Verdin Company for Downtown Clock maintenance.
All in favor. Adopted.

Under the Director's Report, Director Reagan stated that the Main Street Quarterly Training was held in Portland on December 3rd and 4th at City Hall. The training was very well attended and valuable information was presented.

The application for the Great American Main Street Award (GAMSA) was submitted; should hear the results sometime in March.

Under Committee Updates, Director Reagan reported that all of the committees are currently developing their 2013 work plans.

The Promotions & Marketing Committee held the Holidayfest celebration on November 16th and 17th in Downtown Portland.

The Organization and Finance Committee continues its offering of advertising space in the “On the Street” newsletter each month. Special thanks to Julie Clement, editor of the newsletter, for its publication.

Director Reagan wished the DDA/Main Street Board and all City Residents Happy Holidays. He also thanked all of the Main Street volunteers for their efforts.

The Brick House Grille; owned by Mike Hoorman, will open on Saturday, December 29th.

The Grand River Inn; formerly Jerry’s, will open The Pub on New Year’s Eve.

Mayor Barnes asked Director Reagan if there is any way for individuals or businesses to contribute to the “On the Street” publication.

Director Reagan stated the newsletter focuses on information regarding the Downtown core. Julie and the Organization & Finance Committee are always looking for help; “many hands make light work”.

Mayor Barnes inquired if he knew of any communities that were Main Street communities and let their status go? He stated it would be hard to fathom a community doing so.

Director Reagan stated that Clare, Ishpeming, and Muskegon were examples of communities that had let their Main Street status expire. The programs in these area relied solely on their Main Street manager; they didn’t have the support of great volunteers as Portland has.

Under Council Comments, Member VanSlambrouck stated the Michigan Main Street quarterly training held in Portland was an excellent opportunity for other communities to see Portland and use it as a standard for discussion and comparison. He further stated the work plans being developed by the committees are very time consuming.

Director Reagan commented that Portland is featured in the publication Capital Gains; an online and print magazine, focusing on rental rehabilitation in the downtown.

Motion by Barnes, supported by VanSlambrouck, to adjourn the meeting at 3:43 P.M.
All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary