

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

Held on Thursday, April 19, 2018
In Council Chambers at City Hall

Members Present: Barnes, Gorman, VanSlambrouck, Briggs, Grimminck, Pung, Antaya

Members Absent: None

Staff: DDA/Main Street Director Conner Wellman, City Clerk Miller

Guests: Mike Judd; Shirley Teachout; Council Member Johnston

Chair Grimminck called the meeting to order at 3:32 P.M.

There was no public comment.

Motion by Barnes, supported by VanSlambrouck, to approve the agenda as presented.

All in favor. Adopted.

Motion by VanSlambrouck, supported by Pung, to approve the minutes of the April 19, 2018 with changes as noted by Mayor Barnes.

All in favor. Adopted.

Motion by Briggs, supported by VanSlambrouck, to approve the Treasurer's Report as presented.

All in favor. Adopted.

Member Antaya arrived at 3:35 P.M.

Under Old Business, Director Conner Wellman presented information on the bids submitted for bridge painting, weed control and lamp post painting.

There was discussion of each.

Motion by Barnes, supported by Antaya, to accept the bid from Cook in the amount of \$2,260.00 for bridge painting.

All in favor. Adopted.

Motion by Barnes, supported by Antaya, to accept the bid from Advanced in the amount of \$1,500.00 for weed maintenance in the downtown.

All in favor. Adopted.

In regard to painting the lamp posts, Member Pung suggested transferring the funds from the fund balance rather than using funds designated for façade grants as one of the goals outlined in planning was to increase the focus on façade grants.

There was discussion.

Shirley Teachout, Design Committee Member, stated that with the upcoming sesquicentennial celebration painting the lamp posts was a priority especially as historically there are very few applications submitted for façade grants.

Motion by Pung, supported by Barnes, to use the fund balance for the lamp post painting and to approve the bid from Cook in the amount of \$27, 395 for the same.

There was continued discussion.

City Clerk Miller held a roll call vote.

Antaya – Yes

Pung – Yes

Briggs – Yes

Grimminck – Yes

VanSlambrouck – Yes

Barnes – Yes

Gorman – Yes

All in favor. The motion passes.

Under New Business, Director Conner Wellman noted the resignation of Randy Hodge from the DDA.

Director Conner Wellman presented information on the AmeriCorp Vista Grant that was award to the DDA.

Director Conner Wellman and Board Members presented the newly developed work plans for Fiscal Year 2018-2019.

There was discussion about Façade Improvement Projects and whether the amount granted for facades should be increased and who would take on the project of developing a new plan for façade grants.

Under the Director Report, Director Conner Wellman stated that she continues to meet with various groups in the community to increase her community engagement and that she attended extensive trainings throughout the month of March.

Under Board Member Comments, Member Antaya stated that the new owners of RCP will hold an open house on Tuesday, April 24, 2018.

City Manager Gorman stated that the donation of property at the corner of Divine Hwy. and Grand River Ave. from ADM Alliance Nutrition to the City of Portland is nearly complete.

Motion by VanSlambrouck, supported by Antaya, to adjourn the meeting at 4:50 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary