

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

Held on Thursday, April 21, 2011
In Council Chambers at City Hall

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

Absent: Clement

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

Guests: MSU Practicum Students Brian Keeseey, David Wood, Maria Kornakova, and Josh Kluzak

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

Motion by Barnes, supported by Dempsey, to excuse member Clement from the meeting.
All in favor. Adopted.

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

Motion by Barnes, supported by VanSlambrouck, to approve the Minutes of the March 17, 2011 meeting as presented.
All in favor. Adopted.

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

Under Presentations, MSU Practicum Students Brian Keeseey, David Wood, Maria Kornakova, and Josh Kluzak presented the 2011 Downtown Market Analysis they developed.

There was a period of question and answer between the Board and the students.

There was no old or new business.

Under the Director's Report, Director Reagan updated the Board on recent and upcoming trainings. He attended the Michigan Main Street Center Quarterly Training in Wayland on March 29th and 30th which focused on building sponsorships. It was a very good seminar with a lot of good information.

The Michigan Main Street Center Associate Level Training will be held in Portland on May 11th on the 2nd Floor of City Hall.

Retail Merchandising Training will be held in Portland on May 17th and 18th. This free training is one of three offered by the Michigan Main Street Center.

People Practices for Businesses will be held in Portland on May 5th.

Under Committee Updates, Director Reagan stated the way finding signage the Design Committee has been working on has been installed around the Downtown.

The Promotions and Marketing Committee continues to plan the 2011 Downtown Block Party which will be held May 21st. This year's event will include a car show, mechanical bull, food vendors and children's activities. A number of great sponsorships have been received. The Chamber of Commerce will also be involved with this year's event.

The Economic Revitalization Committee has secured several trainings to be held throughout the year in Portland.

The Organization & Finance Committee held another successful Rummage Sale on April 15th & 16th on the 2nd Floor of City Hall. Director Reagan extended thanks for Julie Clement for her hard work in organizing the event along with her efforts in publishing the On the Street Newsletter.

Under Board Comments, the 2011 Riverfest Committee will hold a meeting tonight at 6:30 P.M. on the 2nd floor of City Hall. Riverfest will be held the 3rd weekend in August. Planning continues to proceed very well.

Motion by Antaya, supported by Urie, to adjourn the meeting at 4:16 P.M.
All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary