

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

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

Members Present: Barnes, Gorman, Briggs, Grimminck, Madarang, Antaya

Members Absent: Pung, VanSlambrouck

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

Guests: None

Chair Grimminck called the meeting to order at 3:33 P.M.

There was no public comment.

Motion by Barnes, supported by Madarang, to approve the agenda as presented.
All in favor. Adopted.

Motion by Madarang, supported by Barnes, to approve the minutes of the June 21, 2018 as presented.
All in favor. Adopted.

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

Under Team Reports, Mayor Barnes reported that the Organization & Finance team has continued planning for both Beerfest which will be held on Saturday, August 11th and the sesquicentennial celebration which will be held , throughout 2019, culminating on the weekend of September 20th – 22nd, 2019.

Chair Grimminck reported that the Business Enhancement Team has continued work on the business database and begun work on the Block Captain Program.

Director Conner Wellman stated that the Promotions & Marketing Team will also be involved with the Block Captain Program and the Portland Prime initiative.

Under the Design Team Report, City Manager Gorman presented information on the efforts being made to address the trash and recycling receptacles in the Downtown. Member Madarang stated that the Veteran's Memorial Bridge has been painted and crews have begun painting the light posts. Member Briggs reported that they are working on the details to submit the application for the historic sign.

Under New Business, Director Conner Wellman stated that representatives of Community Development Block Grants (CDBG) have reached out looking for projects that might be eligible for their funding. Director Conner Wellman also explained the upcoming Portland Prime gift certification program and noted that Michigan Main Street and Main Street America Progress will visit on Thursday, August 30th.

Under the Director Report, Director Conner Wellman reported that Beerfest planning is going very well. 300 presale tickets have already been sold and event sponsorships continue to come in.

Director Conner Wellman provided business updates and stated that a VISTA volunteer has proceeded through the interview process.

Director Conner Wellman reminded everyone that the 15-year Main Street Program Celebration will be held tonight at the band shell.

Under Board Member Comments, City Manager Gorman confirmed with Chair Grimminck that Director Conner Wellman's evaluation has been completed.

Motion by Madarang, supported by Gorman, to adjourn the meeting at 3:58 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary