

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

Held on Monday, August 26, 2019
In Council Chambers at City Hall

Members Present: Gorman, Barnes, Madarang, Briggs, Williamson, Abel, Antaya

Members Absent: Grimminck

Staff: DDA Director ConnerWellman; City Clerk Miller

Guests: Mike Judd

Vice Chair Abel called the meeting to order at 7:02 P.M.

There was no public comment.

Motion by Madarang, supported by Briggs, to approve the agenda with as presented.

All in favor. Adopted.

Motion by Madarang, supported by Williamson, to approve the minutes of the July 29, 2019 meeting 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 the Organization & Finance Team stated that Beerfest on the Bridge went very well and noted that planning continues for the Sesquicentennial celebration in September.

Member Williamson stated that Promotions & Marketing Team has also been working on planning for the Sesquicentennial celebration and that letters regarding the reinstatement of 2-hour parking in the downtown are being mailed today.

Nothing to report from the Business Enhancement Team.

Under the Design Team Report, Member Briggs stated they are evaluating the potential splash pad project and whether to move forward with or without grant approval.

Under Old Business, Director ConnerWellman noted that volunteers are still need for promotion of Sesquicentennial at the Red Mill Community Days.

Director ConnerWellman stated that letters were mailed to property owners, business owners, and renters regarding the reinstatement of 2-hour parking in the downtown.

City Manager Gorman noted that this change was approved by the DDA subcommittees, the DDA board and the City Council in order to facilitate commercial activity.

City Manager Gorman stated that letters regarding the relocation of trash receptacles from the west side of the 100 block of Kent St. to Scout Park will be mailed soon.

There was discussion.

Under New Business, Director ConnerWellman stated the Board needs to schedule a planning session for the upcoming 18-months of projects for June 2020 through June 2021.

There was discussion.

Director ConnerWellman noted that volunteers are still needed for the Sesquicentennial Celebration. She is looking for all DDA board members and Council members to volunteer.

Director ConnerWellman provided a report from Dana Hengesbach on the VISTA program. Business workshops will be coming soon.

Under the Director Report, Director ConnerWellman provided updates on business and property in the DDA District along with other projects, recent activities, and community events. Certified letters have been sent to the Michigan Main Street Program, as well as the National Main Street Center in regard to graduation from their programs. No communication has been received back from them.

Director ConnerWellman stated that she is working closely with the City on 2-hour parking enforcement, relocation of trash and recycling receptacles, and awareness and enforcement of the International Property Maintenance Code in the interest of improving standards for property owners and potential investors.

City Manager Gorman provided additional development updates in the community.

Under Board Member Comments, Mayor Barnes stated that he is supportive of following through on the Code Ordinance as enforcement of current ordinances needs to take place.

Mayor Barnes thanked Director ConnerWellman for all of her hard work; she is doing a great job.

Motion by Madarang, supported by Williamson, to adjourn the meeting at 7:44 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary